

# MINUTES

## SCHOOL DISTRICT NO. 60 (Peace River North)

### REGULAR MEETING

Monday, April 20, 2020

6:30 p.m.

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

Stephen Petrucci, Superintendent of Schools  
Brenda Hooker, Secretary-Treasurer  
Leah Reimer, Recording Secretary

*(Guests/Media)*

Michele Wiebe, PRNTA President

*Regrets:*



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*LIVE STREAMED – meeting will be recorded for accountability and to allow public access*

**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** There being no objections, the agenda was accepted with the addition of the following:

**Business Arising**

Joint District's Meeting – *Chair Gilbert*

**New Business**

SD #59, #60 & MLA's Meeting – *Chair Gilbert*

**Presentations/Delegations**

No Presentations/Delegations

**Trustee Input**

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

Chair Gilbert

- As part of my role, I've contacted schools that I'm a liaison with but also looking at websites of all schools...I'm amazed at the intensely positive

support with schools and communities (ie. food drives, parades of parents and teachers for students)

- We're all learning things from this...may be an improvement down the road in some cases (eg. Bert Bowes will hold its PAC meeting via Zoom with the hope it will draw more people to join in)
- Provincial outreach – aware of challenges of other districts and I would like to indicate how proud I am of our district staff, teachers and the work being done in our community...it's not the same in some other areas of the province

#### Vice-Chair Gilliss

- As a parent of young children and having to assist in teaching them, it has given me a whole new appreciation of teachers
- I know teacher's don't want to be teaching this way, but thankful for their efforts
- Hudson's Hope teachers are doing an excellent job connecting with their students...they play such a huge part in the children's lives

#### Trustee Campbell

- Received a lot of phone calls from parents in the area about the storytelling that is being done by the district staff and how much they appreciate it

#### Trustee Evans

- Attended Beauty and the Beast at Central before this all happened
- Thankful my kid's dad is a teacher...commend all the teachers
- It's a lot of work for the teachers...it's not what they want to do but their researching a lot...can't imagine the level of work they're doing...it's appreciated

#### Trustee Lehmann

- Connected with administrators over the phone...overall it seems to be going well
- Trying to keep in touch with them and encourage them

#### Trustee Scott-Moncrieff

- Been in contact with the administrators of the schools I deal with...they have their challenges and successes
- Constant communication

#### Trustee Snow

- Checking in with administrators at NPSS, Bert Ambrose and ELC and asking them to pass on a thank you to the teachers
- My neighbors are appreciative of what is going on...good comments and people want to be back
- Bert Ambrose – parents did a thank you parade. Others schools as well.
- Thank you to teachers and administrators

## **Approval of Minutes**

### Motion #43-20

Evans/Snow

THAT the Board adopt the Minutes of the Regular Meeting held March 9, 2020.

CARRIED.

## Business Arising

There following business arose from the above noted Minutes:

### **\*NEW - Joint District Meeting (District of Taylor, District of Hudson's Hope, PRRD, SD #60)**

- Meeting has been postponed due to COVID-19

## Policy 1000.1 Policy Development, Evaluation & Deletion

### Motion #44-20

Evans/Scott-Moncrieff

THAT Policy 1000.1 Policy Development, Evaluation & Deletion be adopted as presented.

CARRIED.

## Capital Bylaw No. 2020/21-CPSD60-01

### Motion #45-20

(First Reading)

Evans/Snow

THAT in accordance with Item 14.2 of the Board of Trustees Bylaw No. 1/90, all three readings of Capital Bylaw No. 2020/21-CPSD60-02 – Capital Plan 2020-21 be given at this meeting

CARRIED.

### Motion #46-20

(First Reading)

Snow/Lehmann

THAT the Board adopt the First Reading of Capital Bylaw No. 2020/21-CPSD60-02 – Capital Plan 2020-21.

CARRIED.

### Motion #47-20

Campbell/Gilliss

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

CARRIED.

### Motion #48-20

(Second Reading)

Evans/Snow

THAT the Board adopt the Second Reading of Capital Bylaw No. 2020/21-CPSD60-02 – Capital Plan 2020-21.

CARRIED.

### Motion #49-20

(Third Reading)

Evans/Gillis

THAT the Board adopt the Third and Final Reading of Capital Bylaw No. 2020/21-CPSD60-02 – Capital Plan 2020-21.

CARRIED.

## Approval of Excerpts

### Motion #50-20

Evans/Campbell

THAT the excerpts from the February 24, 2020 In camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

## Announcements & Reminders

April 28	BC Workers Day of Mourning ( <a href="http://dayofmourning.bc.ca">dayofmourning.bc.ca</a> )	10:30 a.m.	Online
April 28	SUPAC (Evans/Scott-Moncrieff) (via Zoom)	12:00 p.m.	Board Office
May 4	COTW Meetings	12:30 p.m.	Board Office

May 6	NE Roundtable Meeting		
May 8	NID Days (Pro-D)		
May 18	Victoria Day		
May 25	Board Meetings	5:00 p.m.	Board Office
May 26	SUPAC (Evans/Snow) (via Zoom)	12:00 p.m.	Board Office
June 4	NPAA Meeting Wind Up (???)	5:00 p.m.	NPSS
June 8	COTW Meetings	12:30 p.m.	Board Office
June 10	KEY Learning Centre Grad (???)		
June 19	NPSS Graduation (???)	1:30 p.m.	
June 22	Board Meetings	5:00 p.m.	Board Office
June 25	Last Day of School for Students		
June 26	Administrative Day – Schools Closed		
June 26	Hudson’s Hope Grad (???)		

**ACTION:** At the Trustees request, Stephen to send out the Zoom link to all Trustees if they are available to attend the SUPAC meetings

## 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

#### **Working from Home Guidelines**

- For information purposes

#### **Superintendent’s Report/Blog (Attachments)**

- Trustee Snow – recruitment? Stephen – we started recruitment this year earlier than normal. Our northern district spends more money and does more recruitment than other areas. We have been able to fill spots for the fall. Our HR department has connected with them and confirmed that they are still coming
- Chair Gilbert – anything to add regarding COVID-19 update from the report on April 6, 2020 COTW? Emergency Support Worker students and vulnerable students programming is rolling out in three schools. Looking at supporting workers in Tier 2 areas which encompasses many industries, institutions and groups. Looking at how to best serve that population. There is still a bit of hesitation in the community as far as their children going into schools
- School district website has a parent resource page that continues to be updated
- Chair Gilbert – commented on the deployment of bus drivers to give back to the communities and the District’s desire to retain them

### Motion #51-20

Snow/Gilliss

THAT the Board accept the Superintendent’s Report.

CARRIED.

### Secretary-Treasurer's Report

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

#### **Financial Overview to March 31, 2020**

- Brenda reviewed the attachment
- Total Operating Revenue - \$47,907.413
- Total Operating Expenses - \$46,615,643
- Net Revenue - \$5,126
- March's expenses are traditionally less because of Spring Break (1/2 month)
- Traditionally, our first quarter is a loss, break even in the middle, and the final three months' expenses are up due to schools doing the majority of their supplies budget spending. It will be different this year because of COVID-19
- Have done an updated projection to take this into account, however the projected Amended Annual Budget still indicates a deficit that will require application of our reserves to balance it
- Hard to predict as it's dependent on what the Public Health Officer decided as far as students returning back to school
- Some expenses have been down because of COVID-19 but other expenses have increased
- Trustee Evans – summer program? Brenda – Ministry of Education has indicated we should continue to plan for summer programs, although they may look different. Also looking at Tier 1-2 support if the pandemic continues. Ministry is feeling the current in-school support we're providing will transfer to those that normally provide the summer programs. Summer school could be an option for high school students depending on how things progress

#### **Human Resources Summary Report**

- For information purposes
- Note: This report doesn't include any layoffs in regards to COVID-19
- The two lay-offs are for a leave coverage and the other the student moved away so the position was no longer needed
- We don't have any regular support staff that show layoffs. ROE's were given to Casual's and TOC's, but it's not considered a layoff

#### Motion #50-20

Snow/Scott-Moncrieff

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

CARRIED.

#### **Reports Committee of the Whole Meetings held April 6, 2020**

##### Regular Report:

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

##### **COVID-19 Update**

##### **Operations Report**

##### **Board Meetings – Future Public Access and Engagement**

##### **BCTF/BCPSEA Contract Agreement**

## NE Roundtable Meeting Update

### \*NEW – COVID Processes

Motion #51-20

Evans/Campbell

THAT the Board accept the Regular Committee of the Whole Report.  
CARRIED.

## Other Reports

### BCSTA

#### Provincial Council

- Reviewed budget – balanced budget
- Voted in an auditor in (Smythe LLP)
- BCSTA AGM Expense cancellation review – BCSTA AGM makes \$200,000...they received all but \$3,000 back for cancellation...the \$3,000 included printing for the event in the amount of \$500 as well as electronic voting for the new executive (ie. \$2,500). No fees had been collected before cancellation. None of the speakers were paid...they either cancelled or deferred to a future date.
- Looking at other ways to save and collect revenues (ie. committee/executive meetings done Zoom will save money due to travel costs)
- November 2020 – still planning the BCSTA Academy
- Security issues with Zoom – they are not looking at another platform but a business version instead
- BCSTA has released their Strategic Plan and it's available on the "hub". Encourage trustees to refer to it
- Questions re: Vancouver Price Index usage for increases (this comes up every year). Because the BCSTA offices are located in Vancouver, they use that price index
- Looking at other ways to reduce travel costs using Zoom and other platforms

### BCPSEA

- Ratification of Contract – local and provincial items. Board previously ratified the local agreement. PRNTA has voted on the provincial agreement with 97.5% in favor. Board will vote on provincial ratification in the In-Camera meeting resuming at the end of this meeting.
- BCPSEA/BCTF – have looked at letters of understanding in regards to remedies (ie. service is still being provided albeit in a different format)

## Correspondence

No Correspondence

## New Business

### \*NEW - SD #59, #60 & MLA's Meeting

- Have been in contact with SD #59 and feel it's beneficial to schedule this meeting via Zoom
- Will be set up in mid-May subject to everyone's schedules

**ACTION:** Helen to be in contact with attendees to choose a date. Notes from last year have been circulated to SD #59 and will be sent to Trustees to build an agenda off of

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

- Ratification vote took place last week with an approval of 97.5%
- Also want to give a huge thank you to the district, facilities, schools, administrators, teachers, CUPE, and Sabrina for getting all of the safety protocols in place
- Thank you to Senior staff with strategic plan meetings. CUPE and teachers have stepped up in amazing ways and I'm thankful to be part of a district that is technologically advanced. We offer paper, electronic, Zoom, in person options...everyone has pulled together
- Don't know where we are going in the fall, but as long as we keep communicating...Together We Learn...being compassionate, caring and safe

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

Not present

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

Not present

#### **Questions from Press/Public**

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

*No media present – media encouraged to contact Stephen Petrucci or Chair Gilbert. Trustees are here to answer your questions or direct it to appropriate staff*

*District Staff will be looking into activating “live chat” on the livestream in the future, using parameters outlined by BCSTA*

*Trustee Evans, Scott-Moncrieff and Snow declared a “conflict of interest” and left the meeting*

#### Motion #52-20

Evans/Snow

THAT the In-Camera meeting resume.

CARRIED.

#### Motion #53-20

Gilliss/Campbell

THAT the Board resume the Regular Meeting and those Motions made In camera be brought forward for implementation.

CARRIED.

**Adjournment**

Motion #54-20

Gilliss/Campbell  
THAT the meeting be adjourned. (8:00 p.m.)

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

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BRENDA HOOKER,  
SECRETARY-TREASURER