

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

## REGULAR MEETING

Monday, April 25, 2022  
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) *(via Zoom)*  
Nicole Gilliss, Trustee (Area 3) *(via Zoom)*  
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)*

Michele Wiebe, PRNTA President



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### Call to Order

Chair Gilbert called the meeting to order at 6:31 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 #39-22

Lehmann/Campbell

THAT the agenda be accepted as presented with the following additions:

#### **Superintendent's Report**

*Out-of-District Field Trip – Bert Ambrose*

*Provincial Skills Competition*

#### **Secretary-Treasurer's Report**

*Select Standing Committee on Finance and Government Services*

CARRIED.

### Presentations/Delegations

*"Education From the Past to the Present" 1920 & Future*

*Michele Wiebe, PRNTA President & Margaret Little, Past PRNTA President  
(Attachment)*

- PRNTA, SD 60 and the FSJ Museum have been working together to collect the history of the school district
- The history of the schools in this area is phenomenal. Winnis Baker started a handwritten book of many of the schools in this area. Used Winnis work in putting together the binder

- When going through the information, found some interesting facts:
  - In 1924 – 1925, there were 548 students in North and South Peace combined.
  - In 1929 grades were extended to include Grade 12
  - In 1936, SD 59 included SD60. SD 60 was established in 1946 and included South Taylor
  - In 1994, there were 17 elementary schools. Amalgamation of rural schools started
- In the handout on page 4, it talks about connections and where we found the information. Follows Winnis' agenda. There are bits and pieces missing and hoping someday others will contribute
- Margaret has started another book and had conversations and gathering information with people across the province. She shared some stories
- Thank you to Michele Wiebe for helping me get started, to my husband Jim and SD 60 with the questions I've had
- The FSJ Museum has a lot of history and a building containing boards from the first school in FSJ
- Margaret Little presented the Board of Trustees with a binder as well as an electronic version

## Trustee Input

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

- Chair Gilbert presented Leah Reimer, Executive Assistant with her 10 year pin for years of service

### Trustee Campbell

- Attended a couple of PAC meetings

### Trustee Evans

- Nothing to share

### Trustee Gilliss

- Attended the BCSTA AGM
- Attended the BCPSEA AGM virtually

### Vice-Chair Lehmann

- Attended Labour Management Meeting
- Attended the BCSTA AGM

### Trustee Scott-Moncrieff

- Attended the BCSTA AGM
- Attended the Science Fair
- Attended the food contest at Upper Pine
- Been in touch with administrators at liaison schools

### Trustee Snow

- Attended BCSTA AGM
- Visited liaison schools
- Attended presentation at Bert Ambrose

Chair Gilbert

- Attended Baldonnel and MMMCS PAC meetings
- Attended BCSTA AGM
- Work with Northern Interior Branch

Trustee Campbell – Trustee elections are coming up this October. If anyone wants any information, they can contact any trustee

**Minutes of the Regular Board Meeting**

Approval of the Minutes

Motion #40-22

Snow/Evans  
THAT the Regular Meeting Minutes of March 7, 2022 be adopted.  
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

*Staffing Update*

- In the process of doing post and fill. Positions are getting filled but hard to know where we're landing at this point

**Approval of Excerpts**

Motion #41-22

Snow/Gilliss  
THAT the excerpts from the February 22, 2022 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.  
CARRIED.

**Announcements & Reminders**

April 26	SUP-PAC Meetings ( <i>Snow/Gilbert</i> )	12:00 p.m.	Board Room
<b>April 28/29</b>	<b>Elementary Badminton Tournament</b>		
May 2	NPAA Meeting		
May 6	NID (Indigenous Learning)		
May 9	COTW Meetings	12:30 p.m.	Board Room
May 9	Preliminary Budget Consultation	2:45 p.m.	Board Room
May 10	Public Preliminary Budget Consultation	7:00 p.m.	Board Room
May 23	Victoria Day		
May 24 ( <i>Tues</i> )	Board Meetings	5:00 p.m.	Board Room
May 24	SUP-PAC Meetings ( <i>Gilbert/Snow</i> )	12:00 p.m.	Board Room
<b>May 25</b>	<b>Elementary District Public Speaking</b>		<b>ARYES School</b>
<b>May 26</b>	<b>Doig Days (Grade 4 only)</b>		
June 3	Elementary Track & Field		Bert Bowes
June 6	Policy Committee Meeting	11:00 a.m.	Board Room
June 6	COTW Meetings	12:30 p.m.	Board Room
June 6	NPAA Year End		
June 8	Retirement & Long Service Awards	5:30 p.m.	Northern Grand
June 20	Board Meetings	5:00 p.m.	Board Room
June 23	Last Day for Students		
July 4	Board Advance		Board Room

## 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

#### **Out of District Sports/Field Trips**

- New Addition – Bert Ambrose
- See motion below

### Motion #42-22

Scott-Moncrieff/Evans

THAT the Board accept the Superintendent's Report except the Out of District Sports/Field Trips item

CARRIED.

### Motion #43-22

Evans/Snow

THAT the Board of Education approve the attached Out of District Sports/Field Trips for North Peace Secondary School and Bert Ambrose.

CARRIED.

### Secretary-Treasurer's Report

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

#### **Finance Update to March 31, 2022**

- For information purposes...we are on track

#### **Board Office Summer Shutdown & Hours**

- For information purposes

#### **Before & After School Care Update**

- Have four locations running that started last spring
- Started mid-year when parents had already established childcare. Also, we couldn't offer care on school closure days or summer. As a result, there was a loss of \$30,000
- Due to policy changes by Ministry, we can now offer students care for school closure coverage (ie. Christmas, spring and summer breaks)
- Current year, we estimate a surplus of \$3,800 at the end of the year
- Will be a couple years to cover the opening year deficit
- We have until June 30, 2022 to finish the sites. The only item left at all sites is outdoor classrooms and they have been ordered. Forecasting end of May for installation
- We are not undercutting other programs, we are competitive. In the summer there is a need as other camps fill up quickly

### Human Resources Summary Report

- For information purposes

### Chief Elections Officer & Deputy Chief Election Office Appointment

- See the motion below

*Trustee Gilliss left the meeting at 7:09 p.m.*

### NEW – Select Standing Committee on Finance and Government Services

- Would like input from the Board on what information to include in the presentation to the finance committee
- Presentations will be taking place in June this year
- Discussion regarding covering potential upcoming wage increases
- Secretary-Treasurer and Board Chair will work together to come up with items to include in the presentation
- Presentation submission form deadline is between Monday, May 30 and Friday, June 24
- Discussion about the value of presenting “in-person” as they take notes and ask questions

**ACTION:** Secretary-Treasurer and Board Chair to meet and work on presentation

#### Motion #44-22

Snow/Scott-Moncrieff

THAT the Board accept the Secretary-Treasurer’s Report with the exception of the Chief Elections Officer & Deputy Chief Election Officer Appointment item

CARRIED.

#### Motion #45-22

Campbell/Lehmann

THAT the Board approve Angela Telford as Chief Elections Officer and Brandy Longley as Deputy Chief Election Officer for the 2022 Board Trustee Elections

CARRIED.

### Reports of Regular Committee of the Whole Meeting

#### Approval of the Minutes – April 11, 2022

#### Motion #46-22

Scott-Moncrieff/Snow

THAT the Board accept the Regular Committee of the Whole minutes of April 11, 2022 and its recommendations

CARRIED.

#### Business Arising from the Minutes

The following business arose from the above noted Minutes:

*Chamber of Commerce* - The Secretary-Treasurer and Vice-Chair Lehmann attended the AGM Luncheon. In the past the Secretary-Treasurer was a member and attended meetings. If a Trustee wanted to attend, they were also welcome to.

Policy Committee

Motion #47-22      **8001.2 Accumulated Operating Surplus**  
Lehmann/Snow  
That the Board of Education adopt Policy 8001.2 Accumulated Operating Surplus

CARRIED.

Motion #48-22      **8001.3 Financial Planning & Reporting**  
Scott-Moncrieff/Snow  
That the Board of Education adopt Policy 8001.3 Financial Planning & Reporting.

CARRIED.

Motion #49-22      **Bylaw 1/90 Organization of the Board**  
Evans/Lehmann  
That the Board of Education adopt the First Reading of Trustee Bylaw 1/90

CARRIED.

Motion #50-22      Campbell/Snow  
That the Second and Third Readings be read in short form

CARRIED.

Motion #51-22      Snow/Scott-Moncrieff  
That the Board of Education adopt the Second Reading of Trustee Bylaw 1/90

CARRIED.

Motion #52-22      Campbell/Snow  
That the Board of Education adopt the Third Reading of Trustee Bylaw 1/90

CARRIED.

**Policy Committee Meeting Notes – April 11, 2022**

- For information purposes
- Trustee Snow will be chairing future policy meetings as Trustee Evans is unavailable during the day time

Motion #53-22      **4022 Employment Related Accommodation**  
Scott-Moncrieff/  
That the Board of Education put forward Policy 4022 Employment Related Accommodation for Notice of Motion.

CARRIED.

Motion #54-22      **5003 Physical Examination – Bus Drivers**  
Lehmann/  
That the Board of Education put forward Policy 5003 Physical Examination – Bus Drivers for Notice of Motion

CARRIED.

**Bylaw 4/22 Trustee Election**

Motion #55-22      Lehmann/Campbell  
That the Board of Education adopt the First Reading of Trustee Bylaw 4/22

CARRIED.

**ACTION:** The Secretary-Treasurer will forward Bylaw 4/22 Trustee Election to BCSTA for review

**ACTION:** Place on the May 24, 2022 for Second, Third Readings adoption

### **Code of Conduct Discussion**

- BCSTA is urging boards to have code of conduct policies in place in light of current events and the increase in “single agenda item” candidates potentially running in the next election
- Discussion around leaving ours the way it is (pieces of it in different places and some things not included) or to adopt what the BCSTA is recommending
- Having process set up ahead of time protects you if/when any issues arise down the road
- Having something in policy gives future board members something to follow
- Superintendent – suggestion to build on what we have. The sanctions/consequences piece is missing. It’s a governance policy for governance. Not able to predict every scenario
- Ask staff to look at the BCSTA guidelines and look at what we have already and potentially add missing pieces. This protects staff as well as trustees
- Can also use links to refer to other policies
- Suggestion to review WCB regulations in this area as well
- Consensus of the Board was to continue the work

**ACTION:** Staff to review the BCSTA guidelines and bring to the next Policy Committee on June 6, 2022.

### **Other Reports**

#### **BCSTA**

- Majority of trustees attended the BCSTA AGM

#### BCSTA Indigenous-Focused Graduation Requirements

- Board and District Staff completed the survey

#### **BCPSEA**

- Nothing to report

#### **Board Pro-D Committee**

- Board Advance Planning to start

### **Correspondence**

#### **Society for Humane Science Letter**

- For information purposes

### **Unfinished Business**

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

### **New Business**

*None*

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

- Board policy process for Policy 4022 – being sent out for feedback? Yes. Brought up at next board meeting? Yes
- Have AGM in May...will be a hybrid model

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

*Absent – no report*

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

*Absent – no report*

**Questions from Press/Public**

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

*None*

**Motion #56-22**

Evans/Scott-Moncrieff

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

CARRIED.

**Adjournment**

**Motion #57-22**

Lehmann/Campbell

THAT the meeting be adjourned. (8:40 p.m.)

CARRIED.

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

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ANGELA TELFORD,  
SECRETARY-TREASURER



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

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

### FOR BOARD APPROVAL



### SCHOOL: BERT AMBROSE ELEMENTARY

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)
Grade 3/4 Bouldering Club	Wednesday, June 8	Hassler Crag near Chetwynd	School Bus	<p>Chaperone: David Cairns - classroom teacher</p> <ul style="list-style-type: none"> <li>- Parent Volunteers = 3</li> <li>- Grade 6 trained student volunteers = 6</li> <li>- 34 Grade 3/4 students who have been participating in the Bouldering Club this year and received training in safety protocols and climbing skills.</li> </ul> <p>*Parent meeting before the trip to discuss this activity which would fall into the High Risk category.</p> <p>Activities:</p> <ol style="list-style-type: none"> <li>1. Transportation to Hassler Crag by school bus.</li> <li>2. Light hiking to bouldering area (Less than 10min hike)</li> <li>3. Snack, orientation, safety reminders.</li> <li>4. Games and warm up.</li> <li>5. Bouldering: climbing low difficulty boulders with appropriate crash mats.</li> <li>6. Picnic Lunch Outdoors.</li> <li>7. More bouldering</li> <li>8. Transportation back to Bert Ambrose by school bus.</li> </ol>