

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

**10112 – 105 Avenue
Fort St. John, BC V1J 4S4**

Telephone: (250) 262-6000

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Board of Education



A G E N D A B O O K

FOR THE

REGULAR BOARD MEETING

BOARD ROOM

MONDAY, APRIL 19, 2021 @ 6:30 p.m.

OUR MISSION

All our students will graduate, crossing the stage with dignity and grace.

OUR VALUES

The core values that guide the work of the school division are *RESPECT, COMPASSION, HONESTY, RESPONSIBILITY, and RELATIONSHIPS*.

OUR STRATEGIES

As a district, we are committed to FOUR OVER-ARCHING STRATEGIES:

- ❖ DELIVERY OF EXCELLENT EDUCATIONAL PROGRAMMING FOCUSSED ON STUDENT OUTCOMES
- ❖ PROVISION OF ETHICAL LEADERSHIP FOCUSSED ON RELATIONSHIPS AND CONTINUOUS IMPROVEMENT
- ❖ EXEMPLARY MANAGEMENT PRACTISES FOCUSSED ON ALIGNING RESOURCES FOR OPTIMAL RESULTS
- ❖ ENGAGED GOVERNANCE FOCUSSED ON ADVOCACY, ACCOUNTABILITY, AND COMMUNITY PARTNERSHIPS



THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 60**REGULAR BOARD MEETING****MONDAY, APRIL 19, 2021****6:30 P.M.****AGENDA****1.0 Call to Order**

Acknowledgement that today's Board Meeting is being held within the traditional territory of the Dane Zaa and Treaty 8.

2.0 Additions to the Agenda/Acceptance of the Agenda**3.0 Presentations/Delegations****4.0 Trustee Input (Celebrations)****5.0 Minutes of the Regular Board Meeting, March 8, 2021** (pages 6-11)

5.1 Approval of the Minutes

5.2 Business Arising from the Minutes
(See attached Action Item List for completed and ongoing items)

6.0 Approval of Excerpts of the In-Camera Board Meeting February 22, 2021 (page 12)**7.0 Announcements and Reminders**

April 23	NID Day (Indigenous Learning)		
April 27	SUP-PAC Meeting (Evans/Lehmann)	12:00 p.m.	Virtual
May 3	Policy Committee Meeting	11:00 a.m.	Board Room
May 3	COTW Meetings	12:30 p.m.	Board Room
May 3	Partner Group Information/Discussion	2:00 – 4:00 p.m.	Virtual/Board Room
May 3	NPAA Meeting	5:30 p.m.	Virtual
May 4	Budget Public Meeting	7:00 p.m.	Virtual
May 7	NID (Pro-D Day)		
May 17	Board Meetings	5:00 p.m.	Board Room
May 24	Victoria Day		
May 25	SUP-PAC Meeting (Evans/Gilbert)	12:00 p.m.	Virtual
June 7	NPAA Meeting	5:30 p.m.	Virtual
June 7	COTW Meetings	12:30 p.m.	Board Room
June 21	Board Meetings	5:30 p.m.	Board Room
June 24	Last Day for Students		
June 25	Administrative Day – Schools Close		

8.0 Senior Staff Reports

8.1 Superintendent's Report (page 13)

8.2 Secretary-Treasurer's Report (page 14)

9.0 **Reports of Regular Committee of the Whole Meeting, April 6, 2021** (pages 15-17)

9.1 **Approval of Minutes**

9.2 **Business Arising**

(See attached Action Item List for completed and ongoing items)

- a) Employee Recognition
Chair Gilbert

9.3 **Policy Committee**

- a) Policy 4014 Travel – Adoption (Attachment)
Evans/
THAT the Board of Education adopt Policy 4014 Travel with the attached revisions
- b) Bylaw 1/90 – Notice of Motion (Attachment)
First/
THAT the Board of Education put forward Bylaw 1/90 “A By-Law to Provide for the Organization of the Board” for Notice of Motion
- c) Policy 2003 – Student Placement – Kindergarten to Grade 7 – Notice of Motion (Attachment)
First/
THAT the Board of Education put a forward a Notice of Motion for Policy 2003 – Student Placement – Kindergarten to Grade 7 for deletion

10.0 **Other Reports**

- 10.1 BCSTA – *Trustee Evans*
- 10.2 BCPSEA – *Trustee Campbell*
- 10.3 Board Pro-D Committee – *Chair Gilbert*
- Tentative date – August 29 & 30, 2021

11.0 **Correspondence**

12.0 **Unfinished Business**

- 12.1 Partner Group Meetings

13.0 **New Business**

14.0 **PRNTA Update** – Michele Wiebe, President

15.0 **CUPE Local #4653 Update** – Maureen Hummel, President

16.0 **District Parent Advisory Council (DPAC) Report** – Teresa Brown, President

17.0 **Questions from the Press and Public**

18.0 **In camera Motions brought forward for implementation**

19.0 **Adjournment**

Please Note:

Where an individual/group knows in advance they wish to address the Board, a request in writing should be made to the Secretary-Treasurer one week in advance of the Board Meeting in accordance with Board Policy #1003.1.

The request must indicate the subject of the presentation, any technology requirements (ie. screen, projector, laptop use) and the estimated time required for the presentation. Presentations will be limited to a maximum of 10 minutes, unless approved otherwise.

If approval is granted, an electronic/written copy of the presentation must be provided no later than Thursday of the week before the date of presentation.

“PROVISIONAL” MINUTES SCHOOL DISTRICT NO. 60 (Peace River North)

REGULAR MEETING

**Monday, March 8, 2021
6:30 p.m.**

Present: Helen Gilbert, Chair – Board of Education (Area 5)
Madeleine Lehmann, Vice-Chair (Area 1)
Ida Campbell, Trustee (Area 4)
Erin Evans, Trustee (Area 5)
Nicole Gilliss, Vice-Chair (Area 3) *(via Zoom)*
David Scott-Moncrieff, Trustee (Area 2)
Bill Snow, Trustee (Area 5)

Stephen Petrucci, Superintendent of Schools
Teri Stoneman, Interim Secretary-Treasurer *(via Zoom)*
Leah Reimer, Recording Secretary



(Guests/Media)
Michele Wiebe, PRNTA President *(via Zoom)*

Call to Order Chair Gilbert called the meeting to order at 6:38 p.m.

Chair Gilbert acknowledged the traditional territorial lands of the Dane Zaa and Treaty 8 with the following post from the Margaret Ma Murray Community School Facebook page:

*Here is the land
Here is the sky
Here are my friends
and here am I*

We thank and acknowledge the Dene Zaa and Treaty 8 people on whose land we work and play and we promise to take care of it everyday.

Agenda

Approval of the Agenda

Motion #31-21 Scott-Moncrieff/Snow
 THAT the agenda be accepted as presented with the following additions:

Correspondence
PRRD Connectivity for Rural Students *(Attachment)*

New Business
• Homeschool Protocols *(Attachment)*

CARRIED.

Presentations/Delegations

Youth Advisory Council
Stephen Petrucci, Superintendent
<https://youtu.be/JYmJitG-y5c>

Motion #32-21

Evans/Scott-Moncrieff

THAT the Board of Trustees write a brief letter of support for this initiative and request information on how we can help publicly and have youth participation.

CARRIED.

Trustee Input

At this time, opportunity was given for Trustees to report on activities undertaken and/or information of interest:

Trustee Campbell

- Framework Presentations
- Policy Committee Meeting

Trustee Evans

- Framework Presentations
- Policy Committee Meeting
- Registered for a Children's Mental Health Symposium in April – will share information with other Trustees

Trustee Gilliss

- Framework Presentations
- Visited Duncan Cran school – great school with amazing meals program

Vice-Chair Lehmann

- Framework Presentations
- Policy Committee Meeting

Trustee Scott-Moncrieff

- Connected with most schools

Trustee Snow

- Connected with NPSS
- ARYES Science Fair - judge

Chair Gilbert

- Two PAC meetings
 - Bert Bowes PAC Meeting – Bert Bowes track funding of \$200,000 is all here. They have reached out to Facilities and hoping to have track finished by June
- ARYES Science Fair – judge – Grade 4 & 5 (*Attachment*)
 - Impressed with links the teachers had built between student projects and the science curriculum. Student projects had a connection to the simple machines unit. Students explored an aspect that interested them. In the projects judged there was a lot of model building, student enthusiasm and titles that were puns
- At framework presentations school t-shirts were mentioned...attached is a photo of a COVID friendly thank you to t-shirt sponsors for ARYES (Northern Vision, Jiffy Lube and Armour Lubricants)
- Policy Committee Meeting

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #33-21

Evans/Snow

THAT the Regular Meeting Minutes of February 22, 2021 be adopted.
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

BAA Course Report

- Discussion around enrolment numbers (ie. 1-3 students)
- Classes are often combined grades or when Distance Ed is offering, it can be only one student
- NPSS – 375 is because students are enrolled the same way and then split into smaller groups
- Have a process for discontinuing courses due to lack of enrolment or being out of date
- Middle column “Num” represents course codes

Approval of Excerpts

Motion #34-21

Evans/Snow

THAT the excerpts from the January 25, 2021 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.
CARRIED.

Announcements & Reminders

March 8	Policy Committee Meeting	11:00 a.m.	Board Room
March 10	Early Dismissal Day		
March 10	Labour Management Meeting	1:00 p.m.	Virtual
March 11	Early Dismissal Day		
March 15	Ministry Announcement – School District Preliminary Funding Levels		
March 15 to March 26	Spring Break		
March 25	Audit Committee Meeting	11:30 a.m.	Virtual
April 2-5	Good Friday/Easter		
April 6 (Tues)	COTW Meetings	12:30 p.m.	Board Room
April 8-10	NSBA Conference		
April 12	NPAA	5:30 p.m.	Virtual
April 15-18	BCSTA AGM		Virtual/Board Office
April 19	Board Meetings	5:00 p.m.	Board Room
April 23	NID Day (Indigenous Learning)		
April 27	SUP-PAC Meeting (Evans/Lehmann)	12:00 p.m.	Virtual
May 3	COTW Meetings	12:30 p.m.	Board Room
May 3	NPAA Meeting	5:30 p.m.	Virtual
May 4	Budget Public Meeting		(pm – TBD)
May 7	NID (Pro-D Day)		
May 3 17	Policy Committee Meeting	11:00 a.m.	Board Room
May 24	Victoria Day		
May 25	SUP-PAC Meeting (Evans/Gilbert)	12:00 p.m.	Virtual

Senior Staff Reports

Superintendent's Report

A written and electronic report was presented. Topics discussed and reported included:

Superintendent's Report (Attachment)

Motion #35-21

Evans/Lehmann

THAT the Board accept the Superintendent's Report.

CARRIED.

Secretary-Treasurer's Report

A written report was presented. Topics discussed and reported included:

Joint Health & Safety Committee Meeting Minutes – February 24, 2021

Chair Gilbert

- Electrostatic spraying that our district provides is not required by health and safety guidelines put out by Ministry (see notes under Cleaning and Disinfecting Protocols)
- There has been a recall on the battery in some of the electrostatic spray guns and Facilities is in the process of replacing
- The product in the spray guns is the same product custodians are using in regular cleaning; our district sites continue to be cleaned according to provincial guidelines.

Motion #36-21

Evans/Scott-Moncrieff

THAT the Board accept the Secretary-Treasurer's Report.

CARRIED.

Other Reports

BCSTA

BCSTA Draft 2021/22 Budget – Invitation to Provide Feedback

Trustee Evans

- Feedback to be submitted by March 16, 2021
ACTION: Any comments or questions from trustees, submit to Trustee Evans by March 14, 2021
- Trustee Evans forwarded the Provincial Council minutes to trustees

Funding Reserve Survey Follow-Up

Chair Gilbert & Teri Stoneman, Interim Secretary-Treasurer

- Report is from feedback from trustees as well as the Interim Secretary-Treasurer
- Vocabulary being used in some of the questions doesn't necessarily follow accounting guidelines (ie. don't have a contingency policy, but policy around accumulated surplus)
- Interim Secretary-Treasurer consulted with Ministry. Surplus is for when revenues exceed expenses. From there, go with annual surplus and then accumulated surplus/deficit year after year. The "reserve" is a throwback from GAP reporting a long time ago and is old terminology
- We're talking about surplus accumulating over time and then board directives on what expectations would be for "rainy day" or other school based initiatives that run year after year. Our accumulated surplus policy is 5%

- Our district is just under 2%. Our goal would be to build it up to 5% (ie. a portion set aside for school projects and then a “rainy day” for emergencies such as HVAC)
- At this point, it looks like we don’t have much of a cushion
- When new directives come from the province, we can review our policy
- Our policy currently works off of a one-year cycle, but Ministry may be moving to a 3-year cycle.
 - Interim Secretary-Treasurer – from a surplus perspective, those numbers won’t change. Maintain contingency reserve for “rainy day” as well as school programs. May be easier to manage over three years. Just make sure provincially, they look after provincial issues (ie. labour settlements)

BCSTA AGM April 15 – 18, 2021**Chair Gilbert**

- Discussion around the important of trustees being together in a place that has good internet connectivity to join Zoom and to participate in online voting process

BCPSEA

- Nothing to report

Correspondence***NEW - PRRD Connectivity for Rural Students (Attachment)**

- PRRD has a fibre working group that has been established and is engaging with a broad range of stakeholders, including our district
- Our district has been invited to engage in a dialogue with PRRD to explore how we may possibly work together as well as provide a statement of our particular needs or priorities
- Suggestion was also made to provide information regarding rural schools and surrounding communities (ie. without identifying individuals, capture information on connectivity issues)

ACTION: Chair Gilbert to let Brad Sperling, PRRD Director know our Board has put a motion forward to BCSTA on this issue

ACTION: Superintendent to connect with staff to generate the information. Staff can provide information on school based capacity and affected district families and follow-up at the April 6, 2021 Committee of the Whole Meeting

Unfinished Business

None

New Business***NEW - Homeschool Protocols (Attachment)**

- Earlier in pandemic when many were looking at different learning options for students, definitions related to types of schooling available was shared.
- Ministry of Education is looking to provide further clarity related to home schooling procedures. They have produced a Homeschooling Procedures and Guidelines manual that is open for feedback from districts and the public until April 2nd (see pages 53-56 attached that relates to expectations of boards)

- The purpose of the manual is to provide clear information to home educators, home schoolers, education sector, and others who work with homeschoolers.
- We will need to have a homeschooling policy
- Full guidelines are available on Ministry of Education Website under “homeschooling”

PRNTA Update – Michele Wiebe, President

No Report – joined via Zoom

CUPE Local #4653 Update – Maureen Hummel, President

No Report – not in attendance

District Parent Advisory Council (DPAC) Report – Teresa Brown, President

No Report – not in attendance

Questions from Press/Public

At this time, opportunity was given for questions from the press
Livestream connectivity issues – no press/public

Adjournment

Motion #37-21

Scott Moncrieff/Snow
THAT the meeting be adjourned. (7:36 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

TERI STONEMAN,
INTERIM SECRETARY-TREASURER

**EXCERPTS
FROM THE FEBRUARY 22, 2021
“IN CAMERA” MEETING MINUTES**

The meeting was called to order and the In-camera Meeting Minutes January 25, 2021 were read and adopted.

Business Arising

- NE Roundtable – TLE Update

Superintendent’s Report

Items discussed and reported included:

- *NEW – COVID Questions

Secretary-Treasurer’s Report

Items discussed and reported included:

- 2020-2021 Annual Amended Budget Briefing
- Labour Management Meeting Minutes – January 20, 2021

Committee of the Whole Reports

- None

Other Reports

- BCSTA
- BCPSEA

Correspondence

- None

Unfinished Business

- None

New Business

- Bert Ambrose – 96 Street Alignment

REGULAR MEETING

REPORT TO THE

BOARD OF SCHOOL TRUSTEES

FROM THE SUPERINTENDENT OF SCHOOLS

Monday, April 19, 2021

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for period of February 19th to April 15th, 2021

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	17	11		5	12
Changes to existing	22	15			
Return from leave					
Payout prep					
Total #					

2. Workforce Report (Attachment)

Education

- Superintendent's Report -**
<https://togetherwelearn.prn.bc.ca/2021/04/16/superintendents-report-april-2021/>

Respectfully submitted

Stephen Petrucci
Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Monday, April 19, 2021
REGULAR MEETING**

Operations

Human Resources

1. Human Resources Support Staff Summary

Human Resources Summary Report for Support Staff
For period of February 18th, 2021 to April 16th, 2021

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	16	1	6
Changes to existing	13		
Return from leave			
Layoff			
Retirements			

Governance

1. Trustee Indemnity (Attachment)

Angela Telford,
Secretary-Treasurer

SCHOOL DISTRICT #60 (PEACE RIVER NORTH)
COMMITTEE OF THE WHOLE
“REGULAR” MEETING MINUTES

TUESDAY, APRIL 6, 2021
1:30 P.M.

Present: Helen Gilbert, Chair, Board of Education
Madeleine Lehmann, Vice-Chair
Ida Campbell, Trustee
Nicole Gilliss, Trustee
Bill Snow, Trustee

Stephen Petrucci, Superintendent
Angela Telford, Secretary Treasurer
Leah Reimer, Recording Secretary

Media: None

Regrets: Erin Evans, Trustee

Absent: David Scott-Moncrieff, Trustee

Governance

***NEW - Audit Committee Update** (*moved from In-Camera*)

- Held first meeting at the end of March
- The Terms of Reference needs reviewing...at this point we only have two people who can vote. We need another trustees on the committee as a voting member and potentially an alternate as well. Any trustee can observe
- Has to be determined whether everything is approved at audit committee level or board level and the depth of work the board wants the audit committee to take on

ACTION: District staff and trustees to review workload, scope and Terms of Reference and bring back to the May 3, 2021 COTW meeting for further discussion

***NEW - Employee Recognition** (*moved from In-Camera Meeting*)

- In the past at the end of the school year, our district has recognized long service employees and retirees with a dinner and presentations
- Due to COVID, last year our district sent a \$100 dinner gift card to long-service people. Retirees also received a \$100 gift card plus an additional \$100 cheque from the Board
- CUPE HR department is wanting direction from trustees on what to do this year as planning is starting
- Option to have an outdoor event and break up into smaller groups, however at this point, we don't know what the provincial restrictions will be

ACTION: Board Chair will consult with CUPE HR to get an idea of numbers and more specific information and bring it back to the April 19, 2021 Board Meeting

BCSTA AGM Preparation *(continued from In-Camera Meeting)*COVID Regulations

- Discussion followed regarding the benefits for trustees to be together in-person for the AGM in regards to discussion, voting and connectivity issues for some trustees
- Will need to meet with distancing/barriers as well as masks

SD #60 Motion 17 & 18

- BCSTA asked for verification on where we pulled information from
- Motion 18 - Northern Health provided the Autism Assessment wait time information verbally. Had CDBC wait times in an email so they are included in the motion. Will get current wait times just prior to the AGM so they can be spoken to. Helen will be reaching out to Northern Health to receive written confirmation of the information

Education**Education Update***Stephen Petrucci, Superintendent*Framework Presentationsa) ~~**Duncan Cran Elementary School**~~ *(Rescheduled)*b) **North Peace Secondary School & Energetic Learning Campus** *(Attachment)**Randy Pauls, Principal**Todd Koponyas, Vice-Principal**Christine Taylor, Vice-Principal*

- Goals have stayed the same for this year:

Universal Design for Learning the main focus.

- Now have the whole teaching staff completing classroom profiles for every class, which allows us to have meaningful discussions with teachers about placement of resources (EA's) in classes.

Looking to Increase grad rate for reaching High risk students who drop out before they get to grade 10

- working with middle school/high school transitions group with Wade Hart

Learning Support fund

- looking at ways to successfully use these funds to increase engagement with behavioural students in the school
- involves repurposing LAT workloads and hiring a 4th teacher to work in

Senior Alt

- looking at hiring a Tier 1 invention teacher who would support students who aren't attending and failing courses by going into classes and working directly with teachers.

Energetic Learning Campus *(Attachment)**Lori Coulter, Vice-Principal (ELC)*c) **Charlie Lake Elementary School** *(Attachment)**Nancy Maxfield, Principal**Cody Clements, Vice-Principal**Teaching Team*

Nicole Gilliss left the meeting at 3:32 p.m.

Operations

Operations Report (Attachment)

Angela Telford, Secretary-Treasurer

- For information purposes
- Carbon Neutral Report – Helen requesting more details
- Lead Testing Results – why is Taylor higher? Stephen - not sure why, but it's below threshold and is in compliance
- Rapid Response Team – Sabrina meets with other team members to discuss hot spots, etc. The team has not been called out in our area as of yet. Our district is supporting other Northern Health districts
- Trustees would like more information regarding the Health & Safety site on Sharepoint
- Our internet connectivity is adequate at all school locations, including rural. It keeps on increasing. There may be a "dead spot" in a location...Technology is contacted and will investigate

ACTION: Angela will provide trustees with more information on the Carbon Neutral Report

ACTION: Angela will share more information on the Health & Safety site on Sharepoint at the May 3, 2021 COTW meeting.

Human Resources

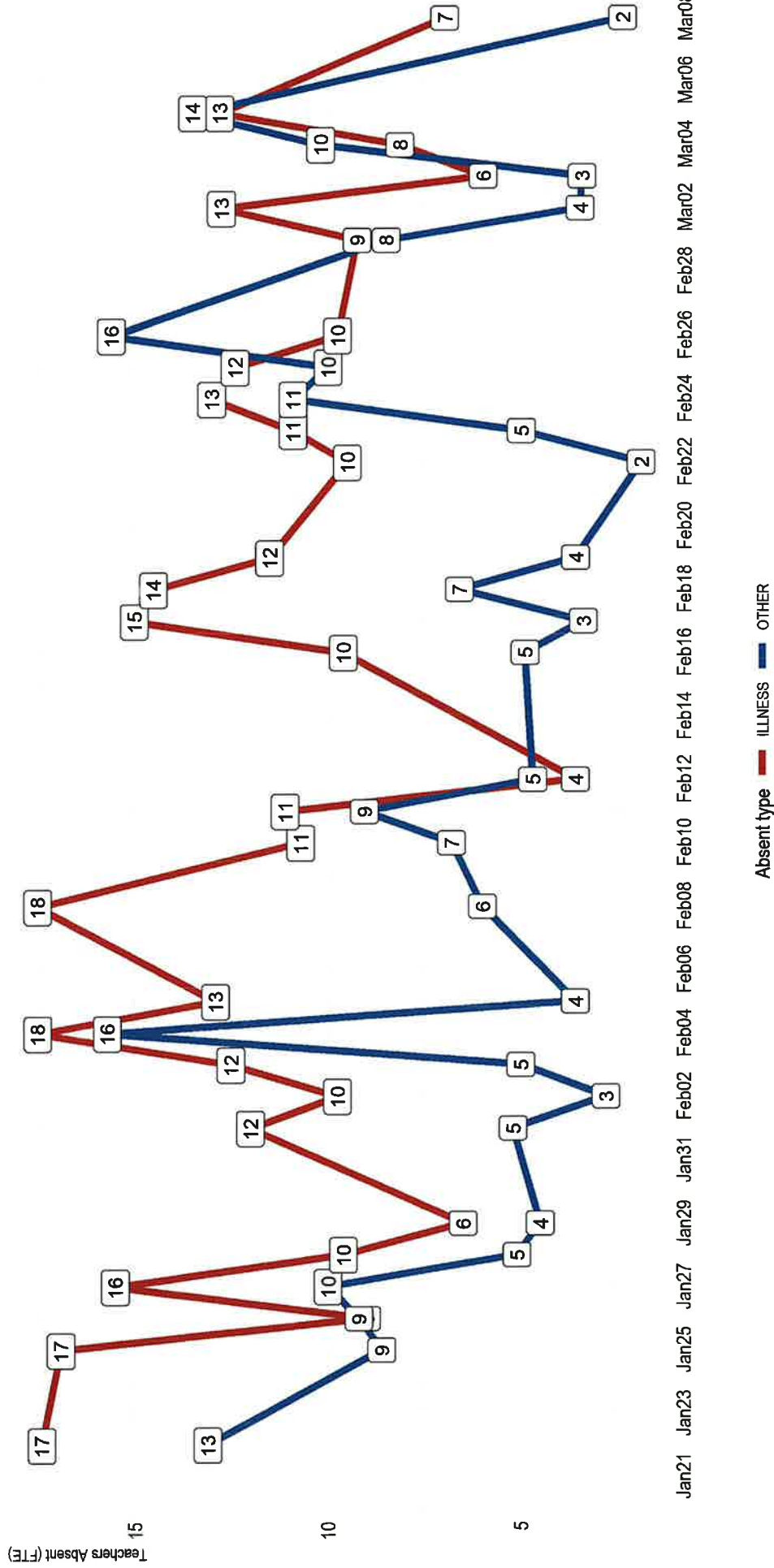
Governance

REGULAR - April 19, 2021						
Meeting Date	Meeting	Topic	Action Item/Recommendation	Assigned to:	Unfinished Business	Completed
Nov 2/20	COTW	Trustee Academy	Register all Trustees and Executive Staff	Leah		x
		Enterprise Risk Management	Presentation & Report to the Board	Brenda/Leah		Nov 16/20
Oct 19/20	Board	Business Arising	DPAC Meeting Elections - Helen to contact Teresa and send info to trustees	Helen		x
Oct 19/20	Board	Annual Work Plan	Helen to send out the annual work plan once finalized	Helen		x
Oct 19/20	Board	Meeting with City of FSJ	Staff to follow up to confirm date, time, location, agenda or meet and greet	Leah		Nov 16/20
Oct 19/20	Board	Northern BC Volleyball Club	Connect with administrators, etc. to gather more information and bring back to Board	Stephen		Nov 16/20
Oct 5/20	COTW	Internet Letter	Send out to appropriate stakeholders	Erin		x
Nov 2/20	COTW	Provincial Council	Motion submission process	Erin		x
Nov 16/20	Board	Internet Advocacy Letter Update	Generate additional letters and distribute	Helen/Leah		Nov 17/20
Nov 16/20	Board	Snow Clearing Concern	1-800-910-4222 number to be circulated to trustees/public	Stephen		x
Nov 16/20	Board	BCPSEA	BCPSEA AGM - details to come	Helen/Ida		Jan 25/21
Nov 30/20	COTW	Operations Report	ST to present final ARYES report	Teri		Jan 25/21
Dec 14/20	Board	ST Report	Board Staff to write letter to BCSTA and bring back to Board	Teri		Jan 25/21
Dec 14/20	Board	Policy Committee	Policy 7017 & 8001.1 be put forward for Notice of Motion	Leah		Jan 25/21
Dec 14/20	Board	Statement of Financial Disclosures	Trustees to complete, sign and date btw Jan 1 - 15 and return to ST Office			Completed
Dec 14/20	Board	PRNTA Update	Share Framework Presentation schedule with Michele	Leah		Completed
Jan 25/21	Board	BCSTA - Prov Council Motion Review	Review motions for Provincial Council at Feb 8/21 COTW Meeting	Leah		Feb 8/21
Jan 25/21	Board	Energizing Our Future/City of FSJ	Review document and bring back to the Board for further discussion	Stephen		Feb 8/21
Jan 25/21	Board	Policy Committee Update	District Staff to circulated adopted policies #7017 and 8001.1	Leah		x
Jan 25/21	Board	Policy Committee Update	District Staff to send out Policy 7018 for Notice of Motion & place on Feb 22 agenda	Leah		Feb 22/21
Jan 25/21	Board	Policy Committee Update	Place Policy 4014 - Travel on February 22 Reg Agenda for Notice of Motion	Leah		Feb 22/21
Jan 25/21	Board	BCSTA - Motion 9.7 TRB	Board Chair to bring TRB advocacy up at the NIB MLA meeting & with Brad/PRRD	Helen		x
Feb 8/21	COTW	Provincial Council Motion Review	Bring more information re: Rapid Response Team	Stephen		Feb 22/21
Feb 8/21	COTW	Provincial Council Motion Review	Internet Connectivity - BCSTA AGM Motion to be drafted by Erin & sent to Trustees	Erin		Feb 15/21
Feb 8/21	COTW	Provincial Council Motion Review	Assessment & Interventions Funding - BCSTA AGM Motion to be drafted by Erin & sent to Trustees	Erin		Feb 15/21
Feb 22/21	Board	BAA Course	Provide a list of all BAA Courses and uptick details (if available)	Stephen		March 8/21
Mar 8/21	Board	PRRD Connectivity for Rural Students	Stephen - provide info on school based capacity & affected district families for COTW	Stephen		April 6/21

Workforce Report

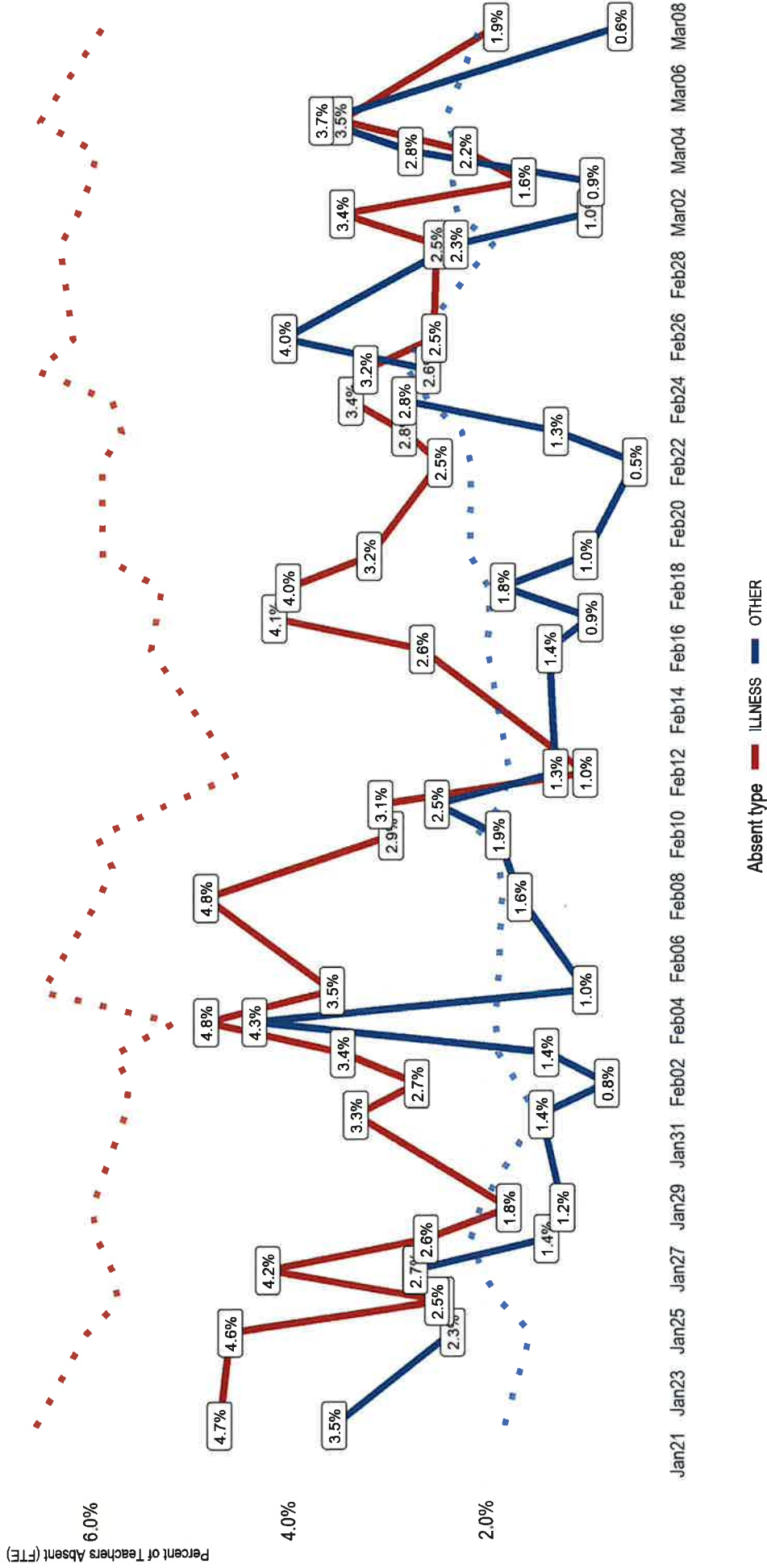
Education Analytics Office
March 2021

Teachers Absent (FTE) in School District 60 - Peace River North

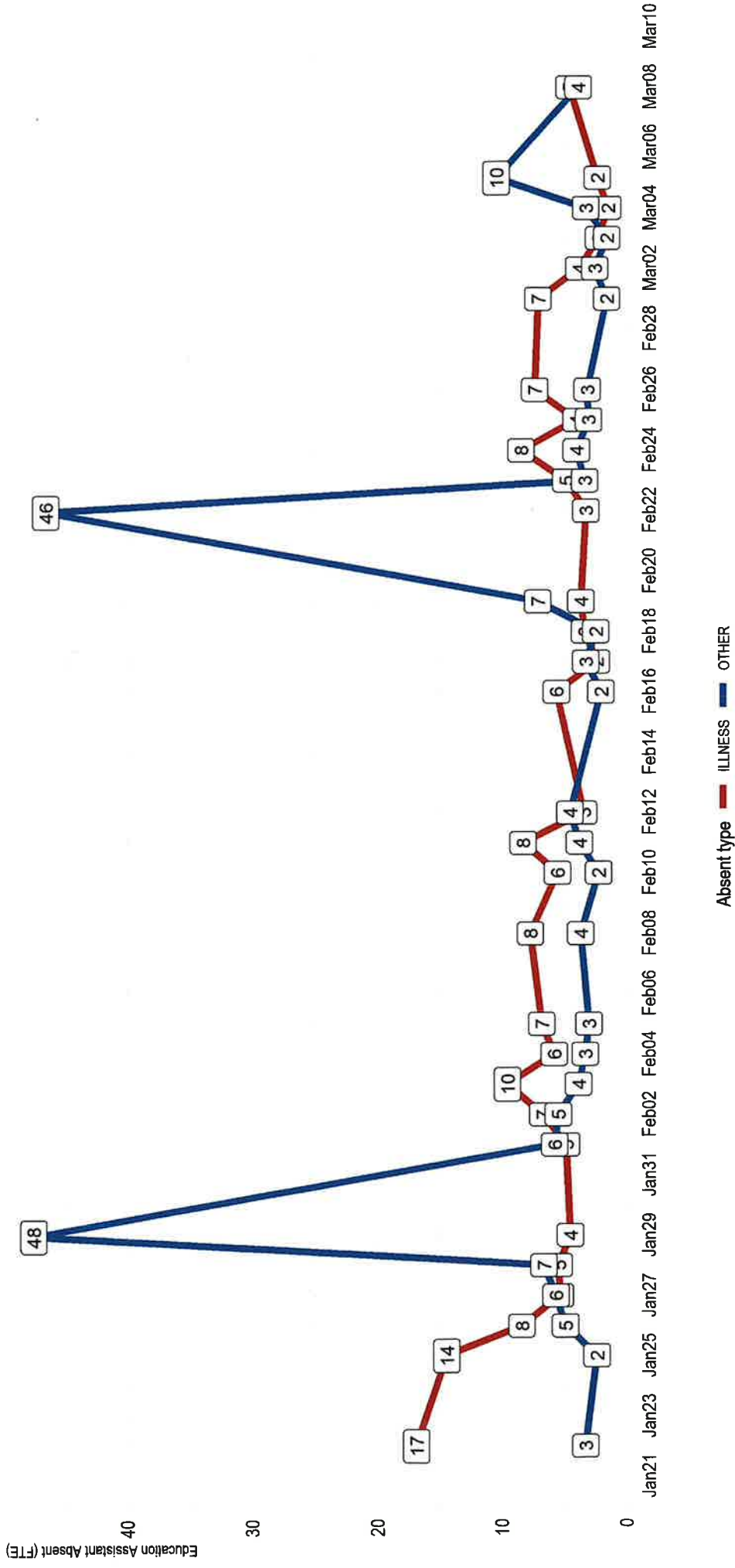


FTE: full time equivalent; ILLNESS includes sickness and COVID-19

Percent of Teachers Absent (FTE) in School District 60 - Peace River North

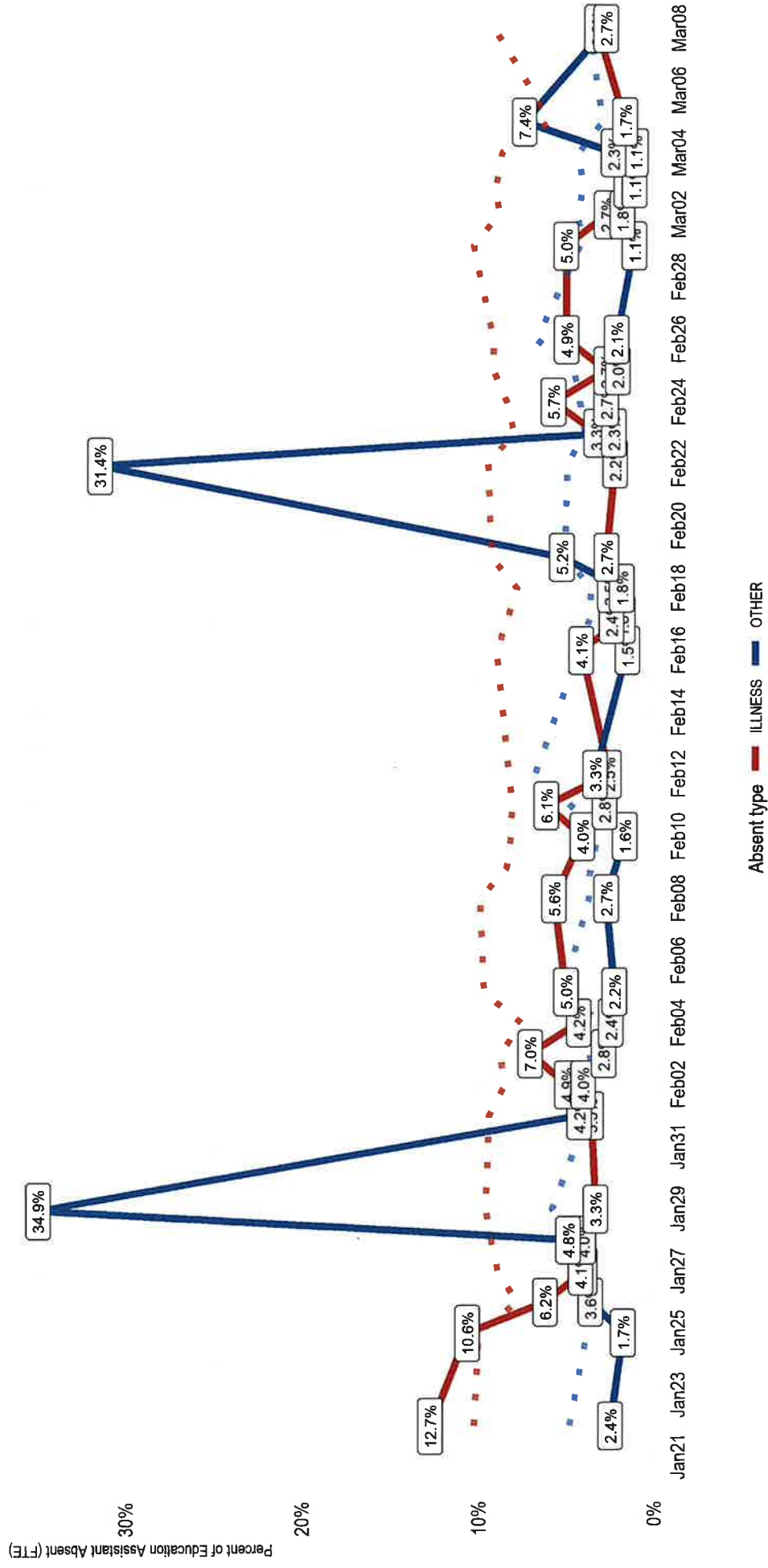


Education Assistant Absent (FTE) in School District 60 - Peace River North



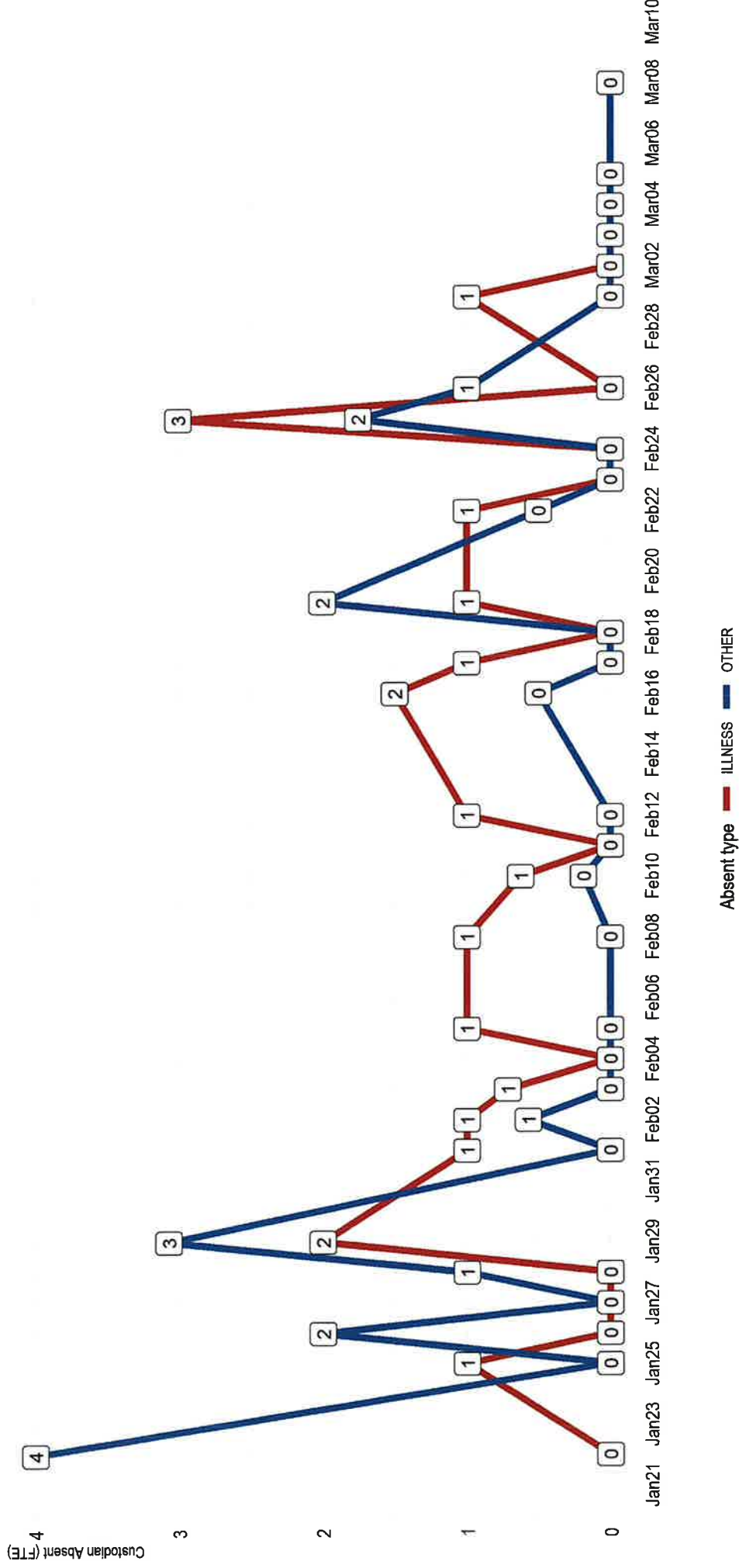
FTE: full time equivalent; ILLNESS includes sickness and COVID-19

Percent of Education Assistant Absent (FTE) in School District 60 - Peace River North



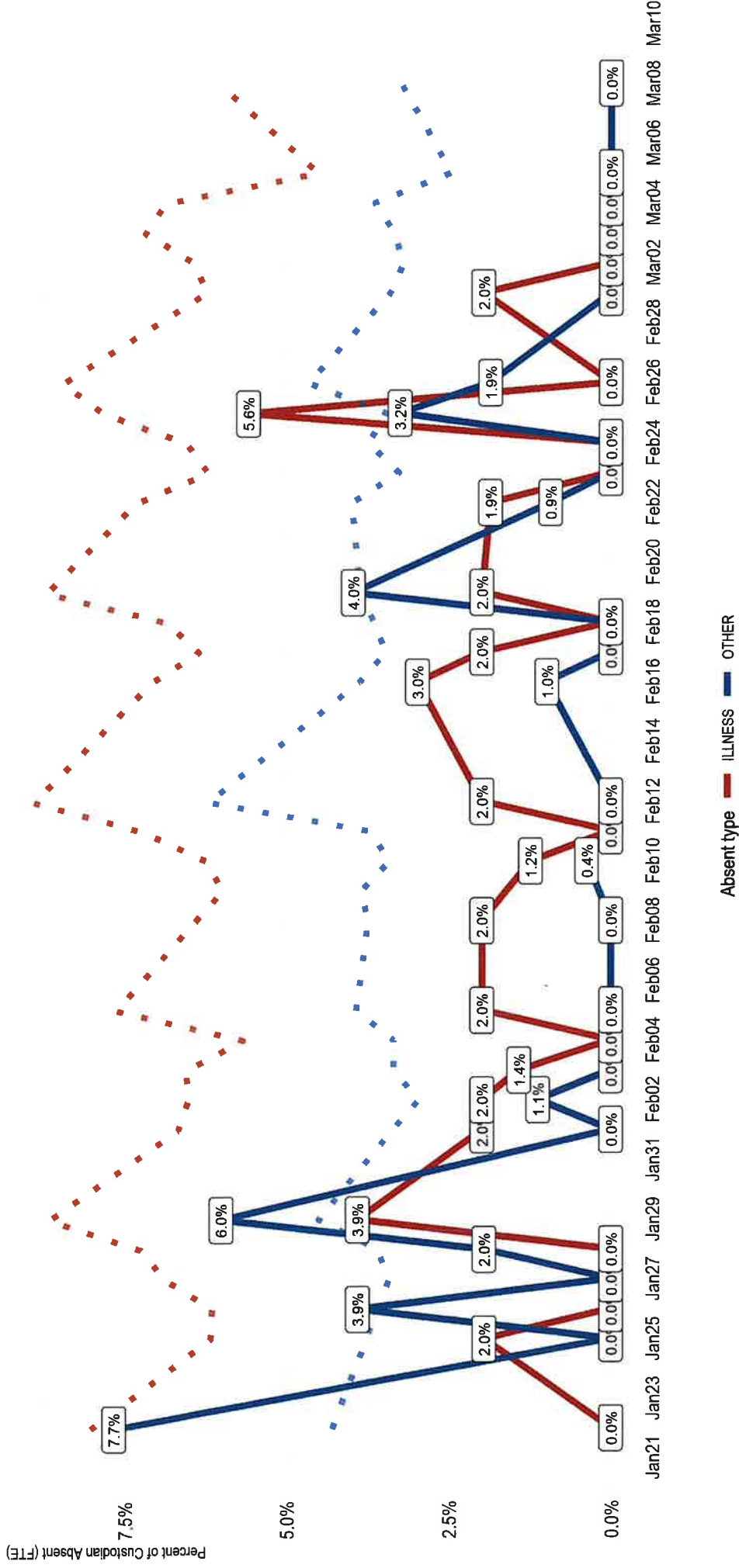
dotted lines are the BC averages; %'s based on full time equivalent (FTE) staff; ILLNESS includes sickness and COVID-19

Custodian Absent (FTE) in School District 60 - Peace River North



FTE: full time equivalent; ILLNESS includes sickness and COVID-19

Percent of Custodian Absent (FTE) in School District 60 - Peace River North



Didn't find what you're looking for? [View related tables, including other calculations and frequencies](#)

British Columbia (map)					
Products and product groups ^{3, 4}	December 2019	November 2020	December 2020	November 2020 to December 2020	December 2019 to December 2020
	2002=100			Percentage change	
All-items	131.7	133.3	132.8	-0.4	0.8
Food ⁵	147.5	150.0	150.4	0.3	2.0
Food purchased from stores	145.6	147.8	148.2	0.3	1.8
Meat	158.2	166.0	162.6	-2.0	2.8
Dairy products and eggs	138.3	140.3	141.0	0.5	2.0
Bakery and cereal products (excluding baby food)	146.8	143.6	144.6	0.7	-1.5
Fresh fruit	151.6	148.8	152.1	2.2	0.3
Fresh vegetables	169.8	179.2	177.7	-0.8	4.7
Food purchased from restaurants ⁵	150.5	153.6	154.0	0.3	2.3
Shelter ⁶	126.0	129.2	128.9	-0.2	2.3
Rented accommodation	127.2	128.2	126.5	-1.3	-0.6
Owned accommodation	119.7	123.6	123.7	0.1	3.3
Homeowners' replacement cost	120.4	128.1	128.6	0.4	6.8
Homeowners' home and mortgage insurance ⁷	212.2	225.7	225.9	0.1	6.5
Homeowners' maintenance and repairs	137.4	136.3	136.5	0.1	-0.7

Didn't find what you're looking for? [View related tables, including other calculations and frequencies](#)

Products and product groups ^{3, 4}	British Columbia (map)				
	December 2018	November 2019	December 2019	November 2019 to December 2019	December 2018 to December 2019
	2002=100			Percentage change	
All-items	129.0	131.8	131.7	-0.1	2.1
Food ⁵	142.1	147.6	147.5	-0.1	3.8
Food purchased from stores	140.1	145.5	145.6	0.1	3.9
Meat	151.3	161.7	158.2	-2.2	4.6
Dairy products and eggs	135.3	138.4	138.3	-0.1	2.2
Bakery and cereal products (excluding baby food)	143.5	146.2	146.8	0.4	2.3
Fresh fruit	146.7	145.3	151.6	4.3	3.3
Fresh vegetables	158.8	168.5	169.8	0.8	6.9
Food purchased from restaurants ⁵	145.4	150.9	150.5	-0.3	3.5
Shelter ⁶	124.0	126.2	126.0	-0.2	1.6
Rented accommodation	121.7	126.7	127.2	0.4	4.5
Owned accommodation	119.5	120.1	119.7	-0.3	0.2
Homeowners' replacement cost	124.8	121.5	120.4	-0.9	-3.5
Homeowners' home and mortgage insurance ⁷	204.4	211.3	212.2	0.4	3.8
Homeowners' maintenance and repairs	136.6	137.1	137.4	0.2	0.6

Year	Consumer Price Index (December over December)	Change to Trustee Indemnity (Always -1% of Difference)
December 1994 over December 1993	2% increase	1% increase
December 1995 over December 1994	1.5% increase	.5% increase
July 1, 1996	Board Motion	10% decrease
December 1996 over December 1995	0.6% increase	no change
December 1997 over December 1996	0.4% increase	no change
May 1, 1998	Board Motion	10% increase
December 1998 over December 1997	0.3% increase	no change
December 1999 over December 1998	1.7% increase	.7% increase
December 2000 over December 1999	2.4% increase	1.4% increase
December 2001 over December 2000	.3% increase	-.7% decrease (Board did not decrease)
December 2002 over December 2001	3.5% increase	2.5% increase (Increase was made)
December 2003 over December 2002	1.8% increase	.8% increase (Policy was not changed)
December 2004 over December 2003	2.2% increase	1.2% increase (Policy was not changed, Board did not take increase)
December 2004 over December 2005	1.8% increase	.8% increase (Increase was made)
December 2006 over December 2005	2.1%	1.1% increase (Board received approx. 7 or 8% this year to reflect SD#59 rates) Policy reflects change.

December 2008 over December 2007	1.2%	.2% increase
December 2009 over December 2008	.4%	-.6% decrease (no change to policy)
December 2010 over December 2009	2.4% increase	1.4% increase
December 2011 over December 2010	1.7% increase	.7% increase (Board did not take increase)
December 2012 over December 2011	.4%	-.06% decrease
December 2013 over December 2012	1.7% increase	.7% increase (Board did not take increase)
December 2014 over December 2013	.9% increase	-0.1% decrease (No change to policy)
December 2015 over December 2014	1.1% increase	.01% increase (No change to policy)
December 2016 over December 2015	1.9% increase	.9% increase
December 2017 over December 2016	2.0% increase	1% increase
December 2018 over December 2017	3.0% increase	2% increase
December 2019 over December 2018	2.1% increase	1.1% increase
December 2020 over December 2019	.8% increase	-.2% decrease (No change to policy)



BOARD OF EDUCATION
School District No. 60
(Peace River North)

1000 Governance

1008 Trustee Indemnity

Adopted: 2000-03-08
Revised: 03-2018; 10-2018; 01/2019, 03-2020
Reviewed: 03-2018; 10-2018; 01/2019, 03-2020

Reference: Section 71(1)(2) & (3) of the *School Act*

Policy

Trustees of School District No. 60 (Peace River North) shall be paid the annual trustee indemnity as provided in the *School Act* and its Regulations.

If a Trustee resigns or is not re-elected at the expiry of his term, the Trustee shall reimburse the Board on a pro rata basis for any indemnity paid in advance.

Guidelines/Principles

Indemnity shall be paid to members of the Board as follows:

Trustee	\$13,612
Vice-Chairperson	\$15,458
Chairperson	\$17,015

The annual indemnity shall be paid to each board member in twelve, equal installments, on the last day of each month, commencing in December of each year.

An annual indemnity adjustment will be made effective January 1st of each year. This adjustment will reflect the B.C. Consumer Price Index change less 1%. (Most recent December change over the previous December).

(ie. December 2020 over December 2019 was 0.8% - 1% = -.2%)

In the event of a negative/decrease amount, the Trustee Indemnity will remain the same as the previous year.



BOARD OF EDUCATION
School District No. 60
(Peace River North)

4000 Personnel

4014 Travel

Adopted: 1983-03
Revised: 1990-02, 1991-05, 1998-04, 2000-04, 2000-11, 2003-06, 2005-10, 2006-04,
2007-10, 2011-02, 2011-05, 2016-06, 2018-01, 2019-04, 2021-04
Reviewed: 2021-01
Reference: BC School Trustees Association (BCSTA)
Canada Revenue Agency

Policy

Authorized personnel and Trustees will be reimbursed or expenses will be paid for travel and associated costs in accordance with the Regulations to this Policy.

Regulations/Guidelines/Principles:

1. AUTHORIZATION TO TRAVEL

All travel will be authorized in advance by either the Board or the immediate Supervisor.

2. CLAIMS

- Reimbursement will be issued at completion of a trip based on receipts being submitted;
- In all cases, the least expensive alternative should be chosen, if reasonable
- The onus is on the claimant to justify expenses;
- Only the authorized forms should be used for submitting claims.

3. APPROVED EXPENSES

a) Transportation

Airfare:
Economy Class

Personal Vehicle:

In cases where the claimant chooses to drive and/or circumstances dictate, the lesser of airfare or mileage will be paid to those driving a personal vehicle. When two or more individuals are traveling in the same vehicle, mileage will be paid to the driver up to the equivalent airfare of the group or the per kilometer amount, whichever is lower.

Additionally, \$40.00 per trip will be allocated for local business travel at the destination, in lieu of a taxi allowance.

Reimbursements/Assistance (Mileage):

The District uses the BC School Trustees' travel expense rate as its benchmark rate; that is, when the BCSTA changes its mileage rate, School District No. 60 will change its rate correspondingly. The Secretary Treasurer will send a memo to all affected when the rates change.

In the case of International travel, expense rates will follow the amount allowable by Canada Revenue Agency or \$75.00 daily per diem rate, whichever is lower.

A Mileage report form is to be filled out and submitted for authorization. These forms can be found on the ~~school district website~~ district staff intranet portal.

Car Rental:

Where no other form of travel is available, or no less expensive form of travel is available, car rental may be approved upon presentation of receipts.

The District has a Corporate Supply Agreement with Ministry in regards to car rentals. Contact the Secretary-Treasurer's office for more details and to arrange for a car rental.

Bus-Taxi

Should a taxi be required, a receipt must be submitted for reimbursement.

b) Accommodation

Hotel:

The actual cost of the room and tax will be paid as per actual receipt.

Private Accommodation - \$30.00 per night (receipts not required)

Telephone:

Local and long distance calls on School District business will be reimbursed - the onus is on the claimant to justify these calls.

c) Meals:

The District uses the BC School Trustees' travel expense rate as its benchmark rate; that is, when the BCSTA changes its meals rate, School District No. 60 will change its rate correspondingly. The Secretary Treasurer will send a memo to all affected when the rates change.

d) Entertainment:

Entertainment expenses maybe approved, upon submission of request to the Superintendent or Secretary Treasurer.

The details of who was entertained and the reason for such entertainment must be provided. The onus is on the claimant to provide justification and to ensure that the expenses incurred are reasonable.

4. REGISTRATION & FEES

Shall be paid for approved travel. Travel expenses will not be paid for spouses/significant others.

5. TRAVEL TO PROVIDE SERVICES TO OUTSIDE AGENCIES

If required to provide services for the Ministry of Education and/or outside agencies, expenses incurred will be at no cost to the District, unless approved in advance by immediate supervisor.

NOTES:

- a) Airfare equivalency or mileage, whichever is less, will be paid for all trustees/employees when an individual chooses to drive his/her personal vehicle.
- b) Out of town mileage will not be paid when District vehicles are used and/or a vehicle allowance is paid.
- c) Per diem rates will be paid to cover meals and/or associated costs when school business occurs during the normally accepted meal times. It is understood that if an individual does not incur identified expenses the per diem will offset other travel related costs. No allocation is provided for trip extension for personal business.
- d) Where travel is required either the day prior or after attendance at a business event due to start or end times and/or available travel, a minimum of the breakfast or dinner rate will be allocated.
- e) Additional supporting information may from time to time be requested to clarify travel expense claims.



BOARD OF EDUCATION
School District No. 60
(Peace River North)

BY-LAW NO. 1/90

"A BY-LAW TO PROVIDE FOR THE ORGANIZATION OF THE BOARD".

Adopted: 1990-12
Revised: 1992-03, 1994-06, 2006-11, 2013-02, 2013-03, 2019-11
Reviewed: 1997-12

Reference:

INAUGURAL MEETINGS:

- 1.1** Each electoral year, the first meeting of the Board shall be called by the Secretary-Treasurer and shall be as soon as possible after the general election, and, in any event, no later than November 30th of that year.
- 1.2** Until such time as the Board Chairperson has been elected, either the Secretary-Treasurer or Superintendent of Schools shall serve as the interim Chairperson.
- 1.3** Each Trustee will declare any relationship that exists which may be interpreted as a conflict of interest.
- 1.4** Following the swearing in of new Trustees, the interim Chairperson shall call for nominations by secret ballot for the position of Board Chairperson. The election shall be conducted by secret ballot. The person receiving a clear majority shall be declared Board Chairperson. If no person receives a clear majority, further secret ballots shall be taken until the same is achieved or, should a tie occur; the election shall be decided by drawing of lots.
- 1.5** Following the election of Board Chairperson, the order of business shall be election of a Vice-Chairperson.

The election of Vice-Chairperson shall be conducted in the same manner as the election of Chairperson.

An election of Provincial Councilor and alternate shall be conducted.

An election of a British Columbia Public School Employers' Association (BCPSEA) representative and alternate shall be conducted.
- 1.6** A majority of the Board may elect a new Chairperson or Vice-Chairperson at any time by proposing a motion to elect by secret ballot at the following meeting.

CHAIRPERSON AND PRESIDING OFFICERS

- 2.1** The Chairperson and the Vice-Chairperson shall be elected at the first meeting held after the general election, as referred to in Clause 1.1. In a non-electoral year, the Chairperson and the Vice-Chairperson shall be elected at the first meeting in November.
- 2.2** The Chairperson shall preside at all meetings of the Board, but may vacate the chair in order to enter substantive debate. The Chairperson should vacate the chair to propose or second a substantive motion and should not resume the chair until his/her motion has been fully disposed of.
- 2.3** The Vice-Chairperson shall preside in the absence of the Chairperson or when the Chairperson vacates the chair.
- 2.4** In the event that neither the Chairperson nor the Vice-Chairperson are able or willing to take the chair, the presiding officer shall be elected by the Board for that meeting.
- 2.5** The Chairperson shall rule on all points of order and shall state his/her reasons and the authority for ruling when making a ruling. The Chairperson's ruling shall be subject to appeal of the Board. An appeal may only be requested immediately after a ruling and before resumption of business.
- 2.6** The Chairperson shall vote in accordance with Section 11.4.

MEETINGS - GENERAL INFORMATION

- 3.1** The Secretary-Treasurer must be present at the time that a decision of the Board is rendered and must record any decision.
- 3.2** If the Secretary-Treasurer is unable to attend the meeting or if the meeting concerns the work performance for employment of the Secretary-Treasurer, the Board may designate another employee of the Board to attend the meeting in place of the Secretary-Treasurer to perform the duties of the Secretary-Treasurer at the meeting.
- 3.3** Minutes shall be a record of matters discussed and decisions reached.
- 3.4** All regular meetings of the Board shall be open to the public. If, in the opinion of the Board, the public interest so requires, persons other than Trustees and the Secretary-Treasurer may be excluded from meeting.
- 3.5** The Chairperson may expel and exclude from a Board Meeting any member of the general public or staff person who he/she considers has been guilty of improper conduct.
- 3.6** A majority of the Trustees present at a meeting of the Board may expel a Trustee from the meeting for improper conduct.

REGULAR MEETINGS

- 4.1 A regular meeting shall be held a minimum of once per month, unless otherwise decided by a motion of the Board.
- 4.2 The quorum for a regular meeting shall be a majority of Trustees holding office at that time.
- 4.3 All regular meetings shall stand adjourned at four hours after their commencement unless a resolution is passed by a two-thirds majority to extend the hour of adjournment.
- 4.4 At the appointed time for commencement of a meeting, the Chairperson shall ascertain that a quorum is present before proceeding to the business of the meeting. If a quorum has not been made within one-half hour after the appointed time, the meeting shall stand adjourned until the next regular meeting date or until another meeting shall have been called in accordance with these by-laws.
- 4.5 After a meeting has commenced, if notice is drawn to a lack of quorum, the Chairperson shall ascertain whether there is a lack of quorum and, if so found, adjourn the meeting to a time certain or to the next regular meeting date, at his/her discretion.
- 4.6 The agenda and notice of meetings shall be prepared by the Secretary-Treasurer under the direction of the Chairperson. The proposed agenda must be available to each Trustee ~~for pickup~~ at least seventy-two (72) hours in advance of the meeting.
- 4.7 A change to the prescribed order of business may be proposed by a Trustee and shall be accepted by consensus.
- 4.8 The Board may conduct its meetings electronically providing that two-way communication is possible.

SPECIAL MEETINGS

- 5.1 A Special Meeting of the Board may be called by the Chairperson or, upon request of a majority of the Trustees, may be called by the Secretary-Treasurer. No business other than that for which the meeting was called shall be conducted at the meeting.
- 5.2 (a) Notice, either written or verbal, of a special meeting shall be given to each Trustee at least twenty-four (24) hours in advance of the meeting.
- (b) Notwithstanding Section 5.2 (a) above, a special meeting of the Board may be held at any time without previous notice if every Trustee agrees to waive notice.

ELECTRONIC MEETING EXPECTATIONS

- 6.1 **Rationale for Developing Expectations for Trustees for Electronic Meetings**

- Fully electronic meetings or blended electronic meetings will be needed for quite sometime
- All trustees have expressed some concerns related to the “electronic meetings” that we have held
- As more meetings have been done electronically, our understanding of our needs and how to do things has developed

6.2 Prior to the Meeting

- Make sure you have log in information available
- Sign into the meeting at least 10 minutes ahead of the meeting start time; this gives us time to sort out technical difficulties ahead of the meeting’s scheduled start time

6.3 Guidelines for Trustees Joining a Zoom Meeting

- Use district provided devices and school district provided emails for board business, this addresses security concerns
- Google Chrome works best for accessing Zoom Meetings
- Location where trustees are calling in from to attend the meeting should be one where there is minimal background disruption
- Ensure good lighting to avoid appearing in shadow. Avoid uncovered windows or bright light sources behind you
- Let others know that you are participating in a meeting and that you can’t be interrupted during the meeting
- If you use earphones, the meeting will not be audible to others in the location that you are calling in from
- It is especially important during the in-camera portion of the meeting that the meeting is not audible to others and others can’t see your computer screen

6.4 Guidelines for Trustees During the Meeting

- Roll call should be done so that everyone is aware of who is attending the meeting. This is especially important during our Regular Meetings where quorum must be established.
- Speak clearly and slowly; this is important to the minute taker and shows consideration for the fact that minute taking in an electronic and blended environment is more difficult. This also assists the understanding of others in the meeting.
- Trustees should give their full name when making or seconding a motion
- There should be one conversation at a time
- The Zoom “chat” function will be available for use during the meeting. Use chat to confirm that you wish to speak and add your questions/comments there.
- Mute your microphone when you are not talking
- Leave your webcam on for the duration of the meeting. Body language is an important aspect of communication. It is also important that others can note your presence especially if you are needed for meeting the number requirement for quorum. An informed vote can only be cast if you have been listening to the full conversation around the issue. If a participant is needing to leave for a break during the meeting, notify the chair so that your absence for a portion of the meeting can be noted, if necessary (ie. ensuring quorum is met or for voting on a motion). If you have to leave a meeting early, notify the chair so that the time that you left can be documented appropriately in the minutes.
- When voting is required, either physically raise your hand and/or verbally give your response (eg. For, Against, Abstaining)

- Be present in an electronic meeting the same way that you would be during a regular meeting. Silence your phone. Stay seated and focused.
- Return from breaks on time

CLOSED SESSION (The "In Committee" portion of regular or special meetings.)

76.1 The Board may conduct meetings without the public, or without the public and staff present, at which matters of a confidential nature shall be discussed. No Trustee shall disclose to the public the proceedings of a closed meeting unless a resolution has been passed at the closed meeting to allow disclosure.

76.2 Minutes of a closed meeting shall be kept in the same manner as a regular meeting but shall be approved only by the Board in closed meeting and shall be filed separately.

In addition to the minutes, a record containing general statements of matters discussed and decisions reached shall be prepared. The record is open to inspection to anyone excluded from a meeting.

76.3 Unless otherwise determined by the Board, the following matters shall be considered in closed session:

(1) Personnel Matters

- salary claims and negotiations
- evaluation, discipline or retirement of employees
- employee assignment, promotion or termination.

(2) Legal Matters

- accident claims
- legal actions brought by or against the Board
- legal opinions respecting any matters which are to be considered in private session.

(3) Student Matters

- indigent students
- student discipline.

(4) Property Matters

- negotiations regarding purchase, lease or sale of property
- future site planning and designation
- investigations regarding possible school closures.

(5) Auditors' Management Letter

(6) Medical matters respecting individual students or employees

(7) A statement referring to the safety, security or protection of students, personnel or Board property.

- (8) Such matters as the Board may in public session determine.
- (9) A member of the Board may make a motion to place a closed-session item of business onto the agenda of the public session and, upon the motion being seconded and discussed, a simple majority vote in favor of the motion shall be sufficient cause to move the item into the public session.

RULES OF ORDER

- 87.1** Where these rules are silent and where not inconsistent with these rules, Robert's Rules of Order shall apply to the conduct of meetings, provided further that, where both these Rules and Robert's Rules of Order are silent, the Standing Orders of the British Columbia legislature shall be followed. Where there is an inconsistency between these rules and the School Act, the School Act shall apply over the rule in question.
- 87.2** The Board may adopt a procedural rule for one or more meetings by resolution of a majority of two-thirds of the Trustees present at the meeting. A rule other than the requirement for notice of meetings may be suspended by unanimous consent of the Trustees present.
- 87.3** The rules may be amended by By-law only, at a meeting of which notice of intention to propose the amendment has been given at a previous meeting.
- 87.4** The Chairperson's ruling on a point of order shall be based on rules of order as stated in paragraph 7.1 herein.
- 87.5** An appeal of a ruling of the Chairperson shall be decided without debate by a majority vote of Trustees present. When an appeal is successful, it does not necessarily set a precedent.
- 87.6** All questions shall be decided by a vote on motion.

MOTIONS

- 98.1** Motions shall be phrased in a clear and concise manner so as to express an opinion or achieve a result. A preamble does not form part of a resolution when passed.
- 98.2** The Chairperson may divide a motion containing more than one subject if he feels this would produce a fairer or clearer result and the same shall be voted on in the form in which it is divided.
- 98.3** No motion, other than to postpone consideration of a question or a procedural motion, shall be repeated during the calendar year except by the reconsideration process.
- 98.4** All motions shall be seconded.
- 98.5** All motions are debatable except the following:

- (a) Motion for adjournment of debate or for adjournment of a meeting unless such a motion contains a time for re commencement of debate or for a new meeting;
- (b) Motion to fix time for adjournment of a meeting;
- (c) Motion to proceed to the next business;
- (d) Motion to go into committee of the whole or closed session.

98.6

All motions shall be subject to amendment except the following:

- (a) Motion that the question be now put;
- (b) Motion for adjournment of debate or adjournment of a meeting;
- (c) Motion to table unless such a motion contains a date for further consideration of the matter tabled;
- (d) Motion to refer to committees;
- (e) Motion to proceed to next business.

98.7

An amendment to a motion does not require notice. Only one amendment to an amendment shall be allowed and the same shall be dealt with before the amendment is decided. Amendments must be strictly relevant to the main motion and not alter in a material way or be contrary to the principle embodied in the main motion.

RECONSIDERATION

109.1

A question may be reconsidered only if notice of a request for reconsideration has been given at a previous meeting and if reconsideration is approved by a two-thirds majority.

DEBATE

110.1

Debate shall be strictly relevant to the question before the meeting and the Chairperson shall warn speakers who violate this rule.

110.2

No Trustee shall speak more than once to a question except the mover of a motion, who shall have the right to speak first and to make a reply when all other Trustees who wish to speak have spoken. No Trustee shall speak for a period in excess of three minutes at one time. The Chairperson may caution a Trustee who persists in tedious and repetitious debate and may direct him to discontinue if he persists.

110.3

A matter of privilege (a matter dealing with the rights or interests of the Board as a whole or a Trustee personally) may be raised at any time and shall be dealt with forthwith before resumption of business.

110.4

No Trustee shall interrupt another Trustee who has the floor except to raise a point of order to a point of privilege.

VOTING

124.1

All Trustees present at a meeting must vote, although a Trustee must abstain from voting in the event that he has a conflict of interest by reason of having a

direct or indirect pecuniary interest in a vote. A Trustee may also abstain from voting if he states at the meeting his reasons thereon.

124.2 Voting shall be by a show of hands and only the results recorded unless a Trustee requests recording of names. Where names are recorded, both positive and negative votes shall be recorded.

124.3 Where a Trustee is present at a meeting and abstains from voting without stating a reason that shall be deemed to be an affirmative vote.

124.4 The Chairperson shall vote at the same time as the other members of the Board and, in the case of equality of votes for and against a motion, the question is resolved in the negative and the Chairperson shall so declare.

124.5 All questions shall be decided by a majority of the votes of the Trustees present and voting save as otherwise provided by these Bylaws.

COMMITTEES

132.1 Standing Board Committees of the whole will address issues/topics brought forward for both in-camera or regular in-depth discussions. The Board Chairperson will chair the meetings or assign another Trustee to act as Chair for specific topics.

132.2 The Committee Chairperson may invite resource persons as required.

132.3 Committees shall report to the Board on a regular basis.

132.4 Standing committees shall have jurisdiction to consider and make recommendations to the Board in matters assigned to them or in other matters within their terms of reference. No action shall be taken on the Standing Committee report until the report has been formally approved by the Board.

132.5 Special or ad hoc committees for any purpose may be appointed by the Board Chairperson as required.

BY-LAWS AND RESOLUTIONS

143.1 All matters shall be dealt with by Motion, Notice of Motion or By-Law.

Notice of Motion shall have one reading and a By-Law shall have three readings.

143.2 The following shall only be resolved by By-Law:

- (a) amendments to By-Laws;
- (b) acquisition or disposal of property owned or administered by the Board.
- (c) where required by the School Act or the Act gives the Board the power to develop.

PROCEDURE ON BY-LAWS

154.1 With the exception of School Loan By-Laws, Budget By-Laws and/or Budget and School Referendum Tax Rate By-Laws, written notice of intention to propose a By-Law shall be given at the meeting prior to the first reading.

154.2 Every By-Law shall be dealt with as follows:

- (a) Before it is passed, a By-Law of the Board must be given 3 distinct readings.
- (b) Except as provided in subsection (c), at each reading of a By-Law, the By-Law must be read in full.
- (c) If a written or printed copy of a By-Law is in the possession of each Trustee and is available to each member of the public in attendance at the meeting at which the By-Law is to be read, a reading of a By-Law may consist of a description of the By-Law by:
 - its title, and
 - a summary of its contents.
- (d) The Board shall not give a By-Law more than 2 readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the By-Law all 3 readings at that meeting.

154.3 When a By-Law has been amended, it shall be reprinted as amended and shall not be further proceeded with until the amended version has been distributed, except by vote of a two-thirds majority.

154.4 A By-Law may be advanced two or more stages in one day by a two-thirds majority, or on urgent or extraordinary occasions, the determination of which shall be by the Chairperson.

154.5 The Secretary-Treasurer shall certify on a copy of each By-Law that the By-Law was read a first, second and third time, and shall note the date that the By-Law was finally passed and adopted. Any amendments passed shall also be noted in the same manner.

154.6 The Trustee who introduces a By-Law may withdraw the same at any stage with unanimous consent.

PROCEDURE FOR NOTICES OF MOTION

165.1 A Notice of Motion permits the Board to consider and prepare for the question or questions that will be placed before them for consideration, thereby facilitating discussion and contributing to the efficient and satisfactory discharge of the matter.

OR

If a substantial issue is to be raised affecting the constitution, policies or procedures of the Board, notice will be given at one meeting that such issue will be introduced by Motion at the next or a subsequent meeting.

165.2

The following shall only be resolved by Notice of Motion:

- election of Chairperson or Vice-Chairperson as defined in
- Section 1.6;
- policies;
- variances to the budget;
- items brought forward for closure at next meeting;
- all new Board By-Laws;
- amendments to all Board By-Laws.

165.3

Notices of Motion shall be dealt with in the following stages:

- Notice of Motion made by Trustee.
- Notice of Motion brought forward to the agenda of either public or committee meeting
- Motion seconded and voted on unless referred for further consideration.

If referred for further consideration, a date shall be given as to when the item is to be brought back.

This By-Law may be cited for all purposes as "School District No. 60 (Peace River North) By-Law No. 1/90" - a By-Law to provide for the conduct to meetings of the Board and is passed in compliance with the requirements of the School Act.

Read a first time the ____ day of _____, 202119.

Read a second time the ____ day of _____ 202119.

Read a third time, passed and adopted the ____ day of _____, 202119.

Chairperson

Secretary-Treasurer

SCHOOL DISTRICT NO. 60 (Peace River North)

POLICY NO.: ~~2003~~ **DATE APPROVED:** ~~1995-05-24~~

SUBJECT: ~~Student Placement~~
~~-Kindergarten to Grade 7~~

Policy

~~Students should be placed in educational programs which offer the greatest opportunity for their success.~~

~~Placement is determined at the School level, in consultation with parents.~~