

**MEETING OF THE BOARD HELD IN PUBLIC
AGENDA**

TUESDAY, JUNE 11, 2024

5:00 PM – 7:00 PM

In person: **Conference Room at Creston Hotel, 1418 Canyon Street, Creston**

Via video conference: [Zoom](#) - Webinar ID: 657 3277 9733 – Password: 495118

1. Call to Order

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Changes to the Proposed Agenda

4. Consent Package Questions (p. 3)

App. 4

5. Adoption of Agenda

Proposed Resolution:

THAT the Agenda for this June 11, 2024 meeting **BE ADOPTED**, as circulated.

6. Receiving Public Presentations – Nil

7. Comments or Questions from the Public regarding items on this Agenda

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

8. Adoption of Minutes (p. 12)

App. 8

Proposed Resolution:

THAT the minutes from the May 14, 2024 Meeting of the Board held in public **BE ADOPTED**, as circulated.

9. Future and Action Item Tracking (p. 18)

App. 9

10. Education – Reports from the Superintendent

A. 2023-2024 Enhancing Student Learning Report and School Learning Plans (p. 20)

App. 10A

Proposed Resolution:

THAT the 2023-2024 Enhancing Student Learning Report and the School learning Plans **BE APPROVED**.



11. Operations and Finance – Reports from the Secretary-Treasurer

- A. Video Surveillance Memo (p. 21) App. 11A
- B. Quarterly Capital Update – Summer 2024 (p. 22) App. 11B
- C. Long-Range Facilities Plan Update 2024 (p. 25) App. 11C
- D. 2023 PSO Climate Change Accountability Report (p. 30) App. 11D

12. Governance and Policy – Nil

13. Human Resources – Nil

14. Trustee Verbal Reports

- A. Student Trustees
- B. Trustees
- C. Chair
- D. British Columbia School Trustee Association (BCSTA)
- E. British Columbia Public School Employers' Association (BCPSEA)
- F. District Parent Advisory Committee (DPAC)
- G. Other

15. Comments or Questions from the Public

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

16. Meeting Schedule and Reminders

- A. Board Meetings

The next Meeting of the Board held in Public is scheduled for September 10, 2024.

17. Adjournment



SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
CONSENT PACKAGE – PUBLIC MEETING
JUNE 11, 2024

ITEM

The following Consent items are routine items received for information.

1. Board Correspondence Package p. 4
2. [Superintendent's Report June 2024](#)
3. Monthly Financial Report – for period ended April 30, 2024 p. 5
4. Transactions over 50k – for period ended April 30, 2024 p. 9
5. List of Trustee Recusals p. 11
6. List of approved Administrative Procedures
 - [AP 2109 – Online Learning](#)
 - [AP 2110 – French Immersion](#)
 - [AP 2111 – Outdoor Education Programs](#)
 - [AP Appendix 2111 – Outdoor Education Assessment Rubric](#)
 - [AP 2113 – Kootenay Lake International Program](#)
 - [AP 3000 – District Code of Conduct](#)
 - [AP 4300 – Administrative Organization Plan](#)
 - [AP 4301 – Excluded Staff Salaries and Benefits](#)
 - [AP 4302 – Role of the Secretary-Treasurer](#)
 - [AP 5903 – Video Surveillance](#)



SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)

BOARD CORRESPONDENCE PACKAGE

JUNE 11, 2024

ITEM	DATE
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Nil



Monthly Financial Report

For the period ended April 30, 2024



sd8.bc.ca

COMMENTS

Operating Expenditure Report

- The budget information is based on the 2023-2024 Amended Budget approved by the Board on February 13, 2024.
- The last column shows whether the salaries expense is incurred based on the school calendar (10 months), or for the whole year (12 months), or a combination of both.
- The Operating Expenditure Report reflects ten months of actual District operations and eight months of School operations.
- The salaries and benefits are trending as expected based on the amended budgeted amounts and the applicable months for principals and vice-principals, teachers, educational assistants, support staff and other professionals. TTOC/relief salaries are trending below the amended budget.
- Although the services and supplies categories show that 24% of the amended budget amount remains available as of April 30th with 17% of the year remaining, a higher level of expenditures is incurred in the latter half of the year. Conversely, insurance expenses have a higher level of expenditure in the first half of the year, showing 12% of the amended budget remaining on March 31st.

Special Purpose Expenditure Report

- The budget information is based on the 2023-2024 Amended Budget approved by the Board on February 13, 2024.
- The Special Purpose Expenditure Report reflects ten months of actual District operations and eight months of School operations.
- Higher spending on many of these special purpose funds tends to occur in the last half of the school year.



OPERATING EXPENDITURE REPORT

	July to April 2024 Actuals	2023 - 2024 Amended Budget	\$ Available Budget	% Available Budget	Applicable Months
Salaries					
Principal & Vice-Principal Salaries	3,682,908	4,420,655	737,747	17%	12
Teacher Salaries	18,012,098	22,759,615	4,747,517	21%	10
Educational Assistants	2,742,673	3,614,535	871,862	24%	10
Support Staff	6,096,418	7,440,581	1,344,163	18%	12
Other Professional Salaries	2,210,972	2,602,102	391,130	15%	12
TOCs/Relief Salaries	2,399,563	3,371,661	972,098	29%	10
Total Salaries	35,144,632	44,209,149	9,064,517	21%	
Employee Benefits	8,726,033	11,255,197	2,529,164	22%	
Total Salaries and Benefits	43,870,665	55,464,346	11,593,681	21%	
Services & Supplies					
Services	1,839,253	2,552,661	713,408	28%	
Student Transportation	197,054	340,309	143,255	42%	
Professional Development & Travel	503,794	932,742	428,948	46%	
Rentals and Leases	67,504	79,891	12,387	16%	
Dues and Fees	73,189	118,682	45,493	38%	
Insurance	156,473	177,539	21,066	12%	
Supplies	3,179,929	3,745,465	565,536	15%	
Utilities	1,346,692	1,774,449	427,757	24%	
Total Services & Supplies	7,363,888	9,721,738	2,357,850	24%	
Total Operating Expense	51,234,553	65,186,084	13,951,531	21%	



SPECIAL PURPOSE FUND EXPENDITURE REPORT

	July to April 2024 Actuals	2023 - 2024 Amended Budget	\$ Available Budget	% Available Budget
Ministry of Education and Child Care Funds				
Annual Facilities Grant	179,640	179,640	-	0%
Changing Results for Young Children	729	9,966	9,237	93%
Classroom Enhancement Fund Overhead	181,302	226,647	45,345	20%
Classroom Enhancement Fund Staffing	8,167,782	10,209,705	2,041,923	20%
Classroom Enhancement Remedies	56,768	222,480	165,712	74%
Community Link	515,682	776,078	260,396	34%
Early Care and Learning Fund to Schools	145,792	175,000	29,208	17%
Early Years to Kindergarten	-	19,000	19,000	100%
ECE Dual Credit program	87,460	162,881	75,421	46%
Feeding Futures	364,341	644,263	279,922	43%
First Nation Transportation	1,105	24,697	23,592	96%
Learning Improvement Fund	179,090	233,351	54,261	23%
Mental Health in Schools	54,518	55,000	482	1%
OLEP	65,790	115,909	50,119	43%
Ready Set Learn	40,293	43,314	3,021	7%
Seamless Day Kindergarten	37,952	63,872	25,920	41%
StrongStart	119,565	230,549	110,984	48%
Student & Family Affordability Fund	74,025	244,058	170,033	70%
Total MOECC Funds	10,271,833	13,636,410	3,364,577	25%
Other Provincial Special Purpose Funds				
ASSAI	5,507	77,509	72,002	93%
Health Promoting Schools	23,599	27,000	3,401	13%
Total MOECC Funds	29,106	104,509	75,403	72%
Other Special Purpose Funds				
School Scholarships and Bursaries	14,635	38,000	23,365	61%
School Generated Funds	1,484,466	1,250,000	(234,466)	-19%
Donations	8,762	25,000	16,238	65%
Total MOECC Funds	1,507,863	1,313,000	(194,863)	-15%
All Special Purpose Funds	11,808,802	15,053,919	3,245,117	22%



Monthly Transactions over 50K

For the period ended April 30, 2024



PAYMENTS IN MARCH 2024 OVER \$50K (CHEQUES AND EFT)

Vendor Name	Amount
BMO Mastercard	\$89,065
Pebt In Trust c/o Morneau Shepell	\$112,911
Twin Rivers Controls Ltd.	\$77,582
Worksafe BC	\$330,773
Pacific Blue Cross	\$142,390
British Columbia Teacher Federation	\$70,014
BC Teachers Federation	\$52,989
Carter Chevrolet Cadillac Buick GMC	\$54,855
Oakcreek Golf & Turf LP	\$126,280



**LIST OF TRUSTEE RECUSALS
2023-2024**

Date of Meetings held in the absence of the public with one or more declared Conflicts of Interest
September 12, 2023
October 10, 2023
February 12, 2024
March 12, 2024
May 14, 2024



**MEETING OF THE BOARD HELD IN PUBLIC
MINUTES
TUESDAY, MAY 14, 2024**

Board:

D. Lang, Chair
M. J. Blackmore
J. Bremner, Vice-Chair
K. Etheridge (*via video conference*)
S. Nazaroff
M. Shunter
L. Trenaman

Student Trustees:

Daisy Lamoureux, J.V. Humphries Secondary
Micah Luchetta, J.V. Humphries
Cassidy Popoff, Mount Sentinel Secondary
Calvin Vanderhorst, Mount Sentinel Secondary

District Staff:

T. Smillie, Superintendent
C. MacArthur, Secretary-Treasurer
B. Eaton, Director of Instruction - Curriculum, Instruction, and Assessment
D. Holitzki, Assistant Superintendent
C. Kerr, Director of Operations
T. Malloff, District Principal
C. Singh, Director of Human Resources
S. Bruskowski, Executive Assistant

Regrets:

S. Chew
A. Gribbin

1. Call to Order

The meeting was called to order at 5:00 PM.

2. Acknowledgement of Aboriginal Territory

3. Changes to the Proposed Agenda – Nil

4. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:**

23/24-053

THAT the Agenda for this May 14, 2024 meeting **BE ADOPTED**, as circulated.

The motion carried unanimously.

5. Receiving Presentations – Nil

6. Comments or Questions from the Public regarding items on this Agenda – Nil



7. Consent Package – Nil

8. Adoption of Minutes

UPON a motion duly made and seconded it was **RESOLVED:**

23/24-054

THAT the minutes from the April 09, 2024 Meeting of the Board held in public **BE ADOPTED**, as circulated.

The motion carried unanimously.

9. Future and Action Item Tracking – Nil

10. Education – Reports from the Superintendent

A. Career Development Continuous Learning Report 2023-2024

Superintendent Smillie welcomed District Principal Malloff who presented the Career Development Continuous Learning Report 2023-2024 as well as related action items. Career development is one of the goals of the British Columbia education system that is shared by schools, family and community. Education programs in BC schools help prepare students for successful employment when they leave the K-12 school system.

School District No. 8 (Kootenay Lake) strives to ensure that all learners graduate with personal career-life development goals which allows SD8 students to graduate with dignity, purpose and options. The district's goal is that all learners graduate and have the core competencies that set them up for success towards reaching their career and life goals.

Action items are prioritized to ensure continuous learning for all learners, including Indigenous learners, learners with diverse abilities, children and youth in care, and English language learners. Superintendent Smillie, Assistant Superintendent Holitzki, and District Principal Malloff answered Trustees' questions:

- Examples for community partner relationships are Junior Achievements, Capitol Theatre, Chamber of Commerce, Early Childcare Dual Credit Programming.
- Youth Trades and Training offers financial supplements for travel, accommodation, and educational resources. Students and parents can approach their trades training teacher or trades training teacher coordinator for information on needs-based funding.
- Students are supported through their counselor and trades training coordinator for setting their goals and in the application process.

11. Operations and Finance – Reports from the Secretary-Treasurer

A. Approve 2024-2025 Annual Budget

Secretary-Treasurer MacArthur presented the final version of the 2024-2025 draft budget in consideration of feedback received from Trustees, partners, and the public. In the development process, staffing and services and supplies are determined based on enrolment projections, student composition, and unique features of school and aligned to the strategic plan and reflects its strategic priorities.

Labour settlement funding has not been announced yet and is not expected until after June 30th. This means the budget now shows an operating deficit which is balanced with funds coming from the opening accumulated operating surplus. Labour settlement funding will be included in the amended budget, thereby eliminating the deficit and the use of opening accumulated operating



surplus for operations. The budget includes the use of opening accumulated operating surplus for purchase of tangible capital assets which was contemplated and approved in September 2023. As per BC School Act, districts are required to provide a balanced budget.

Superintendent Smillie and Secretary-Treasurer MacArthur answered questions related to staffing, operating surplus, and supplies and benefits.

Trustees expressed their gratitude for the level of detail that went into creating this budget and the alignment to the strategic plan. While focusing on staffing, it allows the district to maintain a healthy level of accumulated operating surplus.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-055

THAT the Board unanimously agrees to give the Annual Budget Bylaw 2024/2025 all three readings at this meeting of May 14, 2024.

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-056

THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE APPROVED** as read a first time;

THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE APPROVED** as read a second time;

THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE ADOPTED** as read a third time.

The motion carried unanimously.

12. Governance and Policy

A. Approve 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan

Superintendent Smillie presented the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan which outlines the structure of the Board's work in the 2024-2025 school year.

One Trustee suggested reviewing the structure of the meeting schedule to avoid very long meeting days. Trustees thanked the Superintendent for the helpful structure of the Governance Framework and Learning Plan and how it is aligned to the strategic plan.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-057

THAT the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan **BE APPROVED**.

The motion carried unanimously.

B. Approve 2024-2025 and 2025-2026 Amended School Calendar

The district has met with union partners to amend the proposed 2024-2025 and 2026-2027 school calendars. The proposed school calendars have changed dates for the early dismissal days in currently in November. To align to the new reporting order introduced in 2023-2024, educators have requested that early dismissal dates be held in October. In the Wildflower calendar, the



number of days were aligned. In addition, the end of the 2024-2025 last day of school has been moved forward to align to the number of days on the calendar.

The recommended calendars were posted on the website with a webform for feedback. A comment was received on the need for after-school care as well as childcare on early dismissal days or pro-d days.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-058

THAT the 2024-2025 and 2025-2026 school calendar amendments **BE APPROVED.**

The motion carried unanimously.

C. Policy Approval for Field Testing

- Policy 770: Student Transportation

Superintendent Smillie informed Trustees that previous policies 770: Student Transportation, 771: Transportation for Independent School Students, and 780: Transportation Assistance were merged in this draft policy to provide access to all information in a single policy.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-059

THAT policy 770 **BE APPROVED** for field testing.

The motion carried unanimously.

D. Policy Approval

- Policy 140: Communication Protocol for Trustees

Superintendent Smillie outlined the changes to policy 140 and provided a rationale for those changes. It has been updated for clarity reasons and uses more positive language.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-060

THAT policy 140 **BE APPROVED.**

The motion carried unanimously.

- Policy 141: Advocacy for Public Education

Superintendent Smillie outlined the purpose of this new policy. It becomes part of the Board's work plan.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-061

THAT policy 141 **BE APPROVED.**

The motion carried unanimously.

- Policy 121: Committees of the Board of Education

Superintendent Smillie outlined the changes to policy 121 and provided a rationale for those changes. Updates include greater clarity to language and processes.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-062

THAT policy 121 **BE APPROVED.**

The motion carried unanimously.

- Policy 123: Board Representation and Liaison

Superintendent Smillie outlined the changes to policy 123 and provided a rationale for those changes. In a minor adjustment, the Joint Safety Advisory Committee was moved from another policy into policy 123.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-063



THAT policy 123 **BE APPROVED**.

The motion carried unanimously.

- Policy 120: Board Meeting Procedures

Superintendent Smillie outlined the changes to policy 120 and provided a rationale for those changes. Further clarity was added around agenda setting and processes.

UPON a motion duly made and seconded it was **RESOLVED:**

23/24-064

THAT policy 120 **BE APPROVED**.

The motion carried unanimously.

13. Human Resources – Nil

14. Other Items – Nil

15. Trustee Reports

A. Trustees

- Trustee Trenaman attended a Joint Safety Advisory Committee meeting, a Policy Review Committee meeting, the BCSTA Bylaw Committee meeting during the BCSTA AGM, PVP pool interviews as Trustee representative, and the visit by BCSTA President Broady & BCSTA CEO Hoffman.
- Vice Chair Bremner attended the Policy review committee. She gave a shoutout to the BCSTA AGM where a lot of learning opportunities were provided for Trustees and was part of the Sustainability Policy Development Advisory Committee which completed its work.
- Trustee Shunter gave a shoutout to the Sustainability Policy Development Advisory Committee. The draft policy will be brought to the Board for approval in the Fall of 2024.
- Trustee Blackmore highlighted the work of the Board on communication and professional work culture.

B. Chair

Chair Lang attended the BCSTA AGM and was pleased to welcome the BCSTA leadership team to School District No. 8 (Kootenay Lake). This allowed them to get an understanding of the work and realities of rural school districts. She participated in PVP pool interviews and highlighted the upcoming BCSTA professional learning series for the Kootenay Boundary Branch which will be hosted in Nelson on May 25.

C. BCSTA – Nil

D. BCPSEA – Nil

Trustee Nazaroff attended a BCPSEA local bargaining training session where participants learned a lot about bargaining processes. One highlight was that both sides of the different bargaining parties attended the meeting.

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

- J.V. Humphries Secondary Student Trustees Lamoureux and Luchetta reported from presentations on the district dogwood scholarship program as well as a presentation provided by UBC staff that included a hands-on workshop type of presentation. In



preparation of the May long weekend celebrations in Kaslo, a drug awareness presentation as well as a fire smart presentation were provided.

- Mount Sentinel Secondary Student Trustees Vanderhorst and Popoff reported of the grade 6 orientation held last Monday for future students graduating from Brent Kennedy and Winlaw Elementary. With the new season, new extracurricular opportunities, such as golf, disc golf, drama, or mountain biking are offered at MSSS. The Moose Hide campaign creates awareness around family violence. The Green Team is creating awareness around textiles and fashion. Clothes can be donated to be given out for free to students. Leftover textiles will go to local thrift stores and or get recycled at textile recycling centres in Vancouver.
- J.V. Humphries Student Trustee Micah Luchetta added that Kaslo students organized a clothing swap as well. In a “meaningful conversations” seminar students focused on meaningful conversations without negative discourse.

16. Comments or Questions from the Public – Nil

17. Meeting Schedule and Reminders

A. Board Meetings

The next Meeting of the Board held in the public is scheduled for June 11, 2024 in Creston.

18. Adjournment of Meeting

The meeting was adjourned at 6:42 PM.

Board Chair

Secretary-Treasurer



Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
Resolutions in Progress						
February 26, 2019	18/19-092	Properties Sell or Defer	<p>WHEREAS there are nine Board owned properties under consideration for sale in the existing 2016-2026 Facilities Plan, which the Board has previously resolved to sell;</p> <p>WHEREAS the Board is currently in the process creating a new facilities plan (the "2019-2029 Facilities Plan"), for which it is currently consulting with stakeholders and has contracted Baragar Systems to provide long-range enrolment projections and demographic analysis;</p> <p>Moved by Trustee Lang , seconded by Trustee Chew:</p> <p>NOW THEREFORE BE IT RESOLVED</p> <p>THAT in line with past Board resolutions, the following property interests be sold forthwith:</p> <ol style="list-style-type: none"> 1. Former Crawford Bay maintenance yard; 2. Retallack land; 3. Former Yahk Elementary, and; 4. Ymir Land; <p>THAT the sale of the following property interests be deferred until the Board adopts the new 2019-2029 Facilities Plan:</p> <ol style="list-style-type: none"> 1. Former Al Collinson Elementary; 2. Former Gordon Sargent Elementary; 3. Kin Park in Creston, and; 4. Salmo tennis court & pool land 	Secretary-Treasurer	As of April 2023, the following properties have not sold: - Former Crawford Bay maintenance yard; - Retallack II; - Ymir Land - Salmo Tennis Court & Pool Land	In Progress
Standing Resolutions						
Resolutions for Repeal or Replacement						
Completed Resolutions						
May 14, 2024	23/24-064	Approve Policy 120	THAT policy 120 BE APPROVED.			Complete
May 14, 2024	23/24-063	Approve Policy 123	THAT policy 123 BE APPROVED.			Complete
May 14, 2024	23/24-062	Approve Policy 121	THAT policy 121 BE APPROVED.			Complete
May 14, 2024	23/24-061	Approve Policy 141	THAT policy 141 BE APPROVED.			Complete
May 14, 2024	23/24-060	Approve Policy 140	THAT policy 140 BE APPROVED.			Complete
May 14, 2024	23/24-059	Approve Policy 770 for field testing	THAT policy 770 BE APPROVED for field testing.			Complete
May 14, 2024	23/24-058	Approve school calendar	THAT the 2024-2025 and 2025-2026 school calendar amendments BE APPROVED.			Complete
May 14, 2024	23/24-057	Approve Board Clendar	THAT the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan BE APPROVED.			Complete
May 14, 2024	23/24-056	2024-2025 Budget Bylaw Approval	<p>THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 BE APPROVED as read a first time;</p> <p>THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 BE APPROVED as read a second time;</p> <p>THAT the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 BE ADOPTED as read a third time.</p>			Complete
May 14, 2024	23/24-055	Reading of Amended Annual Budget Bylaw	THAT the Board unanimously agrees to give the Annual Budget Bylaw 2024/2025 all three readings at this meeting of May 14, 2024.			Complete
May 14, 2024	23/24-054	Adoption of Minutes	THAT the minutes from the April 09, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
May 14, 2024	23/24-053	Adoption of Agenda	THAT the Agenda for this May 14, 2024 meeting BE ADOPTED, as circulated.			Complete
April 9, 2024	23/24-052	Approve Policy 130	THAT Policy 130 BE APPROVED.			Complete



FUTURE AND ACTION ITEMS - OPEN BOARD MEETINGS

Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
April 9, 2024	23/24-051	Approve Capital Bylaw	<p>WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 8 (Kootenay Lake) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,</p> <p>NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:</p> <p>(a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;</p> <p>(b) Upon ministerial approval to proceed, commence the project(s) and proceed diligently and use its best efforts to complete each project substantially as directed by the Minister;</p> <p>(c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,</p> <p>(d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.</p> <p>NOW THEREFORE the Board enacts as follows:</p> <p>1. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 15, 2024, is hereby adopted.</p> <p>2. This Capital Bylaw may be cited as School District No. 8 (Kootenay Lake) Capital Bylaw No. 2024/25-CPSD8-01."</p> <p>READ A FIRST TIME the 9th day of April 2024; READ A SECOND TIME the 9th day of April 2024; READ A THIRD TIME, PASSED the 9th day of April 2024.</p>			Complete
April 9, 2024	23/24-050	Reading Capital Bylaw	THAT the Board of Education proceed to conclude three readings in one evening for the School District No. 8 (Kootenay Lake) Capital Plan Bylaw No. 2024/25-CPSD8-01.			Complete
April 9, 2024	23/24-049	Approve School Fees	THAT the 2024-2025 school fees BE APPROVED as proposed.			Complete
April 9, 2024	23/24-048	Adoption of Minutes	THAT the minutes from the March 12, 2024 Meeting of the Board held in public BE ADOPTED, as amended.			Complete
April 9, 2024	23/24-047	Adoption of Agenda	THAT the Agenda for this April 09, 2024 meeting BE ADOPTED, as amended.			Complete
March 12, 2024	23/24-046	Rescind Policies 210, 270, 720, and 760	THAT policies 210, 270, 720, and 760 BE RESCINDED.			Complete
March 12, 2024	23/24-045	Approve Amended School Calendar for field testing	THAT the 2024-2025 and 2025-2026 school calendars BE POSTED for field testing.			Complete
March 12, 2024	23/24-044	Approve School Calendar	THAT the 2026-2027 school calendar BE APPROVED.			Complete
March 12, 2024	23/24-043	Adoption of Minutes	THAT the minutes from the February 13, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
March 12, 2024	23/24-042	Adoption of Agenda	THAT the Agenda for this March 12, 2024 meeting BE ADOPTED, as amended.			Complete
February 13, 2024	23/24-041	Approve Policy 621	THAT Policy 621 BE APPROVED.			Complete
February 13, 2024	23/24-040	Approve Policy 123	THAT Policy 123 BE APPROVED.			Complete
February 13, 2024	23/24-039	Approve School Calendar for field testing	THAT the 2026-2027 school calendar BE APPROVED for posting on the website for field testing beginning on February 13, 2024.			Complete
February 13, 2024	23/24-038	Approve Sustainability Policy Development Public Engagement Process	THAT the Board of Education approves the Sustainability Policy Development Public Engagement Process.			Complete
February 13, 2024	23/24-037	Approval of Amended Annual Budget Bylaw	i.THAT the 2023-2024 Amended Budget Bylaw BE APPROVED as read a first time; ii.THAT the 2023-2024 Amended Budget Bylaw BE APPROVED as read a second time; iii.THAT the 2023-2024 Amended Budget Bylaw BE ADOPTED as read a third time.			Complete
February 13, 2024	23/24-036	Reading of Amended Annual Budget Bylaw	THAT the Board of Education proceed to conclude three readings in one evening for the School District No. 8 (Kootenay Lake) Amended Annual Budget Bylaw for fiscal year 2023/2024.			Complete



FROM: Trish Smillie, Superintendent of Schools
DATE: June 11, 2024
SUBJECT: 2023-2024 Enhancing Student Learning Report and School Learning Plans

For Approval

Introduction

This memorandum provides an overview of the 2023-2024 Enhancing Student Learning Report.

Background

The [Framework for Enhancing Student Learning Policy](#) came into effect on July 6, 2020. This policy requires Boards of Education to develop a strategic plan and reporting annually on plans for improving the educational outcomes for all students and improving equity for Indigenous students, children and youth in care, and students with diverse abilities.

The [Enhancing Student Learning Reporting Order](#) requires that school district prepare an annual enhancing student learning report and individual school plans. The Enhancing Student Learning Plan report must outline information on student performance which includes educational outcomes and measures in the areas of intellectual development, human and social development and career development. These plans are approved by the Board of Education and updated annually.

Information

The [2023-2024 Enhancing Student Learning Report](#) is SD8's public commitment to work together with education partners to continuously improve learning for all students.

All decisions in SD8 are guided by the Board's [2024-2029 Strategic Plan](#) with a clear mission, vision, and values. District initiatives and resources align with Ministry of Education and Child Care goals. The District provides rigorous and detailed monitoring of all goals outlined in the strategic plan in the [Strategic Plan Monitoring Cycle](#). All schools articulate and support the goals of the Strategic Plan and Enhancing Student Learning Plan in individual [School Learning Plans](#). These plans aim to develop each student's individual potential in acquiring knowledge, skills and abilities.

The district also acknowledges the dedicated work of all employees in the implementation of the plans and their unwavering focus on continuous improvement. Thank you to the Kootenay Lake Teachers' association (KLTF); CUPE 748; Kootenay Lake Principals' and Vice- Principals' Association (KLPVPA); the Lower Kootenay Band, Indigenous Rightsholders and Metis partners; the District Parent Advisory Council (DPAC); the school Parent Advisory Councils (PACs), Student Trustees; exempt staff; and especially students.

Recommendation

That the Board approves the 2023-2024 Enhancing Student Learning Report and School Learning Plans.



FROM: Cathy MacArthur, Secretary Treasurer
DATE: June 11, 2024
SUBJECT: Video Surveillance Memo

For Information

Introduction

This memorandum provides the information on the use of video surveillance within the school district as outlined in Policy 840: Use of Video Surveillance and School Act 74.01 (3) of the School Act.

Information

The regular review of video surveillance for the 2023-2024 school year has been conducted. Video surveillance has been utilized in the following locations over the past year:

- Blewett Elementary School (2665 Blewett Road, Nelson)
- J.V Humphries Elementary and Secondary School (500 - 6th Street, Kaslo)
- L.V. Rogers Secondary School (1004 Cottonwood Street, Nelson)
- Mount Sentinel Secondary School (1014 Playmor Road, South Slokan)
- Kootenay River Secondary School (223 - 18th Avenue South, Creston)
- Rosemont Elementary School (1605 Crease Avenue, Nelson)
- Salmo Secondary School (715 Davies Street, Salmo)
- Trafalgar Middle School (1201 Josephine Street, Nelson)
- Wildflower Nelson/School Board Office (811 Stanley Street, Nelson)
- Operations-Nelson (90 Lakeside Drive, Nelson, BC)
- Operations-Creston (1427 Northwest Boulevard, Creston)

Video footage from SD8's video surveillance is overwritten roughly every two weeks through two months. The range in time is a factor of how much storage is available and how many motion events occur. Motion events like rain, snow or a nearby bee's nest can all be recorded and use storage space causing the overwriting time to be reduced. Access to the video recordings systems are restricted to Authorized Personnel on a strictly as needed basis.

This memorandum has been provided for the Board's information.



FROM: Cathy MacArthur, Secretary-Treasurer
DATE: June 11, 2024
SUBJECT: Quarterly Capital Update - Summer 2024

For Information

Introduction

This memorandum outlines progress on capital projects under the Board's Capital Operations Plan.

Information

This is a quarterly report providing an update regarding the SD8 projects. These projects fall within the Minor Capital Operations program, as well as various other small projects funded through the Annual Facility Grant, and new this year Food Infrastructure Program. Below are some highlights of this work.

- Brent Kennedy Elementary School - Water System
A summary report was written and submitted to Interior Health to enable the removal of the "Do not drink" order. The district received a response from Interior Health and continues to follow the testing protocols and service required for the system while working towards the lifting of the order. The services of a local certified water plant operator have been retained to assist with the daily operation of the plant. In coordination with the consultant, the district intends to stabilize the drinking water for the school.
- Brent Kennedy Elementary School - Music Portable
The existing portable at the south end of the school is beyond its useful life cycle and has some significant damage. The portable is being scheduled for removal in July 2024.
- Brent Kennedy Elementary School - New Bus Office and Storage Building
The existing portable housing the bus office and storage sustained damage which is beyond repair. The new building is under renovation with permits in place and expected completion by July 15, 2024.
- Brent Kennedy Elementary School - New Septic System
An emergent project occurred as the old septic field failed. The project included a new field, additional tanks to satisfy current code, as well as new pumps and controls. The system is complete and remaining items of the playground and as well as grounds remediation are in progress. A new irrigation system is being considered.
- Kootenay River Secondary School - DDC Upgrade
The Direct Digital Control (DDC) project is in progress and expected to conclude early this summer. This extensive project throughout the entire facility will provide immediate efficiencies and be compatible with future HVAC upgrades.



- L.V. Rogers Secondary School - Gym Floor Refinish
The gym floor is scheduled for a refinish which will include repairs, new lines and lettering as determined by the school. This project is tentatively scheduled for early July 2024.
- Mount Sentinel Secondary School - HVAC Upgrade and Boiler Replacement.
The second last phase of the HVAC Upgrade and Boil Replacement project was completed. The funding for the final phase of the project has been approved by the Ministry of Education and Child Care. The planning for the final stage is complete and ready to proceed this summer.
- Salmo Elementary School - Multiple Projects
Recently the main parts of the interior were painted, and some flooring upgrades were completed. The district is currently completing a full LED lighting upgrade and replaced more flooring in the library and two classrooms over the spring break.
- Trafalgar Middle School - New Sprinkler System
This project has been separated into six components each consisting of a zone of the sprinkler system. Zones 1 and 4 were part of phase 1 while zones 2 and part of zone 3 were part of phase 2. Phase 3 for 2024/25 has been approved to complete zone 3 and begin zone 5. The district's submission to the Ministry of Education and Child Care for gap funding was approved, allowing the completion of some design and preparatory work over the spring break which will increase efficiency and provide a strong start for the next phases of the project.
- Trafalgar Middle School - Security Cameras
The security camera upgrade program continued this year with Trafalgar Middle School. This project is now complete.
- W.E. Graham Community School- Accessibility
A new wheelchair lift was installed as the old unit was beyond repair.
- District - Charging Stations
The code updates for the Nelson bus chargers relating to the relabelling of the kiosk transformer and breaker ratings as well as the new requirement to have a local disconnect for each individual charger have been completed. The district is awaiting approval from Nelson Hydro as to a service connection declaration but anticipates the Nelson chargers to be operational in June 2024. Creston chargers have arrived on site and construction has resumed.
- District - Food Infrastructure Program (FIP)
The second submission for the FIP program was approved which includes Redfish Elementary School, Salmo Elementary School, J.V. Humphries Elementary-Secondary School, and Kootenay River Secondary School. Salmo Elementary School and J.V. Humphries Elementary-Secondary School are complete while Redfish Elementary School and Kootenay River Secondary School are in progress.
- District - Security system Upgrade



The district currently has security panels well beyond their lifecycle which are being replaced. All new security panels are compatible with the existing devices and will bring many benefits aside from better security such as efficiencies for the IT team, cost savings moving forward, compliance with existing code, and potential for future improvements such as a key FOB system if desired. This work is underway and will take some time to complete across the district.

- District - VFA Assessments

All facilities have undergone the VFA assessments which are a physical assessment of each facility's condition conducted every 5 years by the Ministry of Education and Child Care. The data from these assessments determines the district's Facility Condition Index (FCI) for each building.



FROM: Cathy MacArthur, Secretary Treasurer
DATE: June 11, 2024
SUBJECT: Long-Range Facilities Plan Update 2024

For Information

Introduction

This memorandum provides an update to the Board on the 2021 Long-Range Facilities Plan (LRFP).

Background

The district prepared the Long-Range Facilities Plan 2021 to guide its future decision-making and outline how it would manage its school facilities for the next decade. It also provides critical context for discussions with the Ministry of Education and Child Care.

The district's approach to facilities planning was based on an analysis of the facilities requirements in each of the six Families of Schools (Crawford Bay, Creston, Kaslo, Nelson, Salmo, and Slocan Valley). The analysis looked at each school's education program requirements, operating capacities, and the condition of existing facilities.

Information

The 2021 LRFP can be found at the following [link](#). The Appendix contains a summary of the schools in each Family of Schools, facilities plans from the 2021 LRFP, and an update on the work completed since 2021. Upon review of the 2021 LRFP and the work completed since 2021, the district continues to be aligned with the plan set forth in the 2021 LRFP.



Appendix

CRAWFORD BAY FAMILY OF SCHOOLS (Crawford Bay Elementary-Secondary)	
Facility Plans per Long-Range Facilities Plan	Work Completed Since 2021
<u>Crawford Bay Elementary-Secondary</u> <ul style="list-style-type: none"> Relatively new - no plans to upgrade or change usage 	<u>Crawford Bay Elementary-Secondary</u> <ul style="list-style-type: none"> Building exterior received extensive maintenance. Extensive septic system and storm water drainage repairs and upgrades Fitness center security and privacy upgrades.

CRESTON FAMILY OF SCHOOLS (Adam Robertson Elementary, Canyon Lister Elementary, Erickson Elementary, Wildflower Creston Elementary, Kootenay River Secondary, Kin Park, Yahk Elementary)	
Facility Plans per Long-Range Facilities Plan	Work Completed Since 2021
<u>Adam Robertson Elementary</u> <ul style="list-style-type: none"> High on list for modernization of core systems and finishings <u>Kin Park</u> <ul style="list-style-type: none"> Not in use - discussion with community <u>Yahk Elementary</u> <ul style="list-style-type: none"> Under consideration for sale 	<u>Adam Robertson Elementary</u> <ul style="list-style-type: none"> Complete basement renovation including HVAC upgrade Staffroom renovation New accessible playground <u>Canyon Lister Elementary</u> <ul style="list-style-type: none"> Gym HVAC Upgrade New accessible playground and associated accessibility upgrades; access ramps, doors and floor transitions <u>Erickson Elementary</u> <ul style="list-style-type: none"> New septic tanks and field Ground remediation for walking path and gazebo for indigenous learning New flooring throughout library and associated ancillary rooms. Building exterior improvements for safer water removal <u>Kootenay River Secondary</u> <ul style="list-style-type: none"> Various significant HVAC repairs as well as currently installing a new DDC system (Direct Digital Controls) Outdoor climbing wall installed on the annex building All lockers repainted as well as painting upgrades in the foods room. Gym floor refinish including all new lines and the school name change. New rubberized floor in the fitness center Currently upgrading the serving counter and installing a kitchen as part of the FIP (Facility Infrastructure Program) to support feeding futures Wood, metal, and mechanics shop upgrades including a new dust collector, HVAC upgrade, planer room, lighting upgrade, and extensive painting. Still in progress New security and camera system New Wildflower natural playground <u>Kin Park</u> <ul style="list-style-type: none"> Sold <u>Yahk Elementary</u> <ul style="list-style-type: none"> Sold <u>Multiple Schools</u> <ul style="list-style-type: none"> Various flooring upgrades



Kaslo Family of Schools (Jewett Elementary School), J.V. Humphries Elementary-Secondary)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
<u>Jewett Elementary</u> <ul style="list-style-type: none"> Under consideration for closure in 2016 - review usage and continue consultation with community <u>J.V. Humphries Elementary-Secondary</u> <ul style="list-style-type: none"> Relatively new - no plans to upgrade or change usage 	<u>Jewett Elementary</u> <ul style="list-style-type: none"> HVAC upgrades and repairs including a new furnace and propane tank Significant danger tree removal <u>J.V. Humphries Elementary-Secondary</u> <ul style="list-style-type: none"> Various significant HVAC upgrades including a new DDC system (Direct Digital Controls) Room D115 renovation and repairs Significant danger tree removal

Nelson Family of Schools (Blewett Elementary, Hume Elementary, Redfish Elementary, South Nelson Elementary, Wildflower Nelson Elementary-Middle, Reach, Trafalgar Middle, L. V. Rogers Secondary, Former A.I. Collinson Elementary, Former Gordon Sargent Elementary)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
<p>All schools except L.V. Rogers Secondary and Wildflower Nelson</p> <ul style="list-style-type: none"> High on district's priority list for replacement, upgrade or modernization with Trafalgar Middle School identified as being in particular need of modernization 	<u>Blewett Elementary</u> <ul style="list-style-type: none"> Playground upgrades around the property including extensive playground repairs, new concrete curbs, and accessibility upgrades to the lower courts and 'Emerson's path' providing access to the upper field Extensive danger tree removal throughout the property <u>Hume Elementary</u> <ul style="list-style-type: none"> Large exterior mural project on South wall New outdoor pavilion and learning space New water main <u>Redfish Elementary</u> <ul style="list-style-type: none"> New DDC system (Direct Digital Controls) Entire building exterior was repaired and painted Significant kitchen upgrade through the FIP (Facility Infrastructure Program) to support feeding futures Emergency power upgrades with the transfer switch <u>South Nelson Elementary</u> <ul style="list-style-type: none"> Extensive HVAC upgrade was completely throughout entire school. New outdoor learning pavilion on the upper field Storm water drain repairs and partial replacement scheduled for July 2024 <u>Wildflower Nelson Elementary</u> <ul style="list-style-type: none"> Library renovation into a new classroom for better use of space. New library now located on stage where 2 classrooms were renovated to accommodate the new library. These stage renovations include a new custodial closet and gym storage New accessible washroom HVAC upgrade for gymnasium and new library on the stage New staffroom renovated from the old gym storage room <u>Trafalgar Middle</u> <ul style="list-style-type: none"> Multiphase sprinkler installation in progress for the entire school. This extensive project includes abatement, LED lighting upgrades, HVAC upgrades, and building finish upgrades Two rooms were completely renovated into four rooms. These renovations included flooring, paint, ceilings, LED lighting, and HVAC upgrades Gym floor refinishing



Nelson Family of Schools (Blewett Elementary, Hume Elementary, Redfish Elementary, South Nelson Elementary, Wildflower Nelson Elementary-Middle, Reach, Trafalgar Middle, L. V. Rogers Secondary, Former A.I. Collinson Elementary, Former Gordon Sargent Elementary)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
	<ul style="list-style-type: none"> Supply Fan 1 servicing the central part of the school was replaced. The replacement unit is far more efficient and includes heating coils for further increased efficiency and building comfort Completed renovation of foods room including new cooking infrastructure, HVAC upgrades, lighting, paint, and flooring Complete Wood and Metal Shop renovation as well as the maker space. This renovation included HVAC upgrades and a new Dust Collector <p><u>L.V. Rogers</u></p> <ul style="list-style-type: none"> New main water line from school to Commerce Building New sidewalk and ground remediation between the school and commerce building New dust collector Mechanic shop upgrade is in progress including new bay doors, lighting, and compound fencing Various flooring upgrades New DDC (Direct Digital Controls) system is currently in progress, multi-phase project <p><u>Former A. I. Collinson</u></p> <ul style="list-style-type: none"> Significant HVAC upgrades and repairs New flooring in library and adjacent classroom <p><u>Former Gordon Sargeant Elementary</u></p> <ul style="list-style-type: none"> General maintenance

Salmo Family of Schools (Salmo Elementary, Salmo Secondary, Salmo Tennis Courts & Pool, Ymir Land)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
<p><u>Salmo Elementary School and Salmo Secondary</u></p> <ul style="list-style-type: none"> Proposed - Expansion of Salmo Secondary School to add 190 seats to accommodate Salmo's elementary-school-aged students in a larger Salmo Elementary Secondary School <p><u>Salmo Elementary School</u></p> <ul style="list-style-type: none"> Would be a top priority for renovations, upgrades and modernization if the more cost-effective long-run solution of a Salmo Elementary Secondary School is not adopted <p><u>Salmo Tennis Courts & Pool</u></p> <ul style="list-style-type: none"> Planned resurfacing of tennis courts, installation of pickleball courts and 	<p><u>Salmo Elementary</u></p> <ul style="list-style-type: none"> Grounds remediation in partnership with the PAC which included gazebo repairs, raised garden beds, playground equipment, and improved recreation area around the playground Various concrete repairs around the school with some fencing upgrades to improve safety Complete interior painting Various flooring upgrades with the most recent being the library and sensory room Complete LED lighting project scheduled for July 2024 <p><u>Salmo Secondary</u></p> <ul style="list-style-type: none"> Various HVAC upgrades <p><u>Salmo Tennis Courts and Pool</u></p> <ul style="list-style-type: none"> Complete renovation of the tennis courts include resurfacing and multi-purpose courts to accommodate tennis, pickleball and basketball. New basketball half court, and fencing upgrades New outdoor skate park area installed between community center and Salmo Secondary



Salmo Family of Schools (Salmo Elementary, Salmo Secondary, Salmo Tennis Courts & Pool, Ymir Land)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
upgrades to skate park <u>Ymir Land</u> <ul style="list-style-type: none"> Under consideration for sale 	

Slocan Valley Family of Schools (Brent Kennedy Elementary, Winlaw Elementary, W E Graham Community, Mount Sentinel Secondary, Retlack I and II)	
Emerging Facility Plan per LRFP	Work Completed Since 2021
<u>Winlaw Elementary</u> <ul style="list-style-type: none"> Plan for new modular building to open in September 2021 <u>Retallack I and II land</u> <ul style="list-style-type: none"> Plan to divest of property 	<u>Brent Kennedy Elementary</u> <ul style="list-style-type: none"> Complete HVAC upgrade in the Daycare primary building New water treatment plant still in progress New septic system Indoor sensory path for students Office renovation scheduled for July 2024 New bus office and storage scheduled for July 2024 <u>Winlaw Elementary</u> <ul style="list-style-type: none"> New StrongStart modular Grounds remediation and walkway for the new modular will be complete July 2024 Lockers were all replaced with cubbies Gym floor refinishing <u>W E Graham</u> <ul style="list-style-type: none"> Extensive HVAC upgrades including new roof top units Gym was repainted Science room was completely renovated Garavanta accessibility lift was replaced Parking lot upgrades and refinish <u>Mount Sentinel</u> <ul style="list-style-type: none"> Complete HVAC upgrade for the entire building, final phase will be completed in 2024 Hallway washroom renovations Music room received extensive upgrades <u>Retallack I and II Land</u> <ul style="list-style-type: none"> Retallack I land - Sold Retallack II land - In the process of being reverted back to the Crown



FROM: Cathy MacArthur, Secretary Treasurer
DATE: June 11, 2024
SUBJECT: 2023 PSO Climate Change Accountability Report

For Information

Introduction

The district reports annually (on a calendar year basis) its activities related to Climate Change and its efforts to reduce Carbon Dioxide output, which contributes to global warming. In so doing, the district provides reporting to the Province and other partners on its efforts towards its impact on climate change.

Background

Our public sector is leading by example. Each year since 2010, B.C. has proudly achieved carbon neutral operations, maintaining a net impact of zero greenhouse gas (GHG) emissions across public sector organizations (PSOs) including health authorities, school districts, universities, colleges, institutes, Crown corporations and government offices. The district fully participates in this Province wide effort.

Information

Each year, the Board updates its Capital Plan that outlines various facilities and transportation initiatives to reduce the district's carbon footprint. The district installs LED lighting, upgrades building envelopes, and replaces or improves mechanical systems which helps reduce emissions. Building retrofits aim to reduce the district's carbon footprint, increase efficiencies, and reduce operating costs.

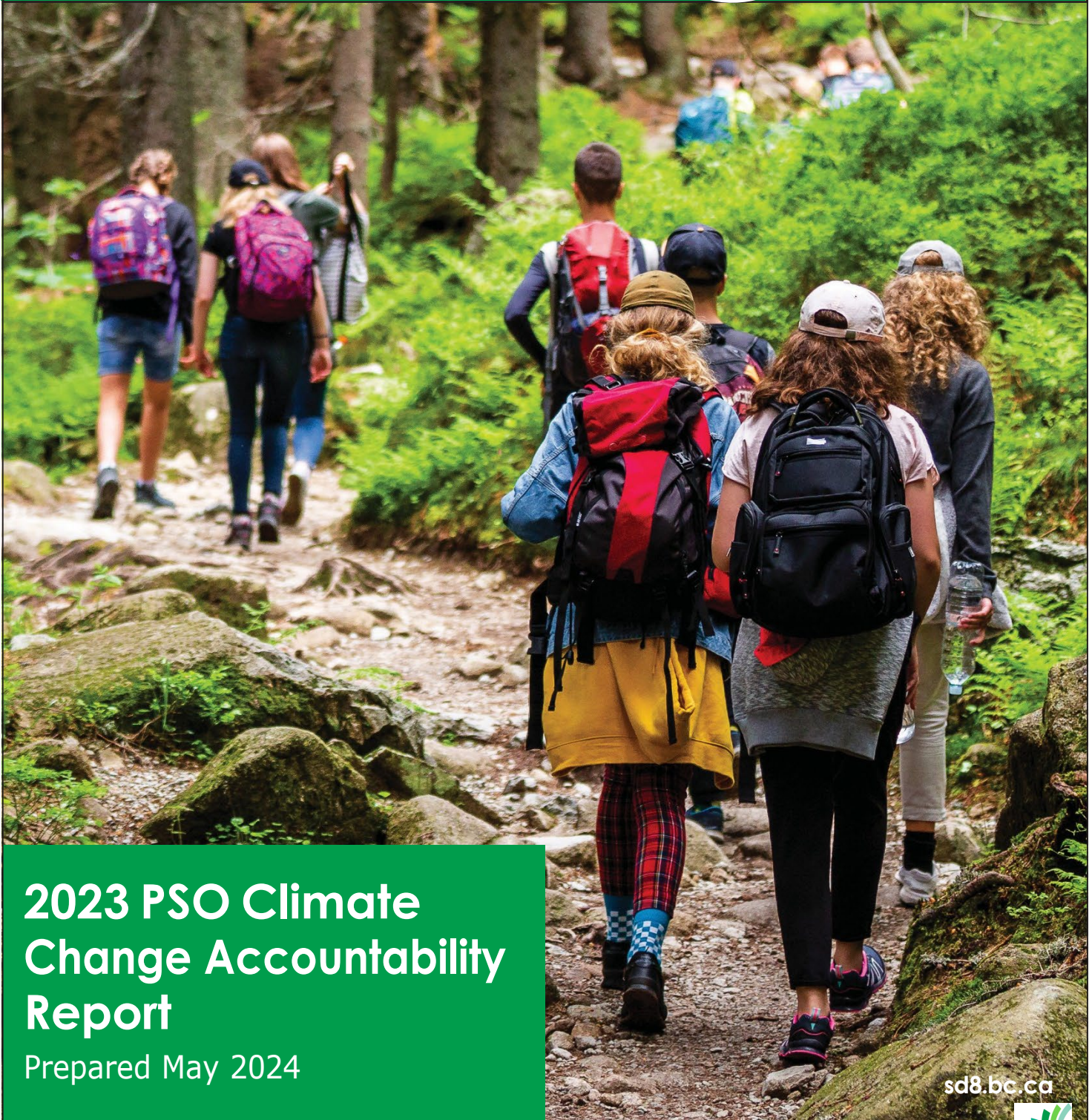
The 2023 PSO Climate Change Accountability Report (see attachment) outlines the building design and retrofits that have been completed, planned retrofits for 2024-25 and GHG Emissions and Offsets for 2023. Green House Gas (GHG) offsets in 2023 represented 2,306 (tCO₂e) valued at \$25 per tonne, which represents a total Offset Investment of \$57,650.

The 2023 PSO Climate Change Accountability Report has been submitted to the Province and will be posted on the district website.





School District 8
Kootenay Lake



2023 PSO Climate Change Accountability Report

Prepared May 2024

sd8.bc.ca



2023 PSO Climate Change Accountability Report

Prepared: May 27, 2024

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Declaration Statement

Title: 2023 PSO Climate Change Accountability Report

Organization: The Board of Education, School District No. 8 Kootenay Lake

Declaration Statement: This Climate Change Accountability Report for the period January 1, 2023 to December 31, 2023 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2023 and 2024 to reduce our greenhouse gas emissions, and our plans to continue reducing emissions in 2024 and beyond.

By June 30, 2024, the School District No. 8 Kootenay Lake's final 2023 Climate Change Accountability Report will be posted to our website at www.sd8.bc.ca



New coil and controls (Trafalgar)

Overview

Each year, the Board updates its Capital Plan that outlines various facilities and transportation initiatives to reduce the district's carbon footprint. We install LED lighting, upgrade building envelopes, replace or improve mechanical systems, all to reduce emissions. Building retrofits aim to reduce the district's carbon footprint, increase efficiencies, and reduce operating costs. The following building designs and retrofits were completed in 2023-2024:



New coil and controls (Mount Sentinel)

Brent Kennedy Elementary School: Completed HVAC system upgrade for the Daycares primary building.

Central School: Completed the Air Handling upgrade and HVAC system improvements.

Kootenay River Secondary School: Began the DDC (Direct Digital Controls) upgrade.

L V Rogers Daycare: Completed the entire HVAC system upgrade.

L V Rogers Secondary School: Completed design for the new DDC (Direct Digital Controls) system. Installation will begin summer 2024.

Mount Sentinel Secondary School: Completed Phase 2 of the HVAC system upgrade.

Redfish Elementary School: Completed DDC (Direct Digital Control) upgrade.



Trafalgar Middle School: Various HVAC system upgrades, including replacement of old gas fired equipment with modern hydronic equipment, replacement of Supply Fan 1 which serves the central part of the facility with a new fan, and addition of heating coils for increased efficiency.

District: Additional new Direct Digital Control (DCC) components were upgraded in various buildings. Nearly all DDC's in district facilities are modernized.

The following building retrofits are planned for 2024-2025:

- Kootenay River Secondary School: Complete the DDC (Direct Digital Controls) upgrade.
- Kootenay River Secondary School: Geothermal project application re-submitted for the Federal Low Carbon Economy Fund.
- LV Rogers Secondary School: Complete Phase I DDC (Direct Digital Controls) upgrade.
- Mount Sentinel Secondary School: Complete final phase of mechanical upgrade.
- Trafalgar Middle School: Life safety sprinkler system installation (phase 3) and mechanical upgrades as required.
- DDC (Direct Digital Control): Continue district upgrades as applicable.
- Window replacement at Rosemont or Central Elementary budget depending.



New charging kiosk (Nelson bus yard)



New charger (Nelson bus yard)

As fleet vehicles are replaced, the district plans to acquire EV, PHEV, or hybrid vehicles. The district is awaiting delivery of three new electric buses bringing our electric bus fleet to five.

Capital purchases of this nature will be dependent on bylaw capital funding that is provided. The district plans to replace its bus fleet with full EV buses in the future. As mentioned above such purchases are to commence in 2024-2025. All new non-service fleet vehicles are planned to be electric or hybrid.

Bus charging stations are under construction and the district purchased an additional bus charger for Creston.



The district’s “Go Green” Initiative includes low carbon initiatives in all elements of the district’s operations, including school-based waste reduction and recycling programs in collaboration with the schools and Green Teams.

The district’s paper reduction initiative uses software to count and reduce usage of paper District wide in all employee categories. An employee E-Bike purchase program is ongoing.

Emissions and Offset Summary Table

School District No. 8 - Kootenay Lake’s 2023	
GHG Emissions	
GHG Emissions created in Calendar Year 2023	
Total Emissions (tCO ₂ e)	3,023
Total BioCO ₂	39
Offsets	
GHG Emissions created in Calendar Year 2023	
Total Offsets (tCO ₂ e)	2,306
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	(0)
Grand Total Offsets for the 2023 Reporting Year	
	2,306
Grand Total Offsets (tCO ₂ e) to be Retired for 2023 Reporting Year	x \$25 per tCO ₂ e
Offset Investment	\$57,650



Retirement of Offsets Statement

In accordance with the requirements of the Climate Change Accountability Act and Carbon Neutral Government Regulation, School District No. 8 (Kootenay Lake) (**the Organization**) is responsible for arranging for the retirement of the offset obligation reported above for the 2023 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy (**the Ministry**) ensuring that these offsets are retired on the Organization’s behalf, the Organization will pay within 30 days, the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

Executive sign-off

Signature

Trish Smillie

Name

May 27, 2023

Date

Superintendent & Chief Executive Officer

Title

