

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

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

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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, MAY 17, 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, MAY 17, 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, April 19, 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)

a) Partner Group Meetings Update – *Chair Gilbert*

6.0 Approval of Excerpts of the In-Camera Board Meeting March 8, 2021 (page 12)

7.0 Announcements and Reminders

May 24	Victoria Day		
May 25	SUP-PAC Meeting (<i>Evans/Gilbert</i>)	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 18	NPSS LiveStream & Reverse Parade		
June 21	Board Meetings	5:30 p.m.	Board Room
June 21	Budget Submitted for Approval	6:30 p.m.	Board Room
June 24	Last Day for Students		
June 25	Hudson's Hope Grad	1:00 p.m.	
June 25	Administrative Day – Schools Close		

****Recognition of Retirees and Long Service Employees through alternate forms**

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, May 3, 2021** (pages 15-17)

9.1 Approval of Minutes

9.2 Business Arising

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

- a) Board of Trustees Meeting Schedule *(Attachment) – Chair Gilbert*
- b) BCSTA COVID Feedback Letter *(Attachment) – Chair Gilbert*

9.3 Policy Committee – Trustee Evans (Attachment – Notes)

a) **Policy #1008 – Trustee Indemnity** *(Attachment)*

Gilliss/

THAT Policy #1008 be adopted as presented.

b) **Bylaw 1/90 Organization of the Board** *(Attachment)*

Evans/

THAT in accordance with Section 68(4) of the *School Act*, all three readings of Bylaw 1/90 Organization of the Board be given at this meeting.

THAT the Board adopt the First Reading of Bylaw 1/90 Organization of the Board.

THAT the Second and Third Reading be read in short form.

THAT the Board adopt the Second Reading of Bylaw 1/90 Organization of the Board.

THAT the Board adopt the Third Reading of Bylaw 1/90 Organization of the Board.

c) **Policy #2003 – Student Placement/Kindergarten to Grade 7** *(Attachment)*

THAT Policy 2003 – Student Placement – Kindergarten to Grade 7 for be adopted for deletion.

d) **Policy #4035- Public Interest Disclosure Act (PIDA)** *(Attachment)*

First/

THAT the Board of Education put forward the new Policy #4035 – Public Interest Disclosure Act (PIDA) for Notice of Motion

e) **Policy #1003 – School Board Meeting Delegations** *(Attachment)*

First/

THAT the Board of Education put forward the Policy #1003 – School Board Meeting Delegations for Notice of Motion

f) **Policy 1001 – School Board Duties and Authority** *(Attachment)*

First/

THAT the Board of Education put a forward a Notice of Motion for deletion of Policy 1001 – School Board Duties and Authority.

g) **Policy 1002 – Board Member Authority** *(Attachment)*

First/

THAT the Board of Education put a forward a Notice of Motion for deletion of Policy 1002 – Board Member Authority.

10.0 **Other Reports**

- 10.1 BCSTA – *Trustee Evans*
- 10.2 BCPSEA – *Trustee Campbell*
- 10.3 Board Pro-D Committee – *Chair Gilbert*

11.0 **Correspondence**

- 11.1 Assessment Advocacy (*Attachment*) – *Chair Gilbert*

12.0 **Unfinished Business**

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, April 19, 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)
David Scott-Moncrieff, Trustee (Area 2) *(via Zoom)*
Bill Snow, Trustee (Area 5)

Stephen Petrucci, Superintendent of Schools
Angela Telford, Secretary-Treasurer
Leah Reimer, Recording Secretary

(Guests/Media)
None



Call to Order Chair Gilbert called the meeting to order at 6:30 p.m.

Chair Gilbert acknowledged the traditional territorial lands of the Dane Zaa and Treaty 8.

Agenda

Approval of the Agenda

Motion #38-21

Snow/Lehmann
THAT the agenda be accepted as presented.

CARRIED.

Presentations/Delegations

None

Trustee Input

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

Trustee Campbell

- Attended BCSTA AGM this past weekend virtually
- Sat in on administrator interviews
- Emailing administrators and staff thanking them for their work
- Taylor – Bike Rodeo. Brent Telford spent 3 hours at the school blowing rocks off sidewalks, bike paths, etc. for the students...thank you!

Trustee Evans

- Attended BCSTA AGM & Provincial Council meetings this past week virtually

- Attended Provincial Council last week
- Will be attending the Children's Mental Health Symposium virtually

Trustee Gilliss joined the meeting 6:40 p.m.

Trustee Gilliss

- Attended BCSTA AGM this past weekend virtually
- Checked in with local administrator regarding newer restrictions

Vice-Chair Lehmann

- Attended BCSTA AGM this past weekend virtually
- Appreciating the framework presentations at the Committee of the Whole Meetings

Trustee Scott-Moncrieff

- Attended BCSTA AGM this past weekend virtually, when possible
- Been in contact with administrators at liaison schools

Trustee Snow

- Attended BCSTA AGM this past weekend virtually
- Visited administrators at high school and ELC as well as some other schools

Chair Gilbert

- Attended BCSTA AGM this past weekend virtually
- Attended four PAC meetings
- Attended Indigenous Leader Panel and heard a presentation of a newly elected Indigenous trustee. Has been recorded for anyone who wants to watch it
- Attended various Board Chair calls
- Worked with PAC at Baldonnel and did an Easter Egg Hunt by cohort
- Touched base with a number of administrators...they are weary
- Did a congratulations video on behalf of the Board to the Regional Science Fair. It was done virtually...a big thanks to all involved
- Band teacher is showcasing work going into the Peace River North Arts Festival. Congratulations to students involved
- Attended BCSTA AGM this past weekend virtually...appreciate all trustees and the spirit of cooperation

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #39-21

Evans/Snow

THAT the Regular Meeting Minutes of March 8, 2021 be adopted.
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Internet Advocacy

- Recommendation for the board do a follow up letter to let them know the motion made to BCSTA passed

ACTION: Chair Gilbert and Trustee Evans will work with a list of responses and send out a letter with the update that the BCSTA motion passed.

Approval of Excerpts

Motion #40-21

Snow/Evans

THAT the excerpts from the February 22, 2021 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

Announcements & Reminders

April 23	NID Day (Indigenous Learning)		
April 27	SUP-PAC Meeting (<i>Evans/Lehmann</i>)	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	2:30 – 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 (<i>Evans/Gilbert</i>)	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		

ACTION: Superintendent will provide trustees with dates and details of graduation plans in the district

Senior Staff Reports

Superintendent's Report

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

Human Resources Summary for Teachers & AO's

- For information purposes
- With impacts of COVID and recruitment & retention, are we seeing any effects reflected here?
 - Superintendent - posting and filling has been going well

Workforce Report

- For information purposes

Superintendent's Report (*Attachment*)

- For information purposes

Motion #41-21

First/Second

THAT the Board accept the Superintendent's Report

CARRIED

Secretary-Treasurer's Report

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

Human Resources Summary Report

- For information purposes
- Day time custodians for next year? Ongoing discussions around this

Trustee Indemnity

- In following Board Policy #1008, the Trustees will not be receiving an increase this year
- Discussion around whether the policy should be updated with the additional attached wording to provide clarification of process
- Decision to put forward a Notice of Motion at this meeting

Motion #42-21

Gilliss/

THAT Policy #1008 be put forward for Notice of Motion with the attached wording.

CARRIED.

ACTION: Place on the May 17, 2021 Regular Board Meeting for adoption

Motion #43-21

Evans/Campbell

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

CARRIED.

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – April 6, 2021

Motion #44-21

Snow/Campbell

THAT the Board accept the Regular Committee of the Whole minutes of April 6, 2021 and its recommendations.

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Employee Recognition – moved to In-Camera Agenda

Policy Committee

Policy 4014 Travel – Adoption

Motion #45-21

Evans/Lehmann

THAT the Board of Education adopt Policy 4014 Travel with the attached revisions.

CARRIED.

Motion #46-21**Bylaw 1/90 – Notice of Motion**

Evans/

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.

CARRIED.

ACTION: Place on the May 17, 2021 Regular Board Meeting for adoption.

Motion #47-21**Policy 2003 – Student Placement – Kindergarten to Grade 7 – Notice of Motion**

Evans/

THAT the Board of Education put a forward a Notice of Motion for Policy 2003 – Student Placement – Kindergarten to Grade 7 for deletion.

CARRIED.

ACTION: Place on the May 17, 2021 Regular Board Meeting for deletion.

Other Reports**BCSTA***Trustee Evans*

- BCSTA AGM – moved the financial statements and approved budget. Also made a motion to continue with the current auditors. Successfully passed our district’s two motions we put forward (ie. Internet Connectivity and Assessment Wait times)
- Concern raised as one of the other board chairs in the province received death threats when voicing their stand on policing in schools. As a Board, we need to show them our support
- Board Chair will send a thank you to those who organized the AGM
- Discussion around going forward when “in-person” AGM’s take place, the possibility of also having a “virtual” option.
 - Orchestrating the AGM via Zoom cost a lot (ie. getting the voting software set up, having a Zoom rep on site, etc.)
 - There is great benefit to meeting in person

BCPSEA

- Nothing to report
- BCPSEA is a personnel committee so most content must be brought forward in In-Camera

Board Pro-D Committee

- Tentative date – August 29 & 30, 2021
- Board Chair Gilbert, Vice-Chair Lehmann and Trustee Evans will work on the details
- Possible alternate locations (ie. Cameron Lake)
- August Board Meeting to follow? (ie. Hudson’s Hope School)
- Agenda Items:
 - Financial Literacy – Teri Stoneman is available to do this
 - Plan for Strategic Plan
 - District Response to Racism

Correspondence

None

Unfinished Business

The following unfinished business arose from the previous meeting minutes:

Partner Group Meetings

History

- With COVID, the meeting with City was postponed
 - Joint Districts Meeting, was going to be hosted by Hudson's Hope but was postponed due to COVID. It's dependent on the host whether or not the City is also invited to this meeting
 - SD #59 & MLA's Meeting was done last year in July via Zoom
 - Northern Lights College – never have met with them but feel it's important to meet with them for exchanging of information
1. Northern Lights College – Bachelor of Science, School of Nursing, etc.
 2. School District #59 and perhaps Fort Nelson in regards to COVID recovery, etc.

ACTION: Chair Gilbert will reach out to these groups and bring back to the May 17, 2021 Regular Board Meeting

New Business

None

PRNTA Update – Michele Wiebe, President

Livestream – Nothing to report

CUPE Local #4653 Update – Maureen Hummel, President

Not in attendance

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

Not in attendance

Questions from Press/Public

At this time, opportunity was given for questions from the press

None

Adjournment

Motion #48-21

Scott-Moncrieff/Snow

THAT the meeting be adjourned. (7:36 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

**EXCERPTS
FROM THE MARCH 8, 2021
“IN CAMERA” MEETING MINUTES**

The meeting was called to order and the In-camera Meeting Minutes February 22, 2021 were read and adopted.

Business Arising

- None

Superintendent’s Report

Items discussed and reported included:

- Trustee Role – Section 11 Appeal Process
- Administration Demographic Report

Secretary-Treasurer’s Report

Items discussed and reported included:

- None

Committee of the Whole Reports

- None

Other Reports

- BCSTA
- BCPSEA

Correspondence

- None

Unfinished Business

- None

New Business

- None

REGULAR MEETING

REPORT TO THE

BOARD OF SCHOOL TRUSTEES

FROM THE SUPERINTENDENT OF SCHOOLS

Monday, May 17, 2021

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for period of APRIL 16th to MAY 13th, 2021

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	14	5		6	8
Changes to existing	24	6			
Return from leave					
Payout prep					
Total #					

RETIREES only:
COOPER, Cathy
TREMBLAY, Suzon Anne
KOOP, Richard
PAULS, Randy
BREKKAS, Kit

2. **Workforce Report** (*Attachment*)
3. **Posts of Responsibility** (*Attachment*)
4. **School Charges** (*Attachment*)

Education

1. **Superintendent's Report**
<https://togetherwelearn.prn.bc.ca/2021/05/14/superintendents-report-may-2021/>

Guiding Principles for Learning Support Fund (*Attachment*)

Respectfully submitted: Stephen Petrucci, Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Monday, May 17, 2021
REGULAR MEETING**

Operations

1. Annual Facilities Grant Bylaw Update
2. Administration Office – Summer Hours & Summer Closure (*Attachment*)
3. Annual Budget Consultation Update

Human Resources

1. Human Resources Support Staff Summary

Human Resources Summary Report for Support Staff
For period of April 17th, 2021 to May 11th, 2021

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	8	1	3
Changes to existing			
Return from leave			
Layoff			
Retirements			

Governance

Angel Telford,
Secretary-Treasurer

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

MONDAY, MAY 3, 2021
1:30 P.M.

Present: Helen Gilbert, Chair, Board of Education
Madeleine Lehmann, Vice-Chair
Ida Campbell, Trustee (*via Zoom*)
Erin Evans, Trustee (*via Zoom*)
Bill Snow, Trustee

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

Guests: Michele Wiebe, PRNTA President

Regrets: Nicole Gilliss, Trustee
David Scott-Moncrieff, Trustee

Education

Education Update

Stephen Petrucci, Superintendent

Framework Presentation

Duncan Cran Elementary School (*Attachment*)

Griff Peet, Principal

Janny Lavoie, Vice-Principal

- Administrators made presentation and fielded questions from trustees
- Discussion followed regarding the breakfast/lunch program at the school and the number of students accessing it

Operations

Operations Report

Angela Telford, Secretary-Treasurer

- For information purposes
- BASC playgrounds were ordered last week
- Setting up a meeting with District of Taylor re: the BASC there

2021-2022 Preliminary Budget Partner Group Information/Discussion

Angela Telford, Secretary-Treasurer

ACTION: Send out survey to DPAC and ask them to send to the PAC chairs. Also, post survey on our district's Facebook page

Carbon Neutral Report Information*Angela Telford, Secretary-Treasurer*

- Have been reporting our carbon footprint since 2008 on an annual basis
- Submission was due April 30, 2021 and has been submitted
- Facilities department gathers info from utilities, fuel consumption, business travel and office paper predominately
- Would like to look into how we compile the data...are we capturing all of the data
- There's a district policy on procedures and processes
- Other districts report out data and areas of improvement to steadily reduce their carbon footprint
- Angela will look into further

Safety Sharepoint Information*Angela Telford, Secretary-Treasurer*

- Angela previewed the district's upcoming Sharepoint Safety webpage
- Will become live in the near future for all district staff to access

Governance**Board of Trustees Meeting Schedule – 2021-2022***Chair Gilbert*

- Review of dates and times
- May 25 date was chosen for the May Board Meeting
- Times will remain the same

ACTION: Place on the May 17, 2021 Regular Board Meeting agenda for adoption with the recommended change

Finance Consultation – Standing Committee Submission*Chair Gilbert*

- Reviewed the topics the Board presented last year
- With delay of presentation of the budget (change in budget cycle), not sure if Ministry will be doing this in June or it may be delayed
- In the past, we've made a presentation but also provided background information. This has been a benefit as it has been followed up on by Ministry
- What key areas should we be looking at:
 - Transportation
 - COVID recovery
 - Middle School/High School Future Funding – data around capacity
 - Funding for Cleaning Protocols (if they continue)
 - Replacement Schools
 - Funding Exempt Staff Increases
 - Increased Funding for Cross Ministerial Support (ie. road maintenance issues, mental health & addictions)
 - School Meal Program funding
- Helen has asked Angela to research where our funding percentage expenditures are in comparison to "like" districts

ACTION: Angela to research where our funding percentage expenditures are in comparison to “like” districts for the Board

Audit Committee Update

Angela Telford, Secretary-Treasurer/Vice-Chair Lehmann

- Angela - overview of what we'd like the committee to look like this first year and grow it from there:
 - First two weeks of June – Annual Budget and Preliminary findings from the audit
 - September – financial statements
 - February – Amended Budget
- The Board will have the information the committee reviewed and ask questions. Would bring it to the board meeting for approval
- Discussion around #9 of Terms of Reference and potential conflict of interest of three of the trustees. Trustees, however are already voting on these things at a board level (ie. finances). Other things that were to come up could become a conflict of interest. Also, depends on how the committee is set up
- Amendment...if we don't have a third person, the Board Chair will become a voting member
- Next meeting will be early in June. Will select more dates going forward to circulate out to committee members and put on the calendar for the year.

ACTION: Amend the Terms of Reference and re-circulate to the Board

BCSTA COVID Feedback

Chair Gilbert

- BCSTA seeking feedback in order for them to advocate for boards to Ministry
 - Reinforce the importance of making decisions based on science
 - Variation in vaccination plans depending on localized needs so other responses could be regionalized
 - COVID exposure letters don't really have any meaning to them...asking for those to be discontinued. Stephen – takes up staff time when receiving the letters and having to respond immediately. Process should not tie K-12 staff to new demands. Public health is good at contact tracing. Letters are not helpful in the mental health of the schools.
 - Weariness of our staff – need a decision as fast as possible what September will look like (eg. schools potentially building multiple timetables at this point as they don't know what will be required in September)
 - Need our public to know what they are returning to as uncertainty may keep some from returning
 - We need confidence from Ministry and not changing expectations mid-stream
 - Ask Ministry to take into consideration the weariness of COVID that will carry over into next year as to the demands they're making on the system
 - Post-secondary able to run deficit budget, but not K-12?
- Chair Gilbert – will submit as feedback to BCSTA but not for public use

ACTION: Chair Gilbert will make updates to the letter and bring back to the Board for review at the May 17, 2021 Regular Board Meeting



Guiding Principles for Learning Support Fund SD60 Peace River North

- Resource allocations through the Learning Support Model are vetted and documented through the goals of the school's Framework for Enhancing Student Learning and it's achievement dashboard.
- The needs of students with designations are considered in the context of the class grouping(s).
- An effective School-Based Team is in place, meets regularly and supports learning challenges through practices such as The Class Review tool, in planning and adjusting resource allocations.
- Funds allocated are not limited to educational assistants. Other staffing such as Teacher-time, YCW, etc. is possible. Interventions can also include pro-d, collaboration, travel and supplies.
- EAs, when deployed, are assigned to a school or teacher/classroom. Their time should support goals in an IEP, which has been reviewed within the last calendar year.
- Resources are finite.
- Funds are allocated to the school. School administration will ensure collaboration within their school-based teams in the deployment of the Learning Support Fund.
- Wherever possible, the team strives to create the conditions for the students to increasingly gain independence.

Key Questions:

- **Is it - or does it lead to - direct support to the class?** (ie. direct support to students, direct support to the teacher, building teacher capacity, targeted learning supplies for the group, etc,
- **Does it support/develop inclusion?**
- **Is it aligned with the class review?**
- **Does it align with learning evidence within the FESL?**

J Gill <jasongill@prn.bc.ca>

To: Wade Hart <whart@prn.bc.ca>, Dena Mora <dmora@prn.bc.ca>

Mon, Apr 26, 2021 at 10:54 AM

Kory Bell will take over the POR for Athletics (formerly Megan Bell) effective immediately (April 26th)

Please and thanks

Jason

[Quoted text hidden]

Post of Responsibility

Change from Megan Bell
(ended Apr. 7, 2021)

to Kory Bell
(effective
Apr. 26, 2021)
to June 30, 2021

April 16, 2021

11:27 AM (25 minutes ago)

J Gill

to me

Hi Sharon,

She was still doing our SEL work during January during her transition, so it is fine that she got it for January. We did not have anyone in that position while we were shoulder tapping and requesting each month. Melanie Carew as 1.0 POR effective April 15th through to June 30th!

Please and thanks

Jason

Jason Gill

Principal

Bert Bowes Middle School

jasongill@prn.bc.ca

(250)785-6717

Post of Responsibility

Change from Amy teBute
(ended January 3, 2021)

to Melanie Carew
(effective April 15th 2021
to June 30, 2021)

RECEIVED
APR 16 2021

SCHOOL CHARGES for 2021-2022

for ALWIN HOLLAND ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Kindergarten Supplies	\$30.00	School supplies for the year	\$30.00		Optional - Parents may purchase on their own - the school pays additional costs for resources
Primary Supplies	\$32.00	School supplies for the year	\$32.00		Optional - Parents may purchase on their own - the school pays additional costs for resources
Intermediate Supplies	\$32.00	School supplies for the year	\$32.00		Optional - Parents may purchase on their own - the school pays additional costs for resources
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Cultural Presentations	\$10.00	This is used to offset the cost of cultural presentations at the school	\$10.00		Students who cannot afford this charge will not be penalized. The school pays any remaining costs.
Field Trips	\$5.00	This is used to offset the costs associated with each activity such as skating, swimming, cultural events, etc.	\$5.00		Students who cannot afford this charge will not be penalized. Classes are expected to raise or collect funds to cover any additional charges.
Student Agenda (Gr 1-6)	\$10.00	Agendas used as a communication tool in Grades 1 - 6.	\$10.00		Parents can purchase agendas on their own, but need a copy of the school expectations, bell schedules, Code of Conduct, etc. that is provided to students in Kindergarten.
Camp Cameron	\$40-80	Classes that go to Camp Cameron will charge between \$40 and \$80 to cover costs of food, busing, etc. Classes are expected to fundraise to lower the cost.	\$40-80		Students who cannot afford this charge will not be penalized.
Sports Teams	\$10.00	Up to \$10 will be collected for each extra-curricular team where there is a charge for busing, referees, tournament registration, etc.	\$10.00		Students who cannot afford this charge will not be penalized.

SCHOOL CHARGES for 2021-2022

for ANNE ROBERTS YOUNG ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount Conforming	Amount Remaining	
Agenda	\$10.00	Agendas for grades 1-6	\$10.00		Applies to all students except K's
K-6 School Supplies	\$35.00	School supplies needed throughout the year	\$35.00		Applies to all students
Cultural fees	\$10.00	This is used to offset cultural events offered at the school - students who can't afford this fee will not be penalized	\$10.00		Applies to all students
Sports Fees	\$20.00	Up to \$20 will be collected for extra-curricular sports teams where there is a cost for busing, refs, tournament fees etc - students who can't afford this will not be penalized (We also fundraise to help cover this cost so it is avoidable for athletes that choose to)	\$20.00		Applies to team participants
Field trip fees	\$10.00	Up to \$10 will be collected for field trips that classroom teachers want to take their students on - students will not be penalized if they can't afford this fee	\$10.00		Applies to specific classes
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program

SCHOOL CHARGES for 2021-2022

for BALDONNEL ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Kindergarten Supplies	\$50.00	School supplies needed throughout the year.	\$50.00		Optional charge - parents can pick up their own supplies if they prefer.
Grade 1 - 6 Supplies	\$45.00	School supplies needed throughout the year.	\$45.00		Optional charge - parents can pick up their own supplies if they prefer.
Agenda	\$8.00	Agendas for grades 3-6.	\$8.00		Parents can purchase one on their own if they wish. School will pay the additional \$1.00 per agenda.
Cultural Fees	\$15.00	This is used to offset cultural events offered at the school.	\$15.00		Students who cannot afford this fee will not be penalized.
Busing Fees	\$15.00	This is used to offset busing fees.	\$15.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Field trip fees	\$10.00	Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.
Camp Cameron	\$50.00	Cover costs of the bus, food, etc.	\$50.00		Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2021-2022

for BERT AMBROSE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Kindergarten supplies	\$30.00	School supplies needed throughout the year.	\$30.00		Optional - Parents may choose to purchase their own supplies.
Gr. 1-3 Supplies	\$40.00	School supplies needed throughout the year.	\$35.00		Optional - Parents may choose to purchase their own supplies.
Gr. 4-6 Supplies	\$45.00	School supplies needed throughout the year.	\$45.00		Optional - Parents may choose to purchase their own supplies.
Agenda	\$10.00	Agendas for Grade 1-6 (and K/1)	\$10.00		Required - Students who cannot afford this will be covered through the school Guardian Angel Program.
Cultural fees	\$10.00	This is used to offset cultural events offered at the school.	\$10.00		Reduced this year as we did not use all of last year's budget.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Sports Fee	\$10.00	Charge per activity.	\$10.00		Applies to all team participants. Students who cannot afford this will be covered through the school Guardian Angel Program.
Camp Cameron	\$40.00	Cover costs of the bus, food, etc.	\$40.00		Applies only to classes going to Camp Cameron. Students who cannot afford this will be covered through the school Guardian Angel Program.
ADST Sampler Program	\$10.00	Supplies required to provide ADST activities to our students in Gr. 3-6.	\$10.00		Applies to all students in Gr. 3-6 to help offset the sampler program for ADST. PAC and school cover most of the costs. Students who cannot afford this will be covered through the school Guardian Angel Program.
Primary STEM activities	\$10.00	Supplies required to provide STEM activities to our students in Kindergarten - Grade 2.	\$10.00		Applies to all students in K-2 to help offset expenses related to STEM activities. PAC and school cover most of the costs. Students who cannot afford this will be covered through the school Guardian Angel Program.
Field Trips	Varies	Students are charged a bus fee and cost of activity as per trip expenses.	\$2.00 - \$15.00		Charges will vary depending on planned classroom activities. Students who cannot afford this will be covered through the school Guardian Angel Program.

SCHOOL CHARGES for 2021-2022

for BERT BOWES MIDDLE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Textbook Deposit	\$70.00	Textbook Caution Fee	\$70.00		
School Fees 21/22	\$15.00	Locker Rental/Cultural Fee	\$15.00		
Gr 7 Fee	\$10.00	Agenda	\$10.00		

SCHOOL CHARGES for 2021-2022

for BUICK CREEK ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount Conforming	Amount Remaining	
Tech deposit	\$100.00	This is a deposit and will go towards any damage caused to the technology provided by the school. The deposit will be returned when the technology is returned in good condition.	\$100.00		Deposit will not be required if the family is unable to pay.
School Supplies	Variable amounts	School supplies needed throughout the year.	Variable amounts		Parent are expected to purchase school supplies for their children

SCHOOL CHARGES for 2021-2022

for C. M. FINCH ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Kindergarten supplies	\$25.00	School supplies needed throughout the year.	\$25.00		Optional charge - parents can pick up their own supplies if they prefer.
Agenda	\$8.00	Agendas for grades 1-6.	\$8.00		Parents can purchase one on their own if they wish. School will pay the additional \$1.00 per agenda.
Cultural fees	\$10.00	This is used to offset cultural events offered at the school.	\$10.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students.	\$30.00		SD60 Technology - iPad Insurance Program
Field trip fees	\$10.00	Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.
Grade 1-3 Supplies	\$35.00	School supplies needed throughout the year.	\$35.00		Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2021-2022

for CHARLIE LAKE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Agenda	\$8.00	Agendas for grades 1-5	\$8.00		Required - Students who cannot afford this will be covered by the school
Cultural events	\$5.00	All students - This is used to offset cultural events offered at the school.	\$5.00		Students who cannot afford this fee will not be penalized.
Busing	\$10.00	All students - Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program

SCHOOL CHARGES for 2021-2022

for CLEARVIEW ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
School Supplies	\$36.00	Elementary K-5	\$41.00		Only elementary students- Secondary students need to bring their own supplies
Agenda	\$9.00	1-7- individual copy	\$9.00		
Cooking Fee	\$20.00	Home Ec- Cooking and taking home the extras	\$20.00		
Cultural Performances - applies to all students. K - Gr. 9	\$15.00	Providing cultural opportunities for all students	\$15.00		Secondary Students in ADST courses (may include grade 6 next year.)
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		All Students
Field trip fees	\$5-\$10	Classroom teachers take their students on field trips.	\$10.00		SD60 Technology - iPad Insurance Program
Secondary Caution Charges – All Secondary Students (Paid once only)	\$75.00	This is a one time charge for all secondary students. Receive this back at the end of grade 9 if all textbooks are returned.	\$75.00		Students who cannot afford this fee will not be penalized. This will only be collected when needed, \$75.00 refundable charge returned to student when they graduate from or leave Clearview School. This charge is intended to be used only when the student has outstanding charges (usually textbooks or library books) owing to the school or damages to school property.
Secondary School Supplies 6-9	N/A				Clearview School does not supply any Secondary Student School Supplies. A suggested supply list is given to each student in June & September and students purchase their own supplies.
Secondary Charges – Paid Yearly by all NEW grade 6-9	\$9.00	Non-refundable – to cover the cost of items such as locker rental and locks, computer related student expenses as well as other miscellaneous items. (This includes a one time \$5.00 fee for a lock & locker rental valid for the term of Gr. 6-9 while attending Clearview School ONLY)	\$9.00		
Secondary Charges – Paid Yearly by all RETURNING LOCK STUDENTS - grade 7-9	\$4.00	Non-refundable – to cover the cost of items such as computer related student expenses as well as other miscellaneous items.	\$4.00		

SCHOOL CHARGES for 2021-2022

for DR. KEARNEY MIDDLE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
School Fees 21/22	\$10.00	Locker Rental/Cultural Fee	\$10.00		
Textbook Deposit	\$70.00	Textbook Caution Fee	\$70.00		
Sports Academy	\$300.00	Hockey Academy Program	\$300.00		Covers busing, Hockey Canada Fees
PE Fees	\$10.00	PE students wishing to go to out of school gym activities	\$10.00		Covers busing, user activity costs

SCHOOL CHARGES for 2021-2022

for DUNCAN CRAN ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount Conforming	Amount Remaining	
Cultural Fee	\$10	This is used to offset cultural events offered at the school - including Paul Hann -students who can't afford this fee will not be penalized	\$10		Applies to all students
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Kindergarten School fees	\$20	School supplies needed throughout the year for Kindergarten students only	\$20		Optional fee for Kindergarten students only. Parents may choose to purchase their own.

SCHOOL CHARGES for 2021-2022

for ECOLE CENTRAL ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Agenda	\$10.00	Agendas for grades 1-6	\$10.00		Students who cannot afford this fee will not be penalized.
School Supplies - Gr. 1-3	\$35.00	Supplies for grades 1-3 - School supplies needed throughout the year.	\$35.00		Optional charge - parents can pick up their own supplies if they prefer.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Cultural Fees	\$10.00	This is used to offset cultural events offered at the school --students who can't afford this fee will not be penalized	\$10.00		Applies to all students
Quebec Fees	\$2,500.00	This is used for class trip if possible	\$2,500.00		Grade 6 only
School Supplies - Gr. 4-6	\$45.00	Supplies for grades 4-6 - School supplies needed throughout the year.	\$45.00		Optional charge - parents can pick up their own supplies if they prefer.

SCHOOL CHARGES for 2021-2022

for ELC

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Locker Fee	\$5.00	Fee for locker and lock use while at the ELC.			
Cultural Fee	\$12.00	Fee is used for guest speakers and events at the ELC.			
Caution Fee	\$70.00	A deposit to cover any lost books, etc. Fee is transferred to NPSS and is refunded once student leaves or graduates (if they do not have any outstanding amounts due.)			

SCHOOL CHARGES for 2021-2022

for HUDSON'S HOPE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
School supplies	\$50.00	Kindergarten	\$50.00		All school supplies needed throughout the year; parents can supply their own if they wish
School supplies	\$50.00	Gr 1-6	\$50.00		All school supplies needed throughout the year; parents can supply their own if they wish
Agenda	\$10.00	Grdes 3-6 only	\$10.00		Students who cannot afford this fee will not be penalized.
Cultural fee	\$15.00	Cultural performances for students	\$15.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Field trip fees	\$10.00	Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.
Lockers	\$7.50	covers cost of replacing locks	\$7.50		
Caution fees	\$75.00	One time charge in Gr 7 or when they enter our school.	\$75.00		Fee is fully refundable at graduation or when they leave our school, providing all textbooks are returned and undamaged.

SCHOOL CHARGES for 2021-2022

for KEY / DISTANCE LEARNING

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Course Resources	Cost of resources up to \$100 max	This is a deposit and the deposit will be returned when the resources are returned to KLC. This deposit is intended to encourage return of the course/program resources.	\$100.00		Deposit will not be required if family is unable to pay.
IT - iPad, Chromebook, Computer	\$100.00	This is a deposit and the deposit will be returned when the resources are returned to KLC. This deposit is intended to encourage return of the course/program resources and offset the cost of repairing any damages.	\$100.00		Deposit will not be required if the family is unable to pay.

SCHOOL CHARGES for 2021-2022

for MARGARET 'MA' MURRAY COMMUNITY SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Agenda	\$10.00	Agendas for grades 1-6	\$10.00		
School supplies	\$35.00	Supplies for grades 1-6 - School supplies needed throughout the year.	\$35.00		Optional charge - parents can pick up their own supplies if they prefer.
School supplies	\$40.00	Supplies for Kindergarten - School supplies needed throughout the year.	\$40.00		Includes \$5.00 for baking supplies
Cultural events	\$10.00	All students - This is used to offset cultural events offered at the school.	\$10.00		Students who cannot afford this fee will not be penalized.
Busing	\$10.00	All students - Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Camp Cameron	\$40.00	Cover costs of the bus, food, etc.	\$40.00		Students who cannot afford this fee will not be penalized.
Field trip fees	up to \$8.00	cover cost incurred for off site field trips	up to 8.00		students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2021-2022

for NORTH PEACE SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Caution Fee	\$70.00	Textbook Caution Fee	\$70.00		
Leadership Fee	\$12.00	Cultural Fee	\$12.00		
Locker Fee	\$5.00	Locker Rental/locks	\$5.00		

SCHOOL CHARGES for 2021-2022

for PRESPATOU ELEM-SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Agenda	\$10	Agendas for Grades 1-7	\$10		Parents can purchase agendas on their own, but need a copy of the school expectations, bell schedules, Code of Conduct, etc.
Cultural Events	\$10	This is used to offset cultural events offered at the school. Students who cannot afford this fee will not be penalized.	\$10		**Currently not being charged**
Field Trips	\$10	Up to \$10 will be collected for field trips that classroom teachers want to take their students on. Students will not be penalized if they cannot afford this fee.	\$10		Applies to specific classes and specific field trips.
Camp Cameron	\$40-80	Classes that wish to go to Camp Cameron will be charged between \$40-80 to cover the costs of the long bus ride, food etc. Students who cannot afford this fee will not be penalized. Classes are expected to fundraise to lower the cost.	\$40-80		Applies to specific classes.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Sports Teams	\$10	Up to \$10 will be collected for extra-curricular sports teams where there is a cost for busing, refs, tournament registration, etc. Students who cannot afford this will not be penalized.	\$10		Applies to participants of sports teams.
Secondary Caution Charges - All Secondary Students (Pd once only)	\$50.00	\$50.00 refundable charge returned to student when they graduate from or leave Prespatou School. This charge is intended to be used only when the student has outstanding charges (usually textbooks, library books or chromebooks) owing to the school or damages to school property.	\$50.00		Secondary - **Currently not being charged**
Shop Classes	Various	Cost of materials needed by a student to build the projects of their choice beyond those that the school will provide. These charges must be paid prior to a project being started.	Various		
Food Classes	\$20.00	To cover food costs when food is fed directly to the student.	\$20.00		Secondary - **Currently not being charged**

SCHOOL CHARGES for 2021-2022

for ROBERT OGILVIE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	Remaining	
Kindergarten Supplies	\$40.00	School supplies for Kindergarten	\$40.00		
Kindergarten Cultural	\$10.00	Used to offset cultural events offered at the school	\$10.00		
Kindergarten Bussing	\$10.00	To help cover the cost of field trips	\$10.00		
Grades 1-6 Supplies	\$40.00	School supplies for Grade 1-6	\$41.00		
Grades 1-6 Cultural	\$12.00	Used to offset cultural events offered at the school	\$12.00		
Grades 1-6 Bussing	\$13.00	To help cover the cost of field trips	\$13.00		
Grades 1-6 Agenda	\$10.00	Student agendas	\$10.00		
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program

SCHOOL CHARGES for 2021-2022

for TAYLOR ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Kindergarten supplies	\$45.00	School supplies needed throughout the year.	\$45.00		Optional charge - parents can pick up their own supplies if they prefer.
Grade 4-6 supplies	\$50.00	School supplies needed throughout the year.	\$50.00		Optional charge - parents can pick up their own supplies if they prefer.
Agenda	\$7.00	Agendas for grades 3-6.	\$7.00	\$1.00	Parents can purchase one on their own if they wish. School will pay the additional \$1.00 per agenda.
Cultural fees	\$10.00	This is used to offset cultural events offered at the school.	\$10.00		Students who cannot afford this fee will not be penalized.
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Field trip fees	\$10.00	Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2021-2022

for TECHNOLOGY SERVICES

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program

SCHOOL CHARGES for 2021-2022

for UPPER HALFWAY ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
K – Grade 3 Supplies	\$30.00	Optional charge – families can purchase student supplies. Contact the school for a supply list.	\$30.00		
Grade 4 - 10 Supplies	\$35.00	Optional charge – families can purchase student supplies. Contact the school for a supply list.	\$35.00		
Student Agenda	\$10.00	Applies to all students.	\$10.00		
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Field Trip Fee	\$10.00	Applies to all students	\$10.00		

SCHOOL CHARGES for 2021-2022

for UPPER PINE ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Primary School Supplies (K-Gr 3)	\$40.00	School supplies needed throughout the year	\$40.00		
Intermediate Classroom Supplies (Gr 4-8)	\$10.00	Used to offset cost of supplies used by students that are provided by the school	\$10.00		
Agenda	\$8.00	Agendas for K-Gr 7	\$8.00		
Cultural Fees	\$15.00	Used to offset cost of cultural events offered at the school	\$15.00		Students who cannot afford this fee will not be penalized
Gr 8 Caution Fees	\$50.00	Used to offset costs of replacing lost textbooks	\$50.00		Fees are refunded if all textbooks are returned and undamaged
Locker Rental	\$2.00	Locker use charge (lock included)	\$2.00		Optional charge - students can choose not to have a locker or provide their own lock
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program
Field Trip Fees	\$10.00	Used to offset cost of field trips that classroom teachers wish to take their students on	\$10.00		Classes will fundraise, but if they are short funds, there will be a small charge to cover costs. Applies to specific classes. Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2021-2022

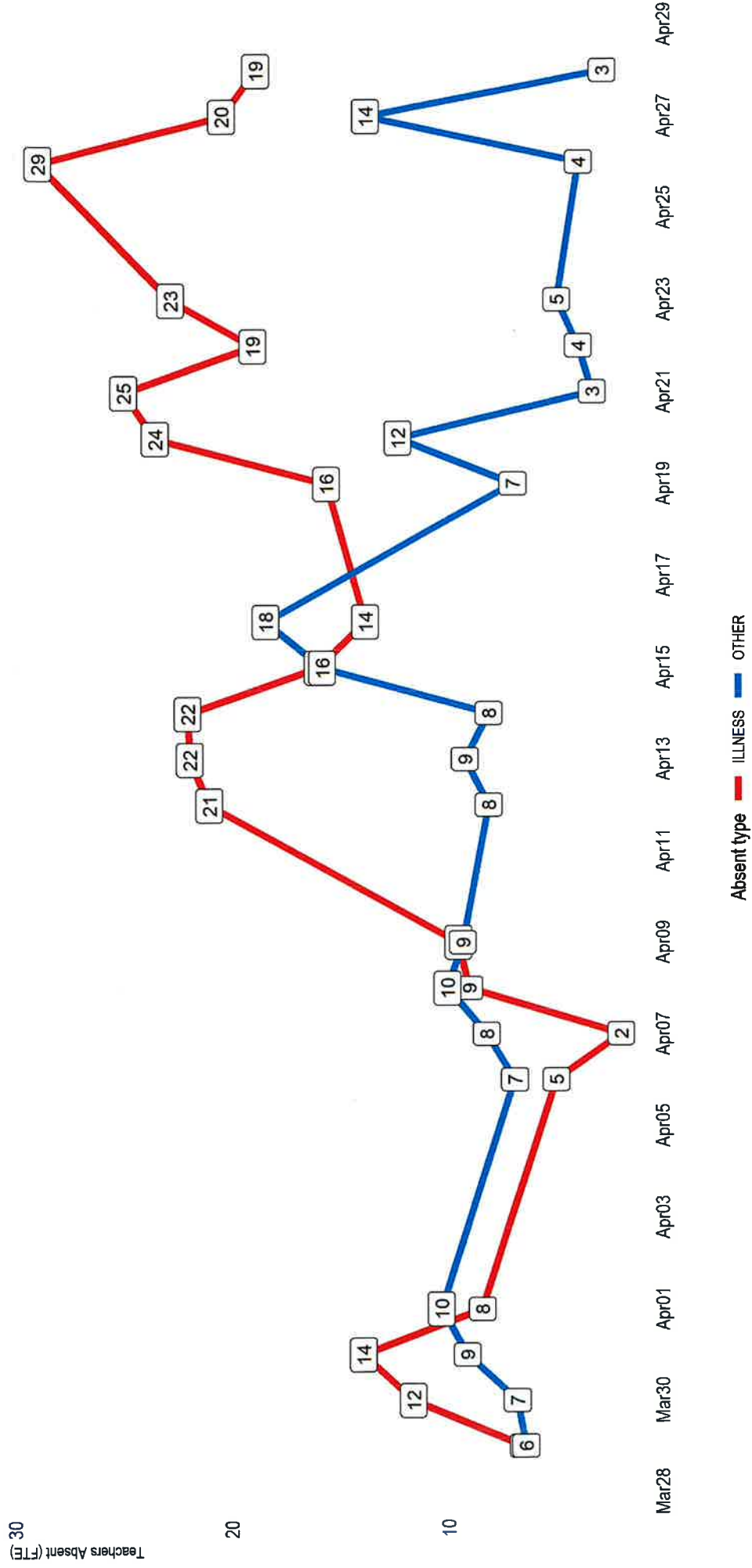
for WONOWON ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
K – Grade 3 Supplies	\$40.00	Optional charge – families can purchase student supplies. Contact the school for a supply list.	\$40.00		
Grade 4 - 6 Supplies	\$45.00	Optional charge – families can purchase student supplies. Contact the school for a supply list.	\$45.00		
Field Trip/Cultural Fee	\$10.00	Applies to all students	\$10.00		
CWT	\$30.00	This fee is set by the district as an insurance fee for usage of iPads, etc. for grade 6 students	\$30.00		SD60 Technology - iPad Insurance Program

Workforce Report

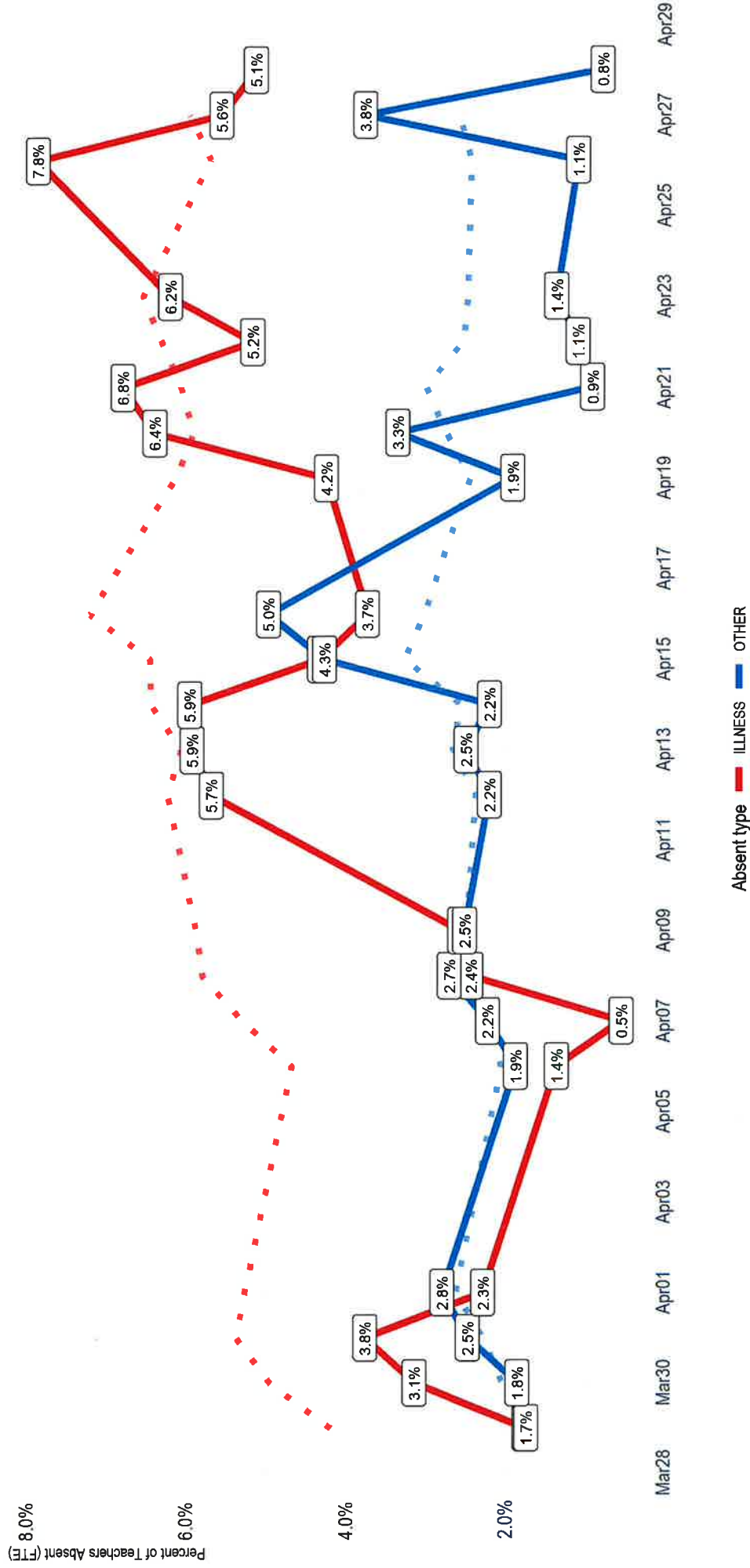
Education Analytics Office
April 2021

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



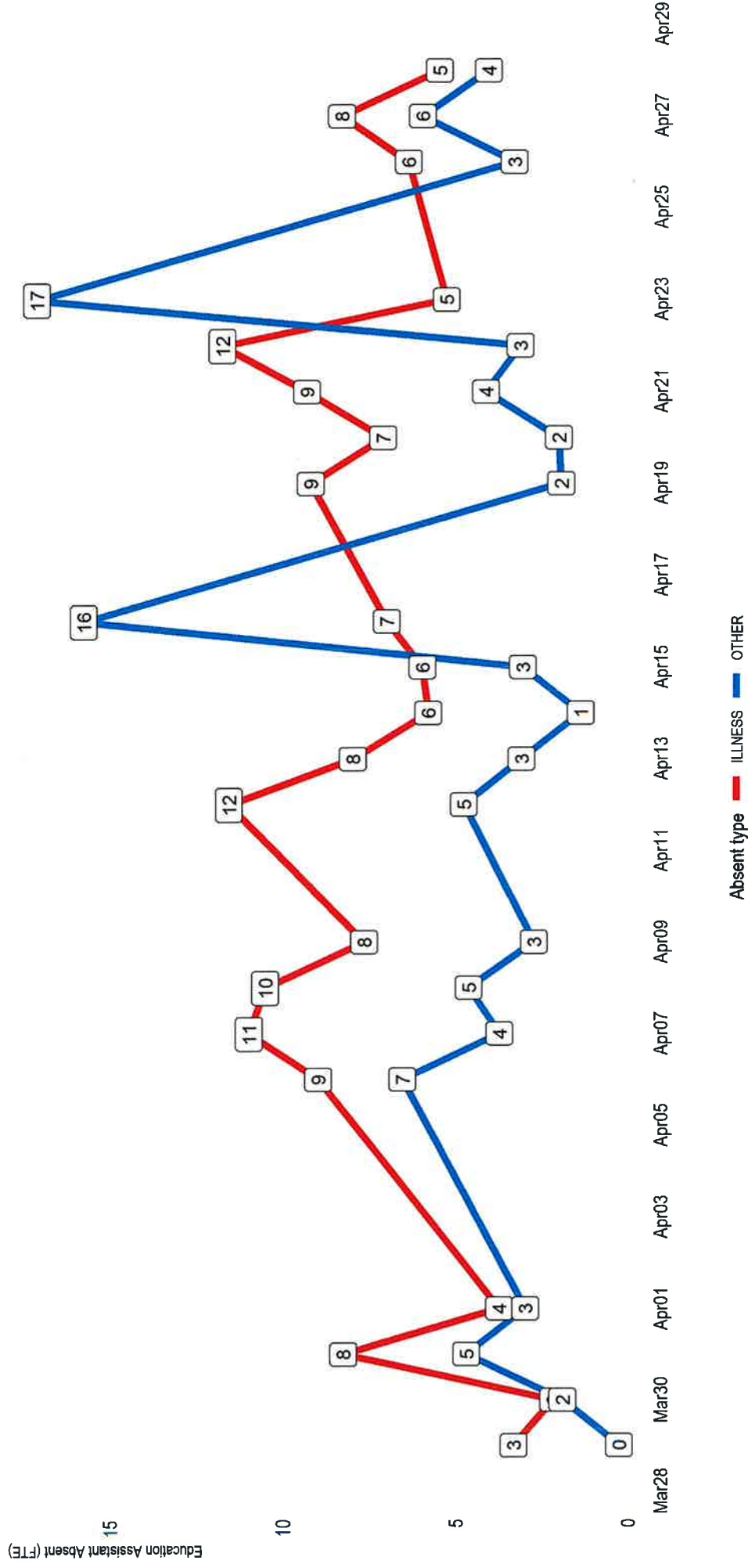
FTE: full time equivalent; ILLNESS includes sickness and COVID-19

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



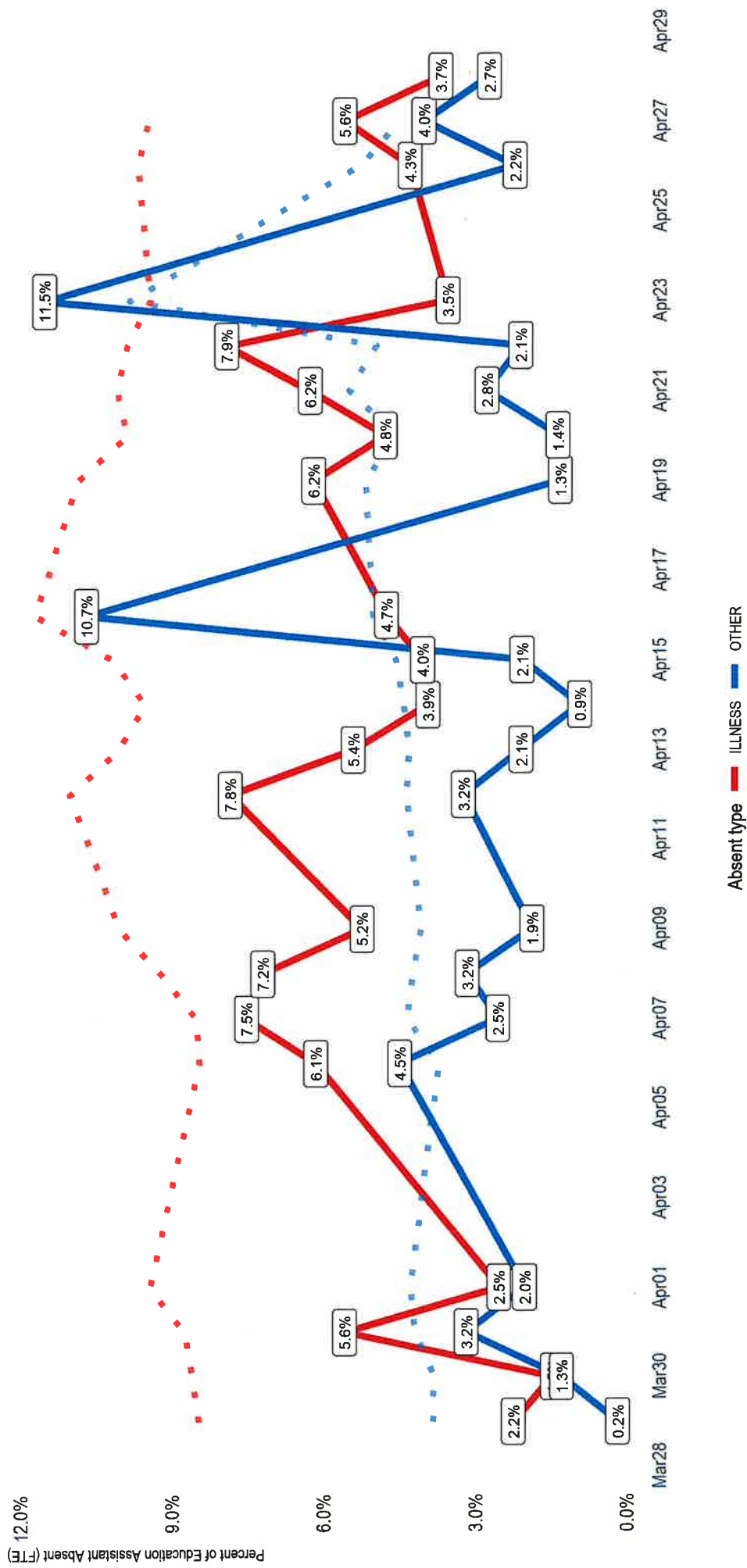
dotted lines are the BC averages; %'s based on full time equivalent (FTE) staff; ILLNESS includes sickness and COVID-19

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



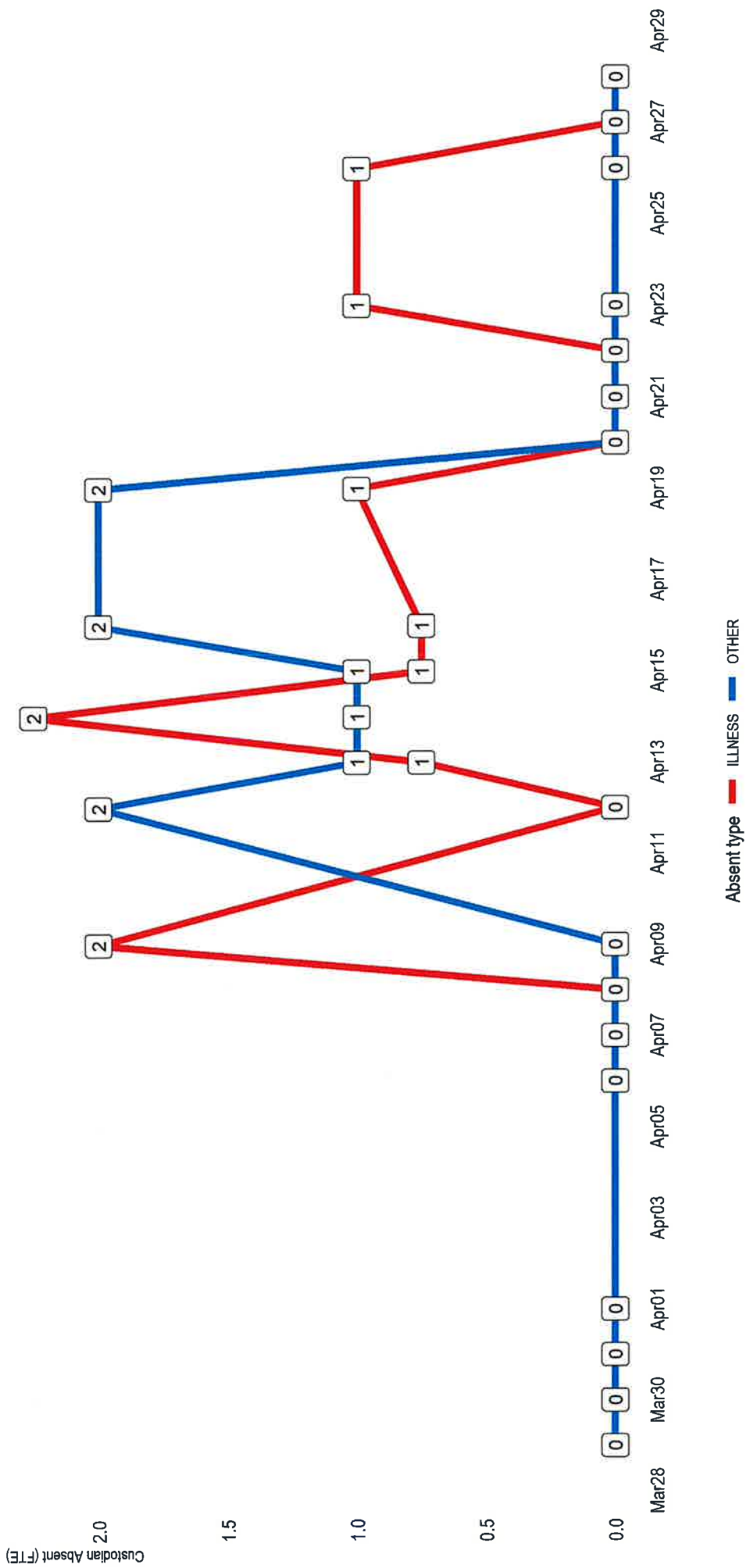
FTE: full time equivalent; ILLNESS includes sickness and COVID-19

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



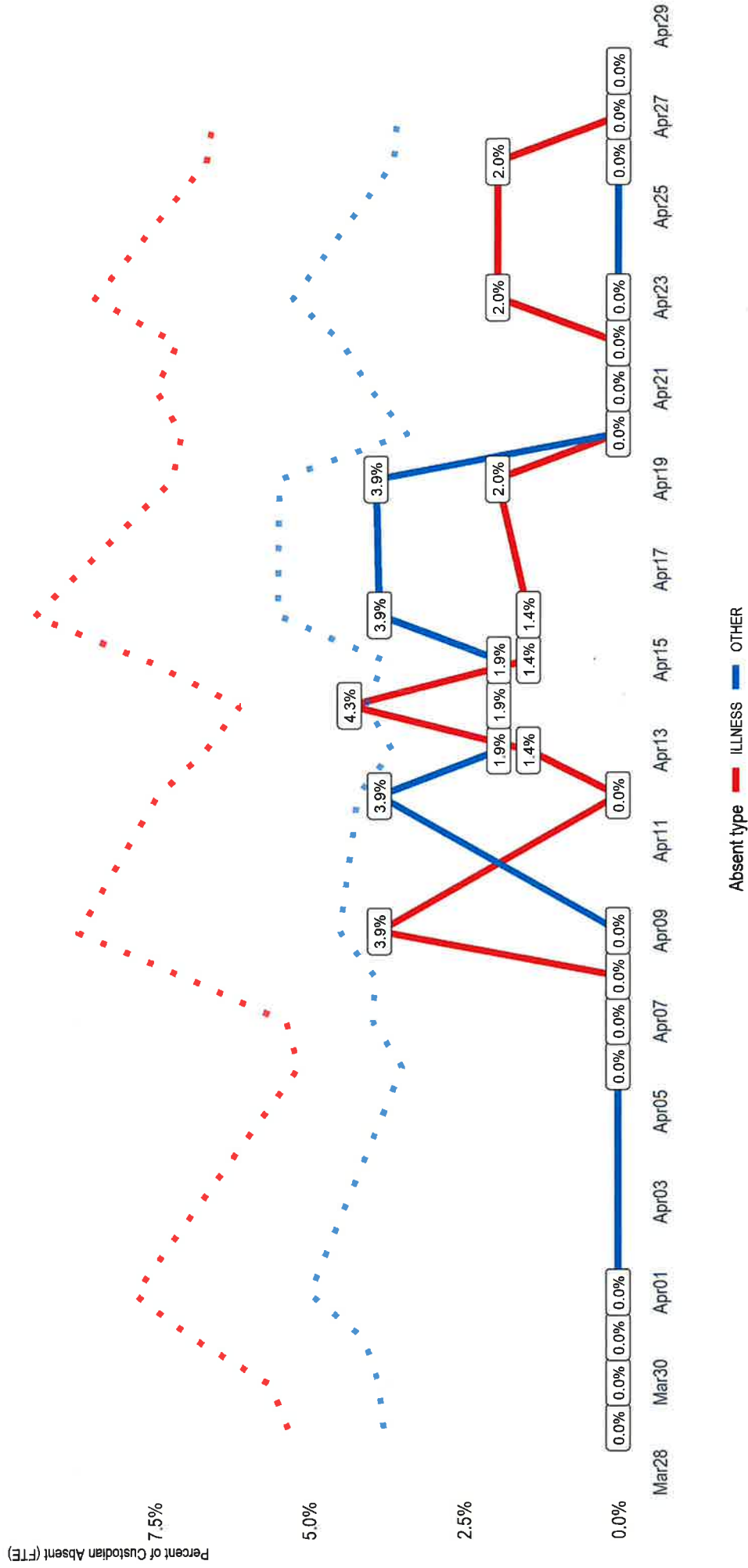
dotted lines are the BC averages; %'s based on full time equivalent (FTE) staff; ILLNESS includes sickness and COVID-19

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



School District #60 (Peace River North)
Administration Office
Summer Hours and Summer Closure

Please see the following change in hours and Board Office closure:

Change in Hours

July 5 – 16: closed for lunch (12:00 – 1:00 p.m.)

August 23 – 27: closed for lunch (12:00 – 1:00 p.m.)

Closure

The School District Board Office will be closed during the period of July 19 to August 20, re-opening on August 23, 2021.

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

Board of Trustees Meetings 2021-2022

DATE	MEETINGS	START TIME
August 30	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
September 20	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
October 4	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
October 18	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
November 1	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
November 15	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
November 29	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
December 13	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
Christmas Vacation: December 20, 2021 – January 3, 2022; Schools re-open January 4, 2022		
January 10	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
January 24	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
February 7	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
February 21	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
March 7	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
Spring Vacation: March 21 – April 1, 2022; Schools re-open April 4, 2022		
April 11	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
April 18 or 25 (BCSTA AGM 21-24) (Easter Apr 15-17)	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
May 9	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
May 24 (Tues)	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.
June 6	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
June 20	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:30 p.m.

Location: all meetings are held at the School Board #60 Board Office in the Board Room.

Committee of the Whole Meetings: held the first Monday of each month, with the above noted exceptions, because of statutory holidays and holiday breaks

Regular Board Meetings: held the third Monday of each month, with the above noted exceptions because of statutory holidays and holiday breaks.

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2022 Holidays for Canada

Jan 1 New Year's Day
 Apr 15 Good Friday
 Apr 17 Easter Sunday
 May 8 Mother's Day
 May 23 Victoria Day

Jun 19 Father's Day
 Jul 1 Canada Day
 Aug 1 Civic Holiday
 Sep 5 Labour Day
 Oct 10 Thanksgiving

Nov 11 Remembrance Day
 Dec 25 Christmas Day
 Dec 26 Boxing Day



British Columbia
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[CLICK HERE TO VIEW BCSTA'S UPCOMING EVENTS](#)

Please note that BCSTA branch and committee meeting dates, as well as motion submission deadlines, are not represented on the partners calendar. Please check the [HUB](#) for those details and other member-specific items.

Upcoming Events

EVENTS FROM*2021-04-19***SEARCH***bcsta***FIND EVENTS****VIEW AS**

List ▾

[« Previous Events](#)

October 2021

BCSTA | Provincial Council

October 22 - October 23

*Morris J Wosk Centre for Dialogue, 580 W Hastings St
Vancouver, BC V6B 5K3 Canada + Google Map*

Please see agenda for exact times.

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December 2021

Dec 2-4.

bcstahub.orgbcstamotions.orgbcstaexpense.org

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April 2022

BCSTA | Annual General Meeting



April 21, 2022 @ 12:00 pm - April 24, 2022 @ 12:00 pm

[Find out more »](#)

December 2022

BCSTA | Trustee Academy

December 1, 2022 @ 12:00 pm - December 3, 2022 @ 12:00 pm

[Find out more »](#)

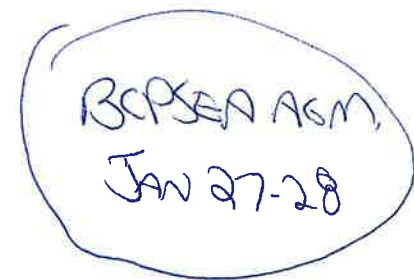
April 2023

BCSTA | Annual General Meeting

April 27, 2023 - April 30, 2023

Westin Bayshore, 1601 Bayshore Drive

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Close and accept

November 2023



School District No. 60 (Peace River North) **“Adopted” Three-Year Local School Calendar 2020-2021, 2021-2022, 2022-2023**

	2020-2021	2021-2022	2022-2023
School Calendar Information & Non-Instructional Days	District Dates	District Dates	District Dates
Days in Session	183	182	187
Number of Instructional Days	175	174	179
Schools Open	Tuesday, September 8, 2020	Tuesday, September 7, 2021	Tuesday, September 6, 2022
Non-Instructional Day (School Planning)	Friday, September 25, 2020	Friday, September 24, 2021	Friday, September 23, 2022
Thanksgiving Day	Monday, October 12, 2020	Monday, October 11, 2021	Monday, October 10, 2022
Non-Instruction Day (Pro-D Provincial)	Friday, October 23, 2020	Friday, October 22, 2021	Friday, October 21, 2022
Remembrance Day	Wednesday, November 11, 2020	Thursday, November 11, 2021	Friday, November 11, 2022
Early Dismissal Day	Wednesday, November 25, 2020	Wednesday, November 24, 2021	Wednesday, November 23, 2022
Early Dismissal Day	Thursday, November 26, 2020	Thursday, November 25, 2021	Thursday, November 24, 2022
Non-Instructional Day (Parent-Teacher Interviews)	Friday, November 27, 2020	Friday, November 26, 2021	Friday, November 25, 2022
Christmas Vacation Period	Monday, December 21, 2020 – Friday, January 1, 2021	Monday, December 20, 2021 – Monday, January 3, 2022	Monday, December 19, 2022 – Monday, January 2, 2023
Schools reopen after Christmas Vacation	Monday, January 4, 2021	Tuesday, January 4, 2022	Tuesday, January 3, 2023
Non-Instructional Day Pro-D (District - Semester Turnaround)	Friday, January 29, 2021	Friday, January 28, 2022	Friday, January 27, 2023
Family Day	Monday, February 15, 2021	Monday, February 21, 2022	Monday, February 20, 2023
Non-Instructional Day (Report Writing)	Monday, February 22, 2021	Monday, February 28, 2022	Monday, February 27, 2023
Early Dismissal Day	Wednesday, March 10, 2021	Wednesday, March 16, 2022	Wednesday, March 15, 2023
Early Dismissal Day	Thursday, March 11, 2021	Thursday, March 17, 2022	Thursday, March 16, 2023
Spring Vacation Period /District Closure Days	March 15 - March 26, 2021	March 21 - April 1, 2022	March 20 - March 31, 2023
Schools Reopen after Spring Vacation /District Closure Days	Monday, March 29, 2021	Monday, April 4, 2022	Monday, April 3, 2023
Good Friday	Friday, April 2, 2021	Friday, April 15, 2022	Friday, April 7, 2023
Easter Monday	Monday, April 5, 2021	Monday, April 18, 2022	Monday, April 10, 2023
Non-Instructional Day Pro-D (Indigenous Learning)	Friday, April 23, 2021	Friday, April 22, 2022	Friday, April 21, 2023
Non-Instructional Day (Pro-D Day)	Friday, May 7, 2021	Friday, May 6, 2022	Friday, May 5, 2023
Victoria Day	Monday, May 24, 2021	Monday, May 23, 2022	Monday, May 22, 2023
Last day for Students	Thursday, June 24, 2021	Thursday, June 23, 2022	Thursday, June 29, 2023
Administrative Day - Schools Close	Friday, June 25, 2021	Friday, June 24, 2022	Friday, June 30, 2023

Dear Stephanie;

In our last board chair call you indicated that the BCSTA needed information on what our district needed. This letter outlines some of the things that we see as very important.

In terms of the COVID response for September we would like to see science based decisions that take into consideration the regional variations in the number of active COVID cases as well as the level of vaccination in the population. Applying the same measures in all regions when the experiences are not the same resulted in our public losing confidence in the system. This is a confidence that we need to restore to have all our students return to in person learning in our classrooms.

Our staff is weary and really needs a restful summer break without uncertainty and last minute decisions like those they faced this September. We need to know the September expectations as soon as possible. If there is uncertainty in June the summer will be another really stressful one.

The enhanced cleaning protocols and safety measures that were in place this year may have become a new public expectation. If there continues to be a demand for things such as hand sanitizer at the entrances and day time custodians it will not be possible without additional funding. In 2020/21 the additional funds that came from the federal and provincial government were used for these purposes.

This year COVID exposure notices have placed an unnecessary burden on staff. The use of the term exposure caused confusion and created anxiety. The length of time between exposure events and the actual issuing of notices due to delays in COVID testing and contact tracing made some angry and our staff bore the brunt of this. There were some that just stopped paying attention to the exposure notices. We strongly urge that exposure notices be eliminated in the upcoming school year. We need to learn from our communication mistakes this year and not repeat them in the new school year.

We ask that the Ministry of Education be asked to temper their expectations of schools in 21/22. Districts will still be in recovery as they address the learning impacts of the pandemic. There were things that district staff and schools could not get to this year because of the time and energy spent dealing with the demands of COVID -19. It will take more than a summer break for many to recover from the past two years. We want our staff to continue in the system.

Sincerely,

Helen Gilbert

Cc Stephen Petrucci

Policy Committee Meeting Notes

May 3, 2021

11:00 a.m.

Attendees: Stephen Petrucci, Superintendent
Angela Telford, Secretary-Treasurer
Erin Evans, Policy Committee Chair (*via Zoom*)
Helen Gilbert, Board Chair
Bill Snow, Trustee
Leah Reimer – Executive Assistant

Public Interest Disclosure Act (PIDA)

- Remove the administrative procedures from the policy
- Administrative procedures will be reviewed by HR and then implemented
- Not due until December 31, 2021

ACTION: Bring forward for Notice of Motion at the May 17, 2021 Board Meeting

#1003 School Board Meeting Delegations

- A new draft policy was presented
- The form would be provided by the ST's office

ACTION: Place draft in new policy format, create a form and make additional recommended changes. Bring forward for Notice of Motion at the May 17, 2021 Board Meeting

#2004 Student Admission & Choice

- Discussion around whether the regulations should be removed as it overly complicates what the "choice letter" is supposed to do. This is operational

ACTION: Leah to forward Trustees the School Admission Choice Letter that is sent out every year to the committee for their review

ACTION: Remove the Regulations, place in the new policy format and add references. Bring back to the next Policy Committee meeting

#1001 School Board Duties & Authority/#1002 Board Member Authority

- Discussion whether this should be included in the Board bylaws

ACTION: Add as an amendment to Bylaw 1/90 (in green) that has recently gone out for Notice of Motion and to be adopted at the May 17, 2021 Board Meeting.

ACTION: #1001 and #1002 to go forward for Notice of Motion to delete at the May 17, 2021 Board Meeting.

ACTION: Stephen, Angela and Leah to meet to review the wording of Bylaw 1/90

#2001 School Fees

ACTION: Place in the new format and any suggested changes, including referencing legislation and bring forward to the next Policy Committee Meeting

#2002 Substance Abuse Prevention

ACTION: Update to the new format and make changes to the website

Tentative Meeting Dates:

Mondays @ 11:00 a.m.

June 7, 2021

October 4, 2021

November 29, 2021

February 7, 2022

April 11, 2022

June 6, 2022

ACTION: Leah to add dates to Google calendar

Next Meeting Date: Monday, June 7, 2021 @ 11:00 a.m.



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)

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 an Online Meeting

- Use district provided devices and school district provided emails for board business, this addresses security concerns
- ~~Google Chrome~~ A recommended browser works best for accessing Zoom Online 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 Online meeting 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.~~



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

4000 Personnel

4035 Public Interest Disclosure Act (PIDA)

Adopted:
Revised:
Reviewed:

Reference:

Policy

Purpose

The Board of Education of School District No. 60 (Peace River North) is committed to honesty, integrity, and accountability in its operations, programs, and services and to promoting a culture of openness and transparency. The School District encourages and supports all personnel in bringing forward reports of unlawful acts and acts of wrongdoing in a manner consistent with the provisions of the British Columbia *Public Interest Disclosure Act* ("PIDA").

The purpose of this Policy and related Procedures is to establish a process, in compliance with the PIDA, for employees and trustees to report, in good faith, wrongful or unlawful conduct without fear of retaliation or reprisal.

Scope of Policy

This Policy applies to alleged wrongdoing related to the School District's operations or personnel. This Policy does not displace other mechanisms set out in School District Policy for addressing and enforcing standards of conduct, disputes, complaints, or grievances, including issues of discrimination, bullying and harassment, occupational health and safety, or disputes over employment matters or under collective agreements.

Guidelines/Principles:

Definitions

In this Policy and the Procedures, the following capitalized terms are defined as indicated:

"Advice" means advice that may be requested in respect of making a Disclosure or a complaint about a Reprisal under this Policy or the PIDA;

"Discloser" means an Employee or Trustee who makes a Disclosure or seeks Advice or

makes a complaint about a Reprisal;

“Discloser” means an Employee or Trustee who makes a Disclosure;

“Disclosure” means a report of Wrongdoing made under this Policy;

“Employee” refers to a past and present employee of the School District;

“FIPPA” means the *Freedom of Information and Protection of Privacy Act*, and all regulations thereto;

“Investigation” means an investigation undertaken by the School District under this Policy or by the Ombudsperson under the PIDA;

“Personal Information” has the same meaning set out in FIPPA, namely “recorded information about an identifiable individual”, and includes any information from which the identity of the Discloser or any person who is accused of Wrongdoing or participates in an Investigation can be deduced or inferred;

“Personnel” means Employees and Trustees;

“PIDA” means the *Public Interest Disclosure Act* of British Columbia, and all regulations thereto;

“Procedure” means the School District’s Administrative Procedure associated with this Policy, as amended;

“Reprisal” means the imposition of, and any threat to impose, discipline, demotion, termination or any other act that adversely affects employment or working condition of a member of Personnel because they made a Disclosure, sought Advice, made a complaint about a Reprisal or participated in an Investigation;

“Trustee” means a past or present member of the School District’s Board of Education; and

“Wrongdoing” refers to:

- a. a serious act or omission that, if proven, would constitute an offence under an enactment of British Columbia or Canada;
- b. an act or omission that creates a substantial and specific danger to the life, health or safety of persons, or to the environment, other than a danger that is inherent in the performance of an employee’s duties or functions;
- c. a serious misuse of public funds or public assets;
- d. gross or systematic mismanagement;
- e. knowingly directing or counselling a person to commit any act or omission described in paragraphs (a) to (d) above.

Statement of Principles

- The School District is committed to supporting ethical conduct in its operations, and seeks to foster a culture in which Employees and Trustees are encouraged to disclose Wrongdoing, including by receiving, investigating and responding to Disclosures and by providing information and training about the PIDA, this Policy and the Procedures.
- The School District will investigate Disclosures that it receives under this Policy. Investigations under this Policy will be carried out in accordance with the principles of procedural fairness and natural justice.
- The School District will not commit or tolerate Reprisals against any Employee or Trustee who, in good faith, makes a request for Advice, makes a Disclosure, participates in an Investigation or makes a complaint under this Policy.
- The School District is committed to protecting the privacy of Disclosers, persons accused of Wrongdoing and those who participate in Investigations in a manner that is consistent with its obligations under the PIDA and FIPPA.

Privacy and Confidentiality

All Personal Information that the School District collects, uses or shares in the course of receiving or responding to a Disclosure, a request for Advice, a complaint of a Reprisal, or conducting an Investigation will be treated as confidential and will be used and disclosed as described in this Policy, the Procedures, the PIDA or as otherwise permitted or required under FIPPA and other applicable laws.

Reporting

Each year, the Superintendent shall prepare, in accordance with the requirements of the PIDA, and make available, a report concerning any Disclosures received, Investigations undertaken and findings of Wrongdoing. All reporting under this Policy will be in compliance with the requirements of FIPPA.

Responsibility

The Superintendent is responsible for the administration of this Policy, and shall ensure that training and instruction is available to all Employees and Trustees concerning this Policy, the Procedures and the PIDA.

In the event that the Superintendent is unable or unavailable to perform their duties under this Policy, the Superintendent may delegate their authority in writing to the Secretary-Treasurer or other senior members of Personnel.



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

1000 Governance

1003 School Board Meeting Delegations

Adopted: 1998-12-09

Revised: 2012-02

Reviewed: 2021-05

Reference:

Policy

Public delegations may address the Board, in accordance with the following guidelines/principles.

Guidelines/Principles

- A group or individual wishing to speak to the Board shall submit a request addressed to the Secretary-Treasurer so that it is received at least 2 weeks prior to the Board meeting at which the party wishes to appear. This request will be in writing and will contain an outline of the matter to be presented, any accompanying materials, and the name(s) of the spokesperson(s). A form will be provided for this purpose through the Secretary-Treasurer's office
- Matters pertaining to personnel issues, individual students, or parent complaints will not be addressed by public delegation but rather through the District complaints process and finally through the appeals process pursuant to Section 11 of the School Act.
- The Chairperson, or in the absence of the Chairperson, the Vice-Chairperson, in consultation with the Superintendent and/or the Secretary-Treasurer, shall decide whether the request will be granted. In the case of a refusal, the applicant may appeal to the Board in writing.
- Presentations will be limited to 10 minutes with 5 minutes allocated for questions and remarks.
- All remarks and questions, whether from delegates or Trustees, shall be directed through the Board Chairperson. Such remarks and questions shall be pertinent to the topic described in the initial request to appear.
- The Board will generally reserve a decision on a response to the matter raised by a delegation, until the next Board meeting. If action results, the delegation will be advised by the Board.



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

SCHOOL BOARD MEETINGS – DELEGATIONS
Policy 1003
Required Information

1. **Topic of Delegation:** _____
2. **Name of Group or Individual:** _____
3. **Contact Information:**
Mailing address: _____
Home Phone Number: _____
Work Phone Number: _____
Email: _____
4. **Name of Presenter:** _____
5. **Attached slides/handouts:** _____
6. **Technology Requirements:** _____
7. **Summary of Presentation:**

SCHOOL DISTRICT NO. 60 (Peace River North)

POLICY NO.: ~~1001~~ **DATE APPROVED:** ~~1992-04~~

SUBJECT: ~~School Board Duties and Authority~~

Policy

~~The Board acknowledges that the statutory powers and duties of the Board are set forth in the School Act, and recognize that the rights, powers, duties and liabilities of the Board of Education rest only with the legally constituted Board, and not with committees of Trustees or individual Trustees.~~

SCHOOL DISTRICT NO. 60 (Peace River North)

POLICY NO.: ~~1002~~ **DATE APPROVED:** ~~1992-04~~

SUBJECT: ~~Board Member Authority~~

Policy

~~The duty of each individual Board member is to remain committed to reaching and supporting group decisions, of the Board.~~

Dear Stephanie:

At the AGM resolution (18-A2021 19) related to advocacy to reduce assessment wait times received full support from the delegates. As of April 14, 2021 the average provincial autism assessment wait time has increased to 78.7 weeks as per the BC Autism Network website. The average provincial wait time has increased during the pandemic but the wait time before the pandemic was still quite long. In preparing the background for the resolution rationale we did get wait time by health region and found that there was a range of times through out the province. This variation is an equity issue. Currently, the wait time in the Northern Health Region is more than two years (104 +weeks). Wait times for assessments for other forms of neurodiversity are also long but they are not published provincially. Although we reached out to get the provincial wait time for Complex Developmental Behaviour Conditions this information was not shared with us. We know that our regional wait time is long but not as long as that for autism.

Some of the story as to why this resolution was important to our board was not included in the rationale. This background may be useful in advocacy work connected to this important issue.

Our local Child Development Centre offers an early intervention program for preschoolers with autism called Kids Connect. The children that participate in this program come into the school system with readiness skills. Families use their autism funding for Kids Connect. Funding for early intervention programs comes once there is an assessment that confirms a diagnosis of autism. This leaves preschoolers waiting to access services during a very formative time in their development. A two-year assessment wait time means children may enter the school system with a larger developmental gap than they might have had if they had access to early intervention.

To keep the Kids Connect Program going when there is a community need the CDC pays for the program through fundraising. The CDC has also applied for grants to bring assessment teams into the community so families do not have to wait so long for confirmation of their child's diagnosis. Some School District 60 students have received assessments when these teams have been in town. A child's needs exist with or without an assessment. Both the CDC and School District put supports in place based on need. When there is not a diagnosis the funding for the supports comes from other places in our respective systems. Meeting the needs that should be met through other Ministries takes support and energy from other areas in our respective organizations.

While gathering background information for the resolution we also became aware of a remarkable young man named Kyle. Kyle recognizes the challenge for families that comes from long wait times. With the support of his family Kyle has been fundraising to support others in the Northern Health Region to get assessments and service dogs. Details about his efforts can be found on his facebook page <https://www.facebook.com/Kyleskindness/>.

Assessment wait times are a complex issue. The availability of professionals willing to work in areas other than the lower mainland is a factor in the wait time in some regions. Sometimes people leave the Northern Health Region to seek private

assessments but with pandemic travel restrictions this has not occurred with the same frequency.

Kyle has a clarity related to the need and a willingness to act that we hope will come with an advocacy focus on this issue by all who are able to make a difference.

Sincerely

Helen Gilbert
Board Chair

Cc Stephen Pettrucci
CDC
Fort St John
Peace River Regional District
MLA 's
Minister of Education
Minister of Health
Northern Health
Indigenous Health