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What is Social Emotional Learning?

Social emotional learning, or SEL, is the process of:

- acquiring the competencies to **recognize and manage emotions**
- developing **caring and concern** for others
- establishing **positive relationships**
- making **responsible decisions**
- handling **challenging situations** effectively

SEL competencies comprise the foundational skills for positive health practices, engaged citizenship, and school success.

Dr. Kimberly Schonert - Reichl (Human Early Learning Partnership, UBC)

What is Mental Health Literacy?

The ability to:

- Understand how to **obtain and maintain good mental health**
- **Understand and identify mental disorders and their treatment**
- **Decrease stigma**
- **Enhance help - seeking efficacy**

Dr. Stan Kutcher, Teen Mental Health.org

The Connections...

Social Emotional Learning + Mental Health Literacy
supports student success at school

Early Action Initiatives Grant (EAI)

Early Action Initiatives Grant (EAI)

\$33,000 from the Ministry for New West Schools

Purpose:

- support school districts in designing action plans to develop an evidence **based, inclusive** approach for **promotion of mental health and wellness**
- develop an **integrated and sustainable mental health infrastructure** which considers the approaches of:
 - » Social and Emotional Learning
 - » Mental Health Literacy
 - » Trauma Informed Practice

SEL Initiatives in New West Schools

- Review of MDI and Student Learning Survey Data to promote planning
 - Zones of Regulation
 - “RULER” Program (Recognizing, Understanding, Labelling, Expressing and Regulating Emotions)
 - Positive Behaviour Support (PBS)
 - Mindfulness
 - SEL spaces in schools – “ZONES rooms”
 - Flexible furniture and environments
 - School Goals on sense of connection/belonging/mindfulness
 - SEL/MHL Working Group/Committee to develop plans for the upcoming school year

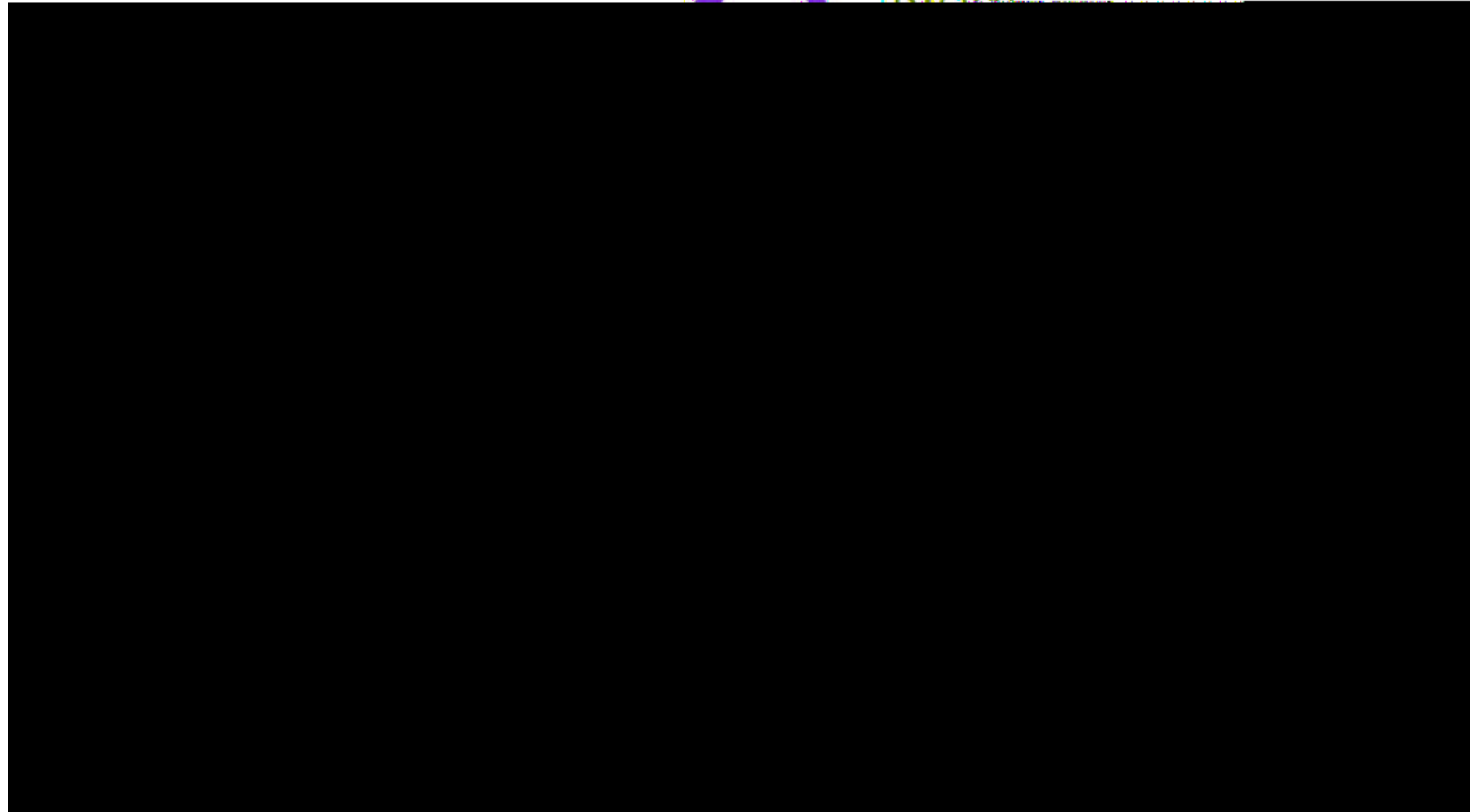
Questions

AP 132: Closure of Schools Due to Inclement Weather or Other Hazards

Severe weather and other hazards

- Identifies the protocols at the District and School levels for school closure resulting from inclement weather or other hazards
- Provides guidance regarding staff and student attendance when schools remain open
- Provides procedures for early dismissal of students
- Most significant change is with reference to staff attendance on school closure days

AP 140: Digital Technology

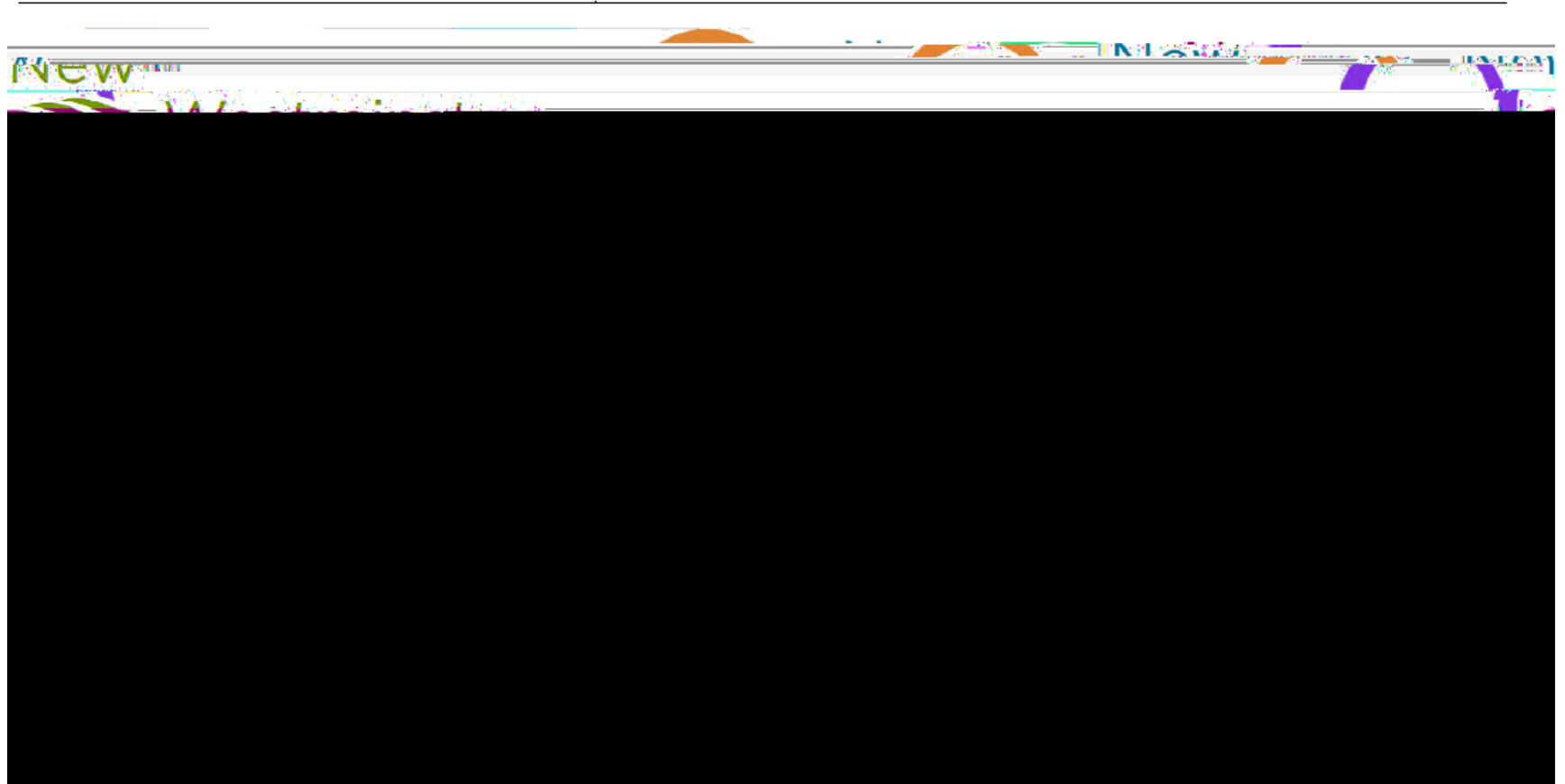


AP 140: Digital Technology

5. STUDENTS

1. Students under the age of 19 and their parent/guardian must sign a District Digital Technology User Agreement (Form 140 - 1), or provide online consent at <https://newwestschools.schoolcashonline.com/Home/SignIn>, in order to access digital technology in Kindergarten, grade 6, grade 9 and/or year of entry into a District School. Students 19 and over may sign their own forms.
2. 5.2 Students under the age of 19 and their parent/guardian must sign a Media, Photo, and Video Release Consent Form (Form 180 -1), or provide online consent at <https://newwestschools.schoolcashonline.com/Home/SignIn>, to allow schools/teachers to commemorate, document and/or promote learning and various sports and educational events.
3. Students 19 and over may sign their own forms, or provide online consent at <https://newwestschools.schoolcashonline.com/Home/SignIn>.
- 4.

AP 190: Copyright Compliance



AP 206: Plan for Alternative Delivery of

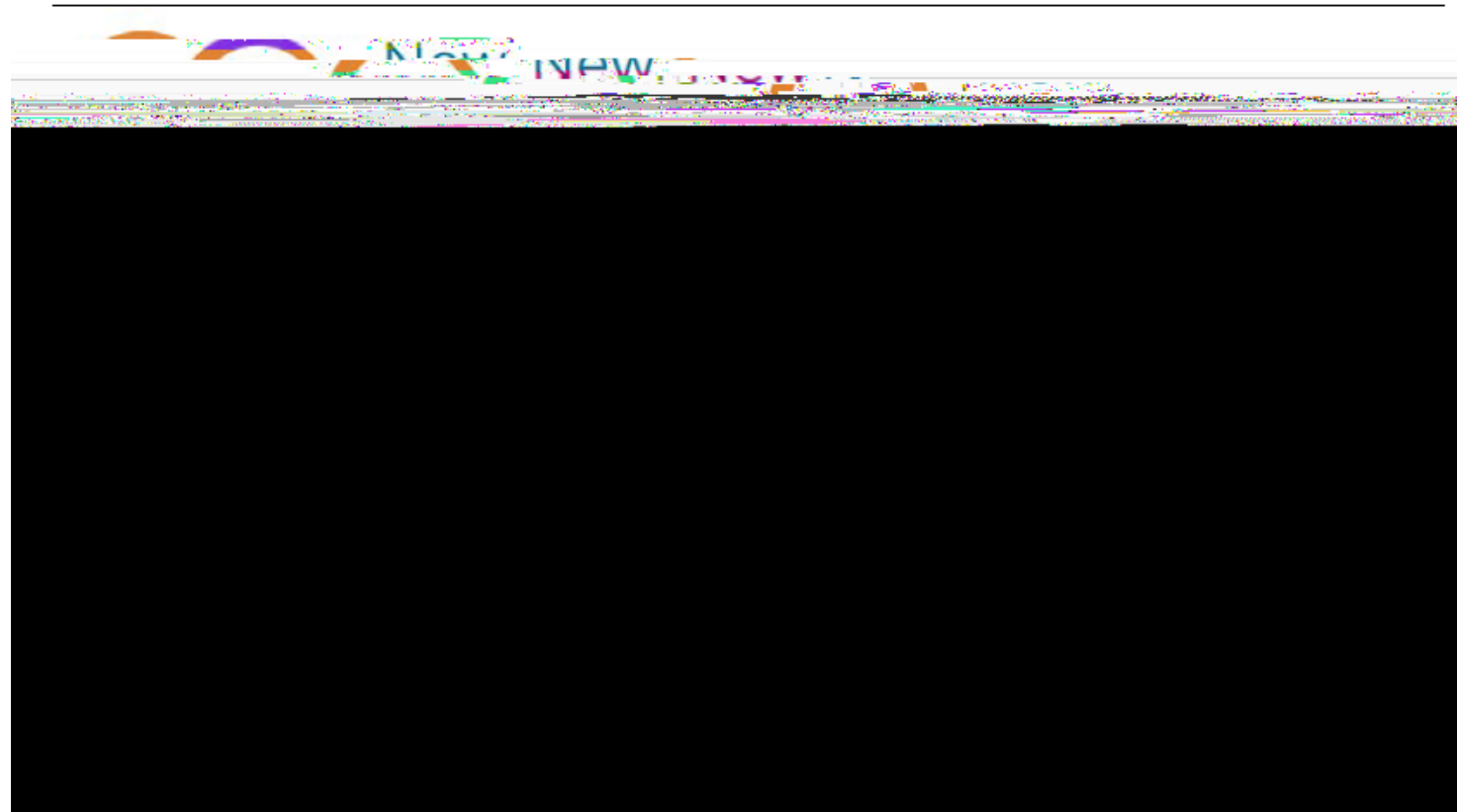
Alternative Delivery of PHE K-10

- Used only for learning standards that address reproduction, sexuality and sexual decision making
- Respects families who may be more comfortable addressing these learning standards at home
- In consultation with the school, families determine a plan to provide engagement in these learning standards

Student Counselling Services

- Outlines the services and parameters of school-based Counselling supports:
 - Educational
 - Personal/Social
 - Career Development
- Includes information on confidentiality and parent consent

AP 354: Physical Restraint and Seclusion



Changes to AP 354

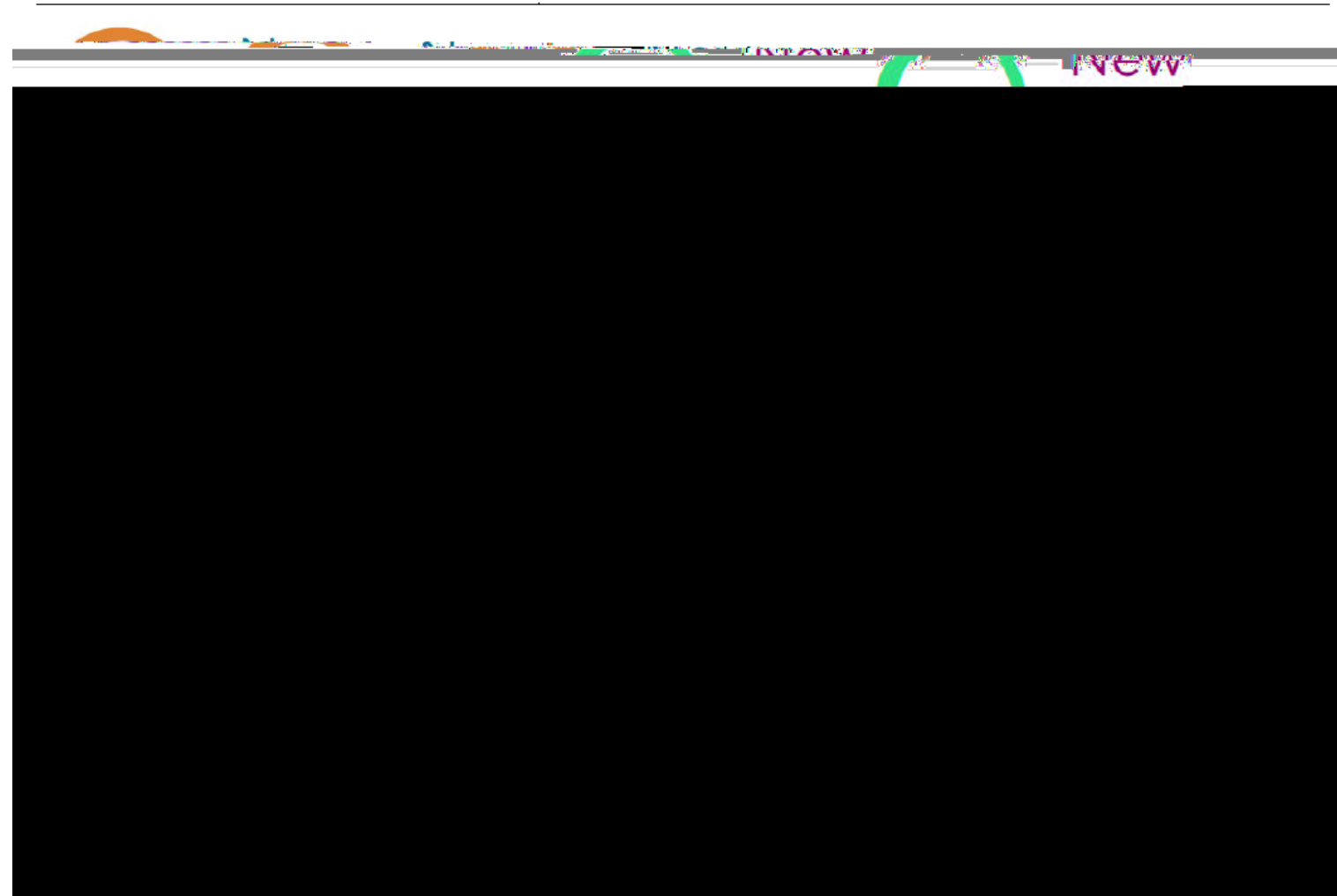
REMOVE THE FOLLOWING FROM AP 354:

“For students with special needs, procedures for the use of physical restraint and seclusion in school settings are comprehensively detailed in the learning services handbook. “

INSERT THE FOLLOWING FROM THE MINISTRY OF EDUCATION GUIDELINES:

Physical restraint or seclusion is never conducted in a manner that could, in any way, cause harm to a student, i.e., never restricts the breathing of a student; never places a student in a prone position (i.e., facing down on his/her stomach) or supine position (i.e., on his/her back, face up); never employs the use of mechanical devices.

AP 365: Course Challenge



Course Challenge

- Clearly defines the purpose and procedures for course challenge at the Grade 10 -12 levels
- Aligns with Ministry Documents regarding equivalency, course challenge and external credentials
-

Special Education Review

APRIL

- ADVISORY GROUP

- CONSULTANTS:

SUSAN POWELL

LAURIE MESTON

JUNE UPDATE

WORK PLAN 2019/20

CLOSURE OF SCHOOLS DUE TO INCLEMENT WEATHER OR OTHER HAZARDS

Background

The safety of students and staff during periods of inclement weather or when other hazards arise is of paramount importance to the District.

The District will:

- x Endeavour to keep all schools in the District open and in session on all prescribed school days provided that safety can be ensured for students and staff.
- x Assess each occurrence of inclement weather or of a hazardous situation as it occurs, and initiate the appropriate actions to provide the safest conditions for students and staff.

Procedures for School Closures

1. The Superintendent, or designate, will make the final decision regarding school closure.
2. The Superintendent, or designate, will make announcements regarding school closure.
3. The Superintendent, or designate, will contact school-based principals and vice-principals.
4. Announcements will be made over CKNW and CBC radio stations early enough in the day to allow parents to have students remain at home.
5. ~~The Superintendent, or designate, will provide a news release to both radio stations and to each school to inform parents, students and staff of the District's plan for the following day.~~

9. Principals will advise parents of school closure procedures at the beginning of the school year.

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Reference: Section 20, 22, 65, 73, 85, 90 School Act
School Regulation 265/89

SD No. 40 (New Westminster)

Adopted: ~~May 30, 2017~~

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- 2.7 It is rare but possible to accidentally access inappropriate materials. Students are to immediately report such events to District staff and then return to appropriate materials.
 - 2.8 Users will promptly disclose to their teacher, or the appropriate school or District employee, any message they receive which is inappropriate or makes them feel uncomfortable.
 - 2.9 Users will install software on a District computer or computer system assigned for their use only where they are permitted to do so. Such software must be legally licensed.

3. School Procedures

- 3.1 Principals will obtain permission from parents/guardians for release of photo/media/video to commemorate, document and/or promote learning and various sports and educational events.

4. Staff

- 4.1 Staff must sign a District Digital Technology User Agreement (Form 140-2)

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SCHOOL:

STUDENT DISTRICT/DIGITAL TECHNOLOGY USER AGREEMENT

The district is committed to ensuring that District digital technologies are used for educational purposes and that all users of such technol

10. Student Guidelines

- a. Students under the age of 19 and their parent/guardian must sign a District Digital Technology User Agreement in order to access digital technology in Kindergarten, grade 6, grade 9 and/or year of entry into a New Westminster School. Students 19 and over may sign their own forms.
- b. Students under the age of 19 and their parent/guardian must sign a Media, Photo, and Video release consent form to allow schools/teachers to commemorate, document and/or promote learning and various sports and educational events.
- c. Students 19 and over may sign their own forms.
- d. Students under the age of 19 and their parent/guardian must sign a Digital Tools consent form before using digital tools and apps for education. Students 19 and over may sign their own forms.

11. Parent Guideli

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SCHOOL:
STUDENT DISTRICT DIGITAL TECHNOLOGY USE AGREEMENT

Name of Student:

School:

Grade: K 6 9 other

In order to gain access to our District Digital Technology students and parents must read and discuss the terms and conditions of use as outlined in our Digital Technology guidelines. Student and parents will need to sign this agreement and return it to the school

As a user of NewWestminster School District's Digital Technology, I have read this

SCHOODISTRICT NO. 40 (NEWESTMINSTER)
STAFF DISTRICT DIGITAL TECHNOLOGY AGREEMENT

The district is committed to ensuring that District digital technologies are used for educational purposes and that all users of such technologies are aware of their responsibilities for the acceptable use of these tools. Engaging in digital technology can promote learning, teaching and collaboration for students, staff, and parents. To gain access to the district digital technology all staff must sign this form.

General Guidelines for Users:

12. District digital technology shall be used for educational and school-related purposes.
13. Users will be informed of their rights and responsibilities as outlined in this policy.
14. User behavior online should reflect personal, classroom and school community values. This means that the expected behavior of users is the same both in person and online.
15. Users will conduct themselves in a courteous, ethical, legal and responsible manner while using these systems. All Board policies and administrative procedures, including those on harassment, equity, and proper conduct of employee. Tng t

21. Staff Guidelines

- a) Staff must sign a District Digital Technology User Agreement at point of hire.
- b) Staff will demonstrate digital citizenship, both during and outside of school hours, by conducting all related activities in a responsible, ethical, legal ~~and~~ respectful manner in accordance with professional codes of ethics and standards and the District Digital Technology User Agreement.
- c) Staff will use dedicated school district sites and tools only for online communication with students and parents. Staff ~~should~~ obtain approval from their administrator when using other digital tools. All digital tools for communicating must comply with this policy and must be appropriately restricted i.e. to students in your class or activity.
- d) No personal contact information about students is to be posted.
- e) Staff will outline their expectations and specific rules regarding digital technology use with their students.
- f) Staff will use school based ~~and~~ accounts for digital tools for educational purposes and communicating student learning. Staff will not interact with students in a ~~non~~ educational manner with digital technology.
- g) Staff will utilize appropriate privacy settings to control access to their ~~personal~~ social media sites.

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
STAFF DISTRICT DIGITAL TECHNOLOGY USEMENT

COMMERCIAL ELECTRONIC MESSAGES (ANTI -SPAM)

Background

Electronic messaging is one of the ways the District regularly communicates with parents, students, and staff. Generally, communications are limited to information sharing but occasionally, communication may encourage participation of a commercial nature including an expectation of profit, such as fund-raising. Both email and website postings, and occasionally voice messages to telephones, are the electronic means for the District or a school to send and receive messages.

Procedures

1. The Principal will advise parents through the Student Registration Form (Form 300-1) and a posting to the website that the District and school communicates essential information electronically to parents and students.
 - 1.1 Parents/guardians will be asked to provide an email address, which the District will understand, is express consent to send Commercial Electronic Messages (CEMs).
 - 1.2 Parents will be provided with an email address, school phone number and contact name, to unsubscribe at any time.
 - 1.3 The student registration form will also state that explicit consent to send CEMs continues until the parent/guardian unsubscribes, or two (2) years after the student graduates – whichever comes first.
2. The Principal will advise staff that the use of emails is primarily to share information where there is no expectation of profit. When the CEMs have an expectation of profit, the Principal must approve staff access to the email lists of parents, vendors, donors, and supporters.
3. Only those persons or businesses with whom the District has explicit consent or implied consent through an ongoing relationship may be contacted by email when the expectation is for profit. Fund-raising is an example of a for-profit CEM.
4. The District does not share its email lists with external organizations or persons.
5. All CEMs from staff, or on behalf of the District, and/or using the District email system, must contain the unsubscribe notice.

Reference: Sections 17, 20, 22, 65, 85 School Act
School Regulation 265/89
Canada Anti-Spam Act

SD No. 40 (New Westminster)

Adopted: ~~May 30, 2017~~ May 28, 2019

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REGISTRATION FORM

School District No. 40

This form must be completed, and along with all documentation requested on page 3, be brought to the school office to complete registration.

Office Use Only:

Date of Registration (mm/dd/yyyy): / /	Current Grade:	Catchment school:
<input type="checkbox"/> Preferred School:	Out of Catchment form completed: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Out of District	Out of District form completed: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Time of Registration (am/pm):	Start date (mm/dd/yyyy): / /	PEN:

Student Information

Legal Last Name:	Address:
Legal First Name:	City:

Legal Middle Name:

Pro10 Tm [(Legal)12.7(M)23.6(i)-94.36

REGISTRATION FORM

School District No. 40

Emergency Contact (other than parent) 1

Emergency Contact (or daycare) 2

Name:	Name:
Relationship to student:	Relationship to student:
Home Phone #:	Home Phone #:
Mobile Phone #:	Mobile Phone #:

Student Medical Health Information

Doctor name:

REGISTRATION DOCUMENTATION
CHECKLIST – PARENT/GUARDIAN USE

School District No. 40

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- 2.4.5 An entire newspaper article or page;
 - 2.4.6 An entire single poem or musical score from a copyright-protected work containing other poems or musical scores;
 - 2.4.7

Reference: [Copyright Act - Revised December 12, 2018](#)
Copyright Modernization Act
Council of Ministers of Education (CMEC) Copyright Consortium Guidelines
Copyright Matters!

[SD No. 40 \(New Westminster\)](#)

[Adopted: May 28, 2019](#)

Opting for Alternative Delivery Application Physical and Health Education K-10: Form 206-1

STUDENT COUNSELLING SERVICES

Background

Counselling services shall be available to all students from Kindergarten to grade 12 as an integral part of school programs and services.

Counselling in the school setting includes a variety of supports, including both one-on-one and group activities. Students can receive support in the areas of personal development, social emotional learning, mental wellness, and educational and career planning. Counselling services may be proactive and provide early intervention and prevention, or reactive to respond to emergent challenging issues.

Procedures

1. Every effort will be made to employ professionally trained clinical counsellors who have completed a supervised practicum and who have had successful experience in education.
2. Counselling services provided by the school shall meet identified needs of students in three key areas:
 - x Educational;
 - x Personal/Social (including both social emotional learning and mental health); and
 - x Career development and assistance.
3. Counsellors shall respect the confidentiality of information received.

Dear Parent/ GuarG065 7ar2

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Physical Restraint: “a method of restricting another person’s freedom of movement or mobility – in order to secure and maintain the safety of the person or the safety of others”

- x The provision of a “physical escort”, i.e., temporary touching or holding of a student’s hand, wrist, arm, shoulder or back for the purpose of accompanying and inducing a student who is acting out to walk to a safe location, does not constitute physical restraint.
- x The provision of physical guidance, or prompting of a student when teaching a skill, redirecting attention, or providing comfort also does not constitute physical restraint.

Seclusion: “the involuntary confinement of a person, alone in a room, enclosure, or space which the person is physically prevented from leaving.”

- x Behaviour strategies, such as “time out,” used for social reinforcement as part of a behaviour plan, part artTd ()Tj ot t. on 0.013 .17018{(l)-8.3(eav)8.9(i)-5w 0.261 0 Td (as 0 TcTw 3.761 0 Td (8Tj ET EMC BT /LBody <</MCID 14 >>BDC /C2

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- 8.2 Multiple use of physical restraint or seclusion occurring within the same classroom
 - 8.3 Repeated use of physical restraint or seclusion by an individual staff member
9. Communication with District and School Staff:
- 9.1 Follow-up after each incident involving the use of physical restraint or seclusion:
 - 9.1.1 School staff will notify the Principal as soon as possible after an incident/always prior to the end of the school day on which the incident has occurred.
 - 9.1.2 The Principal will notify the Director of Instruction, Learning Services and the Superintendent or designate as soon as possible after an incident / prior to the end of the school day on which the incident has occurred.
 - 9.2 Documentation by school staff of any use of physical restraint or seclusion is required.
 - 9.2.1 School staff are required to use the "Physical Restraint and Seclusion Record" (Form 354-1) District template.
 - 9.2.1.1 The use of "time out" outside of the classroom is also to be documented on record form. (Form 354-1)
 - 9.2.2 Completed records are due to the office of the Director of Instruction, Learning Services by June 30 each year.
10. Communication with Parents:
- 10.1 The Principal will notify parents/guardians as soon as possible/always prior to the end of the school day on which the incident has occurred.
 - 10.2 A debriefing – with involved school personnel; parents or guardians of the student; and where possible, with the student – will examine what happened/what caused the incident, and what could be changed, i.e., preventative and response.
11. Students with Special Needs
- 11.1 Where the use of physical restraint or seclusion may be a potential part of the educational program of a student with special needs, procedures will be clearly laid out in that student's
 - 11.2 All other

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ADMIN PROCEDURES MANUAL

Administrative Procedure 365 *NEW in 2019*

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2019 -2020 School Fees

School District No. 40

ELEMENTARY

ITEM	COST
Agenda/Planner	\$4.00- \$8.00
	\$25- \$40.00
	\$5.00

COST

2019 -2020 School Fees

School District No. 40

NWSS

STUDENT ACTIVITY FEE (Total)			\$30
Other: (specify)		Yearbook (optional)	\$55
GRADUATION ACTIVITY FEE (Total)		Ceremony	\$80
Breakdown:		Dinner/Dance	\$110
DEPARTMENT	COURSE CODE	COURSE NAME or Description	FEE
Athletics		Junior Sports	\$50
		Senior Sports	\$85
		Football	\$285
		Wrestling	\$100
Academies		Hockey	\$1,220
		Lacrosse	\$100
Business Education	MAG11	Accounting 11	\$30
IB	Program Fee	Program Fee for IB registration (annual)	\$75
	Diploma Fees Grade 11	Diploma Fees Grade 11 (based on # of courses)	\$600
	Diploma Fees Grade 12	Diploma Fees (based on # of courses)	\$750
Math	MFOM:11	Foundations of Mathematics 11 workbook (optional)	\$25
	MFOM:12	Foundations of Mathematics 12 workbook (optional)	\$25
Music	Rental of school owned instruments: MU-09, MMUCB10, MICB11, MICB12, XLDCB09, MMUJ10, MIMJB11, MIMJB12, MMU-09O, MMUOR10, MIMOS11, MIMOS12	Concert Band 9 to 12, Jazz Band 9 to 12	\$100
Tech Ed Apprenticeship Programs		Skills exploration Auto refinishing prep tech VCC	\$50

School District No. 4 (New Westminster)

Supplement to: EDUCATION POLICY & PLANNING COMMITTEE

Date: May 7, 2019

Submitted by: Trustee Dee Beattie

Item: Requiring Action Yes No For Information

Subject: Proposed Changes to Education Assistants' (EA) Hours Allocation

Background:

Increase EA hours as follows:

- x Elementary 27.5 week 5.5-hour day increase to 30-hour week 6-hour day;
- x Middle school 28.5-hour work week 5.7-hour day increase to 30-hour week 6-hour day;
- x High school 30-hour work week, 6-hour day increase to 32-hour week 6.4 hours per day.

The following is paraphrased from executive summary of The John Malcolmson Report PH.D., Recognition & Respect, Addressing the unpaid work of EAs in BC.

Education Assistants play a unique role in our schools supporting students who require assistance to achieve their potential. Driven by high professional integrity and commitment the EA will often work for free in order to foster productive safe learning environments. The current model of having EAs work bell to bell has created a system where EAs find they have insufficient time to complete the work with a high standard and properly support the students. EAs often contribute extra unpaid time to ensure the job is done properly.

When working bell-to-bell EAs have no real opportunity to plan, prepare, meet or collaborate within their paid workday. Since the report was released in 2008 EA have been coached to not work beyond their hours and this, I believe, has caused stress and loss of job satisfaction as EAs have no ability to proactively plan, prepare and support the student as their training has prepared them for.

On average, the increase in time allocated to each EA is approx. 30 minutes a day. I propose this avenue instead of hiring more Education Assistants.

With this additional time, EAs will be able to:

- x consult with teachers about upcoming lesson plans
- x assist the teacher with locating appropriate teaching resources required
- x setting up the inclusive classroom for the next lesson
- x documenting learning outcomes
- x connecting with behaviour specialist in regards to student behaviour
- x under the teacher's direction develop specialized curriculum

School District No. 4 (New Westminster)