

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

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

Telephone: (250) 262-6000
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Board of Education



A G E N D A B O O K

FOR THE

REGULAR BOARD MEETING

BOARD ROOM

MONDAY, MARCH 7, 2022 @ 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, MARCH 7, 2022
6:30 P.M.

This meeting will be recorded and available on our School District website.

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, February 22, 2022 (pages 5-11)

5.1 Approval of the Minutes

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

6.0 Approval of Excerpts of the In Camera Board Meeting January 24, 2022 (page 12)

7.0 Announcements and Reminders

March 7	NPAA Meeting		
March 9	Labour Management Meeting		Virtual
March 16	District Joint Health & Safety Committee Meeting		Board Room
March 16/17	Early Dismissal Day		
March 21	BCSTA AGM Motions to Membership		
March 21 to April 4	Spring Break		
April 4	NPAA Meeting	4:00 p.m.	
April 11	Policy Committee Meeting	11:00 a.m.	Board Room
April 11	COTW Meetings	12:30 p.m.	Board Room
April 15/18	Good Friday/Easter Monday		
April 21-24	BCSTA AGM		Vancouver
April 22	NID Day (Pro-D)		
April 25	Board Meetings	5:00 p.m.	Board Room
April 26	SUP-PAC Meetings (<i>Snow/Evans</i>)	12:00 p.m.	
May 2	NPAA Meeting		

May 6	NID Day (Indigenous Learning)		
May 9	COTW Meetings	12:30 p.m.	Board Room
May 23	Victoria Day		
May 24 (Tues)	Board Meetings	5:00 p.m.	Board Room
May 24	SUP-PAC Meetings	12:00 p.m.	Board Room

8.0 **Senior Staff Reports**

- 8.1 Superintendent’s Report (page 13)
- 8.2 Secretary-Treasurer’s Report (page 14)

9.0 **Other Reports**

- 9.1 BCSTA – *Trustee Evans (Attachment)*
- 9.2 BCPSEA – *Trustee Gilliss*
- 9.3 Board Pro-D Committee – *Chair Gilbert*

10.0 **Correspondence**

11.0 **Unfinished Business**

12.0 **New Business**

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

14.0 **CUPE Local #4653 Update** – Jennie Copeland, President

15.0 **District Parent Advisory Council (DPAC) Report** – President

16.0 **Questions from the Press and Public**

17.0 **In Camera Motions brought forward for implementation**

18.0 **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

**Tuesday February 22, 2022
6:30 p.m.**

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

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

(Guests/Media)
None

Regrets: Erin Evans, Trustee (Area 5)
Nicole Gilliss, Trustee (Area 3)



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.

Meeting to be recorded and archived on our District website

Agenda

Approval of the Agenda

Motion #15-22

Scott-Moncrieff/Snow
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 PAC Meeting
- Attended Tiny Eye consultation with a student (grandson)
- Sherrill Warrington re: the NIB
- Attended today’s SUPAC meeting

Trustee Evans

- Absent

Trustee Gilliss

- Absent

Vice-Chair Lehmann

- Attended SUP-PAC meeting today
- Attended Clearview PAC
- Clearview Arena AGM
- Attending Bargaining Session
- BCPSEA Zoom call
- Attended Policy Committee Meeting

Trustee Scott-Moncrieff

- Been in contact with all my schools
- Wonowon issues are being sorted
- Invited to taste testing out at Upper Pine
- Prespatou running nicely
- Buick Creek is looking at increasing enrolment by 10% for next year

Trustee Snow

- Went to NPSS, ELC and Bert Ambrose talking with staff
- Elections Committee meeting went well
- Attended NIB virtually
- Attended SUP-PAC Meeting

Chair Gilbert

- BCSTA Climate Change working group
- NIB work after the meeting
- Policy Committee meeting
- BCSTA Board Chair call
- Thank you everyone for their support while I've been out of town

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #16-22

Lehmann/Campbell

THAT the Regular Meeting Minutes of January 24, 2022 be adopted.
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Regional Science Fair

- Chair Gilbert - write a letter thanking them for their presentation. They had some "asks"
- Superintendent – it's primarily an "in kind" support which includes the facilities, tables, and chairs. The availability of TTOC's for those on the executive may hamper our ability to make that commitment at this point in terms of not knowing how many that would be. That would be something that we have done in the past. We would not be able to commit to paying for chaperones or TTOC's, or other costs for national or international fairs at this time as they are unknown

ACTION: The Board Chair will write a letter thanking them for their presentation and responding to their “asks” for the Regional Science Fair

Approval of Excerpts

Motion #17-22 Campbell/Lehmann
 THAT the excerpts from the December 13, 2021 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.
 CARRIED.

Announcements & Reminders

February 28	Non-Instructional Day (Report Writing)		
March 7	NPAA Meeting	4:00 p.m.	Virtual
March 7	Board Meetings	5:00 p.m.	Board Room
March 16/17	Early Dismissal Day		
March 21	BCSTA AGM Motions to Membership		
March 21 to April 4	Spring Break		
April 4	NPAA Meeting	4:00 p.m.	
April 11	COTW Meetings	12:30 p.m.	Board Room
April 15/18	Good Friday/Easter Monday		
April 21-24	BCSTA AGM		Vancouver
April 22	NID Day (Pro-D)		
April 25	Board Meetings	5:00 p.m.	Board Room
April 26	SUP-PAC Meetings (<i>Snow/Evans</i>)	12:00 p.m.	

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

Superintendent’s Report

- For information purposes
- BASC – concern regarding “undercutting” other programs in the committee. Secretary-Treasurer – we looked into that beforehand

Out of District Field Trip

- See motion below

Motion #18-22 Scott-Moncrieff/Snow
 THAT the Board accept the Superintendent’s Report with the exception of the Out of District Field Trip.
 CARRIED.

Motion #19-22 Campbell/Snow
 THAT the Board approve the Out of District Field Trip for Taylor Elementary School.
 CARRIED.

Secretary-Treasurer's Report

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

Finance Update to January 31, 2022

- For information purposes
- Correction: we are on track with the newly updated numbers
- Alberta Student revenue will be funded this year. Not sure what will be happening next year but will be getting more information

Annual Amended Budget (Attachment)

- Special Purpose Funds – need to be spent in the year they're given. We've been given grace with Strong Start, Ready Set Learn and French fund because we can't do business as usual. Community Links and AFG we can carry forward. CEF we cannot carry forward
- Chair Gilbert – if we're moving to a three-year budget, when we get the amended budget will we see 2 or 3 years out? Secretary-Treasurer – assume it will need to be addressed for next year's amended budget
- Discussion around the three-year budget process when it is implemented next year

Enrollment Projections

- For information purposes
- Developed after speaking with department heads, Indigenous Services, ELL and Learning Services
- For September enrollment, worked with the Superintendent and Director of Instruction, used Ministry of Education's projections and assumed a 2% growth for each year
- Ambiguous process with the KEY as we haven't received all of the information yet
- Numbers are conservative
- Ministry re-assessed their projections two years for our district. They re-set every year as does the company we use for projections (PTSGI). We use ministry, PTSGI and our own knowledge to base our projections

Trustee Indemnity

- Effective January 1, 2022 CPI rates...3.90% index less 1% (2.9%)
- Attached policy shows the increase in indemnity for trustees

Human Resources Support Staff Summary

- For information purposes
- Of the 5 resignations, 2 have moved, 1 is going to school and the other 2 represent people who didn't rejoin the district after being on a leave after 20 months
- Bus drivers? – no news, still a shortage. With the daily health checks, there are some runs that can't run for the day

Motion #20-22

Snow/Scott-Moncrieff

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

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – February 7, 2022

Motion #21-22

Snow/Scott-Moncrieff
THAT the Board accept the Regular Committee of the Whole minutes of February 7, 2022 and its recommendations
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Taylor School Framework – The administrator, Nancy Maxfield also presented to the Taylor PAC

Policy Committee

Policy Committee Meeting Notes – February 7, 2022

- For information purposes

Motion #22-22

8001.2 Accumulated Operating Surplus
Lehmann/
That a Notice of Motion be issued for Policy 8001.2 Accumulated Operating Surplus.
CARRIED.

Motion #23-22

8001.3 Financial Planning & Reporting
Scott-Moncrieff/
That a Notice of Motion be issued for Policy 8001.3 Financial Planning & Reporting.
CARRIED.

Motion #24-22

Bylaw 1/90 Organization of the Board
Snow/
That a Notice of Motion be issued for Bylaw 1/90 Organization of the Board.
CARRIED.

ACTION: Send out the above mentioned for Notice of Motion.

Other Reports

BCSTA

- Chair Gilbert – because of events happening around the province, districts are encouraged to look at policy on Codes of Conduct and due process in the event of a difficulty
- Will take to Trustee Evans to include in the work of the Policy Committee

ACTION: Chair Gilbert to refer the Code of Conduct policy to Trustee Evans (Policy Committee)

BCPSEA

- Vice-Chair Lehmann – attended a meeting that mostly dealt with updates for districts who have implemented the mandatory vaccine policy

Board Pro-D Committee

- Secretary Treasurer to finish the Financial Literacy Presentation. Confirmed by all trustees present that they would like Angela to finish her presentation. Having the presentation done in segments over time has contributed to better understanding than if we had done the whole thing at once.
- Have contacted local media and will look into a presentation at a COTW meeting

ACTION: Helen to talk to Angela to confirm best time for Angela to finish presentation.

Amended Annual Budget Bylaw 2021-2022

Motion #25-22 Scott-Moncrieff/Snow
 THAT in accordance with Section 68(4) of the *School Act*, all three readings of the Amended Annual Budget Bylaw 2021-2022 be given at this meeting.
 CARRIED.

Motion #26-22 Snow/Lehmann
 THAT the Board adopt the First Reading of Amended Annual Budget Bylaw 2021-2022
 CARRIED.

Motion #27-22 Scott-Moncrieff/Snow
 THAT the Second and Third Reading be read in short form
 CARRIED.

Motion #28-22 Snow/Lehmann
 THAT the Board adopt the Second Reading of Amended Annual Budget Bylaw 2021-2022
 CARRIED.

Motion #29-22 Scott-Moncrieff/Snow
 THAT the Board adopt the Third and Final Reading of Amended Annual Budget Bylaw 2021-2022
 CARRIED.

Correspondence

None

Unfinished Business

The following unfinished business arose from the previous meeting minutes:
None

New Business

None

PRNTA Update – Michele Wiebe, President

- No report, not present

CUPE Local #4653 Update – Jennie Copeland, President

- No report, not present

District Parent Advisory Council (DPAC) Report – President

- Not present

Questions from Press/Public

At this time, opportunity was given for questions from the press
None

Adjournment

Motion #30-22

Snow/Scott-Moncrieff
THAT the meeting be adjourned. (7:48 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

**EXCERPTS
FROM THE JANUARY 24, 2022
“IN CAMERA” MEETING MINUTES**

The meeting was called to order and the In-camera Meeting Minutes, December 13, 2021 were read and adopted.

Business Arising

- Community Communication
- BCPSEA Bargaining Survey
- NE Roundtable

Superintendent’s Report

Items discussed and reported included:

- COVID Q & A
- Staffing Shortage Report

Secretary-Treasurer’s Report

Items discussed and reported included:

- Joint Health & Safety Committee Meeting Minutes – January 11, 2022
- Preliminary Operational Budget Status Update

Committee of the Whole Reports – Business Arising

- 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, March 7, 2022

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for period of February 18th to March 3rd, 2022

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	11			7	
Changes to existing	9	6			
Return from leave					
Payout prep					

RETIREES only:

- St. Louis, Lynn
- Driedger, Harold

Education

1. Superintendent's Report

<https://togetherwelearn.prn.bc.ca/2022/03/04/superintendents-report-march-2022/>

2. Out-of-District Field Trips (Attachment)

Recommended Motion: That the Board of Education approve the attached Out-of-District Field Trips for North Peace Secondary School and North Peace Secondary (International & Careers)

Respectfully submitted

Stephen Petrucci, EdD
Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Monday, March 7, 2022
REGULAR MEETING**

Operations

Human Resources

1. Human Resources Support Staff Summary

Human Resources Summary Report for Support Staff
For period of February 17th, 2022 to March 3, 2022

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	2		3
Changes to existing	6		
Return from leave			
Layoff			
Retirements			

Governance

Angela Telford,
Secretary-Treasurer

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS 2021-2022 FOR BOARD APPROVAL

SCHOOL: NORTH PEACE



Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) Description of Sports: (name of coach, chaperones & locations)
NLC -DC Campus	March 10, 2022	Northern Lights College	School Bus	Teachers: Leanne Dyck, Sharon Hoecherl March 10, 2022 – Students will be visiting the professional chef training program at the DC campus of Northern Lights College.
Jr. Girls	Feb 17-19	Prince George	Bus	Jr. Girls basketball zones Coach/Teacher: Rebecca Kaye Hotel: Super 8
Sr. Girls Basketball Provincials	February 28- March 6 th	Langley BC	Charter Bus – Diversified Transportation	Sr. Girls basketball team Coach/Teacher: Jaclyn McNicol Hotel: Sandman Signature
Sr. Boys Basketball Provincials	March 5-March 10	Langley BC	Charter Bus – Diversified Transportation	Sr. Boys Basketball Team Coach: Ryan Galay & Ethan Lang Teacher Sponsor: David Price

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS 2021-2022

FOR BOARD APPROVAL

SCHOOL: NPSS (INTERNATIONAL & CAREERS)



Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) Description of Sports: (name of coach, chaperones & locations)
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Ski Trip March 11th 2022 Powder King Charter Bus Brian Campbell, Dania Pimm, Jodi Hickey
Andy Hickey, NikkiMacLachian



British Columbia
School Trustees
Association

SUBSTANTIVE MOTION TO AGM SUBMISSION FORM

Motion Deadline: Sunday, February 20, 2022

Title

BCSTA COVID WORKING GROUP

Sponsor

NORTHERN INTERIOR BRANCH

Authorization

To be completed by the Board Chair, BCSTA Branch Association President, BCSTA Committee Chair or BCSTA President:

- *This motion has been passed in final wording by a majority vote of the Board/Branch/Committee and that vote is recorded in the official proceedings of the Board/Branch/Committee
- * Helen Gilbert is authorized by the Board/Branch/Committee to discuss and, if necessary, edit the motion. The Authorized Contact Person's hngilbert@prn.bc.ca and 250-262-6822.
- *I confirm that I have read the BCSTA Motion Guide

BCSTA Bylaws, Policies and Foundational Statements

Please indicate if the proposed motion relates to an existing Foundational Statement or Policy Statement in [BCSTA's Policies](#). You must check one or more boxes.

- Relates to Foundational Statement No. [#]
- Relates to Policy Statement No. [#]
- Propose to make this motion a new policy statement.
- This is an action motion and does not change or contradict any existing Foundational Statement or Policy Statement.

Motion

Please clarify who the recipient of the motion is/who should do the work associated with the motion. (e.g. Ministry of Education, Ministry of Finance, etc.)

That BCSTA reinstate the COVID working group [CB1] in order to prepare an updated report to the Ministry Board of Directors [CB2] regarding the extraordinary costs connected to COVID recovery in the 2021/2022 school year as well as potential future costs related to new norms/expectations coming out of the pandemic.

Rationale

Provide a **succinct** description of why this motion is needed, plus any relevant background information.

- This motion is necessary because Districts did not receive the same funding for COVID expenses this year and no one expected COVID to be a factor for most district budgets for the 21/22 school year [CB3]. If the information that is collected shows that districts are facing financial challenges in 21/22, the BCSTA should ask the Ministry to address this and respond to any future needs that emerge.
- At this point, some districts are well above proposed budgets in TTOC costs. For many, Support staff replacement costs are also higher than anticipated
- The new norm from COVID is if you are sick you stay home. You do a disservice to students and colleagues when you come to school when you are not well.
- There is a concern that TTOC and Replacement Staff costs will not go back to pre-pandemic levels
- A lot of event driven reporting has been added to districts and there has been a compounding effect that has added to workload issues. This is a burden for small districts that have to do the same number of reports no matter their size and staffing level. Work load issues have emerged that may result in the need to hire more staff and thus there will be cost increases.

...

Optional References

Provide links to additional background material (e.g., legislation, websites, etc.)

[Moving Forward Rebuilding Education After Covid 19 BCSTA Report](#)

REMINDERS:

***PLEASE ENSURE YOU HAVE COMPLETED THE ENTIRE FORM**

*Please send a **Word version** of the completed motion submission form to motions@bcsta.org.

*Visit the [BCSTA HUB](#) to see the [BCSTA Motion Checklist](#) and other resources regarding preparing motions for BCSTA's AGM and Provincial Council.

Types of BCSTA Motions

Categories	Description	Example	Which BCSTA body can enact
Bylaws	The rules which govern the organization.	The President, the Vice-President, the Directors and the immediate past President shall form the board of Directors. The chief Executive officer shall be a nonvoting member of the Board. (Bylaw 3)	BCSTA member board at General meetings
Foundational Statements	The core beliefs and values of the Association. Intended to guide future policy and action motions. Meant to be long-term/long standing.	BCSTA believes that educational programs should address literacy, critical thinking and problem-solving, communication, collaboration, and creativity and innovation, as well as aesthetic, cultural, numerical, scientific, and technological literacies. (5.1FS Educational Programs Objectives)	BCSTA member board at General Meetings
Policy motions	Motions that support and expand Foundational Statements. Reflect context and guide the advocacy of the Association.	BCSTA adopts as policy the following principle: BCSTA supports the use of a variety of instructional strategies for addressing student differences, including...	BCSTA member board at General Meetings Provincial Council (on interim basis)
*Action motions	Define an action that the Association will take, usually on a specific issue. (*Note: Action motions make up the majority of motions currently passed at AGM and Provincial Council.*)	That BCSTA urge the Ministry of Education to review the transportation funding formula....	BCSTA member boards at General Meetings Provincial Council