



## Cowichan Valley School District

### OPEN BOARD MEETING

Tuesday, April 4, 2017

Held at 4:30 pm in the Yuxwule' Eagle Room (Boardroom)  
2557 Beverly Street, Duncan, B.C.

### AGENDA

Page

**1. Call to Order**

We respectfully acknowledge that we are meeting on the traditional and ancestral lands of the Coast Salish people.

**2. Adoption of Agenda**

- a. Motion to Adopt Agenda  
*"That the Board of Education adopts the agenda of the April 4, 2017 Open Board Meeting."*

**3. Minutes**

- a. Minutes of the March 7, 2017 Open Board Meeting 3-6  
*"That the Board of Education adopts the minutes of the March 7, 2017 Open Board Meeting."*

**4. Recognition and Delegations**

- a. Rotary Starfish Pack Project 7

**5. Report of Closed Meeting**

**6. Old Business**

- a. Action List 8

**7. Superintendent of Schools**

**7.1. Personnel**

**7.2. For Board Information**

- a. Superintendent's Update

**7.3. For Board Action**



**8. Secretary - Treasurer**

**8.1. Personnel**

**8.2. For Board Information**

- |    |   |       |
|----|---|-------|
| a. | 2017-2018 Funding Announcement          | 9-14  |
| b. | 2016-2017 Year-End Financial Projection | 15    |
| c. | 2017-2018 Capital Plan Response         | 16-17 |
| d. | Student Learning Grant                  | 18-20 |

**8.3. For Board Action**

**9. Committees and Outside Organizations**

- |    |   |       |
|----|---|-------|
| a. | Minutes of the February 28, 2017 Board Education and Business Committee Meeting<br><i>"That the Board of Education receives the minutes of the February 28, 2017 Board Education and Business Committee Meeting."</i> | 21-23 |
| b. | Highlights of the March 8, 2017 DSAC Meeting<br><i>"That the Board of Education receives the Highlights of the March 8, 2017 DSAC Meeting."</i>   | 24    |
| c. | BCSTA AGM 2017 Late Motions   | 25    |
| d. | Recommendation from the March 28, 2017 Board Education and Business Committee Meeting<br><i>"That the Board of Education rounds up rental rates to the nearest dollar for the 2017/2018 school year."</i>             |       |

**10. Upcoming Meetings and Events**

- |    |  |       |
|----|--|-------|
| a. | Schedule of upcoming meetings and events | 26-27 |
|----|--|-------|

**11. Correspondence**

**12. New Business**

**13. Question Period**

**14. Adjournment**

- |    |   |  |
|----|---|--|
| a. | Motion to Adjourn<br><i>"That there being no further business, the meeting be adjourned."</i> |  |
|----|---|--|

**MINUTES OF THE OPEN MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 79  
(COWICHAN VALLEY) HELD ON TUESDAY, MARCH 7, 2017 AT 4:30 PM IN THE BOARDROOM**

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**PRESENT:** Trustee Candace Spilsbury, Chair  
Trustees Barb de Groot, Elizabeth Croft, Randy Doman, Rob Hutchins, Cathy Schmidt, Joe Thorne  
Rod Allen, Superintendent  
Jason Sandquist, Secretary-Treasurer  
Sheryl Koers, Assistant Superintendent  
Karen Blow, Assistant Secretary-Treasurer  
Monroe Grobe, Director of Operations  
Denise Augustine, Director of Aboriginal Education and Learner Engagement  
  
Gina Kueber, Recording Secretary

**APOLOGIES:** Debbie Mah, Assistant Superintendent

1. **Call to Order**

Trustee Spilsbury called the meeting to order at 4:30 pm and respectfully acknowledged that the meeting was taking place on the traditional and ancestral lands of the Coast Salish people.

2. **Adoption of Agenda**

a. **Motion to Adopt Agenda**

Moved by Trustee Schmidt seconded by Trustee Doman *"That the Board of Education adopts the agenda of the March 7, 2017 Open Board Meeting."*

CARRIED

3. **Minutes**

a. **Minutes of the February 14, 2017 Open Board Meeting**

Moved by Trustee Schmidt seconded by Trustee Thorne *"That the Board of Education adopts the minutes of the February 14, 2017 Open Board Meeting."*

CARRIED

4. **Recognition and Delegations**

5. **Report of Closed Meeting**

The Secretary-Treasurer advised that during the closed portion of the meeting, the Board discussed property issues and the budget survey.

6. **Old Business**

a. **Action List**

The Superintendent and Trustee Hutchins arrived at 4:31 pm.

The Action List was reviewed. Trustee Spilsbury noted that the communication plan for the Strategic Priorities Plan will be reviewed at the April 4, 2017 meeting. The Secretary-Treasurer reported that he has sent out a survey to neighbouring districts looking for feedback for the transportation review. He anticipates that District Foundation research will start shortly.

7. **Superintendent of Schools**

7.1 **Personnel**

7.2 **For Board Information**

a. **Superintendent's Update**

The Superintendent introduced Harvard Graduate Student Amelia Petersen, who is visiting our district to begin research on a book about transformation in education, under the supervision of her Advisor. She will return to Cowichan in May and continue her research on studying innovation and deeper learning as it progresses. Trustees thanked Ms. Petersen for her interest in including the Cowichan story in her book.

The Superintendent advised that the Ministry of Education and the BCTF came to an agreement on the weekend resolving the Bill 28 Class Size and Composition requirements. Staff is now reviewing the implementation implications of the new class size and composition limits and its impact on budget planning and processes.

The Superintendent reported on the following activities around the district:

- Alexander Elementary - Donation for the School Kitchen from 100 Women Who Care Cowichan
- Tansor Elementary - Kitchen Grant from Island Savings
- CVOLC Bat House Project
- Frances Kelsey Secondary School TASK Program
- Shaw TV production on the new curriculum

The Superintendent updated Trustees on opportunities to share the Cowichan story worldwide. He has been invited as a speaker to a World Bank conference in Jakarta, Indonesia over Spring Break and at an Organization for Economic Cooperation and Development Conference in Lisbon this Spring.

7.3 **For Board Action**

8. **Secretary - Treasurer**

8.1 **Personnel**

8.2 **For Board Information**

a. **Financial Projection Update**

The Secretary-Treasurer presented a financial projection as at February 28, 2017, indicating that the district is still likely to have a healthy surplus at year-end.

b. BC Classroom Fund

The Secretary-Treasurer reported on the recently announced Ministry of Education initiative to provide \$27.4 million to schools in the province for classroom supplies. While not formally announced, it is expected that our district will receive approximately \$380,000. There is flexibility for the Board to make decisions based on the local needs of our parent and school communities.

8.3 **For Board Action**

9. **Committees and Outside Organizations**

a. Minutes of the January 24, 2017 Board Education and Business Committee Meeting

Moved by Trustee Hutchins seconded by Trustee Thorne *"That the Board of Education receives the minutes of the January 24, 2017 Board Education and Business Committee meeting."*

CARRIED

b. Highlights of the February 9, 2017 DSAC Meeting

Moved by Trustee Schmidt seconded by Trustee Thorne *"That the Board of Education receives the Highlights of the February 9, 2017 DSAC Meeting."*

CARRIED

c. Minutes of the February 16, 2017 DPAC Meeting

Moved by Trustee Schmidt seconded by Trustee Thorne *"That the Board of Education receives the Minutes of the February 16, 2017 DPAC Meeting."*

CARRIED

d. Summary of the February 21, 2017 Advisory Committee Meeting

Moved by Trustee Croft seconded by Trustee de Groot *"That the Board of Education receives the Summary of the February 21, 2017 Advisory Committee Meeting."*

CARRIED

e. BCSTA Provincial Council Report

Trustee de Groot reviewed her report on the BCSTA Provincial Council meeting and Trustee Spilsbury gave an overview of the Aboriginal Education Committee report.

f. VISTA Spring Conference Report

Trustee Spilsbury presented her report on the VISTA Spring Conference and the motion on Early Childhood Development under Responsibility of Ministry of Education prepared by VSTA for the BCSTA Annual General Meeting.

- g. Recommendation from the February 28, 2017 Board Education and Business Committee Meeting

Moved by Trustee Hutchins seconded by Trustee Schmidt *"That the Board of Education adopts Policy 5020 - Financial Hardship Policy."*

CARRIED

10. **Upcoming Meetings and Events**

- a. Schedule of upcoming meetings and events

The Schedule of Upcoming Meetings and Events was reviewed. It was noted that DSAC is meeting on March 8, 2017 at 10:00 am.

11. **Correspondence**

12. **New Business**

13. **Question Period**

14. **Adjournment**

- a. Motion to Adjourn

Moved by Trustee de Groot seconded by Trustee Doman *"That there being no further business, the meeting be adjourned."*

CARRIED

The meeting adjourned at 5:15 pm.

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Candace Spilsbury, Chair

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Jason Sandquist, Secretary-Treasurer

## **For Immediate Release**



March 14, 2017

### **Local Rotary Clubs Initiate New Non-Profit in Cowichan Valley**

According to a recent report by First Call: BC Child and Youth Advocacy Coalition, Duncan has the highest child poverty rate in Urban BC.

The Rotary Clubs of Duncan, South Cowichan, Chemainus and Duncan Daybreak are partnering with School District 79 to bring The Starfish Pack Program to the Cowichan Valley.

#### **What is the Starfish Pack Program?**

The Starfish Pack Program started in Abbotsford, BC, after teachers found their students were coming to class on Monday morning hungry and unable to concentrate or learn to their full potential. It was created so that students in need were sent home with a backpack filled with enough healthy meals and snacks to get them through the weekend. In other communities, teachers have reported improvements in children's reading skills, math skills, ability to focus and to do partner work.

In the Cowichan Valley, School District 79 has identified approximately 180 students that would benefit from this program.

#### **How can you help?**

A donation of \$525 would fill one Starfish Pack for one student per school year.

The Starfish Pack Program is hoping to partner with local businesses, organizations and community members to launch this program in the Cowichan Valley. Donations of all sizes are greatly appreciated and volunteers are needed to help with fundraising and distribution.

Donations are gratefully accepted via cash or cheques addressed to **Starfish Cowichan Valley**.<sup>1</sup>

#### **For more information...**

Find us on Facebook at [Starfish Cowichan Valley](#) or visit our website at [starfishpack.com/cowichan-valley](http://starfishpack.com/cowichan-valley)

**Kasi Johnston, Communications Coordinator**

Phone: 780-712-3281 Email: [starfishcowichanvalley@gmail.com](mailto:starfishcowichanvalley@gmail.com)

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<sup>1</sup> Tax receipts not available at this time.

### ACTION LIST FOR OPEN MEETINGS

Description	Assigned To	Action	Disposition / Completion
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#### **August 24, 2016**

Transportation Review	Jason Sandquist	In the Transportation Review, include the matter of safety and that safe access to schools is part of the consideration as to whether a child is bused on the same levels as walking distance.	In progress
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#### **October 4, 2016**

Policy Revisions	Jason Sandquist	Review and revise policies outlined in the 2016 Policy Manual – Schedule B – Revision Needed.	In progress
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#### **December 6, 2016**

Strategic Priorities Plan Communication	Candace Spilsbury	Follow the communications plan as outlined in the minutes.	In progress
District Foundation	Jason Sandquist	Investigate the possibility of a foundation or similar format that would direct donations to the district.	In progress





March 15, 2017

Ref: 193335

To: All Secretary-Treasurers  
All School Districts

**Re: Estimated Operating Grants for 2017/18**

For your information, the estimates for the 2017/18 operating grants have been completed for all 60 boards of education. Total district allocations are based on the provincial operating grant of \$4.999 billion, and on projected enrolments provided by boards for the 2017/18 school year.

Detailed information on the Funding Allocation System is included in the Operating Grants Manual, which is available on the Ministry of Education's website at the following link:

[2017/18 Estimated Operating Manual and Tables](#)

The total 2017/18 operating grant of \$4.999 billion includes funding for labour settlements with teachers and support staff, including the Economic Stability Dividend, as well as ensuring that all enrolment growth is fully funded at the published per student rates. As a result, the following adjustments are being made to the operating grant formula:

<b>Funding Supplement</b>	<b>2016/17 Rate</b>	<b>2017/18 Rate</b>	<b>Change</b>
Basic Allocation	\$7,218	\$7,301	\$83
Basic Allocation – Distributed Learning	\$6,030	\$6,100	\$70
Special Needs – Level 1	\$37,700	\$38,140	\$440
Special Needs – Level 2	\$18,850	\$19,070	\$220
Special Needs – Level 3	\$9,500	\$9,610	\$110
English Language Learning	\$1,380	\$1,395	\$15
Aboriginal Education	\$1,195	\$1,210	\$15
Adult Education	\$4,565	\$4,618	\$53
Small Community Supplement	n/a	n/a	1.2%
Low Enrolment Factor	n/a	n/a	0.5%
Student Location Factor (elementary)	\$255.50	\$258.75	\$3.25
Student Location Factor (secondary)	\$340.67	\$345.00	\$4.33
Summer Learning – Grade 1 to 9	\$206	\$208	\$2
Summer Learning – Grades 10 to 12 and Cross-Enrolment – Grades 8 to 9	\$412	\$416	\$4

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**Ministry of  
Education**

**Resource Management and  
Corporate Services Division**

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

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Consistent with the approach used in 2016/17, there is no holdback for unanticipated enrolment growth in 2017/18. However, if actual enrolment exceeds district estimates, government has agreed to maintain published rates and manage any additional enrolment risk outside the operating grant.

Operating grants will be recalculated in the fall of 2017, after September 30, 2017 enrolment is confirmed. Operating grants will again be adjusted subsequent to the February and May 2018 continuing education and Distributed Learning enrolment counts. Funding will also be adjusted in February 2018 for any growth in special needs enrolment, and for new refugee enrolment.

The Classroom Enhancement Fund (CEF) is being provided to assist districts in complying with the recent settlement with the BC Teachers' Federation on class size, composition and non-enrolling teachers. Further details on the CEF and reporting requirements will be made available shortly.

The Supplement for the Education Plan is provided to assist boards in realizing the objectives and implementing initiatives laid out as part of the Education Plan. A letter with additional detail regarding the Ministry of Education's expectations will be sent shortly to Superintendents. This supplement is being provided outside of the Funding Protection calculation, which ensures that all districts receive the additional amount.

As you are aware, all districts are subject to compliance audits and potential recoveries for funding claims not in compliance with Ministry policy and directives. School districts should be aware that audit adjustments will be included in the calculations of Funding Protection and the Supplement for Enrolment Decline when they are recalculated in autumn 2017, which may affect the allocations under these supplements for some districts.

Districts eligible for Funding Protection should also be aware that labour settlement funding is excluded from the Funding Protection calculation. As a result, labour settlement funding is being provided in addition to Funding Protection; however, the amount of labour settlement funding is not protected under Funding Protection and may change depending on how enrolment changes compared to district estimates.

The 2017/18 Annual Budget must be submitted to the Minister on, or before June 30, 2017. Annual Budget Instructions will be made available after the details on the CEF have been provided and will be posted on the Ministry website at:

[Annual Budget Instructions, Bylaw, and Template](#)

The Estimator, a tool to assist boards in determining funding projections, is being updated for 2017/18. As in previous iterations, the updated Estimator will incorporate the next three years of funding projections into one program. The Estimator will be available to districts upon request by sending an e-mail to [Michael.Lebrun@gov.bc.ca](mailto:Michael.Lebrun@gov.bc.ca).

If you have any further questions about the 2017/18 funding allocations, please contact Jonathan Foweraker, Director, Funding and Allocation at [Jonathan.Foweraker@gov.bc.ca](mailto:Jonathan.Foweraker@gov.bc.ca) or Michael Lebrun at the e-mail address noted above.

Sincerely,

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George Farkas  
Assistant Deputy Minister

pc: All Superintendents of Schools  
All Board Chairs and Trustees  
Teresa Rezansoff, President, BCSTA  
Mike Roberts, CEO, BCSTA  
Kelvin Stretch, President, Secretary Treasurer, BCASBO  
Joan Axford, Executive Director, BCASBO  
Tom Longridge, President, BCSSA  
Juleen McElgunn, Executive Director, BCSSA

## Estimated Operating Grants - 2017/18 School Year

School District 79 Cowichan Valley

### September 2017 Enrolment Count

	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	7,260.8000	\$7,301	\$53,011,101	
Continuing Education	0.0000	\$7,301	\$0	
Alternate Schools	323.0000	\$7,301	\$2,358,223	
Distributed Learning	35.2500	\$6,100	\$215,025	
Home Schooling	5	\$250	\$1,250	
Course Challenges	0	\$228	\$0	
<b>Total Enrolment-Based Funding (September)</b>	<b>7,619.0500</b>			<b>\$55,585,599</b>

	Total Enrol. Change	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	35.9250	\$3,651	\$0	
4%+ Enrolment Decline		\$5,476	\$0	
Significant Cumulative Decline (7%+)	320.3750	\$3,651	\$0	
<b>Supplement for Enrolment Decline</b>				<b>\$0</b>

	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	7	\$38,140	\$266,980	
Level 2 Special Needs	328	\$19,070	\$6,254,960	
Level 3 Special Needs	104	\$9,610	\$999,440	
English Language Learning	366	\$1,395	\$510,570	
Aboriginal Education	1,467	\$1,210	\$1,775,070	
Adult Education	6.0000	\$4,618	\$27,708	
Vulnerable Students			\$288,878	

**Supplement for Unique Student Needs** **\$10,123,606**

Variance from Provincial Average	\$1,379	
Estimated Number of Educators	423.614	\$584,164

	Enrolment	Funding Level	Funding	Total Supplement
FTE Distribution	7,625.0500	\$180.33	\$1,375,025	

**Supplement for Salary Differential** **\$1,959,189**

**Supplement for Unique Geographic Factors** **\$4,301,310**

**Funding Protection** **\$0**

**Supplement for the Education Plan** **\$151,663**

**September 2017 Enrolment Count, Total** **\$72,121,367**

### July 2017 Enrolment Count

	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$208	\$0	
Summer Learning Grade 8-9	0	\$208	\$0	
Summer Learning Grade 10-12	0	\$416	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$0	\$0	
<b>Summer Learning, Total</b>				<b>\$0</b>

### February 2018 Enrolment Count

	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	20.0000	\$7,301	\$146,020	
Adult FTE - Continuing Education	6.0000	\$4,618	\$27,708	
K-Gr 9 School-Age FTE - Distributed Learning	25.0000	\$3,050	\$76,250	
Gr 10-12 School-Age FTE - Distributed Learning	12.0000	\$6,100	\$73,200	
Adult FTE - Distributed Learning	0.0000	\$4,618	\$0	
Level 1 Special Needs Enrolment Growth	0	\$19,070	\$0	
Level 2 Special Needs Enrolment Growth	5	\$9,535	\$47,675	
Level 3 Special Needs Enrolment Growth	0	\$4,805	\$0	
Newcomer Refugees	0.0000	\$3,651	\$0	
ELL Supplement - Newcomer Refugees	0	\$698	\$0	
<b>February 2018 Enrolment Count, Total</b>				<b>\$370,853</b>

### May 2018 Enrolment Count

	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	30.0000	\$7,301	\$219,030	
Adult FTE - Continuing Education	5.0000	\$4,618	\$23,090	
K-Gr 9 School-Age FTE - Distributed Learning	6.0000	\$2,033	\$12,198	
Gr 10-12 School-Age FTE - Distributed Learning	8.0000	\$6,100	\$48,800	
Adult FTE - Distributed Learning	0.0000	\$4,618	\$0	
<b>May 2018 Enrolment Count, Total</b>				<b>\$303,118</b>

**Administrative Savings** **-\$348,411**

**2017/18 Full-Year Estimated Total** **\$72,446,927**

Estimated 2017/18 Operating Grant from Aboriginal Affairs & Northern Development Canada	\$4,399,626
Estimated 2017/18 Operating Grant from Ministry of Education	\$68,047,301

March 2017



## FUNDING ANNOUNCEMENT COMPARISON

	FTE	ESTIMATED 2017/2018	FTE	ESTIMATED 2016/2017	FTE	DIFFERENCE
<b>SEPTEMBER ENROLMENT COUNT:</b>						
STANDARD	7,260.8000	53,011,101	7,217.5000	52,095,916	43.3000	915,185
CONTINUING EDUCATION	-	-	7.3750	53,233	(7.3750)	(53,233)
ALTERNATE SCHOOLS	323.0000	2,358,223	323.0000	2,331,414	-	26,809
DISTRIBUTED LEARNING	35.2500	215,025	35.2500	212,558	-	2,468
HOME SCHOOLING	5.0000	1,250	5.0000	1,250	-	-
COURSE CHALLENGES	-	-	-	-	-	-
ENROLMENT-BASED FUNDING		55,585,599		54,694,370		891,229
ENROLMENT DECLINE		-		-		-
LEVEL 1 SPECIAL NEEDS	7.0000	266,980	7.0000	263,900	-	3,080
LEVEL 2 SPECIAL NEEDS	328.0000	6,254,960	293.0000	5,523,050	35.0000	731,910
LEVEL 3 SPECIAL NEEDS	104.0000	999,440	89.0000	845,500	15.0000	153,940
ENGLISH LANGUAGE LEARNING	366.0000	510,570	357.0000	492,660	9.0000	17,910
ABORIGINAL EDUCATION	1,467.0000	1,775,070	1,495.0000	1,786,525	(28.0000)	(11,455)
ADULT EDUCATION	6.0000	27,708	11.1250	50,786	(5.1250)	(23,078)
VULNERABLE STUDENTS		288,878		288,878		-
UNIQUE STUDENT NEEDS		10,123,606		9,251,299		872,307
SALARY DIFFERENTIAL		1,959,189		1,951,275		7,914
UNIQUE GEOGRAPHIC FACTORS		4,301,310		4,108,939		192,371
EDUCATION PLAN		151,663		147,948		3,715
<b>TOTAL SEPTEMBER ENROLMENT</b>		<b>72,121,367</b>		<b>70,153,831</b>		<b>1,967,536</b>
<b>FEBRUARY ENROLMENT COUNT:</b>						
ENROLMENT-BASED FUNDING		323,178		418,066		(94,888)
UNIQUE STUDENT NEEDS		47,675		47,125		550
<b>TOTAL FEBRUARY ENROLMENT</b>		<b>370,853</b>		<b>465,191</b>		<b>(94,338)</b>
<b>MAY ENROLMENT COUNT:</b>						
ENROLMENT-BASED FUNDING		303,118		367,646		(64,528)
<b>TOTAL MAY ENROLMENT</b>		<b>303,118</b>		<b>367,646</b>		<b>(64,528)</b>
<b>ADMINISTRATIVE SAVINGS</b>		<b>(348,411)</b>		<b>(348,411)</b>		<b>-</b>
<b>FULL YEAR FUNDING</b>		<b>72,446,927</b>		<b>70,638,257</b>		<b>1,808,670</b>



# RECONCILIATION OF CHANGES IN BUDGET POSITION FOR 2017/2018

## REVENUES:

PROVINCIAL FUNDING ESTIMATE	1,808,670	
OTHER PROVINCIAL GRANTS	-13,769	
OTHER	-65,500	
RENTALS	-40,000	
SURPLUS USED IN 2016/2017 TO BALANCE	-620,989	1,068,412

## EXPENDITURES:

TEACHER WAGE INCREMENTS	-372,504	
ADDITIONAL TEACHERS FOR ENROLMENT GROWTH	-198,933	
TEACHER AND SUPPORT STAFF WAGE INCREASES	-519,157	
EDUCATION ASSISTANTS ADDED	-236,512	
PRINCIPAL AND VICE-PRINCIPAL COMPENSATION PLAN	-69,777	
COMMUNICATIONS AND COMMUNITY ENGAGEMENT SPECIALIST	-79,879	
MISCELLANEOUS ADJUSTMENTS	-152,678	-1,629,440

## SHORTFALL PRESENTED ON MARCH 28, 2017

**-561,028**

## CHANGES AND CONSIDERATIONS:

EXTENDED HEALTH AND DENTAL PREMIUMS	-418,216	
TEACHER STAFFING CONTINGENCY		
RESTORATION OF STAFF DEVELOPMENT FUNDS		
RESTORATION OF TECHNOLOGY PLAN FUNDS		
CONTINUED TRANSITION OF THE EXEMPT AND PRINCIPALS TO REGIONAL SALARY MODEL		
DISTRICT LEVEL ADMINISTRATION		
SUPPORTS FOR NEWLY DESIGNATION STUDENTS		-418,216

## ADJUSTED SHORTFALL PRESENTED ON APRIL 4, 2017

**-979,244**

() = COST PRESSURE



## 2016/2017 YEAR-END PROJECTION AS AT MARCH 31, 2017

	(A)	(B)	(C)	(D)	
	AMENDED	YEAR	PROJECTED	(A - C)	NOTES
	BUDGET	TO DATE	REV AND EXP	PROJECTED	
				SURPLUS	
<b>REVENUE:</b>					
PROVINCIAL GRANTS	- 67,323,017	- 42,536,042	- 67,323,017	-	(6)
INTERNATIONAL PROGRAM	- 2,751,000	- 2,885,270	- 2,885,270	134,270	
LOCAL EDUCATION AGREEMENT	- 4,399,626	- 3,079,738	- 4,399,626	-	
MISCELLANEOUS REVENUE	- 160,500	- 329,330	- 329,330	168,830	
TRANSPORTATION	- 30,000	- 43,531	- 43,531	13,531	
RENTALS	- 120,000	- 101,021	- 110,000	10,000	
INTEREST	- 145,000	- 101,492	- 145,000	-	
TRANSFER TO CAPITAL	22,000	6,582	22,000	-	
PRIOR YEAR SURPLUS	- 2,248,646	- 2,248,646	- 2,248,646	-	
<b>TOTAL REVENUE</b>	<b>- 77,155,789</b>	<b>- 51,318,488</b>	<b>- 77,462,420</b>	<b>306,631</b>	
<b>EXPENDITURES:</b>					
<b>SALARIES</b>					
PRINCIPAL / VICE-PRINCIPAL SALARIES	4,183,194	3,147,018	4,216,818	- 33,624	(2)
TEACHER SALARIES	31,954,748	22,089,437	31,780,445	174,303	(2)
EDUCATION ASSISTANT SALARIES	5,896,927	3,684,365	5,853,868	43,060	(2)
CLERICAL / NHS SALARIES	3,486,255	2,323,675	3,461,557	24,698	(2)
USW SALARIES	4,391,650	3,066,226	4,349,227	42,423	(2)
EXCLUDED SALARIES	1,758,935	1,309,379	1,739,079	19,856	(2)
CASUAL REPLACEMENT (ILLNESS / VACATION)	2,659,116	1,815,634	2,439,705	219,411	(4)
INSERVICE / EXTRA CURRICULAR / DEPT HEAD	725,804	269,440	725,804	-	(3)
<b>TOTAL SALARIES</b>	<b>55,056,629</b>	<b>37,705,174</b>	<b>54,566,503</b>	<b>490,126</b>	
<b>EMPLOYEE BENEFITS</b>					
STATUTORY BENEFITS	3,422,438	1,656,245	3,285,632	136,806	
PENSION BENEFITS	6,565,897	3,944,762	6,447,544	118,353	
HEALTH BENEFITS	3,012,383	1,818,566	2,975,998	36,385	
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>13,000,718</b>	<b>7,419,573</b>	<b>12,709,175</b>	<b>291,543</b>	
<b>SERVICES AND SUPPLIES</b>					
SERVICES	2,739,701	1,545,221	2,979,422	- 239,721	(3)
STUDENT TRANSPORTATION	203,600	88,280	203,600	-	(3)
PROFESSIONAL DEVELOPMENT AND TRAVEL	487,752	381,103	487,752	-	(3)
RENTALS AND LEASES	80,100	32,056	80,100	-	(3)
DUES AND FEES	84,160	72,662	84,160	-	(3)
INSURANCE	244,134	80,179	244,134	-	(3)
SUPPLIES	2,904,469	1,234,272	2,904,469	-	(3)
UTILITIES	1,310,130	723,701	1,310,130	-	(5)
<b>TOTAL SERVICES AND SUPPLIES</b>	<b>8,054,046</b>	<b>4,157,474</b>	<b>8,293,767</b>	<b>- 239,721</b>	
<b>REDUCTION OF UNFUNDED EMPLOYEE FUTURE BENEFITS</b>	<b>50,000</b>	<b>37,500</b>	<b>50,000</b>	<b>-</b>	
<b>TOTAL EXPENDITURES</b>	<b>76,161,393</b>	<b>49,319,721</b>	<b>75,619,445</b>	<b>541,948</b>	
<b>SURPLUS</b>	<b>994,396</b>	<b>1,998,767</b>	<b>1,842,975</b>	<b>848,579</b>	(1)

## NOTES:

- 1 This projection was prepared using information available on March 31, 2017. It is updated on a monthly basis or as new information is received. As we progress towards the June 30, 2017 year-end the reliability of the projection improves. Certain assumptions are made regarding the account balances.
- 2 Employee salaries and benefits are projected by adding the expected monthly expenditures to the year-to-date balance and adjusting for known differences.
- 3 Supplies and inservice budget allocations are assumed to be fully expended at year-end. The projection is adjusted for known differences.
- 4 Casual replacement balances are calculated using a method of extrapolation. The current account balance is divided by the prior year balance at the same date. This ratio is then multiplied against the prior year-end balance.
- 5 Utilities and diesel fuel use the same method of extrapolation as the casual replacements.
- 6 Final funding figures will be known once the February and May enrolment counts are incorporated into the Operating Grant.



March 17, 2017

Ref: 192579

To: Secretary-Treasurer and Superintendent  
School District No. 79 (Cowichan Valley)

**Re: Ministry Response to the Annual Five-Year Capital Plan Submission**

This letter is in response to the Board of Education's Annual Five-Year Capital Plan submission and provides direction as to the next steps for advancing capital projects that align with provincial capital priorities.

The Ministry reviewed all of the Five-Year Capital Plan submissions across the participating 60 school districts to determine priorities for available capital funding in the following Ministry programs:

- Seismic Mitigation
- Expansion
- Building Envelope
- Carbon Neutral Capital
- School Enhancement
- Bus Replacement

I am pleased to advise Ministry support for advancing project development or delivery of the following projects:

<b>SCHOOL PROJECT(S)</b>		
<b>School Name</b>	<b>Program &amp; Project Type</b>	<b>Next Steps &amp; Timing</b>
École Mount Prevost Elementary	School Enhancement – Heating and Ventilation Upgrades	Proceed to design, tender & construction and complete by March 2018
Klowhemun Elementary	School Enhancement – Heating and Ventilation Upgrades	Proceed to design, tender & construction and complete by March 2018
Alex Aitken Elementary	Building Envelope	BC Housing will contact you regarding next steps in project development

<b>BUS REPLACEMENT PROJECT(S)</b>		
<b>Existing Bus - Fleet #</b>	<b>Replacement Bus Type</b>	<b>Next Steps &amp; Timing</b>
3790	C (34-45) 4 Wheelchair Spaces	Proceed to ordering the school buses between February 27, 2017 and April 28, 2017, through the list of approved vendors available at the ASTSBC website <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>

**Ministry of  
Education**

Capital Delivery Branch  
Capital Division

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2



- 2 -

3791	C (34-45) 4 Wheelchair Spaces	Proceed to ordering the school buses between February 27, 2017 and April 28, 2017, through the list of approved vendors available at the ASTSBC website <a href="http://www.astsbcb.org">http://www.astsbcb.org</a>
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Follow-up meetings will be scheduled by your assigned Regional Director to confirm scope, schedule, budget and the terms of project approval for the projects listed above. **No work or expenditures may proceed without a signed Capital Project Funding Agreement (CPFA), Annual Program Funding Agreement (APFA), or other formal authorization from the Ministry.**

As a brief follow-up from the previous year, the Ministry has revised the procedures regarding capital bylaws and approved Five-Year Capital Plans. The requirement for the Boards of Education to adopt a capital bylaw for each individual capital project has been eliminated. Instead, the Board may adopt a single Capital Bylaw for its approved 2017/18 Five-Year Capital Plan, in accordance with s. 143 of the *School Act*. For additional information, please visit the Capital Bylaw website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/capital-bylaws>

You can expect to receive the Capital Plan Instructions for your 2018/19 Annual Five-Year Capital Plan Submission by March 31, 2017, and the deadline for submission will be June 30, 2017.

Should you have any questions regarding the Ministry's Capital Plan process, please do not hesitate to contact your Regional Director, Rachelle Ray at [Rachelle.Ray@gov.bc.ca](mailto:Rachelle.Ray@gov.bc.ca).

Thank you for your dedication to the students of the Cowichan Valley School District.

Sincerely,



Ryan Spillett  
Executive Director, Capital Delivery Branch  
Capital Division

Cc: Rachelle Ray, Regional Director, Capital Delivery Branch  
Damien Crowell, Planning Officer, Capital Delivery Branch



February 20, 2017

Ref: 192896

To: All Board Chairs, Superintendents, Secretary Treasurers  
All School Districts

Dear Colleagues,

I am pleased to provide you with additional information regarding the Student Learning Grant that was announced this past weekend. This is a one-time funding that will flow by mid-March as a Special Grant to be reported in each school district's operating fund. Funds are intended to be spent on learning resources, supplies, and equipment to help ensure that classrooms are well-resourced and students are well-supported through the implementation of the new curriculum and other learning innovations across the K-12 public education system.

The total provincial funding being provided to school districts in 2016/17 is \$27.4M, and is being allocated based on a calculation of 50 dollars per student FTE. The Ministry of Education will be confirming district-by-district allocations before the end of the month.

Please note the following Ministry expectations regarding the funding:

- Eligible categories of resources/supplies include instructional supplies (e.g. electronic learning resources, textbooks, other classroom supplies serving an educational purpose), athletic equipment, and learning resources to assist non-enrolling teachers (i.e. career preparation materials);
- Where possible, funding should first be used on items that will help defray costs for parents;
- Any unspent funding from 2016/17 can be carried over to the 2017/18 school year, noting that the categories listed above still apply; and
- School districts should track how funding is being utilized, and report-out by July 31, 2017 school year to their District Parent Advisory Council, cc'ing the School District Financial Reporting Branch at [SDFR@gov.bc.ca](mailto:SDFR@gov.bc.ca) and including planned uses for any unspent funding for the 2017/18 school year.

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**Ministry of  
Education**

**Resource Management and  
Corporate Services Division**

Mailing Address:  
PO Box 9151 Stn Prov Govt  
Victoria BC V8W 9H1

Location:  
5<sup>th</sup> Floor, 620 Superior St  
Victoria BC V8V 1V2

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If you have any further questions regarding this funding, please contact Executive Director Kim Abbott by email at [Kim.Abbott@gov.bc.ca](mailto:Kim.Abbott@gov.bc.ca) or phone (250) 896-3680.

Sincerely,



George Farkas  
Assistant Deputy Minister



### Student Learning Grant (\$50 per student FTE)

School District	Estimated full year school-age & adult enrolment
5 Southeast Kootenay	273,050
6 Rocky Mountain	157,822
8 Kootenay Lake	241,338
10 Arrow Lakes	22,103
19 Revelstoke	47,763
20 Kootenay-Columbia	192,881
22 Vernon	420,041
23 Central Okanagan	1,114,394
27 Cariboo-Chilcotin	231,344
28 Quesnel	154,538
33 Chilliwack	688,939
34 Abbotsford	991,028
35 Langley	1,027,022
36 Surrey	3,569,213
37 Delta	785,098
38 Richmond	1,009,169
39 Vancouver	2,603,509
40 New Westminster	352,222
41 Burnaby	1,219,434
42 Maple Ridge-Pitt Meadows	730,150
43 Coquitlam	1,588,175
44 North Vancouver	765,291
45 West Vancouver	347,069
46 Sunshine Coast	157,813
47 Powell River	99,775
48 Sea to Sky	241,034
49 Central Coast	11,050
50 Haida Gwaii	26,156
51 Boundary	64,338
52 Prince Rupert	99,006
53 Okanagan Similkameen	119,600
54 Bulkley Valley	100,738
57 Prince George	650,519
58 Nicola-Similkameen	112,106
59 Peace River South	175,506
60 Peace River North	299,313
61 Greater Victoria	955,761
62 Sooke	520,116
63 Saanich	370,438
64 Gulf Islands	87,344
67 Okanagan Skaha	289,431
68 Nanaimo-Ladysmith	685,163
69 Qualicum	208,297
70 Alberni	193,209
71 Comox Valley	404,434
72 Campbell River	275,350
73 Kamloops/Thompson	731,202
74 Gold Trail	55,850
75 Mission	303,900
78 Fraser-Cascade	84,331
79 Cowichan Valley	385,813
81 Fort Nelson	36,403
82 Coast Mountains	210,081
83 North Okanagan-Shuswap	303,969
84 Vancouver Island West	20,750
85 Vancouver Island North	68,356
87 Stikine	9,013
91 Nechako Lakes	211,134
92 Nisga'a	19,178
93 Conseil scolaire francophone	285,656
Provincial Totals	27,403,722

Based on September 2016 enrollment

January 24, 2016

**MINUTES OF THE BOARD EDUCATION AND BUISNESS COMMITTEE MEETING  
OF SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)  
HELD ON TUESDAY, FEBRUARY 28, 2017 AT 4:00 PM IN THE BOARDROOM**

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**PRESENT:** Trustee Rob Hutchins, Chair  
Trustees Elizabeth Croft, Barb de Groot, Randy Doman, Candace Spilsbury  
Jason Sandquist, Secretary-Treasurer  
Sheryl Koers, Assistant Superintendent  
Karen Blow, Assistant Secretary-Treasurer  
Denise Augustine, Director of Aboriginal Education and Learner Enagement  
Monroe Grobe, Director of Operations  
  
Gina Kueber, Recording Secretary

**APOLOGIES:** Trustees Cathy Schmidt and Joe Thorne  
Rod Allen, Superintendent  
Debbie Mah, Assistant Superintendent

**1. Call to Order**

Trustee Hutchins called the meeting to order at 4:00 pm and acknowledged that the meeting was taking place on the traditional and ancestral lands of the Coast Salish people. He advised that Trustee Schmidt sent her regrets.

**2. Adoption of Agenda**

a. Motion to Adopt Agenda

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board Education and Business Committee adopts the agenda of the February 28, 2017 Board Education and Business Committee meeting."*

CARRIED

**3. Minutes**

a. Minutes of the January 24, 2017 Board Education and Business Committee Meeting

Trustee Croft requested that Item 7 - Amended Annual Budget, paragraph 3, be changed to replace 'He' with 'The Secretary-Treasurer'.

Moved by Trustee Croft seconded by Trustee Spilsbury *"That the Board Education and Business Committee adopts the minutes of the January 24, 2017 Board Education and Business Committee Meeting as amended."*

CARRIED

4. **Action List**

a. **Action List**

The Action List was reviewed.

Trustee Doman arrived at 4:03 pm.

5. **Petitions and Delegations**

6. **Education**

7. **Business and Operations**

a. **Enrolment Projections**

The Assistant Secretary-Treasurer presented the enrolment projections and explained the process of determining the expected registrations in our schools. While the District has seen substantial growth in the past few years, it is not expected to continue at the same rate due to the stabilization of the Canadian economy. It is expected that fewer families will be moving to the Cowichan Valley, allowing for traditional methods of forecasting based on birth rates. The Secretary-Treasurer explained that staff will continue to budget conservatively and increase staffing if required.

b. **Preliminary Budget Report**

The Secretary-Treasurer provided an overview of the Preliminary Budget Report. He spoke of the challenges in preparing the 2017-2018 budget given the many unknowns around Bill 28 and the class size and composition. Additional teaching positions may be required, as well as Education Assistants, Administration time, specialist teachers, custodial, and clerical as supports in the schools. Of note is the reduction in WorkSafe BC rates for the district with the introduction of the Claims Management contract, a recommended increase in staff development funds and technology spending and, with potential new staff members, an increase in the absenteeism budget. The Secretary-Treasurer is monitoring the current year budget and will submit the year-end projection to the March 7, 2017 Open Board Meeting.

c. **Rental Rates Review**

The Secretary-Treasurer presented the Briefing Note on the Rental Rate Review, indicating the School District 79 rates are in the middle of Island comparator groups. Discussion ensued about aligning District rental rates with municipal facilities and whether costs of rentals are being recovered. Trustees requested additional information on cost recovery and whether comparator districts rates are set on a cost-recovery basis or are they profiting from rentals.

Moved by Trustee de Groot seconded by Trustee Croft *"That the Board Education and Business Committee recommends to the Board of Education that rental rates be rounded up to the nearest dollar for the 2017/2018 school year."*

Moved by Trustee Hutchins seconded by Trustee de Groot *"That the motion be referred to the March 28, 2017 Board Education and Business Committee Meeting and staff are requested to obtain more information."*

CARRIED

8. **Policy**

a. Draft Policy 5020 - Financial Hardship

Assistant Superintendent Koers presented draft Policy 5020 - Hardship Policy and provided an overview of its purpose. Trustee Spilsbury recommended that the word 'required' be removed from the first paragraph.

Moved by Trustee de Groot seconded by Trustee Doman *"That the Board Education and Business Committee recommends that the Board of Education approve Policy 5020 - Hardship Policy as amended."*

CARRIED

9. **Adjournment**

a. Motion to Adjourn

Moved by Trustee de Groot seconded by Trustee Spilsbury *"That there being no further business, the meeting be adjourned."*

CARRIED

The meeting adjourned at 4:50 pm.

**Highlights from the Minutes of the March 8, 2017 District Student Advisory Committee (DSAC) Meeting:**

DSAC met at Cowichan Valley Open Learning on March 8<sup>th</sup> and had a tour of the school.

Items discussed at the meeting included the budget, adding Grade 7 input to DSAC, Youth Action Day, report out from the Feb 17<sup>th</sup> Advisory Committee meeting, student art in District Offices, and a report out on the Compassion Week Campaign. The Committee also discussed having a grad gathering, which would be an event to bring all of the district's grade 12 students together.

Committee members reported on activities that are happening in their schools, including:

- FKSS – Random Acts of Kindness Day, Multicultural Day, Pink Day, Rainbow Day, Fundraiser for Children's Hospital.
- CVOLC – Canoe trip, Drama Class, Random Acts of Kindness Day, LGBTQ Day, Pink Tie-dye Shirt Day, Multicultural Day.
- LCS – no report.
- CHSS – Random Acts of Kindness Day, Decorated class doors for Canada's 150<sup>th</sup>, School clean up, Pink Day, Rainbow Day, Fundraising for Drama.
- CSS (James St) – Radio ad, Random Acts of Kindness Day, School Spirit Day, Pink Day, LGBTQ Day, Class set of bikes used for PE/field trips.
- CSS (Quamichan) – Random Acts of Kindness Day, School Spirit Day, Pink Day, Rainbow Day, Silent Day planning, Carnaval for French Immersion students.

The next DSAC meeting will be Wednesday, April 12<sup>th</sup> 10:00 a.m. at Frances Kelsey Secondary.



...

**From:** BCSTA <[bcsta@BCSTA.ORG](mailto:bcsta@BCSTA.ORG)>  
**Date:** Thursday, March 23, 2017 at 12:07 PM  
**To:** "<Undisclosed recipients.;>"  
**Subject:** Late motions to AGM

Dear Trustees,

You will already have received an update on motions to our upcoming AGM, but there is still an opportunity for Boards or Branches to submit late motions on emergent issues for consideration. If your Board is considering submitting a late motion to AGM, please note the following.

Any late motions for AGM should be provided to the Chief Executive Officer, Mike Roberts ([mroberts@bcsta.org](mailto:mroberts@bcsta.org)), by no later than **3 pm on Friday, April 15<sup>th</sup>**. According to Bylaw 10c, a late motion "shall be considered by the general meeting only when such a motion deals with matters arising from events occurring or legislation introduced subsequent to the deadline for the submission of motions." All late motions received will be reviewed by the Legislative Committee toward inclusion on our business agenda based on the noted bylaw.

The late motion form is available online [here](#):

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**MIKE ROBERTS**  
Chief Executive Officer  
BC School Trustees Association (BCSTA)  
P (604) 734-2721 | M (604) 754-5222 | W [bcsta.org](http://bcsta.org)



### **SCHEDULE OF UPCOMING COMMITTEE / OTHER MEETINGS**

<b>MEETING</b>	<b>DATE/TIME</b>	<b>LOCATION</b>
Partner Group Liaison Meetings	April 3 - 7	Yuxwule' Eagle Room (Boardroom)
Closed Board Meeting	April 4, 3:30 pm	Yuxwule' Eagle Room (Boardroom)
Open Board Meeting	April 4, 4:30 pm	Yuxwule' Eagle Room (Boardroom)
Special Board Education and Business Committee Meeting	April 11, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
DSAC Meeting	April 12, 10:00 am	Frances Kelsey Secondary School
Board Planning Session	April 13, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
Advisory Committee Meeting	April 18, 4:30 pm	Inspire Room (Annex)
Public Consultation on the 2017-2018 Annual Budget	April 18, 5:30 pm	Inspire Room (Annex)
Special Board Education and Business Committee Meeting	April 19, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
DPAC Meeting	April 20, 7:00 pm	Library, CSS James Street Campus
BCSTA Annual General Meeting/Provincial Council	April 20 – 23	Vancouver, BC
Board Education and Business Committee Meeting	April 25, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
Special Open Board	April 27, 4:00 pm	Yuxwule' Eagle Room (Boardroom)
Closed Board Meeting	May 2, 3:30 pm	Yuxwule' Eagle Room (Boardroom)
Open Board Meeting	May 2, 4:30 pm	Yuxwule' Eagle Room (Boardroom)

## **SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY) 2017 Graduation and District Year-End Events**

### **Graduation/Award Ceremonies**

#### **Lake Cowichan School:**

- District Scholarship Judging - June 2<sup>nd</sup> (9:30 am) at LCS
- Scholarship night - June 1<sup>st</sup> (7:00 pm)
- Grad Walk-up - June 24<sup>th</sup> (12:30 pm) school gym
- Awards Ceremony - June 29<sup>th</sup> (daytime)

#### **Chemainus Secondary:**

- District Scholarship Judging - May 29<sup>th</sup> (12:30 pm) at CHSS Library
- Year End ABED Celebration - May 25<sup>th</sup> (3:30 pm)
- Fine Arts Showcase - starting May 29<sup>th</sup>
- Athletics Awards - June 7<sup>th</sup> (10:15 am)
- Year End Awards, Scholarship & Bursary Evening - June 14<sup>th</sup> (7:00 pm)
- Walk up/Graduation Ceremony - June 23<sup>rd</sup> (7:00 pm)

#### **Cowichan Secondary:**

- District Scholarship Judging - May 30<sup>th</sup> (9:00 am) at CSS
- Scholarship and Bursary Presentations - June 7<sup>th</sup> (7:00 pm) school gym
- Awards Assemblies (Grade 10, 11, 12) - June 8<sup>th</sup> (daytime) school gym
- Athletic Banquet - June 13<sup>th</sup> (5:00 pm) Island Savings Centre
- Grad Banquet (Prom) - June 17<sup>th</sup> (6pm red carpet, 7pm dinner) Island Savings Centre
- Walk-up/Graduation Ceremony - June 29<sup>th</sup> (7:00 pm) Island Savings Centre

#### **Frances Kelsey Secondary:**

- District Scholarship Judging - June 1<sup>st</sup> (9:30 am) at FKSS
- Awards Day - June 14<sup>th</sup> (10:00 am) at the school
- Scholarship and Bursary Evening - June 14<sup>th</sup> (7:00 pm) at the school
- Red Carpet & Grad Banquet - June 17<sup>th</sup> (3:30 pm) at FKSS followed by dinner/dance at Arbutus Ridge
- Graduation Ceremony - June 23<sup>rd</sup> (6:30 pm) school gym

#### **CVOLC/Alternate Ed:**

- District Scholarship Judging - May 31<sup>st</sup> (9:30 am) at CVOLC in the Library
- CVOLC Year end BBQ & Awards - June 21<sup>st</sup> (12:00 noon)
- CVOLC Grad Walk-up, Scholarships & Bursaries - June 27<sup>th</sup> (5:00 pm)
- CVOLC Dinner - June 27<sup>th</sup> (7:00 pm) after grad

#### **Aboriginal Education:**

- Aboriginal Grad Ceremony - June 16<sup>th</sup> (5:30-8:30 pm)

#### **International Program**

- International Program Celebration - June 5<sup>th</sup> (6:30-8:30 pm)

### **District Retirement Event / Year End BBQ**

- District Retirement Reception - June 26<sup>th</sup> (5:00-7:30 pm) Cowichan Golf Club – by invitation
- Year End BBQ - June 20<sup>th</sup> (3:00-5:30 pm) location TBA

\* dates, times & locations are subject to change (contact school office to confirm)

March 31, 2017