



# The Board of Education of School District No. 83 (North Okanagan-Shuswap)

## BOARD MEETING AGENDA

**Date:** Tuesday, November 20, 2018  
**Time:** 6:00 p.m.  
**Venue:** District Education Support Centre

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A copy of the Agenda with attachments is available on the School District website at:  
<https://sd83.bc.ca/board-meetings/> Board Meeting Agendas.  
Alternatively, copies are available on request from the Executive Assistant to the Secretary-Treasurer.

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Item	Description
1.	<b>CALL TO ORDER</b>
2.	<b>WELCOME AND ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY</b> We open the meeting with the acknowledgement that the Board holds its meeting on the traditional territory of the Secwepemc people.
3.	<b>AGENDA – CHANGES / ADDITIONS</b>
4.	<b>ADOPTION OF BOARD MEETING MINUTES</b> A. Regular Board Meeting Minutes – October 16, 2018  <u>Recommendation:</u> <i>That the Board of Education adopt the Regular Board Meeting Minutes of October 16, 2018 as presented.</i>  B. Inaugural Board Meeting Minutes – November 15, 2018  <u>Recommendation:</u> <i>That the Board of Education adopt the Inaugural Board Meeting Minutes of November 15, 2018 as presented.</i>
5.	<b>ANNOUNCEMENTS</b> A. Peter Jory, Superintendent
6.	<b>DELEGATIONS</b> NONE
7.	<b>EDUCATION COMPONENT</b> A. Musical Performance – SAS Jazz Combo

Item	Description
<b>8. BUSINESS ARISING</b>	
A.	Inaugural Meeting – Destruction of Ballots
	<u>Recommendation:</u> <i>That the ballots from the November 15, 2018 Inaugural Board Meeting be destroyed.</i>
B.	Board Committees – Trustee Representatives
<b>9. DISCUSSION ITEMS</b>	
A.	Field Trip Request – Salmon Arm Secondary – Ireland, Scotland & England
	<u>Recommendation:</u> <i>That the Board of Education approve, in principle, the Salmon Arm Secondary field trip to Ireland, Scotland and England in July 2020.</i>
B.	BCSTA Provincial Council – Representatives
<b>10. REPORTS</b>	
	NONE
<b>11. POLICY</b>	
A.	Concussion Protocol – Policy Initiation
	<u>Recommendation:</u> <i>That the Board of Education approve the initiation of Policy – Concussion Protocol.</i>
B.	Impairing Substances in the Workplace – Policy Initiation
	<u>Recommendation:</u> <i>That the Board of Education approve the initiation of Policy – Impairing Substances in the Workplace.</i>
<b>12. INFORMATION ITEMS</b>	
A.	2018 General School Election Results
	Board Information
<b>13. QUESTION PERIOD</b>	
	<i>The Board welcomes questions of a general nature, but the primary purpose of the "Public Question Period" is to ask questions about the Board's policies or operations. Question Period is not a platform for presentations or personal statements.</i>

Item	Description
14.	<b>UPCOMING DATES / EVENTS</b> Regular Board Meeting – December 18, 2018 – 6:00pm (DESC)
15.	<b>ADJOURNMENT</b>  <u>Recommendation:</u> <i>That the November 20, 2018 Regular Board Meeting be adjourned.</i>

**The Board of Education of School District No. 83  
(North Okanagan-Shuswap)**

**Minutes** of the Regular Board Meeting of the Board of Education of School District No. 83 (North Okanagan-Shuswap), held at the District Education Support Centre on Tuesday, October 16, 2018.

Present:	M. McKay	Official Trustee
	P. Jory	Superintendent
	B. Hunt	Acting Secretary-Treasurer
	C. Cooper	Assistant Superintendent – Instruction
	R. Brennan	Assistant Superintendent – Human Resources
	C. Leidloff	Director of Instruction – Student Learning

**1. CALL TO ORDER**

The Meeting was called to order at 6:00 p.m. by Official Trustee Mike McKay.

**2. WELCOME AND ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Official Trustee McKay opened the meeting with the acknowledgment that the Board holds its meeting on the traditional territory of the Secwepemc people.

**3. AGENDA ADDITIONS / CHANGES**

None

**4. ADOPTION OF BOARD MEETING MINUTES**

**A. Regular Board Meeting Minutes of September 25, 2018**

The Minutes of the Regular Board Meeting of September 25, 2018 were accepted as presented.

**5. ANNOUNCEMENTS**

- A. Mike McKay, Official Trustee
- B. Peter Jory, Superintendent

**6. DELEGATION**

None

**7. EDUCATION COMPONENT**

**A. Education Outreach – Proposal for Offering Online Performing & Athletic Arts Courses**

**102/2018  
CARRIED**

*“That the Official Trustee approve the engagement and process to enter into a partnership with Coilean Arts to be the district’s distributed learning curriculum provider for the Provincially Authorized Performing Arts courses, as outlined in the report.”*

**8. BUSINESS ARISING**

None

**9. DISCUSSION ITEMS****A. Special Advisor Recommendations**

Mike McKay, Official Trustee, gave a brief update on progress.

**B. Procedural Bylaws**

**103/2018  
CARRIED** *"That the amended Procedural Bylaws be given three readings, and further that, the amended Procedural Bylaws be passed and adopted on the 16<sup>th</sup> day of October, 2018."*

**C. Audit Committee – Terms of Reference**

**104/2018  
CARRIED** *"That the Official Trustee receive and accept the Audit Committee - Terms of Reference as presented."*

**D. 2018-19 Fall Budget Adjustments**

**105/2018  
CARRIED** *"That the Official Trustee approve the 2018-19 fall budget adjustments as presented."*

**10. REPORTS**

None

**11. POLICY****A. Policy 8060 – Education of Indigenous Students – Second and Final Reading**

**106/2018  
CARRIED** *"That the Official Trustee approve the second and final reading of Policy 8060 – Education of Indigenous Students"*

**12. INFORMATION ITEMS****A. Enrolment Update – at September 30, 2018**

Superintendent/CEO Peter Jory spoke to the report.

**B. 2017-18 School Surplus/Deficit Report**

Received for information.

**C. Revised Inaugural Board Meeting Date – November 15<sup>th</sup>, 2018**

A brief verbal update was provided.

**13. QUESTION PERIOD**

*The Board welcomes questions of a general nature, but the primary purpose of the "Public Question Period" is to ask questions about the Board's policies or operations.*

*Question Period is not a platform for presentations or personal statements.*

Questions were received and answered relating to the Inaugural Board Meeting, November Partner Group Meeting, Committees outlined in the Procedural Bylaws, and the EOP Proposal for Offering Online Performing & Athletic Arts Courses.

**14. UPCOMING DATES / EVENTS**

Inaugural Board Meeting – November 15, 2018 – 6:00 p.m. (DESC)

Regular Board Meeting – November 20, 2018 – 6:00 p.m. (DESC)

**15. ADJOURNMENT**

The meeting was adjourned at 6:45 p.m.

\_\_\_\_\_  
Board Chair  
Marianne VanBuskirk

**Certified Correct:**

\_\_\_\_\_  
Bruce Hunt, CPA, CGA  
Acting Secretary-Treasurer

**The Board of Education of School District No. 83  
(North Okanagan-Shuswap)**

**Minutes** of the Inaugural Board Meeting of the Board of Education of School District No. 83 (North Okanagan-Shuswap), held at the District Education Support Centre on Thursday, November 15, 2018.

**Present:**

M. VanBuskirk	Board Chair	P. Jory	Superintendent
Q. Bruns	Vice-Chair	B. Hunt	Acting Secretary-Treasurer
M. Gibbons	Trustee	C. Cooper	Assistant Superintendent (Instruction)
A. Krebs	Trustee	R. Brennan	Assistant Superintendent (HR)
T. Lachmuth	Trustee	C. Leidloff	Director of Instruction – Student Learning

**1. CALL TO ORDER**

The Meeting was called to order at 6:00 p.m. by Acting Secretary-Treasurer Bruce Hunt.

**2. WELCOME AND ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Acting Secretary-Treasurer Bruce Hunt opened the meeting with the acknowledgment that the Board holds its meeting on the traditional territory of the Secwepemc people.

**3. WELCOME TO LOCAL CHIEF, COUNCIL, FNEC REPRESENTATIVES AND JUDGE DE WALLE**

Acting Secretary-Treasurer Bruce Hunt welcomed the newly elected Trustees and Judge de Walle. Superintendent Peter Jory welcomed the local Chief, Council, FNEC Representatives and student drummers.

**4. INDIGENOUS EDUCATION – DRUMMERS**

Student drummers from A.L. Fortune Secondary led by Indigenous Education Worker Dodie Jones.

**5. ADMINISTER OATHS OF OFFICE**

Provincial Court Judge Edmond de Walle officiated. Acting Secretary-Treasurer Bruce Hunt administered the Code of Conduct oath.

**6. TRUSTEES**

- A. Trustees share their background and interest in the role of School Trustee**  
Trustees spoke briefly on their background and interest in the role of School Trustee.

**7. ELECTION OF CHAIR**

Acting Secretary-Treasurer Bruce Hunt Called for nominations. Trustee VanBuskirk nominated by Trustee Lachmuth; accepted. Trustee Bruns nominated by Trustee Krebs; accepted. Nominees spoke briefly. Scrutineers Cooper and Deacon attended to the ballots. Trustee VanBuskirk elected Chair for 2018/2019. Trustee VanBuskirk assumed the chair.

**8. ELECTION OF VICE CHAIR**

Board Chair VanBuskirk called for nominations. Trustee Bruns nominated by Trustee Lachmuth; accepted. No other nominations received. Trustee Bruns elected Vice-Chair by acclamation for 2018/2019.

**9. OTHER BUSINESS**

None

**10. ADJOURNMENT**

The meeting was adjourned at 6:51 p.m.

Certified Correct:

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Marianne VanBuskirk  
Board Chair

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Bruce Hunt, CPA, CGA  
Acting Secretary-Treasurer





**The Board of Education of  
School District No. 83 (North Okanagan-Shuswap)**

**BRIEFING NOTE**

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**TO:** Board of Education  
**FROM:** Peter Jory, Superintendent of Schools/CEO  
**RE:** Field Trip Approval Request

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**DATE:** November 20, 2018

**Background**

Salmon Arm Secondary (Jackson and Sullivan) teacher Gloria Cox is seeking approval for a field trip to Ireland, Scotland and England in July 2020.

**Recommendation**

That the Board of Education approve the field trip as outlined in the attached document.

Respectfully submitted,

Peter Jory  
Superintendent of Schools/CEO

# FIELD TRIP INFORMATION FORM

(To be completed by Teacher/Sponsor)

- To be completed for activities as referred to in *Field Trip Regulation & Handbook*.
- Check appropriate notice and approval requirements:

- ☐ By principal – day trip – 1 week notice
- ☐ By superintendent or designate – overnight within the province – 2 weeks notice
- ☐ By Board – overnight out of province, in North America – 2 months notice to Zone Director
- ☒ By board – out of North America – 6 months notice to Zone Director

## Departure date of trip:

06 01 2020  
day month year

## Return date of trip:

19 07 2020  
day month year

- dates are approximate  
& within first 3 weeks of July

SCHOOL: Salmon Arm Secondary - Sullivan / Jackson

DESTINATION: Ireland, Scotland, and England

ORGANIZING TEACHERS: Gloria Cox

IDENTIFY GROUP OR CLASS OF STUDENTS: all students in good standing

GRADE (s): 9-12 TOTAL NUMBER OF STUDENTS: 20-40 ?

TOTAL NUMBER OF SUPERVISORS: 1 per 6 students

CURRICULUM PURPOSE: International travel / cultural exposure

ACTIVITIES: sight seeing, touring, etc.

For a co-educational overnight field trip and both male and female supervisors will accompany the students on this field trip: ☒ Yes

SUPERVISOR(s): Teacher(s): Gloria Cox TBD

Parent(s): TBD TBD

TRANSPORTATION: ☐ School Bus ☐ Private Vehicle

Other (eg: foot or bike): AIRPLANE, COACH, TRAIN

ACCOMMODATION: Hotels, as arranged by EF Tours.

Funding Source: student paid ☐ or see attached

Teacher:	<u>Gloria Cox</u>	Date:	<u>Oct. 11, 2018</u>
Principal:	<u>B. Cadden</u>	Date:	<u>Oct 16, 2018</u>
Superintendent / Designate:	<u>[Signature]</u>	Date:	<u>Oct. 16, 2018</u>

Oct. 15, 2018

School District No. 83  
School Board Trustee

Dear Mr. McKay:

Re: SAS (Sullivan and Jackson) student trip to Europe, July 2020

Please accept this letter as my proposal to take students on a field trip to Ireland, Scotland, and England, summer 2020, with EF Tours.

As a teacher of drama and literature, I feel passionately about the possibility of exposing SAS students to the world around them, and would love the opportunity to introduce them to world-class museums and art, history, varied natural landscapes, foreign cultures, and stunning architecture. Enclosed, please find a draft itinerary of the Ireland, Scotland, and England Tour. Below is the proposal, in a nutshell.

**Who:** Gloria Cox, SAS – Jackson / Sullivan teacher with four previous EF Tour experiences (March, 2010 – New York; March, 2013 – London and Paris; March, 2015 – New York; March 2018 – London, Paris, Venice, Rome), one upcoming tour (March, 2019 – New York), as well as the EF Tours New Teacher Orientation Program, Summer 2009.

One additional Chaperone for each six students enrolled

Goal of approximately 20-40 students, grades 9 through 12.

**What:** Fourteen-day tour of Ireland, Scotland, and England, with EF Educational Tours.

**When:** July, 2020, leaving from Kelowna

**How:** Round Trip Air flight from Kelowna, staying in various hotels, as booked by EF Tours, travelling by coach, train, and public transit within each city.

**Cost:** Approximately \$5000 per student

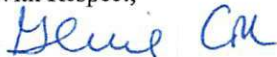
Students have the option to sign up for monthly payments (approx. \$200 per month) for the next almost two years, in order to increase accessibility to this trip

I have chosen EF Educational Tours as they have been providers of student tours for over fifty years, have comprehensive safety and emergency plans, and have delivered very satisfactorily on my previous tours. Their reputation is solid and their customer care is excellent.

Thank you for taking the time to review this proposal. I consider it to be a great privilege to have the opportunity to show the world to our students. Not only is this a great cultural experience, it is a wonderful opportunity for students to broaden their horizons and grow as individuals.

If you have any further questions regarding this request, I would be pleased to answer them.

With Respect,



Gloria Cox, SAS, Jackson / Sullivan



**Educational Tours**

## YOUR PRICE QUOTE

Ireland, Scotland and England

PREPARED FOR  
Gloria Cox

PREPARED ON  
September 24, 2018

TOUR PAGE  
www.efours.ca/TBS

### TOTAL PRICE

Price valid for travellers enrolled September 24, 2018 - September 30, 2018

#### Student

\$4,984 or \$262 / 17 mos

#### Adult

\$5,644 or \$321 / 17 mos

#### PRICE BREAKDOWN

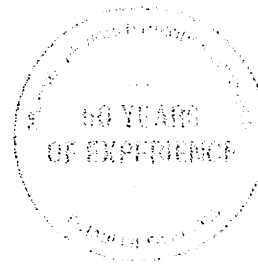
Program Price (includes extension)	\$4,944
Peace of Mind	FREE
Weekend Supplement	\$40

For every 6 paying travellers, 1 chaperone travels FREE

\*Adult supplement required for age 20 and older at the time of travel.

Price includes HST/GST where applicable, all airfare/travel provider surcharges, departure taxes, airport fees, and Office de la protection du consommateur (OPC) indemnity fund tax (0.1%) for residents of Québec. Please call 1-800-387-1460 for more information. To view EF Education Booking Conditions, visit [efours.ca/bc](http://efours.ca/bc).

EF Educational Tours is registered with TICO (international registration #2395850, domestic registration #50016789) Consumer Protection BC (international registration #73991, domestic registration #73990) and with the Office de la protection du consommateur (OPC) permit #702732).



### Your travel details

TOTAL LENGTH  
14 days

DEPARTING FROM  
Kelowna (BC)

REQUESTED TRAVEL DATES  
Monday, March 18, 2020 - Sunday, March 29, 2020

#### YOUR DEPARTURE DATE RANGE

☐ EARLIEST  
Sat. Mar. 14

☒ REQUESTED  
Mon. Mar. 16

☐ LATEST  
Wed. Mar. 18

### Everything you get

#### AN ALL-INCLUSIVE TOUR

Round trip airfare, hotels with private baths, breakfasts and dinners, on-tour transportation and sightseeing activities are covered. Discover all of your itinerary details at [www.efours.ca/TBS](http://www.efours.ca/TBS).

#### FULL-TIME TOUR DIRECTOR

Your dedicated Tour Director is with your group 24/7, providing deep local insight while handling all on-tour logistics.

#### EXPERT LOCAL GUIDES

Your expert local guides add cultural insight and global perspective on your sightseeing tours.

#### WESHARE—PERSONALIZED LEARNING

Our personalized learning experience engages students before, during and after tour, with the option to create a final, reflective project.

#### CONTINUOUS SUPPORT

Your dedicated EF team helps you every step of the way—from recruiting and enrolling travellers to planning and managing your tour.

#### 24-HOUR EMERGENCY SERVICE

Travellers and their families can count on EF's dedicated emergency service team.

#### WORLDWIDE PRESENCE

EF has over 500 schools and offices in more than 50 countries worldwide so wherever you go, we're there too.

#### PEACE OF MIND PROGRAM

Feel secure knowing your group can change their destination or travel dates due to unforeseen circumstances.

### Your Tour Consultant

MADELEINE GOLUBEV  
1-800-387-1460  
[Madeleine.Golubev@ef.com](mailto:Madeleine.Golubev@ef.com)





## Educational Tours

Watch videos, read  
reviews, and enrol on your  
teacher's Tour Website

[eftours.ca/](http://eftours.ca/)

This is also your tour number

# IRELAND, SCOTLAND & ENGLAND

11 or 14 days | Ireland | Wales | Scotland | England

Over the course of thousands of years on the British Isles, kingdoms have come and gone, borders have been erased and redrawn, countless battles have been fought. Discover four of the world's most storied countries, from Ireland's green landscapes to the medieval castles of Wales; from Edinburgh's Old Town in Scotland to bustling Piccadilly Circus in England.

### EVERYTHING YOU GET:



Full-time Tour Director



**Sightseeing:** 3 sightseeing tours led by expert, licensed local guides (4 with extension); 1 sightseeing tour led by your Tour Director (3 with extension); 2 walking tours



**Entrances:** Bog Museum; Blarney Castle; *Book of Kells* at Trinity College; St. Patrick's Cathedral; Welsh castle; Edinburgh Castle; with extension: New College; Roman Baths; Glastonbury Abbey; Stonehenge; Salisbury Cathedral



**weShare:** Our personalized learning experience engages students before, during, and after tour, with the option to create a final, reflective project.



All of the details are covered: Round-trip flights on major carriers; comfortable motor coach; ferry; train;



9 overnight stays in hotels with private bathrooms (11 with extension); European breakfast and dinner daily



Anyone can see the world.

## YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

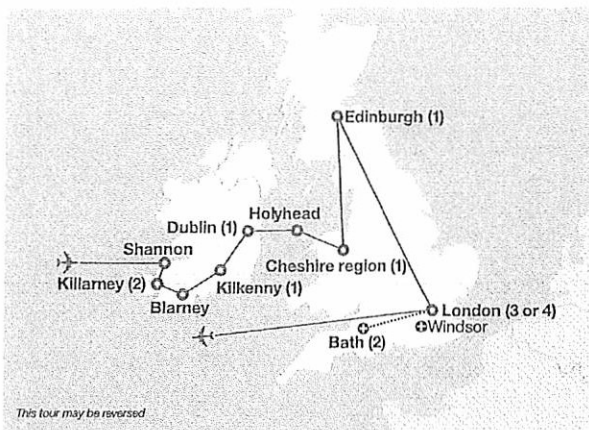
And the experience begins long before you get your passport stamped and meet your **Tour Director** in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travellers on Facebook, Twitter, or Instagram, or delving deeper into your destinations with our personalized learning experience, **weShare**, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels, and meals while also providing their own insight into the local history and culture. **Expert local guides** will lead your group on sightseeing tours, providing detailed views of history, art, architecture, or anything you may have a question about.

When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

*@EFtours I attribute my college semester abroad to the love for travel I discovered on an EF Tour in high school #traveltuesday*

— MELISSA, TRAVELLER



### CHECK OUT WHAT A TOUR IS ALL ABOUT

Watch the videos at  
[eftours.ca/](http://eftours.ca/)

Your teacher's Tour Website

## What you'll experience on your tour

### Day 1: Fly overnight to Ireland

#### Day 2: Shannon | Killarney

- Meet your Tour Director at the airport.
- Travel to Killarney.

#### Day 3: Killarney

- Take an excursion to the Ring of Kerry.
- Visit the Bog Museum.

#### Day 4: Killarney | Blarney | Kilkenny

- Travel to Blarney.
- Visit Blarney Castle.
- Travel to the beautiful medieval town of Kilkenny.
- Visit Kilkenny Castle.

#### Day 5: Dublin

- Travel to Dublin, where you'll take an expertly guided tour. Literary history greets you at every turn, from Trinity College, where playwright Samuel Beckett and satirist Jonathan Swift studied, to the Long Room of the Old Library, where you'll see the *Book of Kells*. Irish monks created this calligraphic manuscript over 1,000 years ago. Admire St. Patrick's Cathedral, whose presence honours the patron saint of Ireland, and when you ride through Dublin's elegant Georgian squares, be sure to ask your guide about the colourful doors.
- get a taste of popular Irish sports during an afternoon of Gaelic Games.

#### Day 6: Dublin | North Wales

- Take a ferry from Dublin to Holyhead.
- Visit a Welsh castle.
- Travel through Snowdonia.

#### Day 7: Cheshire Region | Edinburgh

- Travel from the Cheshire region to Edinburgh.

#### Day 8: Edinburgh | London

- During your expertly guided tour of the city, you'll see the homes of Alexander Graham Bell and Robert Louis Stevenson.
- Visit Edinburgh Castle, the enduring symbol of Scotland's capital and site of many of the nation's storied events. Ownership of the fortress, perched atop an extinct volcano, changed hands many times over the centuries, from Scottish to English and back again. It's here Mary Queen of Scots gave birth to James VI of Scotland, who would later rule England as James I.
- Your walking tour of Edinburgh will give you a sense of what it was like to live here during centuries past. You'll also stroll down the Royal Mile through the Old Town, a romantic jumble of medieval buildings.
- Travel by train to London.

#### Day 9: London

- Discover London, a city that has become one of the world's great melting pots while maintaining a distinct character that's all its own.
- From the London Bridge to the Houses of Parliament, London comes to life during your expertly guided tour. Admire architectural marvels like the Baroque domes and spires of St. Paul's Cathedral, the 17th-century church designed by Sir Christopher Wren. Check out the lively five-way intersection at Piccadilly Circus as well as Hyde Park's urban greenery. You may even get a chance to witness the ceremonial Changing of the Guard. And don't forget to snap a picture of Big Ben from the banks of the River Thames.
- Great Britain's royal tradition and rich history are on full display during your walking tour of the city.
- Time to see more of London or  
• ride the London Eye.

#### Day 10: London

- Full day to see more of London or  
• visit Windsor Castle.

#### Day 11: Depart for home

### • 3-DAY TOUR EXTENSION

#### Day 11: Oxford | Bath region

- Take a tour of Oxford.
- Visit New College.
- Take an expertly guided tour of Bath.
- Visit the Roman Baths.

#### Day 12: Bath region

- Take an excursion to Glastonbury, Wells, and Cheddar.
- Visit Glastonbury Abbey.

#### Day 13: Bath region | London

- Visit Stonehenge.
- Visit Salisbury Cathedral.

#### Day 14: Depart for home

*We had a great time in Ireland, Wales and England — our tour director Cathal was awesome! :-)*

— PAUL, TRAVELLER



Via Facebook

*The week I spent in England was one of the best in my life. I saw things I never imagined I would or could. The Tower of London is mind-boggling because you get to walk the ground on which kings and queens have walked on. There are the iconic spots that everyone wants to see like Big Ben, the London Eye and Buckingham Palace.*

— YESELY, TRAVELLER



Tour review

### TOP THREE THINGS I WILL SEE, DO, TRY, OR EXPLORE

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

— The easiest ways to —  
**ENROL TODAY**



**Enrol on our website**  
eftours.ca/enrol



**Enrol by phone**  
1-800-263-2806  
**Enrol by fax**  
1-800-556-6046



**Mail your Enrolment Form to:**  
EF Educational Tours  
80 Bloor Street West, 16th Floor  
Toronto, ON M5S 2V1

*My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hints, flexible payment plan and knowledgeable tour guides.*

—CHARLOTTE, PARENT



Tour review

## THE WORLD LEADER IN INTERNATIONAL EDUCATION

For over 50 years EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration, and global competence.

- We always offer the lowest prices, guaranteed so more students can travel.
- All of our educational tours feature experiential learning activities and visits to the best sites.
- We're completely committed to your safety. We have more than 500 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- Your full-time Tour Director is with your group every step of the way on tour, providing insight about your destinations as well as great local tips.



F19 | TBR

TICO-2395858, 50018789 | CPBC-73991, 73990 | OPC-702732





## The Board of Education of School District No. 83 (North Okanagan-Shuswap)

### BRIEFING NOTE

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<b>TO:</b>	Board of Education	<b>DATE:</b> November 20, 2018
<b>FROM:</b>	Bruce Hunt, Acting Secretary-Treasurer	
<b>RE:</b>	BCSTA Provincial Council – Board Representatives	

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#### **Background**

BCSTA's Provincial Council was established in 1987. It was formed to ensure that the interests of all Boards are represented in the governance of BCSTA and to facilitate an ongoing dialogue around issues facing the Association and its member Boards across the province.

The usual format for fall and winter Provincial Council meetings starts with Standing Committee meetings on Thursday and Friday, a guest speaker on Friday evening, then oral Standing Committee reports and Provincial Council business on Saturday followed by our afternoon Issues Forum.

#### **Membership**

The Provincial Council consists of the Board of Directors plus one representative elected by each member Board of the Association.

#### **Election to the Council**

Annually, between December 1 and the following January 15, each member Board elects one trustee as its Provincial Councillor and one trustee as its alternate. Councillors take office immediately following the election, and hold office until successors are elected.

If at any time a Provincial Councillor either ceases to be a trustee or resigns from the Council, the Board must elect a new representative.

#### **Meetings**

The Provincial Council must meet three times a year: once in conjunction with the Annual General Meeting and twice between Annual General Meetings. Except for the Provincial Council meeting held in conjunction with the Annual General Meeting, BCSTA assumes travel and accommodation expenses for attendance at these meetings.

**Recommendation**

It is recommended that the Board of Education of School District No. 83 (North Okanagan-Shuswap) elect a representative and one alternate as its Provincial Councillor on the BCSTA Provincial Council.

Respectfully submitted,

*Bruce Hunt*

Bruce Hunt  
Acting Secretary-Treasurer



**The Board of Education of  
School District No. 83 (North Okanagan-Shuswap)**

**BRIEFING NOTE**

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**TO:** Board of Education  
**FROM:** Peter Jory, Superintendent of Schools/CEO  
**RE:** Policy Initiation – Concussion Protocol

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**DATE:** November 20, 2018

**Background**

The Policy Committee reviewed this policy initiation at its October 10 meeting and recommended it for consideration by the Board of Education.

**Recommendation**

That Policy Initiation – *Concussion Protocol* be approved by the Board of Education.

Respectfully submitted,

Peter Jory  
Superintendent of Schools/CEO



**The Board of Education  
of School District No. 83  
(North Okanagan-Shuswap)**

**POLICY INITIATION/REVISION  
REQUEST FORM**

**TO: Superintendent of Schools  
School District No. 83 (North Okanagan-Shuswap)  
PO Box 129, Salmon Arm, BC V1E 4N2**

**Date: October 5, 2018**

**Purpose of Form:** This form is to be used if an individual/group wishes to have a new policy considered or an existing policy reviewed or revised.

**Use of Form:** The School Board will receive this completed form from any individual or group (parents, school district employees, students, parent committee, community groups, etc.) who is interested in changing or improving School District Board Policy. A consultation process will follow the Boards' consideration of this issue.

- 
1. Which policy do you feel should be revised or added to School District Policy?

**Concussion Protocol – Policy and Regulation**

2. Why do you feel the policy should be either revised or added to District Policy Manual?

**No current policy or District protocol in place**

3. What special features or wording should the new or revised policy contain?

4. Name of person (group) submitting form: **Peter Jory, Superintendent of Schools / CEO**

Address: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Response of Policy Committee to suggestion

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**The Board of Education of  
School District No. 83 (North Okanagan-Shuswap)**

**BRIEFING NOTE**

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**TO:** Board of Education **DATE:** November 20, 2018  
**FROM:** Peter Jory, Superintendent of Schools/CEO  
**RE:** Policy Initiation – Impairing Substances in the Workplace

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**Background**

The Policy Committee reviewed this policy initiation at its November 14 meeting and recommended it for consideration by the Board of Education.

**Recommendation**

That Policy Initiation – *Impairing Substances in the Workplace* be approved by the Board of Education.

Respectfully submitted,

Peter Jory  
Superintendent of Schools/CEO



**SCHOOL DISTRICT NO. 83  
(North Okanagan-Shuswap)**

**POLICY INITIATION  
AND  
REVISION REQUEST FORM**

**TO:** Policy Committee  
School District No. 83 (North Okanagan-Shuswap)  
PO Box 129, Salmon Arm, BC V1E 4N2

Date: October 15, 2018

**Purpose of Form:** This form is to be used if an individual wishes to have a new policy considered or an existing policy reviewed or revised.

**Use of Form:** Parents, SD No. 83 employees, students, or community partners who are interested in changing or improving School District Policy are welcome to submit this form for consideration.

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1. Which policy do you feel should be revised or added to School District Policy?  
Impairing Substances in the Workplace (employees)

2. Why do you feel the policy should be either revised or added to District Policy Manual?  
With the legalization of cannabis, it has come to my attention that the District does not have a policy on impairing substances (including cannabis, alcohol, prescription drugs, etc.) and our employees.

3. What special features or wording should the revised policy contain?  
BCPSEA has released a template policy that should be used as a guideline. I'm happy to work with the committee on this. Legal should be consulted prior to implementation.

4. Name of person (group) submitting form?  
Ryan Brennan, Assistant Superintendent (HR)

Address: DESC Telephone number: 2508047847

Response of Policy Committee to suggestion?



## The Board of Education of School District No. 83 (North Okanagan-Shuswap)

### BRIEFING NOTE

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<b>TO:</b>	Board of Education	<b>DATE:</b> November 20, 2018
<b>FROM:</b>	Veronica Deacon, Deputy Chief Election Officer	
<b>RE:</b>	<b>2018 General School Election Results</b>	

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#### Purpose

This briefing note is to provide the Board with a report of the 2018 General School Election results for School District No. 83 (North Okanagan-Shuswap) as required under section 158 (1) of the *Local Government Act*.

#### Background

The Board conducted the 2018 Trustee Elections for Trustee Electoral Areas 1, 2, and 3 directly and in conjunction with the following local governments: Columbia Shuswap Regional District (CSRD), City of Armstrong, Township of Spallumcheen, City of Enderby, District of Sicamous and the Regional District of North Okanagan (RDNO). Chief Election Officer, Carrie Pratt and Deputy Chief Election Officer, Veronica Deacon were appointed as Election Officers by the Official Trustee in May for Trustee Electoral Areas 1, 2, and 3.

The City of Salmon Arm conducted the 2018 Trustee Elections for Trustee Electoral Area 4 as per section 37 (1) of the *School Act*. Erin Jackson, was the Chief Election Officer for this Trustee Electoral Area as she was the municipally appointed Chief Election Officer for the City of Salmon Arm.

At the close of the nomination period at 4:00pm on Friday, September 14, 2018 the following candidates were declared for the Office of School Trustee:

Trustee Electoral Area 1 (City of Armstrong/Township of Spallumcheen/CSRD Area D – Falkland, Silver Creek, Ranchero)

- FARRIS, Carolyn
- LACHMUTH, Tennile

Trustee Electoral Area 2 (City of Enderby/CSRD Area E – Malakwa/District of Sicamous/RDNO Area F – Mara, Grindrod, Mabel Lake)

- BRUNS, Quentin
- BUSCH, Fred

Trustee Electoral Area 3 (CSRD Areas C & F – Carlin, Sorrento, North Shuswap)

- GIBBONS, Marty

Trustee Electoral Area 4 (City of Salmon Arm)

- BEDARD, Marcel
- KREBS, Amanda
- PODLUBNY, Don
- RICHARDS, Lawren
- ROSS, Jordan
- SHIELDS, Dan
- SINCLAIR, Terry-Mae
- TOWNSEND, Dale
- VACHON, Jenny
- VANBUSKIRK, Marianne

Under section 98 of the *Local Government Act*, an election by voting was declared on September 24, 2015 for Trustee Electoral Areas 1, 2 and 4.

Marty Gibbons was declared elected by acclamation on September 24, 2018 for the Office of School Trustee for Trustee Electoral Area 3 by the Chief Election Officer.

**Election**

The 2018 General School Election was held on Saturday, October 20 with the required advance voting opportunity on Wednesday, October 10 and an additional advance voting opportunity on Wednesday, October 17. An account of the votes cast in Trustee Electoral Area 1 and 2 is reported below based on the ballot accounts received and reviewed by the Deputy Chief Election Officer.

TRUSTEE ELECTORAL AREA 1 ACCOUNT

	<b>FARRIS, Carolyn</b>	<b>LACHMUTH, Tennile</b>
Advance Voting Opportunity: October 10, 2018 CSRD Offices	0	1
Advance Voting Opportunity: October 17, 2018 District Education Support Centre	2	1
City of Armstrong	404	415
Township of Spallumcheen	349	578
Falkland Elementary	7	5
Silver Creek Elementary	10	25
Ranchero Elementary	12	14
<b>TOTAL NUMBER OF VALID VOTES CAST</b>	<b>784</b>	<b>1039</b>

Tennile Lachmuth was declared elected on October 23, 2018 for the Office of School Trustee for Trustee Electoral Area 1 by the Deputy Chief Election Officer.



## TRUSTEE ELECTORAL AREA 2 ACCOUNT

	<b>BRUNS, Quentin</b>	<b>BUSCH, Fred</b>
Advance Voting Opportunity: October 10, 2018 City of Enderby – City Hall	57	11
Advance Voting Opportunity: October 10, 2018 CSRD Offices	0	1
Advance Voting Opportunity: October 10, 2018 District of Sicamous	96	152
Advance Voting Opportunity: October 17, 2018 District Education Support Centre	1	2
Enderby Seniors Centre	354	67
Sicamous Civic Centre	9	20
Sicamous Council Chambers	228	370
Cambie Community Hall	18	16
Swansea Point Fire Hall	8	11
Malakwa Learning Academy	33	78
<b>TOTAL NUMBER OF VALID VOTES CAST</b>	<b>804</b>	<b>728</b>

Quentin Bruns was declared elected on October 23, 2018 for the Office of School Trustee for Trustee Electoral Area 2 by the Deputy Chief Election Officer.

## TRUSTEE ELECTORAL AREA 4

The Chief Election Officer for the City of Salmon Arm prepared and reported on the election results for Trustee Electoral Area 4.

Advance Voting Opportunities, Special Voting Opportunity, Mail Ballot	SASCU Recreation Centre Voting Machine No. 1	SASCU Recreation Centre Voting Machine No. 2	Gleneden Hall	North Canoe School	The Mall at Piccadilly	Total
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### School Trustee Race

Bedard, Marcel  
 Krebs, Amanda **E**  
 Podlubny, Don  
 Richards, Lawren  
 Ross, Jordan  
 Shields, Dan  
 Sinclair, Terry-Mae  
 Townsend, Dale  
 Vachon, Jenny  
 VanBuskirk, Marianne **E**

278	256	188	21	75	131	<b>949</b>
309	372	292	50	87	203	<b>1,313</b>
47	51	41	4	10	25	<b>178</b>
94	135	125	11	25	85	<b>475</b>
234	264	219	28	90	153	<b>988</b>
121	139	114	18	52	98	<b>542</b>
349	317	195	31	62	139	<b>1,093</b>
230	269	195	27	47	144	<b>912</b>
151	235	159	11	76	115	<b>747</b>
429	417	293	28	73	206	<b>1,446</b>

The following candidates were declared elected on October 23, 2018 for the Office of School Trustee for Trustee Electoral Area 4 by the City of Salmon Arm's Chief Election Officer:

- Marianne VanBuskirk
- Amanda Krebs

The Declaration of Official Election Results and Declaration of Election by Acclamation for all Trustee Electoral Areas are attached.

**Recommendation**

It is recommended that this briefing note be received by the Board of Education of School District No. 83 (North Okanagan-Shuswap) for information.

Respectfully submitted,

*Veronica Deacon*

Veronica Deacon  
Executive Assistant to the Secretary-Treasurer / Deputy Chief Election Officer



**The Board of Education of School District No. 83 (North Okanagan-Shuswap)**

PO Box 129 ~ 341 Shuswap St. S.W. ~ Salmon Arm, BC, V1E 4N2 ~ Phone: (250) 832-2157

**DECLARATION OF OFFICIAL ELECTION RESULTS**

**GENERAL SCHOOL ELECTION – 2018**

**SCHOOL TRUSTEE – TRUSTEE ELECTORAL AREA 1**

**(City of Armstrong/Township of Spallumcheen/CSRD Area D – Falkland, Silver Creek, Ranchero)**

I, Veronica Deacon, Deputy Chief Election Officer, do hereby declare elected, TENNILE LACHMUTH, who received the highest number of valid votes for the office of School Trustee for Trustee Electoral Area 1 (City of Armstrong/Township of Spallumcheen/CSRD Area D – Falkland, Silver Creek, Ranchero).

Dated at Salmon Arm, BC

this 23<sup>rd</sup> day of October, 2018.

Deputy Chief Election Officer



**DECLARATION OF OFFICIAL ELECTION RESULTS**

**GENERAL SCHOOL ELECTION – 2018**

**SCHOOL TRUSTEE – TRUSTEE ELECTORAL AREA 2**

**(City of Enderby/CSRD Area E – Malakwa/District of Sicamous/RDNO Area F – Mara, Grindrod, Mabel Lake)**

I, Veronica Deacon, Deputy Chief Election Officer, do hereby declare elected, QUENTIN BRUNS, who received the highest number of valid votes for the office of School Trustee for Trustee Electoral Area 2 (City of Enderby/CSRD Area E – Malakwa/District of Sicamous/RDNO Area F – Mara, Grindrod, Mabel Lake).

Dated at Salmon Arm, BC  
this 23<sup>rd</sup> day of October, 2018.

Deputy Chief Election Officer



## The Board of Education of School District No. 83 (North Okanagan-Shuswap)

PO Box 129 ~ 341 Shuswap St. S.W. ~ Salmon Arm, BC, V1E 4N2 ~ Phone: (250) 832-2157

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### DECLARATION OF ELECTION BY ACCLAMATION

I, Carrie Pratt, Chief Election Officer for the Board of Education of School District No. 83 (North Okanagan-Shuswap), do hereby declare, pursuant to section 98 of the *Local Government Act*, the following candidate elected by acclamation:

#### Office of School Trustee

**Trustee Electoral Area 3 (CSRD Areas C & F – Carlin, Sorrento, North Shuswap)**

GIBBONS, Marty

Sorrento, BC

Given under my hand at Salmon Arm, British Columbia, this 24<sup>th</sup> day of September, 2018.

Carrie Pratt  
Chief Election Officer



**City of Salmon Arm  
Declaration of Official Election Results  
2018 General Local Election  
School Trustee**

I, Erin Jackson, Chief Election Officer, do hereby declare elected the following candidates, who received the highest number of valid votes for the office of School Trustee.

1. VanBuskirk, Marianne
2. Krebs, Amanda

Dated at Salmon Arm, British Columbia  
this 23<sup>th</sup> day of October, 2018.

  
Erin Jackson,  
Chief Election Officer