

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

TUESDAY, MAY 24, 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
TUESDAY, MAY 24, 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, April 25, 2022 (pages 6-13)

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 Bylaw 4/22 Trustee Election (Attachment)

6.1 First/Second
That the Board of Education adopt the Second Reading of Trustee Bylaw 4/22

6.2 First/Second
That the Third Reading be read in short form

6.3 First/Second
That the Board of Education adopt the Third Reading of Trustee Bylaw 4/22

7.0 Announcements and Reminders

June 3	Elementary Track & Field		Bert Bowes
June 3	Track & Field Ceremony	12:00 p.m.	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 17	NPSS Graduation	1:30 p.m.	NP Arena
June 20	Board Meetings	5:00 p.m.	Board Room
June 23	Last Day for Students		
June 24	Hudson's Hope Graduation	1:00 p.m.	Hudson's Hope

July 4	Board Advance		Board Room
July 6-8	CSBA 2022		Saskatchewan
August 29	Board Meetings (<i>if needed</i>)	5:00 p.m.	Board Room
September 12	Board Meetings	5:00 p.m.	Board Room
October 15	Trustee Election		

8.0 **Senior Staff Reports**

- 8.1 Superintendent's Report (page 14)
- 8.2 Secretary-Treasurer's Report (page 15)

9.0 **Reports of Regular Committee of the Whole Meeting, May 9, 2022** (pages 16-18)

- 9.1 Approval of Minutes
- 9.2 Business Arising
(See attached Action Item List for completed and ongoing items)
 - a) 2022-2023 Board of Trustees Meeting Schedule (Attachment)
First/Second
That the Board of Education approve the attached 2022-2023 Board of Trustees Meeting Schedule
- 9.3 Policy Committee

10.0 **Other Reports**

- 10.1 BCSTA – *Trustee Evans*
 - a) BCSTA Response to Indigenous Graduation Requirements (*Attachments*)
 - b) BCSTA Disposition of Motions from AGM 2022 (*Attachment*)
- 10.2 BCPSEA – *Trustee Gilliss*
- 10.3 Board Pro-D Committee – *Chair Gilbert*

11.0 **2022-2023 Annual Budget** (*Attachments*)

- 11.1 THAT the Board adopt the First Reading of Annual Budget Bylaw 2022-2023

12.0 **Capital Plan Bylaw No. 2022/23-CPSD60-01** (*Attachments*)

- 12.1 THAT in accordance with Section 68(4) of the *School Act*, all three readings of the Capital Bylaw No. 2022/23-CPSD60-01 be given at this meeting
- 12.2 THAT the Board adopt the First Reading of Capital Bylaw No. 2022/23-CPSD60-01
- 12.3 THAT the Second and Third Reading be read in short form
- 12.4 THAT the Board adopt the Second Reading of Capital Bylaw No. 2022/23-CPSD60-01
- 12.5 THAT the Board adopt the Third and Final Reading of Capital Bylaw No. 2022/23-CPSD60-01

13.0 **Correspondence**

- 13.1 District of Taylor – World Invitational Gold Panning Championships (*Attachment*)
- 13.2 PRRD – North Peace Leisure Pool Consultation Representation (*Attachment*)
- 13.3 Before & After School Care Support Letter (*Attachment*)

14.0 **Unfinished Business**

15.0 **New Business**

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

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

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

19.0 **Questions from the Press and Public**

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

21.0 **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 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



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
April 28/29	Elementary Badminton Tournament		
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
May 25	Elementary District Public Speaking		ARYES School
May 26	Doig Days (Grade 4 only)		
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
July 6-8	CSBA 2022		Saskatchewan

Senior Staff ReportsSuperintendent'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.

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

REGULAR MEETING

REPORT TO THE

BOARD OF SCHOOL TRUSTEES

FROM THE SUPERINTENDENT OF SCHOOLS

Tuesday, May 24, 2022

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for period of April 22nd to May 19th, 2022

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	4	1			
Changes to existing	2	2			
Return from leave					
Payout prep					

RETIREEES only:

Education

1. Superintendent's Report -
<https://togetherwelearn.prn.bc.ca/2022/05/20/superintendents-report-may-2022/>
2. School Charges 2022-2023 (Attachment)
Recommended Motion: THAT the Board of Education approve the attached 2022-2023 School Charges

Respectfully submitted

Stephen Petrucci, EdD
Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Tuesday, May 24, 2022
REGULAR MEETING**

Operations

1. **Finance Update to April 30, 2022** (*Attachment*)
2. **Annual Facilities Grant** (*Attachment*)

Human Resources

3. **Human Resources Summary Report**

Human Resources Summary Report for Support Staff
For period of April 22nd, 2022 to May 18th, 2022

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	4	2	6
Changes to existing	7		
Return from leave	1		
Layoff	1		
Retirements	3		
Termination	1		

Governance

Angela Telford,
Secretary-Treasurer

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

MONDAY, MAY 9, 2022
1:30 P.M.

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

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

Guests: Michele Wiebe, PRNTA President
Jennie Copeland, CUPE #4653 President
Jarrod Bell, Director of Instruction

Regrets: David Scott-Moncrieff, Trustee
Erin Evans, Trustee

Education

Education Update

Stephen Petrucci, Superintendent

Framework Presentations

Ministry of Education Framework Feedback

- Districts were asked to submit their Framework for Enhancing Student Learning to Ministry.
- Groups of peers and Ministry reps then got together to evaluate the plans of each district
- Trustees and executive staff use this as a self-assessment tool
- For our district there are very positive comments as well as areas of improvement (eg. better communication with Indigenous and sub group populations)
- Helen noted that some considerations were made to all districts (eg. how we are engaging with local First Nations and the LEA)
- Review group pointed out that our Strategic Plan and Framework look slightly different. This is due to it being two different processes in the past. We are continuing to work on this and eventually there will be stronger alignment.

Preliminary Operating Budget

- Angela presented the budget and fielded questions from the trustees and guests
- We will be able to balance the budget for 2022-2023
- Madeleine - looks like no increase in funding but an increase in costs
- Decrease in TTOC/casual costs. Those costs were not funded this year
- We've asked departments to provide what they need in a conservative way
- Projecting an increase in enrolment of 50 students
- Not anticipating any COVID recovery funding provincially or federally
- The five-day sick leave – not sure how that will cost out for TTOC's/casuals
- Helen – feel the 2 – 3% increase in supplies may be a low prediction.
- Jennie – Why isn't line for Support Staff benefits grant included; The last year of this funding was 2021/22. The Ministry does not like us to assume that we will be getting the funding every year. When they ratify the agreements, they will deal with it then
- Jennie – At the CUPE convention, they told us the plan is everyone will be getting the 5 days' sick leave...not sure how that will play out
- This presentation is showing how we start and move through the process
- Will present the official preliminary budget at the May 24, 2022 Board Meeting

ACTION: Place on the May 24, 2022 In-Camera and Regular Meeting agendas

Duncan Cran Elementary School (Attachment)

Griff Peet, Administrator & Janny Lavoie, Vice-Principal

- Griff and Janny presented and answered questions from trustees and executive staff

Governance**Invitation to Visit Doig River Nation – May 31, 2022 (10:00 a.m. – 4:00 p.m.)**

- The purpose of the meeting is to highlight curriculum work that is happening and will also include a fulsome visit and tour of their gathering area
- Doig Days is also on May 26, 2022 and trustees are invited to attend

ACTION: Stephen will send out a follow-up email to see about trustee availability

Board of Trustees – 2022-2023 Meeting Schedule

- Monday meetings may need to be re-examined dependent upon the availability of the board after the election in November 2022
- Trustees would like to put August 29, 2022 as a meeting placeholder in the event things shift again in regards to the pandemic or emergent things before school start up
- Discussion around the change in time for the public meeting from 6:30 to 6:00 p.m. In-Camera meetings have been shorter and finding there is extra time in between the end of the In-Camera and the beginning of the Regular. If needed, there is the option to go back into In-Camera following the Regular meeting
- Discussion around working around dates of the Election (October 15), Trustee Academy (November 30 – December 2) and the BCSTA AGM (April 27-30)

ACTION: Place the Board of Trustees 2022-2023 Meeting Schedule on the May 24, 2022 Regular Board Agenda for adoption

Human Resources

None

Operations

Operations Report

Angela Telford, Secretary-Treasurer

- Upper Halfway Gym – met with Ministry, KMBR and the Construction Manager (WL Construction). Drawings are finalized. New set of drawings fall within the funding provided by Ministry. Having a construction manager who is familiar with this area has been beneficial
- Once drawings are finalized and Ministry officially approves, they will come to the Board
- Helen – are we using a lower emission concrete? Angela – Ministry liked the product we were going with because of the carbon footprint
- Fax machines being phased out? Yes, we have the ability to scan to email. The response to the survey was faxes are mostly coming from the Board Office. Rick from Tech Services has sent out a survey and is providing training for anyone needing it
- Safety Management System - Sabrina is currently tracking everything in a multitude of spreadsheets (ie. google docs). This program will help her track more efficiently in one place
- Two laptops for Track & Field Meet – came from donations made for the track and will be utilized in other areas
- Bus lift – started tear down in April. Shop only has one usable bay. Lift is coming from the US as of the middle of April. There have been supply chain issues

REGULAR - May 24, 2022					Unfinished	
Meeting Date	Meeting	Topic	Action Item/Recommendation	Assigned to:	Business	Completed
May 7/21	COTW	Audit Committee Update	Amend Terms of Reference and re-circulate to Audit Committee members	Angela	x	
May 7/21	COTW	Finance Consultation - Standing Com	Research where our funding percentage expenditures are in comparison to "like" districts	Angela	x	
Oct 4/21	COTW	Facilities Review - FCI Update	Provide more detailed information in regards to the FCI report	Angela	x	
Apr 25/22	Board	Select Standing Committee	Angela & Helen to meet to work on presentation	Helen	x	
Apr 25/22	Board	Policy Committee	Leah to place on the May 24 agenda for 2nd & 3rd readings	Leah	x	
May 9/22	COTW	Preliminary Operating Budget	Place on May 24, 2022 In Camera & Regular Agendas	Leah	x	
May 9/22	COTW	2022-2023 Board Meeting Schedule	Place on May 24, 2022 Regular Agenda for approval	Leah	x	
Completed						
Dec 13/21	Board	Election of Board Officers	Call Regular Special Board Meeting to elect Alt BCPSEA Rep	Helen		Dec 17/21
Aug 30/21	Board	Board Pro-D Committee	Helen & Nicole to meet & create a Pro-D list to submit to BCSTA	Helen		Jan 24/22
Nov 15/21	Board	COTW Business Arising	K-12 Sector Guidelines uploaded to website/Facebook - pre-amble ref to Ministry	Helen		x
Dec 13/21	Board	Election of Board Officers	Bylaw 1/90 be brought to Policy Committee Mtg for review of wording (see minutes)	Leah		x
Dec 13/21	Board	Business Arising - HR Summary	Provide number of positions employed in each area, etc.	Angela		Jan 24/22
Dec 13/21	Board	Finance Update	Sick leave additional costs	Angela		Jan 24/22
Dec 13/21	Board	Policy Committee	Send Policy 7006, 2005 and 4018 out for Notice of Motion	Leah		Jan 24/22
Dec 13/21	Board	Correspondence	BCTF Funding Brief for 2022...find electronic version and send out to trustees	Helen		x
Jan 10/22	COTW	Statement of Financial Disclosures	Trustees to complete by January 15, 2022	Leah		x
Jan 24/22	Board	Board Pro-D Committee	Financial Literacy Presentation on the Feb 7 COTW Meeting	Angela		Feb 7/22
Jan 24/22	Board	Presentation/Delegations	Northern BC Science Fair - bring forward "asks" to future Board Meeting	Leah		Feb 22/22
Feb 22/22	Board	BCSTA	Refer code of conduct policy to the Policy Committee	Leah		Mar 7/22
May 21/21	Board	Partner Group Meetings Update	Follow up with NLC & get feedback from Erin and other school district staff connected	Helen		x
Feb 22/22	Board	Policy Committee	Place 8001.2, 8001.3 and Bylaw 1/90 on future Board Meeting for adoption	Leah		Apr 25/22
Feb 22/22	Board	Board Pro-D	Helen to connect with Angela on finishing financial presentation	Helen		Apr 11/22
Oct 5/20	COTW	Joint District Meetings	Connect with Hudson's Hope of potential meeting at Cameron Lake	Helen	IC List	
Feb 22/22	Board	Regional Science Fair	Helen to write a letter of thank you and respond to the "asks"	Helen		x
Apr 25/22	Board	Policy Committee	Angela to forward election bylaw 4/22 to BCSTA for review	Angela		x

School District #60 (Peace River North)

LABOUR MANAGEMENT

Wednesday, May 11, 2022

1:00 p.m. (DDC)

MEETING MINUTES

Present:

Board Office Staff

Angela Telford, Secretary-Treasurer

Helen Gilbert, Board Chair

Madeleine Lehmann, Vice-Chair

Colleen Stewart, Executive Assistant – HR (CUPE)

Sean Thomas, AO Representative (Key Learning Centre)

Leah Reimer, Executive Assistant – Secretary-Treasurer

Supervisors

Chad Cushway, Plant Superintendent

Radu Grigoras, Supervisor of Maintenance

Cindy Dettling, Transportation Supervisor

Sabrina Bourdon, Supervisor of Custodial, Procurement & Safety

Union Representation

Jennie Copeland, President, Local 4653

Dave Shipley, Vice President

Bailey Van Der Meer, Transportation Shop Steward

Brandy Frocklage, Lead Shop Steward

Sarah Olson, Clerical Shop Steward

Haley Irwin, Maintenance Shop Steward (Substitute)

Roberta Chouinard, ISSW Shop Steward

Regrets:

Amy Von Stackelberg, Technology Shop Steward

Jean Fox, EA Shop Steward (Charlie Lake)

Jennie Copeland chaired the meeting

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

Review of Minutes

The committee reviewed the minutes and action items of the meeting held March 9, 2022:

Educational Assistant Department

ACTION: Angela to reach out to Keith about the roles and educational requirements and get that together before next CUPE TouchBase meeting

Angela: Completed

Custodial, Procurement & Safety Department

ACTION: Angela and Sabrina to touch base regarding communication around rapid tests

ACTION: Angela will get back to you on that when we respond re: the rapid tests email (time off for vaccination and booster shots)

Angela: Both have been completed or no longer required

Chief Shop Steward

ACTION: Schedule a meeting in April to discuss lessons learned and communication in regards to Spring Break make up time, etc.

Jennie: Meeting in two weeks

Transportation Department

ACTION: Looking into bus ramp, parking issues

Cindy: Drove around. It will take some re-vamping at some schools. Biggest thing we can do is have someone out monitoring

Angela: When schools were originally built, parents weren't driving kids to school. Now we have buses and parents driving them. It has extended to the City as well as they are parking on city roads and causing chaos. Concerned with all the traffic and kids moving. City has reached out to us. It's not unique to our district.

Brandy: Worst is Dr. Kearney with vehicles going all over the place. ARYES at least has one entrance and one exit. MMMCS has a bus ramp so it's better

Dave: Resolution passed at the CUPE convention to lobby the government in regards to this issue. A staff member was killed in another district by a vehicle at the school. Pushing for front facing cameras on all buses...any new buses purchased having it already installed. Seeing this issue all across the province. It's not limited to here

TABLED: Will keep doing what we can and continue education to parents

Department Discussion & Issues

Clerical Department

- Sarah: Busy with year end (ie. IEP's, registrations, etc.). They are finding a lot extra on their plate. I work 6 hours a day but doing a 7 hour job with attendance, etc. With COVID, extra has been added on. Feeling overwhelmed at times. I have one admin so get a lot of behavior issues added on. Extra stuff coming down the pipe (ie. registration, training). For myself we have a change with how we're doing e-transfers and learning that. New ways of doing budgets, etc.
- Angela: Do you find any of the changes in process beneficial?
- Sarah: It's all great, I love it. It's not necessarily a time saver. Some days there is not enough time in the day. A lot of clerical are feeling that way. I get the job is changing
- Angela: Can't guarantee it, but the Covid tracking should go away in September

Custodial Department

- Jennie: Have not filled the shop steward position, so Dave is filling in
- Dave: No news is good news. Only issues were conversations around changes that were being considered for summer time schedule to make it more efficient. A few questions I've answered but general feedback is that it's a good thing for everyone. Business as usual and have gone back to normal schedules from COVID schedules
- Sabrina: Summer cleaning schedule – discussions around custodians typically having July off and working August. This causes an overlap with teachers trying to get into their classrooms at the same time waxing of floors going on. We're going to be sticking to the same schedule, however next year we will be switching it to working into mid-July and come back two weeks prior to staff and students returning in the fall in hopes of preventing the overlap.
- Sabrina: Over spring break, went to all of the sites with the foreman and met with the custodians. They were given iPads to give them access to a lot of information (ie. incident reporting, safety reporting, SDS). Reviewed their equipment on site and creating a list of how to update the equipment appropriately. Also addressed any concerns brought up in a non-disciplinary way
- Site inspections – we will go out once a month doing quality control (ie. further training, formal inspection). This has been done in the past and is being resurrected. They are all aware of it. They are a hard working group and awesome to work with

Educational Assistant Department

Brandy: Had a meeting about work being put onto EA's (ie. catheters, breathing tubes, needles, etc.). Concerned about the amount of medical things being put on them. They didn't go to nursing school. They signed up to help kids with educational needs. Huge liability issue. There is training to go along with that but they may not want to do that. Having a follow up meeting with Wade

Angela: Are these things being included in the posting?

Brandy: Wasn't in their job posting but they are the backup. Are there new positions being created for this? Difference of wage?

Angela: Don't believe it's a new piece to this position. Wage allocation is based on those additional supports requirement. There is a document that Ministry provides us with. In this scenario, this person was caught off guard. It has been addressed with the AO. It is part of the EA's job...it's part of the inclusion and having these things needing to happen during the day

Brandy: There used to be school nurses. Is that being looked into?

Angela: I believe this information is taken into consideration in the posting

Helen: In my former role with the district, we had many students in this position. They were on a nursing plan and they came in and trained the staff. I didn't want someone doing it that was uncomfortable with the procedures. Some of what's happened is at one point and time kids with that complexity of needs were placed in resource rooms not in neighborhood schools.

Haley: It's in the roles and responsibilities document?

Angela: Yes

Helen: More of a model...kids have the right to choose their neighborhood school as opposed to the resource room program. Parents want their kids going to school with kids they see in their community. Number of students increasing of needs, there is no way one school could have all the kids in their school with those designations

ISSW Department

Roberta: Peace Dance Group is happening. Doig Days is coming up. Cultural days for support staff – what is available to them...how can they access it. Cultural Safety Awareness was discussed at CUPE BC convention as well as Truth & Reconciliation

Indigenous Variance

Haley: Filed by Crystal Jessen on November 5, 2020. Two years of this variance and still don't have anything back. Totally unacceptable. We need to push more as our members are being affected (ie. can't post or hire properly). Have been fighting for this for 6 years. Coming into another year of bargaining and don't have it. It's a human rights issue. We need it to happen as soon as possible

Dave: Kevin our CUPE National rep said we are the only district that doesn't have it

Haley: Yes, that is correct.

Helen: Are you speaking to the roles of ISSW, we're looking for wording that says we only hire Indigenous people for ISSW positions?

Haley: We have a caveat that Indigenous is preferred but we can't enforce at this time because we don't have the variance. More on this will be coming for bargaining. It secures positions for minorities.

Angela: Had a meeting with Upper Halfway and it has been brought to them. Will be going back there next week and bringing it with me for signature. After that I only have one left. I've been sending emails, but not hearing back. We're trying to get them signed. We're aware that it is important.

Haley: That was your call for many years before the LEA's were in place. We don't need the LEA to do this, it's irrelevant to this process

Angela: I'm new to this role

Haley: I mean the "district"

Helen: Irrespective of the piece of paper, we've had preferential hiring?

Haley: Yes, however we have a significant member sitting in a position for the last 27 who is not Indigenous and doesn't know the culture, trauma, etc. Because we don't have a variance to cause the position to reposted every year, these people are holding positions that shouldn't have them.

Maintenance Department

Dave: One item ongoing we are dealing with. Had our summer students start. A little confusion around bringing out snow removal or grass removal equipment with the weather we're having.

Everybody is happy to not have to wear masks and being able to meet in person. Had first "in person" safety meeting and talked about issues

(ie. equipment damage). Had a vehicle accident with two of our staff...no fault of their own. Very fortunate it wasn't more severe than it was.

Roofing falls into a different trade so have relied on Henderson in the past. They have provided training to myself and another carpenter. Happy to have the training and learn to diagnose and address some of this stuff. For admin, if they can remind staff at their staff meetings if you see a roof leak, put in a work order. The quicker and more we know about it helps with assessing the costs and availability of bringing in someone from Dawson Creek

Retirement - had a send off for Lee Jeffreys who has been an employee for 39 years. Happy with the involvement of everyone at Facilities. Wished him well in his retirement

Radu: Excited for summer projects. Dr. Kearney – have a contractor doing estimates to pave the parking lot. If you have any good ideas about how we can do that better for the bus drop off, come and see myself and Chad. Hoping to have this happen this year or next.

Dave: At MMMCS we have a separate lane for buses there...can we do that there?

Chad: Include Cindy in the discussion and figure out how to do it the best way we can

ACTION: Chad, Radu, Cindy & Brandy to meet to discuss plans for paving the Dr. Kearney parking lot

Custodial, Procurement & Safety Department

Sabrina: Currently composing an email to Joint Health & Safety Committees giving them new posters for entrances and awareness posters. Asking them to take down anything COVID related (ie. masks, etc.) Moving to a communicable disease prevention in general. Respecting people's right to wear a mask and personal space is still required. Any repurposing of extra rapid tests ideas? We have a lot.

Sabrina: Anyone that still has barriers up, they can enter a work order and have them removed. We recognize that some are not comfortable removing them yet. By next year, they will all be coming down

Jennie: Some secretaries like the barrier for protection

Sabrina: The May Safety Talk is on Violence Prevention Program. It's more formalized for staff awareness and education and is in compliance with WorkSafeBC regulations. Gives the specific violent incident reporting forms to staff members. There will be an Akuter course for all staff.

Reorienting myself to my regular role prior to COVID. Working on the continuation of re-certifications, etc.

Technology Department

Jennie: An email has gone out from Rick in regards to purchasing Technology deadline. Posting for two summer students has closed and will be hiring. Everyone is getting ready for the summer and the plans for work

Transportation Department

Bailey: Bus side of things is going smoothly but still a lack of spare bus drivers...an ongoing issue. Recurring winter weather issues.

Shop side is very busy dealing with smaller shop space because hoist is in the process of being replaced. Commercial inspections as well. Shop space – checking with contractor if there is a way we can use the second bay. Lift has been delayed in the US.

Payroll – a little bit of clarification on the leave forms and figure out why there is no spot for Sick Time. Seems to be a discrepancy with whether tracking it is needed or not

Colleen: It's not needed for Payroll. If asked it's needed by the site. If you're sick, it doesn't need the supervisor's signature.

Haley: Is there a reason there is no Leave Without Pay option on the form?

Colleen: The Collective Agreement says only during a district closure

Haley: When employees are requesting leave, there is a caveat in the CA they can use vacation, sick, banked time and leave without pay

Article 13.05 – Regular employees who receive days off during the school year necessitated by days not in session, shall have such days deducted from their vacation entitlement, leave without pay, personal leave or any combination thereof.

Colleen: A non-instructional day is a "day in session"

Haley: Spring Break?

Angela: It has to be approved

Colleen: I can adjust the form and put it on, but it creates confusion as some think that it's available all the time

Dave: Could you include a clause "it's only available..."

- Colleen: 75% of forms have the clause but then people aren't filling them out right. People are busy and fill out the form once every three months but if it's an issue, I can add it
- Haley: If it's available to them during those times, it should be on the form.
- Colleen: I make every effort to talk to Admin
- Jennie: We can add it to the meeting we're going to have with Angela around the Spring Break Memo

Hydraulic Brake Busses

- Bailey: Looking at making it easier to get spare drivers if we were to have a couple more buses with the hydraulic brakes in future orders.
- Cindy: *Sick forms* – Jan requests sick leave information not to submit to payroll. It's important for her to keep track (doesn't hand in anywhere) when someone is sick, then she can have back up for when someone replaces someone that is sick to ensure her reporting is accurate. If she's asking the mechanics for this information, it's because she is already doing it with others.

Dr. Kearney parking lot paving – happy to join in. Was part of the team when MMMCS parking lot was being developed. When we got there, noticed they put the bus ramp not by the building (to keep the buses away from the school). Nothing was done to change things for ARYES and it is a horrible set up as well. The best thing we can do right now is monitor it.

Hydraulic buses – been in the busing business for a long time. Hydraulic buses are more expensive to operate. Predecessor did the math. Training point of view it requires extra training. Half of the school districts in BC don't have one air brake bus and they have shortages as well. Transportation BC has national ads put out looking for drivers. It's not because of the air brakes, it's because you need to be invested through the training. Dawson Creek cancelled full runs last year for most of the year due to driver shortages. We've done well in keeping buses running over the last three years. The wages are not great, which deters some people. What deters 90% of people is who they are driving. The way kids are these days, there is disconnect and disrespect with kids and parents. We search high and low for drivers. We're not unique, it's everywhere in the province.

- Jennie: Looking at floating around ideas and incentives. Drivers are starting to burn out
- Cindy: Will lose 6 drivers soon. Some are getting older and retiring. I have a few irons in the fire for next year.
- Brandy: Site C is paying \$32 per hour for driving adults. We get paid less than \$25 and driving hundreds of kids

Dave: Closest district is #59, why are they going with hydraulics?

Cindy: It's a personal thing. Mike Fitzgerald brought our fleet to another standard

Brandy: Most of us prefer air brakes over hydraulics because they are easier to handle. I've driven both and believe air brakes are safer.

Haley: A few years ago it used to be practice if we had no spares, maintenance personnel could drive

Cindy: I've tried hard to bring our district into compliance with provincial regulations. The days of if they have a Class 2, let's put them behind the wheel are gone. There is a lot more to driving a school bus now...child maintenance, awareness, etc. Liability is insane

Angela: It's just a one-off, but we're also taking them out of their jobs for the day

Cindy: We used to have three mechanics and a helper and all had Class 2 and would use them all to fill in on the bus but then they were not getting maintenance done. If a bus happened to break down, maintenance needs to be available to go out and service the bus

Angela: I've looked at the analytics of closing routes and it hasn't been too onerous.

Cindy: Clearview has three spare drivers that are being used on a regular basis. Three spare drivers in Prespatou. Two in Hudson's Hope. Three in FSJ (Baldonnel, Taylor, Charlie Lake, Montney). Two in Rose Prairie. Two out of three in FSJ are covering medical leaves, leaving one to cover 20 routes. We have had six revolving medical leaves which is unprecedented. Typically, we would need four spares. If you have too many spares and don't use them, they find employment somewhere else. It's a gentle balancing act

Haley: Bus drivers are having a difficult time getting time off right now. How are you navigating that?

Cindy: For medical appts or sickness and don't have a spare, the route is cancelled. If it's holiday time or personal day, I don't want people to lose the time they're entitled. Also wish for generosity of time (ie. a driver has two weeks off for Spring Break, comes back to work for a week and then asks for another week off to visit friends). We need to share what we've got.

Lead Shop Steward

Brandy: Members have the right to choose their own steward for representation. Management has gotten better with that, however there are some members in both unions, trying to dictate this and it's concerning.

Perhaps a memo out to management reminding everyone the member needing the representation decides.

Haley: There was an incident at an elementary school where a parent advised admin they had a meeting at the school and that their child should wait for them. The note was not given to the student and they left the school and went missing for several hours. Parent has now pulled her student from the school as she doesn't feel safe. These notes need to go into the student's hands

Roberta: Had an incident with my own child. It happens more than we think

Haley: FSJ has the highest rate in the province for missing and murdered Indigenous Women. This is scary.

Union President

See attached report

Plant Superintendent

Chad: As we see people vying for more school district contracts, they are offering free training (ie. roof company). Roofing companies are moving to more cold processes. We've also had some interest in coming and doing some more flooring training

Dave: Roofing companies are moving away from the "torched on" technology due to safety

Administrative Officer

Sean: Just a reminder that when we have workers come into the building, that they check in at the office and have name tags, if possible. Will be bringing up Criminal Record Checks for third party contractors at the next District Joint Health & Safety Meeting. It would also be helpful for the school to receive a "heads up" when contractors are coming through

Chad: We can't force outside contractors to wear name tags. We can address it with our own staff again

Dave: Would you prefer Facilities staff to go to the admin or clerical?

Sean: Clerical is adequate. The check in piece is important

Jennie: We have casuals out there so making sure contractors know they are to check in would be helpful

Dave: We did get district jackets that have names, maybe look at vests?

Sabrina: We are working on packages for third party contractors that contain information on checking in, have WorkSafe BC accreditation, certifications, etc.

Human Resources Manager

Colleen: Staffing reports will be coming out soon. Any notices of layoffs will be coming out as well as posting opportunities

Secretary-Treasurer

Angela: Value these meetings and appreciate CUPE Touch base meetings as well. In regards to the Indigenous variance, I appreciate your frustration. I understand and it's with me. I have the documentation and I know how important it is. I will take care of it

Angela: Don't have another meeting until the fall. Hope you have a great summer. I'm always available for any concerns. I appreciate your input

Board Chair

Helen: Working on the preliminary budget under the consultation of the Secretary-Treasurer and looking at overall needs. There's still opportunity to fill out the survey. There are huge inflationary pressures (ie. fuel). There will not be an increase in funding. We seem to be a better position than some other districts. We will be looking at a balanced budget. We supported a motion at the BCSTA AGM in regards to the shorter window due to weather in the north for building contractors. We've asked for an examination of COVID to look at structural things. We're adding the need for universal food programs, people are doing it off the side of their desks. Appreciate the work you're doing.

Next Scheduled Meeting

Wednesday, September 15, 2022 @ 1:00 p.m. (Board Room)

Adjournment

Meeting adjourned @ 2:36 p.m.

ANGELA TELFORD
SECRETARY-TREASURER
SCHOOL DISTRICT NO. 60

JENNIE COPELAND
PRESIDENT
CUPE, LOCAL 4653

The past month has been quite busy with meetings, training and travel.

The Bargaining Committee met with our National Rep, Kevin McConnachie, and went through our Collective Agreement to determine a starting point for planning our proposals to the employer during this round of bargaining. Thank you to the over 200 members who submitted a local survey. We have scheduled 2 more meetings this month with the Bargaining Committee to continue working through the proposals in preparation for when we are finally able to sit down with the employer. At this time, we are uncertain when this will be, as the Provincial Bargaining team continues to discuss with the Provincial Government what is needed for their committee to sign the final offer and Provincial Framework Agreement. The Provincial Bargaining must be completed prior to each K-12 local to sit down at the table and begin their local bargaining. Our Executive is scheduling a time to visit each of the sites to discuss with the members their concerns and what they would like the Bargaining Committee to put forward as a part of this round of Bargaining. Visits will be starting next week.

5 members of our Executive and Shop Stewards were in attendance at the CUPE BC Convention last week in Victoria. As 3 were first time delegates, it was an excellent experience for them to understand the CUPE movement further and to partake in events to strengthen the work they do for our members as a part of the Executive. I was very proud of our delegation, as 3 sat on the Credentials (Registration) Committee for the week of the Convention, 2 attended the Indigenous Caucus and partook in all of the activities that they scheduled, and 1 attended the Young Workers social and Scavenger Hunt. ALL 5 of the delegation felt moved to step to the mic and speak on Resolutions that were brought to the floor, I do not think that there were many other locals that could state the same.

We felt very fortunate that the convention was in person, as we were able to network with the CUPE BC Staff and explain to them how the pandemic has affected our members, asking them to come here and talk to our members personally to understand why we are so passionate about representing our members and the issues that they face. As a delegation, being able to attend this Convention in person brought us closer together as an Executive, but also allowed us the time to network with other locals from our District Council and across the province—friendships were made that will last well beyond our roles with the union.

We will be finishing the school year with the Northern Area District Council Spring School, which will be held in Fort St. John June 14-17, 2022. A part of this school will be the Northern Tour, which will include a BBQ at each of the communities that have a CUPE Local. This will be hosted by the local at each community, for all CUPE members to attend and meet their local's Executive, as well as the Northern Area District Council Executive and representatives for CUPE BC. We look forward to seeing many of our members at the BBQ our local will be hosting.

Our Executive would like to take this time to thank each and every member of our local for their hard work and dedication to ensure that the students of this district are able to attend a safe, happy and healthy school – and we want to wish everyone a well deserved and relaxing Summer Break, we look forward to working with everyone in the upcoming school year.

Respectfully submitted
In Solidarity

Jennie Copeland
President
Local 4653 - Peace River North

**SCHOOL DISTRICT 60 (PRN)
JOINT HEALTH AND SAFETY COMMITTEE
MEETING MINUTES
Tuesday, May 17, 2022
1:00 p.m.**

Present: Sabrina Bourdon, Supervisor of Custodial, Procurement & Safety
Michele Wiebe, PRNTA President
Jennie Copeland, CUPE 4653 President
Dave Shipley, CUPE 4653 Vice-President
Sean Thomas, Admin
Lyle Warbinek, Teacher
Helen Gilbert, Board Chair
Leah Reimer, Executive Assistant

Absent: Angela Telford, Secretary Treasurer
Madeleine Lehmann, Board Vice-Chair

Call to Order

Sabrina Bourdon called the meeting to order at 1:04 p.m.

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

Adoption of Minutes

Lyle/Michele
THAT the Committee adopt the minutes of the Joint Health & Safety Committee Meeting held March 16, 2022.

CARRIED.

Old Business

Action Items from Previous Meeting

HEPA Filters/Ventilation

- Chad is looking into it as a whole district
- Michele – there is a room at Dr. Kearney without windows, not sure if there is HVAC there. Also, a potential concern with offices at the KEY

RE-ACTION: Let Sabrina know of any other specific concerns. Will bring back to the next meeting for updates

Review Statistics

ACTION: Sabrina will look into what is appropriate to share in regards to privacy

- Sabrina will disclose the details but not the employee name

ACTION: Sabrina will bring non-recordable stats to the committee going forward

- Sabrina has brought them forward to this meeting and will continue going forward

ACTION: Sabrina will bring more over all education sector statistics to the next meeting.

- Sabrina has brought some to this meeting

Monthly Inspections

ACTION: Going forward, Sabrina will send out a reminder mid-month to submit reports

- Sabrina has diarized this and has started doing that this month and going forward. It is helping improve the percentage of sites getting theirs done

March Safety Talk

ACTION: Sean will take to the next NPAA meeting as a refresher. Also, have it placed in the Administrator's Handbook. Sabrina will also do an annual reminder to Admin

- Sean raised it at the next NPAA meeting. There was a good response
- Sabrina will be asking Admin to share electronic sheets with her to ensure staff have seen the March Safety Talk.

ACTION: Sean and Sabrina to meet to discuss process and send out to other Admin's to use if they want

ACTION: Sabrina will look after JHSC Committee Evaluations and Assessments

ACTION: This September, Sabrina will ensure it is done effectively and what is expected as per the regulations

Rapid Tests

ACTION: Sabrina will send out communication to all staff regarding this

- Have thousands of tests. It has been communicated to Admin that they are available upon request for all staff

Updated K-12 COVID Guidelines

ACTION: Sabrina will send out communication around this to all sites.

Will also include an updated communicable disease prevention plan in the April Safety Talk

- Completed...the current plan is on the website and on the safety boards

Additional Items – Keys for Outside Entrance Doors for Teachers

ACTION: Angela will take to the next Operations Meeting to get a more historical understanding. Michele will connect with her members for more information.

RE-ACTION: At Angela's request as still gathering information

Winter Driving Conditions

ACTION: Committee members to review the Snow Days memo and bring back to the next meeting for further discussion

- No further discussion

Additional Matters Arising from Old Minutes

None

New Business (Attachments)

Review Statistics

- Seeing improvement with inspections and meetings being done
- Reviewed the Total Recordable Incidents by Cause (5 hazardous incidents are all related to COVID at different locations)
 - Violence incident involves an EA working with a student
 - Sabrina – finding with investigation it's general a matter of a dysregulated student they are trying to calm where there's biting, hitting, scratching
 - This particular incident, the student sprayed the staff member with liquid from a bottle
 - We have many things in place to prevent incidents
 - Discussion around having rooms with windows, etc. for protection
 - 16 total recordable incidents
 - Any incidents from July 1 until now...89 total (falls/trips/slips are by far the most at 23)
 - Sabrina stressed the importance of reporting all incidents
- Total Incidents by Cause – 3 year comparison. More incidents throughout last year with COVID (perhaps from stress, wearing masks, etc.) More incidents in motor vehicle incidents
 - Discussion around incentives (ie. draws, prizes, etc.)
 - Sabrina – have to look at as it can stop people from reporting

ACTION: Committee members to come up with ideas for safety initiatives for next year

- Total Incidents Year to Year – down 30% from last year...still have two months to go
- Total Recordable Incidents by Cause – those who sought medical care. Falls/slips/trips and cut/crush are biggest. In current year, we're doing pretty good with falls/slips/trips (ie. 2). Overall doing much better this year than previous two years
 - Mental health injuries have not been reported
 - Dave - vehicle/equipment damage – new staff running equipment who are inexperienced vs. long-term experienced staff? Sabrina - with exception of Transportation, the other remaining incidents at Facilities are from the labour crew
 - Gives opportunity to see where we need more training to reduce the amounts of incidents

ACTION: Sabrina will bring more “drilled down” information to the next meeting

ACTION: Sabrina will be sharing with the Senior Team and Trustees

Workplace Violence Prevention Program

- WorkSafe BC – where hazards in the workplace we need a prevention program in place
- Have been going through the implementation process

May Safety Talk

- An overview went out to all district staff last week
- We were missing the formal risk assessment at each site and the overall training for the staff
- Sabrina is working with Akuter that builds our safety courses to send the course out for all staff

Site-Based Committee Training Resource

- Reviewed the attachment
- Have until November 15, 2022 to complete it
- Contains Suggested Timeline for Completion
- TTOC's/Casuals? – Sabrina - by the end of June we will have a new Akuter course for all new employees to take
- What about the survey portion?

ACTION: Sabrina will work with HR to ensure the survey portion is done by TTOC's/Casuals, etc.

- Jennie – are you looking at having this in other languages to be more inclusive (ie. French, Filipino, etc.).

ACTION: Sabrina will ask Akuter how the course can be accessed in other languages

- Sean – for the survey, who looks at the results from TTOC's/casual, etc.? Sabrina – I will do that. Administrators do it for their own sites. Will bring that information to this table

ACTION: Sabrina will bring all of the survey feedback to the next meeting in the fall

Safety Sharepoint Site

- Violence Prevention Program has been uploaded to the Safety Sharepoint site
- Includes the Violence Incident Report form to fill out. Must be saved and emailed. This will be changing in the future due to new safety management software
- This site contains all of the information that is on the safety boards at each site

Safety Management Software

- Currently, the district safety program is pieced together (ie. Google forms, paper versions, etc.) and is very cumbersome
- Just signed a contract for a safety management system that everything is housed in one location

- Built the system specifically for the education system
- Met with Saanich school district to see it how it works for them
- Met with the Rick from Technology and the company to review the software
- Everything will be able to be submitted online
- Facilities will be the test pilot before rolling out to the rest of the district
- Very intuitive (ie. videos, tutorials, etc.)
- We will always still receive a handwritten form for those who prefer it or don't have access to the technology

ACTION: Sabrina will provide an update at the next meeting

JHSC Training

- WorkSafe BC was lenient during COVID regarding training
- Throughout the year we have new committee members who require training
- Have found an online platform that we are piloting with the Facilities Committee
- School Safety BC has partnered to provide this training. Have purchased it for our district
- Satisfies the 8-hour requirement for new committee members
- Looking at the annual training and what is the best way to do that. Perhaps smaller, more engaged groups

Additional Items

First Aid

- WorkSafe BC has a public hearing in June and they are looking at moving the requirement for the education sector from Level II to Level I
- Bert Bowes, Dr. Kearney and NPSS historically have required Level II because of the size of their staff
- It is very difficult to find a first aid provider that offers Level II
- Discussion around concern at rural schools not having Level II. It is not a requirement as it's based on staff size not location
- Discussion around first aid and dangerous work done by facilities at remote locations

Round Table Discussions

- Michele – risk assessment reporting discrepancy with teachers and parents
- Sabrina – a site based risk assessment explanation

Next meeting date: Tuesday, October 18, 2022 @ 1:00 p.m.

Meeting Adjourned @ 2:25 p.m.

Annual Budget

School District No. 60 (Peace River North)

June 30, 2023

School District No. 60 (Peace River North)

June 30, 2023

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 60 (Peace River North) Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$85,900,731 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE _____ DAY OF _____, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 60 (Peace River North) Annual Budget Bylaw 2022/2023, adopted by the Board the _____ DAY OF _____, 2022.

Secretary Treasurer

School District No. 60 (Peace River North)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,279,000	6,232,869
Adult	14,500	25,500
Other	2,150	1,920
Total Ministry Operating Grant Funded FTE's	6,295,650	6,260,289
Revenues	\$	\$
Provincial Grants		
Ministry of Education	76,197,327	75,467,603
Other	121,519	129,936
Federal Grants		255,219
Tuition	910,000	754,051
Other Revenue	2,689,326	4,210,602
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Amortization of Deferred Capital Revenue	4,446,101	4,415,488
Total Revenue	84,545,473	85,414,609
Expenses		
Instruction	63,545,697	64,539,271
District Administration	2,374,938	2,435,224
Operations and Maintenance	14,883,359	14,341,019
Transportation and Housing	4,596,737	4,619,954
Total Expense	85,400,731	85,935,468
Budgeted Surplus (Deficit), for the year	(855,258)	(520,859)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(855,258)	(520,859)
Budgeted Surplus (Deficit), for the year	(855,258)	(520,859)

School District No. 60 (Peace River North)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	71,255,894	70,810,184
Operating - Tangible Capital Assets Purchased	500,000	510,000
Special Purpose Funds - Total Expense	8,343,478	9,362,357
Special Purpose Funds - Tangible Capital Assets Purchased		316,580
Capital Fund - Total Expense	5,801,359	5,762,927
Total Budget Bylaw Amount	85,900,731	86,762,048

Approved by the Board

Signature _____	Chairman of the Board	Date _____
Signature _____	Superintendent	Date _____
Signature _____	Secretary/Treasurer	Date _____

DRAFT

School District No. 60 (Peace River North)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(855,258)	(520,859)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(500,000)	(826,580)
From Deferred Capital Revenue		(4,971,594)
Total Acquisition of Tangible Capital Assets	(500,000)	(5,798,174)
Amortization of Tangible Capital Assets	5,801,359	5,762,927
Total Effect of change in Tangible Capital Assets	5,301,359	(35,247)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	4,446,101	(556,106)

School District No. 60 (Peace River North)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2023

Schedule 2

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	69,289,535	68,570,491
Other	121,519	129,936
Tuition	910,000	754,051
Other Revenue	1,253,640	1,683,996
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Total Revenue	71,755,894	71,320,184
Expenses		
Instruction	55,641,715	55,558,975
District Administration	2,374,938	2,435,224
Operations and Maintenance	9,293,354	9,101,617
Transportation and Housing	3,945,887	3,714,368
Total Expense	71,255,894	70,810,184
Net Revenue (Expense)	500,000	510,000
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(500,000)	(510,000)
Total Net Transfers	(500,000)	(510,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 60 (Peace River North)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	69,524,990	69,291,410
ISC/LEA Recovery	(929,640)	(1,098,180)
Other Ministry of Education Grants		
Pay Equity	241,350	241,350
Funding for Graduated Adults	18,863	39,000
Student Transportation Fund	425,785	425,785
Support Staff Benefits Grant		68,323
FSA Scorer Grant	8,187	8,187
Early Learning Framework		2,400
Decreased Enrollment in DL for Feb 2022		(407,784)
Total Provincial Grants - Ministry of Education	69,289,535	68,570,491
Provincial Grants - Other	121,519	129,936
Tuition		
International and Out of Province Students	910,000	754,051
Total Tuition	910,000	754,051
Other Revenues		
Funding from First Nations	929,640	1,098,180
Miscellaneous		
Miscellaneous	324,000	585,816
Total Other Revenue	1,253,640	1,683,996
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Total Operating Revenue	71,755,894	71,320,184

School District No. 60 (Peace River North)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	26,896,882	26,652,684
Principals and Vice Principals	5,229,188	5,154,870
Educational Assistants	4,993,525	5,349,434
Support Staff	7,977,811	8,002,551
Other Professionals	1,870,622	1,844,031
Substitutes	2,148,363	2,083,021
Total Salaries	49,116,391	49,086,591
Employee Benefits	11,423,879	10,074,990
Total Salaries and Benefits	60,540,270	59,161,581
Services and Supplies		
Services	1,520,202	1,689,045
Student Transportation	618,694	691,733
Professional Development and Travel	836,364	1,054,610
Rentals and Leases	37,400	38,989
Dues and Fees	43,774	51,533
Insurance	282,000	285,117
Interest	13,772	14,769
Supplies	5,365,843	5,121,792
Utilities	1,997,575	2,701,015
Total Services and Supplies	10,715,624	11,648,603
Total Operating Expense	71,255,894	70,810,184

School District No. 60 (Peace River North)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	20,888,468	1,493,561	18,346	1,692,146	372,854	1,345,769	25,811,144
1.03 Career Programs	318,981	41,723		24,617		9,000	394,321
1.07 Library Services	695,190	59,032		73,441			827,663
1.08 Counselling	673,049				145,000		818,049
1.10 Special Education	3,091,443	450,828	4,273,561	63,944		363,847	8,243,623
1.30 English Language Learning	626,029				10,000		636,029
1.31 Indigenous Education	477,916	131,625	701,618	39,879	15,730	4,610	1,371,378
1.41 School Administration		2,705,955		548,114			3,254,069
1.62 International and Out of Province Students	125,806	55,630		24,614	22,197	5,000	233,247
Total Function 1	26,896,882	4,938,354	4,993,525	2,466,755	555,781	1,738,226	41,589,523
4 District Administration							
4.11 Educational Administration		290,834			317,142		607,976
4.40 School District Governance					103,449		103,449
4.41 Business Administration				114,150	610,335		724,485
Total Function 4	-	290,834	-	114,150	1,030,926	-	1,435,910
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				53,206	198,461		251,667
5.50 Maintenance Operations				3,013,383		110,000	3,123,383
5.52 Maintenance of Grounds				481,659		181,498	663,157
5.56 Utilities							-
Total Function 5	-	-	-	3,548,248	198,461	291,498	4,038,207
7 Transportation and Housing							
7.41 Transportation and Housing Administration					85,454		85,454
7.70 Student Transportation				1,848,658		118,639	1,967,297
Total Function 7	-	-	-	1,848,658	85,454	118,639	2,052,751
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	26,896,882	5,229,188	4,993,525	7,977,811	1,870,622	2,148,363	49,116,391

School District No. 60 (Peace River North)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries \$	Employee Benefits \$	Total Salaries and Benefits \$	Services and Supplies \$	2023 Annual Budget \$	2022 Amended Annual Budget \$
1 Instruction						
1.02 Regular Instruction	25,811,144	6,154,184	31,965,328	2,963,963	34,929,291	34,197,674
1.03 Career Programs	394,321	91,225	485,546	46,020	531,566	537,097
1.07 Library Services	827,663	189,916	1,017,579	128,000	1,145,579	1,122,429
1.08 Counselling	818,049	185,251	1,003,300	5,000	1,008,300	973,826
1.10 Special Education	8,243,623	1,860,228	10,103,851	722,259	10,826,110	11,824,538
1.30 English Language Learning	636,029	143,987	780,016	28,334	808,350	746,341
1.31 Indigenous Education	1,371,378	318,672	1,690,050	225,510	1,915,560	1,932,455
1.41 School Administration	3,254,069	699,798	3,953,867	3,500	3,957,367	3,748,273
1.62 International and Out of Province Students	233,247	53,345	286,592	233,000	519,592	476,342
Total Function 1	41,589,523	9,696,606	51,286,129	4,355,586	55,641,715	55,558,975
4 District Administration						
4.11 Educational Administration	607,976	130,846	738,822	90,894	829,716	849,078
4.40 School District Governance	103,449	6,207	109,656	108,931	218,587	189,312
4.41 Business Administration	724,485	161,670	886,155	440,480	1,326,635	1,396,834
Total Function 4	1,435,910	298,723	1,734,633	640,305	2,374,938	2,435,224
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	251,667	56,431	308,098	283,846	591,944	646,434
5.50 Maintenance Operations	3,123,383	746,712	3,870,095	1,619,598	5,489,693	5,539,820
5.52 Maintenance of Grounds	663,157	138,565	801,722	252,536	1,054,258	985,638
5.56 Utilities	-	-	-	2,157,459	2,157,459	1,929,725
Total Function 5	4,038,207	941,708	4,979,915	4,313,439	9,293,354	9,101,617
7 Transportation and Housing						
7.41 Transportation and Housing Administration	85,454	18,800	104,254	19,950	124,204	122,305
7.70 Student Transportation	1,967,297	468,042	2,435,339	1,386,344	3,821,683	3,592,063
Total Function 7	2,052,751	486,842	2,539,593	1,406,294	3,945,887	3,714,368
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	49,116,391	11,423,879	60,540,270	10,715,624	71,255,894	70,810,184

School District No. 60 (Peace River North)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2023

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	6,907,792	6,897,112
Federal Grants		255,219
Other Revenue	1,435,686	2,526,606
Total Revenue	8,343,478	9,678,937
Expenses		
Instruction	7,903,982	8,980,296
Operations and Maintenance	439,496	157,766
Transportation and Housing		224,295
Total Expense	8,343,478	9,362,357
Net Revenue (Expense)	-	316,580
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased		(316,580)
Total Net Transfers	-	(316,580)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 60 (Peace River North)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	Community/Link	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	146,838	-	142,673	1,903,840	-	20,194	58,499	164,826	
Add: Restricted Grants									
Provincial Grants - Ministry of Education	292,658	236,646	-	1,435,686	148,000	46,550	124,510	583,311	365,296
Federal Grants									
Other				1,435,686					
	292,658	236,646	-	1,435,686	148,000	46,550	124,510	583,311	365,296
Less: Allocated to Revenue	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Deferred Revenue, end of year	-	-	142,673	1,903,840	-	30,371	-	-	-
Revenues									
Provincial Grants - Ministry of Education	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Other Revenue	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Expenses									
Salaries									
Teachers									
Principals and Vice Principals					1,139		22,863	79,889	
Educational Assistants		190,844			845		30,000	72,352	193,630
Support Staff							22,004	155,012	
Other Professionals	121,187							59,213	46,871
Substitutes					2,400		10,000	60,000	52,576
	121,187	190,844	-	-	4,384		84,867	1,000	293,077
								427,466	
Employee Benefits	24,424	45,802			442		17,068	108,833	65,079
Services and Supplies	293,885			1,435,686	7,500	31,547	81,074	211,838	7,140
	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

Schedule 3A

Year Ended June 30, 2023

DRAFT - Not Finalized
MAY 20, 2022 9:44

School District No. 60 (Peace River North)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	4,446,101		4,446,101	4,415,488
Total Revenue	4,446,101	-	4,446,101	4,415,488
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	5,150,509		5,150,509	5,081,636
Transportation and Housing	650,850		650,850	681,291
Total Expense	5,801,359	-	5,801,359	5,762,927
Net Revenue (Expense)	(1,355,258)	-	(1,355,258)	(1,347,439)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	500,000		500,000	826,580
Total Net Transfers	500,000	-	500,000	826,580
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(855,258)	-	(855,258)	(520,859)



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

BY-LAW 4/18 4/22

TRUSTEE ELECTIONS

“A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections”

Adopted: 1993-08
Revised: 4/02 – 2002; 4/05 – 2005; 4/14 – 2013; 4/18 - 2018
Reviewed: 4/22 - 2022

Reference:

Preamble:

Under the *School Act*, a board of education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District No. 60 (Peace River North), trustee elections are held in the following trustee electoral areas:

TEA #	General description of each Trustee Electoral Area	# of Trustees
Area 1	Includes Cecil Lake, Goodlow and Clayhurst	One (1)
Area 2	Includes Prespatou, Buick, Rose Prairie, Doig River First Nation, Blueberry River First Nations, North Pine, Montney and Wonowon (east)	One (1)
Area 3	Includes the District of Hudson's Hope, Upper Cache, Tsay Keh Dene Nation and Williston Lake	One (1)
Area 4	Includes the District of Taylor, Baldonnel and Two Rivers	One (1)
Area 5	Includes the City of Fort St. John, the Upper Halfway, Halfway River First Nation, Wonowon (west), Charlie Lake, Pink Mountain and north to Mile 225 on the Alaska Highway	Three (3)

and as illustrated in Appendix 1 attached to and forming part of this bylaw.

The Board wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The Board, in an open meeting assembled, enacts as follows:

Definitions

1. The terms used in this bylaw shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act*, except as the context indicates otherwise.
 - “*Board*” means the Board of Education of School District No. 60 (Peace River North);
 - “*by-election*” means a trustee election to fill a vacancy on the Board in any of the circumstances described in section 36 of the *School Act*;
 - “*election*” means a trustee election;
 - “*general voting day*” means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election;
 - “*Minister*” means the Minister of Education;
 - “*Regional District*” means the Peace River Regional District; and
 - “*TEA*” is the acronym for Trustee Electoral Area.

Application

2. (1) This bylaw applies to both general school elections and by-elections, except as otherwise indicated in this bylaw.

Required Advance Voting Opportunities

3. (1) Unless the Board is exempted from the requirement by Order of the Minister of Education, the required advance voting opportunity will be held on the tenth day before general voting day ~~and no other advance voting opportunity will be held in all Trustee Electoral Areas.~~
- (2) An additional advance voting opportunity will be held on:
 - i. in TEA #5, the date specified in the bylaws of the the City of Fort St. John; and
 - ii. for by-elections in TEA #5, 3 days before general voting day unless that day is a holiday, in which case the required advance voting opportunity will be held on the 4th day before general voting day.

Order of Names on the Ballot

4. The order of names of candidates on the ballot will be alphabetical **by last name.**

Resolution of Tie Vote after Judicial Recount

5. In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

Website Access to Candidate Nomination Documents and Campaign Financing Disclosure Statements

6. (1) The Board authorizes public access, during the regular office hours at the Board's office, to nomination documents of trustee candidates by internet or other electronic means until 30 days after declaration of the election results.
- (2) In accordance with the *Local Elections Campaign Financing Act*, the Board will make available to the public for inspection during the regular office hours of the Board's head office, the trustee candidates' campaign financing disclosure statements and supplementary reports, [other than a mailing address or residential address of a significant contributor](#), by internet access until 5 years after general voting day for the election to which the trustee's campaign financial disclosure statements and supplementary reports relate.
- (3) Before providing the services under section 6, the Board, requires the person requesting the service to
- (a) certify that any purpose for which personal information is to be used is permitted by section 63 of the *Local Elections Campaign Financing Act*, and
 - (b) certify that
 - (i) the individual, and
 - (ii) if applicable, any individual or organization on whose behalf the first individual is accessing, inspecting or obtaining the copy or other record
- will not use personal information included in the copy or other record except for a purpose permitted under the *Local Elections Campaign Financing Act*.

Application of Local Government Bylaws

7. (1) In TEA #3, the District of Hudson's Hope conducts part of the trustee election, the elections bylaws of the District of Hudson's Hope, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.
- (2) In TEA #4, the District of Taylor conducts part of the trustee election, the elections bylaws of the District of Taylor, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.
- (3) In TEA #5, if the City of Fort St. John conducts part of the trustee election, the elections bylaws of the City of Fort St. John, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

~~Elections Conducted by the Board~~ Additional Advance Voting Opportunities

8. The chief election officer is authorized to establish additional advance voting opportunities for each election and to designate the voting places, establish the date and the voting hours for these voting opportunities in all ~~Trustee Electoral Areas~~ TEA areas where the Board conducts the trustee election on its own behalf.

Additional General Voting Opportunities

9. The chief election officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours, within the limits set out in the *Local Government Act*, for such voting opportunities.

Special Voting Opportunities

10. In all TEA areas where the Board conducts the trustee election on its own behalf, in order to give electors who may otherwise be unable to vote an opportunity to do so, special voting opportunities may be established by the chief election officer for each election for hospital patients, seniors in a retirement home or persons subject to a disability who will be qualified to vote at the special voting opportunity, and the chief election officer is authorized to establish the location, date, voting hours and procedures, within the limits set out in the *Local Government Act*, for each special voting opportunity. The chief election officer is authorized to limit the number of candidate representatives who may be present at the special voting opportunity.

~~Voting Day Registration Only~~

11. ~~(1) As authorized under the School Act and the Local Government Act, at each election, electors who wish to vote must register at the time of voting.~~
~~(2) Registration as an elector under subsection (1) is effective only for which the voting is being conducted at that time.~~

Number of Scrutineers at Voting Places

- 11.2 The maximum number of scrutineers for each candidate that may attend at an election is one per ballot box for each candidate.

Title

- 12.3 This bylaw may be cited as "School District No. 60 (Peace River North) Trustee Elections Bylaw No. ~~4/18-4/22~~."

Repeal

13.4 School District No. 60 (Peace River North) Trustees Elections By-Law No. ~~4/18-4/22~~ is hereby repealed.

Read a first time this ____ day of ____ 2022.

Read a second time this ____ day of ____ 2022.

Read a third time, passed and adopted this ____ day of ____ 2022.

Helen Gilbert, Board Chair

Angela Telford, Secretary-Treasurer

SCHOOL CHARGES for 2022-2023

for ALWIN HOLLAND ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	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.
Bussing	\$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 be charged between \$40 and \$80 to cover costs of food, busing, etc. Classes are expected to fundraise to lower the cost.	\$40-80.00		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.
Field Trips	\$20.00	Up to \$20 per field trip may be collected to cover the cost of field trips.	\$20.00		Students who cannot afford this charge will not be penalized.
Worsley Ski Hill	\$65.00	Up to \$65 will be collected to cover rentals, lessons, and lift tickets.	\$65.00		Students who cannot afford this charge will not be penalized.

SCHOOL CHARGES for 2022-2023

for ANNE ROBERTS YOUNG ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount Conforming	Amount Remaining	Explanation (if required)
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 cannot 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 cannot 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 cannot 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 2022-2023

for BALDONNEL ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount Conforming	Amount Remaining	Explanation (if required)
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 2022-2023

for BERT AMBROSE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Kindergarten supplies	\$40.00	School supplies needed throughout the year.	\$40.00		Optional - Parents may choose to purchase their own supplies.
Gr. 1-2 Supplies	\$40.00	School supplies needed throughout the year.	\$40.00		Optional - Parents may choose to purchase their own supplies.
Gr. 3-6 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		Will remain at \$10 for 2022=23 school year; but will likely return to \$15 for the following 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		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 Programs	\$10.00	Supplies required to provide ADST activities to our students from K-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.
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 2022-2023

for BERT BOWES MIDDLE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Caution Fee	\$70.00	Caution Fee / Textbook	\$70.00		
School Fees	\$15.00	Locker Rental/Cultural Fee	\$15.00		

SCHOOL CHARGES for 2022-2023

for BUICK CREEK ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	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
Field Trips	Variable amounts	Students are charged a bus fee and cost of activity as per trip expenses.	Variable amounts		Charges will vary depending on planned classroom activities. Students who cannot afford this will be covered.

SCHOOL CHARGES for 2022-2023

for C. M. FINCH ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	Remaining	
Kindergarten supplies	\$35.00	School supplies needed throughout the year.	\$35.00		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	\$45.00	School supplies needed throughout the year.	\$45.00		Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2022-2023

for CHARLIE LAKE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	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	\$5.00	All students - Classroom teachers take their students on field trips.	\$5.00		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 2022-2023

for CLEARVIEW ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
School Supplies	\$45.00	Elementary K-3.	\$45.00		Only elementary students- Secondary students need to bring their own supplies
School Supplies	\$50.00	Elementary 4-6.	\$50.00		Additional cost for older students and different supplies used.
Agenda	\$10.00	Grades 1-7 - individual agenda.	\$10.00		For classes that use agendas.
Cooking Fee	\$20.00	Home Economics - cooking and taking home the extras.	\$20.00		Secondary Students in ADST courses - may not run this year. Cost would be for additional projects.
Cultural Performances - applies to all students. K - Gr. 9	\$15.00	Providing cultural opportunities for all students.	\$15.00		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
Field trip fees	\$5-\$10.00	Classroom teachers take their students on field trips.	\$10.00		Students who cannot afford this fee will not be penalized. This will only be collected when needed.
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 and no other damages occur.	\$75.00		\$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 grade 7-9	\$4.00	Non-refundable - for lock for their locker.	\$4.00		

SCHOOL CHARGES for 2022-2023

for DR. KEARNEY MIDDLE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
School Fees	\$10.00	Locker Rental/Cultural Fee	\$15.00		
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 2022-2023

for DUNCAN CRAN ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	Remaining	
Cultural Fee	\$15.00	This is used to offset cultural events offered at the school - including Paul Hann. Students who cannot afford this fee will not be penalized.	\$15.00		Applies to all students. Community Links covers fees for families that express hardship to pay
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	\$30.00	School supplies needed throughout the year for Kindergarten students only.	\$30.00		Optional fee for Kindergarten students only. Parents may choose to purchase their own.

SCHOOL CHARGES for 2022-2023

for ECOLE CENTRAL ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount Conforming	Amount Remaining	Explanation (if required)
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	\$40.00	Supplies for grades 1-3. School supplies needed throughout the year.	\$40.00		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.	\$10.00		Applies to all students. Students who cannot afford this fee will not be penalized
Quebec Fees	\$2,500.00	Grade 6 students that will be going on the trip to Quebec	\$2,500.00		Grade 6 only.
School Supplies - Gr. 4-6	\$45.00	School supplies for grades 4-6 needed throughout the year.	\$45.00		Optional charge - parents can pick up their own supplies if they prefer.
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.	\$20.00		Intermediate Students. Students who cannot afford this fee will not be penalized.
Field Trips	\$10.00	Up to \$10 will be collected for field trips that classroom teachers want to take their students on.	\$10.00		Applies to specific classes. Students will not be penalized if they cannot afford this fee.

SCHOOL CHARGES for 2022-2023

for ELC

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount 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 2022-2023

for HUDSON'S HOPE SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	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	Grades 1-6	\$50.00		All school supplies needed throughout the year; parents can supply their own if they wish.
Agenda	\$10.00	Grades 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 grade 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 2022-2023

for KEY / DISTANCE LEARNING

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	Remaining	
Course Resources	Cost of resources up to \$100 max	This is a deposit and will be returned when the resources are returned to KLC. This deposit is intended to encourage return of the course/program resources. Deposit is for non-consumable paper-based resources only.	\$100.00		Deposit will not be required if family is unable to pay.
IT - iPad, Chromebook, Computer	\$100.00	This is a deposit and 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.
Field Trips & Activity Days	Variable amounts	Students are charged a bus fee and cost of activity as per trip expenses.	Variable amounts		Charges will vary depending on planned classroom activities. Students who cannot afford this will be covered.

SCHOOL CHARGES for 2022-2023

for MARGARET 'MA' MURRAY COMMUNITY SCHOOL

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount Conforming	Amount Remaining	
Agenda	\$10.00	Agendas for grades 1-6.	\$10.00		
School supplies	\$40.00	Supplies for grades 1-6 - School supplies needed throughout the year.	\$40.00		Optional charge - parents can pick up their own supplies if they prefer.
School supplies	\$45.00	Supplies for Kindergarten - School supplies needed throughout the year.	\$45.00		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 \$10	Cover costs incurred for off site field trips.	up to \$10		students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2022-2023

for NORTH PEACE SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Amount Conforming	Amount 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 2022-2023

for PRESPATOU ELEM-SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Remaining	
Agenda	\$10.00	Agendas for Grades 1-7 - Class Specific	\$10.00		**Currently not being charged**
Cultural Events	\$10.00	This is used to offset cultural events offered at the school. Students who cannot afford this fee will not be penalized.	\$10.00		**Currently not being charged**
Field Trips	\$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 cannot afford this fee.	\$10.00		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.
Worsley Ski Hill	\$65.00	Up to \$65 will be collected to cover rentals, lessons, and lift tickets.	\$65.00		
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
Sports Teams	\$10.00	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.	\$10.00		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	Various	Cover food costs when food is fed directly to the student.	Various		Secondary - **Currently not being charged**

SCHOOL CHARGES for 2022-2023

for ROBERT OGILVIE ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Kindergarten Supplies	\$40.00	School supplies for Kindergarten.	\$40.00		Kindergarten student only
Kindergarten Cultural	\$10.00	Used to offset cultural events offered at the school.	\$12.00		Kindergarten student only
Kindergarten Bussing	\$10.00	To help cover the cost of field trips.	\$13.00		Kindergarten student only
Grades 1-6 Supplies	\$40.00	School supplies for Grade 1-6.	\$40.00		Applies to Grades 1-6 students
Grades 1-6 Cultural	\$12.00	Used to offset cultural events offered at the school.	\$12.00		Applies to Grades 1-6 students
Grades 1-6 Bussing	\$13.00	To help cover the cost of field trips.	\$13.00		Applies to Grades 1-6 students
Grades 1-6 Agenda	\$10.00	Student agendas.	\$10.00		Applies to Grades 1-6 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 (Grade 6 students only)

SCHOOL CHARGES for 2022-2023

for TAYLOR ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount		Explanation (if required)
			Conforming	Amount Remaining	
Kindergarten supplies	\$40.00	School supplies needed throughout the year.	\$40.00		Optional charge - parents can pick up their own supplies if they prefer.
Grade 4-6 supplies	\$45.00	School supplies needed throughout the year.	\$45.00		Optional charge - parents can pick up their own supplies if they prefer.
Agenda	\$7.00	Agendas for grades 3-6.	\$7.00		Parents can purchase one on their own if they wish.
Cultural fees	\$5.00	This is used to offset cultural events offered at the school.	\$5.00		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
Busing	\$10.00	This charge helps to offset the cost of any bussing for field trips.	\$10.00		Students who cannot afford this fee will not be penalized.

SCHOOL CHARGES for 2022-2023

for TECHNOLOGY SERVICES

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount Conforming	Amount Remaining	Explanation (if required)
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 2022-2023

for UPPER HALFWAY ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	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 2022-2023

for UPPER PINE ELEM-JR SECONDARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	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 Kindergarten to Grade 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 2022-2023

for WONOWON ELEMENTARY

Course/Program/Item	Charge \$	Breakdown/Rationale	Amount	Amount	Explanation (if required)
			Conforming	Remaining	
K – Grade 3 Supplies	\$40.00	Optional charge – families can purchase student supplies.	\$40.00		Contact the school for a supply list.
Grade 4 - 6 Supplies	\$45.00	Optional charge – families can purchase student supplies.	\$45.00		Contact the school for a supply list.
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

Ministry of Education

Annual Facility Grant (AFG) - 2022/23 Expenditure Plan

Name	Total Project C	Project Type
154807 - C M Finch Elementary	40,000.00	Interior Construction (AFG)
154809 - Bert Bowes Middle School	17,000.00	Accessibility Upgrades
154810 - Charlie Lake Elementary	32,000.00	Exterior Wall Systems (AFG)
154811 - Ecole Central Elem School Of The Arts	65,000.00	Exterior Wall Systems (AFG)
154891 - Robert Ogilvie Elementary	115,000.00	Interior Construction (AFG)
154892 - Upper Pine Elem-Jr Secondary	140,000.00	Site Upgrades
154896 - Buick Creek Elementary	10,000.00	Accessibility Upgrades
154899 - Charlie Lake Elementary	10,000.00	Accessibility Upgrades
157661 - Ecole Central Elem School Of The Arts	315,000.00	HVAC (AFG)
157662 - Robert Ogilvie Elementary	275,000.00	Accessibility Upgrades
157663 - Board Office (this is an existing Facility)	180,000.00	Exterior Wall Systems (AFG)
157664 - North Peace Secondary	35,253.00	Accessibility Upgrades
	1,234,253.00	

Project Description

This school has no office for the VP
Aging front entrance. Doors to be replaced
Windows in the east end of the school are as old as the school itself. Wood is rotten around them and they are single pane.
Windows are very old and leak. Replace with energy efficient versions
Gym floor is very bad shape. Students are getting slivers from the wood. Needs to be replaced.
Site is in need of a water source. Currently it relies on a dugout and the water is not potable. They have been hauling water into the school.
Repair sidewalks
Repair sidewalks
Direct Digital Controls for HVAC system
Pave parking lots to improve bus access and parent parking
Window replacement as existing windows are drafty and can not regulate temperature in the building.
Repair sidewalks

SD 60 Operating Financial Report - July 1 2021 to April 30, 2022

Operating Revenue	Actual	Amended Budget	% of budget received	# of Months	Explanations
Ministry of Education Grants	\$ 55,162,433	\$ 69,668,671	79.2%	12	On track as MOE
Provincial Grants - School Age Therapy	\$ 109,683	\$ 129,936	84.4%	12	Budget is slightly over but will align by year end
Offshore Tuition	\$ 558,895	\$ 600,000	93.1%	10	Tuition is recognized monthly, we are anticipating more than the \$600,000 estimated at amended budget time
Alberta Students, DL, 3rd Pary Billings	\$ 125,716	\$ 154,051	81.6%	10	AB Student revenues final payment will come in June 2022
LEA Revenue	\$ 1,108,530	\$ 1,098,180			LEA Revenue
Miscellaneous Revenue	\$ 576,711	\$ 585,816	98.4%	12	This includes Apple Schools Funding, ITA, Shoulder Tapper, and other Miscellaneous funds that come into the District
Rentals	\$ 83,757	\$ 101,710	82.3%	12	Includes Daycare Rental as well as Teacherage Rentals
Interest	\$ 70,648	\$ 80,000	88.3%	12	Interest Income currently on track, but may decline as reserves become exhausted
Total Operating Revenue Before LEA Adjustment	\$ 57,796,373	\$72,418,364	79.8%		

LEA Revenue	-\$ 1,108,530	-\$ 1,098,180			LEA Revenue is taken by the Ministry of Education In June. The Funding is included In our regular operation payments
Total Operating Revenue	\$56,687,843	\$71,320,184	79.5%		

Operating Expense	Actual	Annual Budget	% of budget expended	# of Months	Explanations
Salaries					
Teachers	21,051,681	26,652,684	79.0%	10	On Track as should be approx 80% YTD
Principals and Vice-Principals	4,292,833	5,154,870	83.3%	12	On Track as should be approx 80% YTD
Educational Assistants	3,860,838	5,349,434	72.2%	10	Lower than expected as should be approx 80% YTD
Support Staff	6,340,811	8,002,551	79.2%	10	On Track as should be approx 80% YTD
Other Professionals	1,490,874	1,844,031	80.8%	12	On Track as should be approx 80% YTD
Substitutes (TOC's)	1,662,256	2,083,021	79.8%	10	On Track as should be approx 80% YTD
Total Salaries	38,699,293	49,086,591	78.8%		
Employee Benefits	8,417,735	10,074,990	83.6%		On Track as should be approx 80% YTD
Total Salaries and Benefits	\$47,117,028	\$59,161,581	79.6%		
Services and Supplies	7,849,506	11,648,603	67.4%	12	Not evenly distributed throughout year; should be closer to 80%, but there is much spending occuring now. Anticipate this number moving much higher as we close in on the year end. There are supply chain issues for
Total Operating Expenses	\$54,966,534	\$70,810,184	77.6%		
Capital Purchases from Operating	\$300,000	\$510,000	58.8%	12	Purchases vary through year
Operating Net Revenue (Expense)	\$1,421,309	\$0			

Application of Reserves		\$0
Balanced		\$0

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

Board of Trustees Meetings 2022-2023

DATE	MEETINGS	START TIME
August 29	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
September 12	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
October 3	In-Camera Committee of the Whole Meeting <i>Regular (Public) Committee of the Whole Meeting</i>	12:30 p.m. 1:30 p.m.
(Election – October 15)		
October 23	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
October 31	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 21	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
December 5	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 12	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
Christmas Vacation: December 19, 2022 – January 2, 2023; Schools re-open January 3, 2023		
January 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.
January 23	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
February 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.
February 20 (Tues)	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
March 6	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
Spring Vacation: March 20 – March 31, 2023; Schools re-open April 3, 2023		
April 11 (Tues)	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 24	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
May 8	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 23 (Tues)	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 p.m.
June 5	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 18	In-Camera Board Meeting <i>Regular (Public) Board Meeting</i>	5:00 p.m. 6:00 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.



British Columbia
School Trustees
Association

May 2, 2022

The Honourable Jennifer Whiteside

Minister of Education

PO Box 9045, Stn Prov Govt

Victoria B.C. V8W 9E2

educ.minister@gov.bc.ca

Dear Minister Whiteside,

Subject: BCSTA Indigenous-Focused Graduation Requirements Survey

On behalf of the British Columbia School Trustees Association (BCSTA), I am writing regarding the planned implementation of an Indigenous-focused graduation requirement for all students, beginning in the 2023/24 school year.

As you know, BCSTA serves and supports our members, all 60 of B.C.'s boards of education, in their key work of improving student achievement. With respect to the Indigenous-focused graduation initiative, we surveyed our member boards to gather additional thoughts and feedback from the perspective of boards.

The data collected shows there is support and enthusiasm for the proposed initiative, and it is seen as an important step on our collective journey towards reconciliation. In addition, the actions being taken by government align with the United Nations Declaration on the Rights of Indigenous Peoples and British Columbia's *Declaration on the Rights of Indigenous Peoples Act*. It is important that we are recognizing and demonstrating a deeper respect and understanding of Indigenous history, culture and traditions in an appropriate manner. We hope that these changes will aid the K-12 sector in addressing longstanding issues, including systemic racism, while also empowering and elevating Indigenous youth with improved educational outcomes.

While there is enthusiasm for the initiative, there is also recognition that it will need to be thoroughly supported by government to ensure its success. It will require adequate funding to find and/or train qualified individuals, develop curriculum materials, raise public awareness for parents and students on the curriculum and to create the ability to share resources and best practices province-wide. These are just a few examples of what will be required prior to launching the graduation requirement.



British Columbia
School Trustees
Association

In addition, it is essential that the local histories, cultures and traditions of Indigenous rightsholders across the province be considered in the development of the curriculum. This can be achieved by designing a province-wide 'umbrella' curriculum that is flexible enough to allow school districts to work collaboratively with local rightsholders to ensure their input is meaningfully represented.

This is an exciting step the province is taking and one that BCSTA supports. If you would like to discuss this further, please reach out to me.

Sincerely,

A handwritten signature in black ink that reads "Carolyn Broady". The signature is fluid and cursive, with the first name "Carolyn" and last name "Broady" clearly distinguishable.

Carolyn Broady

President

British Columbia School Trustees Association

CC: BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA

Follow Up to BCSTA Survey Related to Indigenous Graduation Requirements

The survey was completed using the responses given by trustees at the board meeting.

The BCSTA submitted the attached letter to the Ministry based on the submissions from districts.

These are the courses currently offered at North Peace that fulfill the Indigenous Graduation Requirement.

Ministry Courses:

MEFLS11 - EFP LITERARY STUDIES AND WRITING 11

MENFP12 - ENGLISH FIRST PEOPLES 12

MBCFP12 - BC FIRST PEOPLES 12

Board Approved Courses:

YAES-0A - ABORIGINAL CULTURAL: LEARNING FROM THE ELDERS 10

YAES-1A - ABORIGINAL CULTURE: LEARNING FROM THE ELDERS 11

YAES-2A - ABORIGINAL CULTURE: LEARNING FROM THE ELDERS 12

Motions from AGM 2022

Substantive Motions

1 - A20221: BCSTA COVID Working Group	That BCSTA reinstate the COVID working group in order to prepare an updated report to the Board of Directors regarding the extraordinary costs connected to COVID recovery in the 2021/22 school year as well as potential future costs related to the new norms and expectations coming out of the pandemic.	Carried
2 - A20222: Traditional Territory Acknowledgment in the BC School Act	That BCSTA request that the Ministry of Education and Child Care organize and participate with sector partners in analyzing and making recommendations to revise the <i>BC School Act</i> regarding the acknowledgment of traditional territories.	Carried
3 - A20223: Trustee Honourarium Framework	<i>That the BCSTA develop a framework to assist Boards of Education in determining an appropriate honourarium that will attract and retain a diverse group of trustees and ensure equity in participation.</i>	Defeated
4 - A20224: Indigenous Representation on Boards of Education	That BCSTA request the Ministry of Education and Child Care and First Nations Education Steering Committee explore means by which First Nations Representation can form a part of each Board of Education.	Carried as amended
5 - A20225: Access to Education for all Students	That BCSTA develop a template to help Boards of Education remove barriers to registration for students with precarious or no immigration status in their Districts; and that the BCSTA calls on the BC Ministry of Education and Child Care to remove barriers for students with precarious or no immigration status.	Carried
6 - A20226: Student Voice	That BCSTA develop ways to include student voice in the work of the Association, with a report of recommendations to the Board of Directors.	Carried as amended
7 - A20227: Universal Food Programs	That BCSTA requests that the Ministry of Education and Child Care provide new funding to support universal food programs at all BC Public Schools.	Carried

<p>8 - A20228: Advocacy on the Truth and Reconciliation Calls to Action #'s 7,10,11,12 & 57</p>	<p>That BCSTA urge the British Columbia Ministry of Education and Child Care and the Canadian School Board Association to call on the Federal Government to fund and implement the following Truth and Reconciliation Commission of Canada Calls to Action.</p> <p>7. We call upon the federal government to develop with Aboriginal groups a joint strategy to eliminate educational and employment gaps between Aboriginal and non- Aboriginal Canadians.</p> <p>10. We call on the federal government to draft new Aboriginal education legislation with the full participation and informed consent of Aboriginal peoples. The new legislation would include a commitment to sufficient funding and would incorporate the following principles:</p> <p>i. Providing sufficient funding to close identified educational achievement gaps within one generation.</p> <p>ii. Improving education attainment levels and success rates.</p> <p>iii. Developing culturally appropriate curricula.</p> <p>iv. Protecting the right to Aboriginal languages, including the teaching of Aboriginal languages as credit courses.</p> <p>v. Enabling parental and community responsibility, control, and accountability, similar to what parents enjoy in public school systems.</p> <p>vi. Enabling parents to fully participate in the education of their children.</p> <p>vii. Respecting and honouring Treaty relationships.</p> <p>11. We call upon the federal government to provide adequate funding to end the backlog of First Nations students seeking a post-secondary education.</p> <p>12. We call upon the federal, provincial, territorial, and Aboriginal governments to develop culturally appropriate early childhood education programs for Aboriginal families.</p> <p>57. We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti- racism.</p>	<p>Carried</p>
<p>9 - A20229: Attributes of a BC Graduate Review Process</p>	<p>That BCSTA request that the Ministry of Education and Child Care, along with sector partners, establish a process to review and refresh the 'Attributes of a BC Graduate' and that the review be commenced in the 2022/2023 school year.</p>	<p>Carried</p>
<p>10 - A202210: Climate Action – Remove BC Hydro Metering Caps</p>	<p>That BCSTA advocate directly to BC Hydro, the BC Utilities Commission, and the Ministry of Education and Child Care, to request the removal of BC Hydro's 100kW net metering caps in all public school facilities.</p>	<p>Carried</p>
<p>11 - A202211: Safe Passing Distance for Safer Routes to School</p>	<p>That the BCSTA request that the Province of British Columbia amend the <i>Motor Vehicle Act</i> to better support safe active transportation by requiring drivers to provide 1 meter of space on roads with posted speeds of 50 km/h or less, and 1.5 meters of space on roads with posted speeds in excess of 50 km/h, when passing people cycling or walking.</p>	<p>Carried</p>

12 - A202212: Funding for Outdoor Learning Spaces	<p>That BCSTA request that the Ministry of Education and Child Care:</p> <ul style="list-style-type: none"> • To complete the review of its Area Standards for new schools and expansion of existing schools and include guidelines within for covered outdoor learning spaces. • To provide additional funding in the Annual Facilities Grant so districts can create covered outdoor learning spaces on school sites where they currently do not exist. 	Carried
13 - A202213: Minimum Standards for Ventilation	<p>That BCSTA request that the Ministry of Education and Child Care provide minimum indoor air quality specifications for existing buildings, addressing issues of ventilation, temperature regulation, and safety in response to recent natural disasters and the COVID 19 pandemic and that funding be provided for districts to implement the standards.</p>	Carried as amended
14 - A202214: Gender Inclusive Washrooms	<p>That BCSTA request that the Ministry of Education and Child Care support universal washrooms and change rooms in public schools by providing new funding to retrofit existing facilities.</p>	Carried as amended
15 - A202215: Capital Funding Announcements	<p>That BCSTA request that the Ministry of Education and Child Care accommodate districts with shorter construction seasons by approving capital projects by February 1st of each calendar year.</p>	Carried

Motions from AGM 2022

Late Motions

16.1 - A202216.1: Request to Ministry for Annual Report on Deferred Maintenance	<p>That BCSTA request the Ministry of Education provide the Association with an annual report on school building deferred maintenance including:</p> <ol style="list-style-type: none"> 1. The average facility condition index for school buildings in BC, 2. The estimated value of deferred (unfunded) maintenance, and <p>The Ministry's plan to address the shortfall and worsening condition of school buildings</p>	Carried
17.1 - A202217.1: Capital Cost Sharing	<p>That the BCSTA request the Ministry of Education, Ministry of Finance and Treasury Board discontinue the practice of requiring Boards of Education to use operating funds towards supported capital projects that should be fully funded by the province (e.g. new schools, school expansion);</p> <p>and further: that the BCSTA request that the Ministry of Education, Ministry of Finance and Treasury Board commit to respecting local decisions regarding strategic plan priorities, long term financial plans and financial risk management;</p> <p>and further: that the BCSTA request that the Ministry of Education, Ministry of Finance and Treasury Board acknowledge that, similar to the provincial government, the Boards of Education policy of maintaining contingencies allocations/reserves is a prudent measure to provide for unforeseen and unbudgeted costs that may arise, and to fund local priority initiatives.</p>	Carried
18.1 - A202218.1: K - 12 Operating Grant	<p>That the BCSTA urge the Ministry of Finance and Ministry of Education to fully fund all incremental payroll and other inflationary costs that have not been covered in the K-12 estimated operating grants announced for the 2022/23 school year.</p> <p>And</p> <p>The per pupil funding in the K12 operating block funding announced for the 2022/23 school year be adjusted to cover all incremental payroll increases and other inflationary cost pressures being experienced by districts.</p> <p>And</p> <p>That the BCSTA urge the Ministry of Finance and the Ministry of Education to notify all districts prior to May 31 2022, of changes in the K-12 estimated operating grant for the 2022/23 school year that will cover incremental payroll and other inflationary cost pressures.</p>	Carried

PRELIMINARY ANNUAL BUDGET

2022/23



AGENDA

- Overview of Preliminary 2022/23 Ministry of Education Funding and Enrolment projections
- Overview of Other Operating Revenues 2022/23
- Summary of Operating Expenditures by Type
- Summary of Operating Expenditures by Function
- Review of Schedule 3A
- Review of Schedule 2
- Review of Statement 2



School District 60

Peace River North

COMPONENTS OF MINISTRY OF EDUCATION FUNDING

FTE	2022/23 Premilinary	2021/22 Amended	Difference
School Aged	6,279.000	6,232.869	46.131
Adult	14.500	25.500 -	11.000
Other	2.150	1.920	0.230
Total FTE	6,295.650	6,260.289	35.361



School District 60
Peace River North

COMPONENTS OF MINISTRY OF EDUCATION FUNDING

Components of Ministry of Education Funding Include:			
Funding Type	Prelim	Amended	Difference
Enrolment based	47,771,682	47,092,650	679,032
Unique Student Needs:			0
Special Education	6,948,140	6,649,560	298,580
English Language Learning	808,350	792,500	15,850
Aboriginal Education	1,915,560	1,878,000	37,560
Adult Education	22,635	22,635	0
Salary Differential	672,170	668,781	3,389
Unique Geographic Factors	9,907,344	9,884,448	22,896
BC Education Plan	54,569	54,267	302
Equity of Opportunity Supplement	238,075	250,755	-12,680
Est. Distributed Learning (Feb & May)	1,179,745	1,585,102	-405,357
Summer Learning	6,720	4,928	1,792
Total Ministry Funding	69,524,990	68,883,626	641,364



School District 60

Peace River North

OPERATING REVENUES

Provincial Grants	Operating Grants	69,524,990	68,883,626	641,364
	Pay Equity	241,350	241,350	0
	Graduated Adults Funding	18,863	39,000	-20,137
	Transportation Funding	425,785	425,785	0
	FSA Funding	8,187	8,187	0
	Support Staff Benefits Grant	0	68,323	-68,323
	Early Learning Framework		2,400	-2,400
Other	MCFD – School Age Therapy	121,519	129,936	-8,417
Fees	International and Out of Province	910,000	754,051	155,949
Misc.	Miscellaneous Income	324,000	585,816	-261,816
	Rental and Leases	101,200	101,710	-510
	Investment Income	80,000	80,000	0
	TOTAL REVENUES	71,755,894	71,320,184	435,710

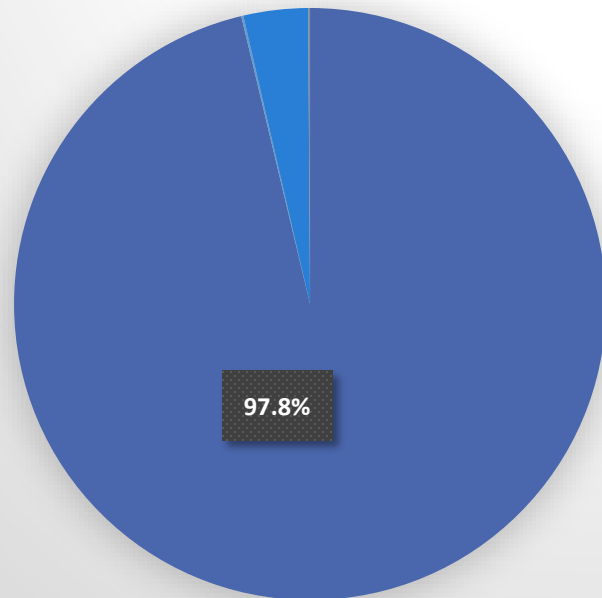


School District 60

Peace River North

OPERATING REVENUES

Total Operating Revenues
(Schedule 2)



- Ministry of Education Grants
- International and Alberta Tuition
- Misc Income including Rentals
- Investment Income



OPERATING EXPENSES BY FUNCTION

Operating Expense by Function				
	2022/23		2021/22	
	Prelim		Amended	
Instruction - 78.09%	55,641,715	78.09%	55,558,975	78.46%
District Administration - 3.33%	2,374,938	3.33%	2,435,224	3.44%
Operations & Maintenance - 13.04%	9,293,354	13.04%	9,101,617	12.85%
Transportation & Housing - 5.54%	3,945,887	5.54%	3,714,367	5.25%
	<u>71,255,894</u>		<u>70,810,183</u>	

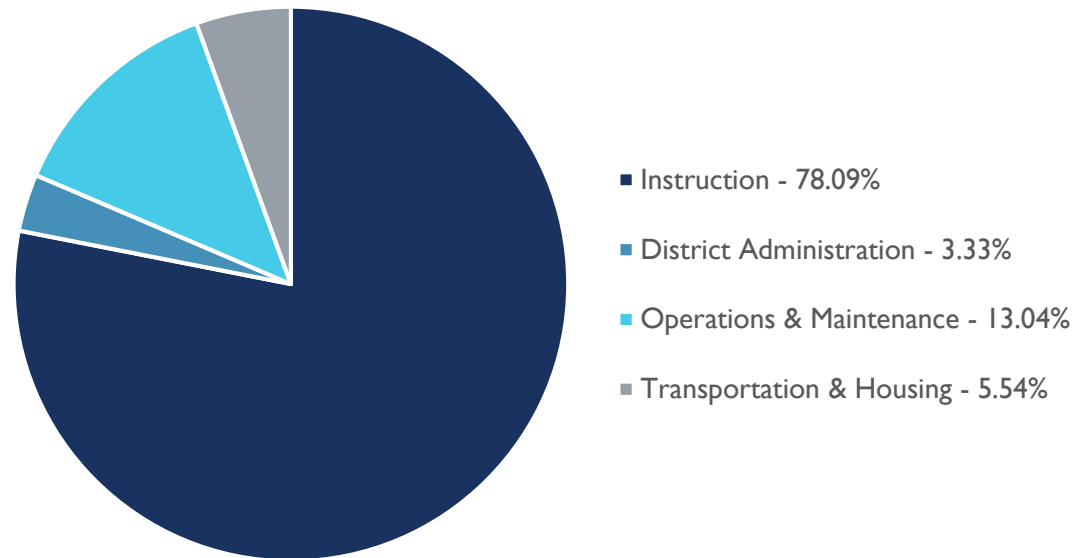


School District 60

Peace River North

OPERATING EXPENSES BY FUNCTION

Operating Expense by Function



School District 60

Peace River North

OPERATING EXPENSES BY OBJECT

	Expenses By Object			
	2022/23		2021/22	
	Prelim		Amended	
Salaries - 68.93%	49,116,391	68.93%	49,086,591	69.32%
Benefits - 16.03%	11,423,879	16.03%	10,074,990	14.23%
Salaries & Benefits - 84.96%	60,540,270	84.96%	59,161,581	83.55%
Services & Supplies - 15.04%	10,715,624	15.04%	11,648,603	16.45%
	<u>71,255,894</u>		<u>70,810,184</u>	

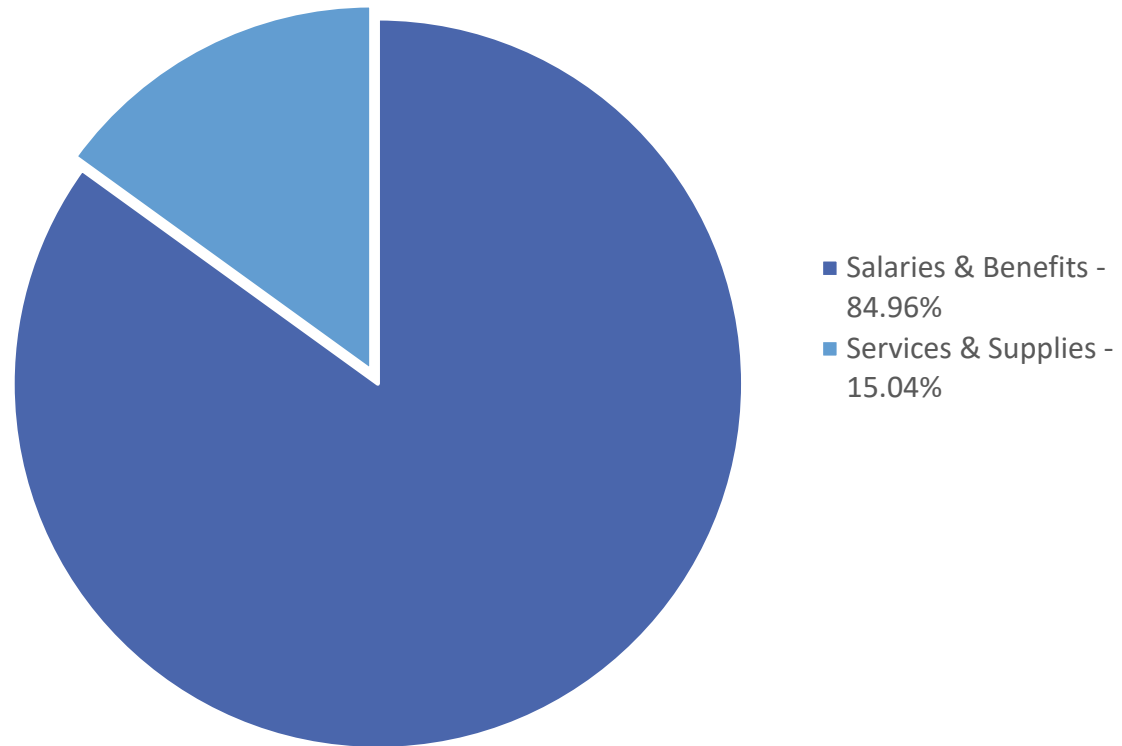


School District 60

Peace River North

OPERATING EXPENSES BY OBJECT

Operating Expense by Object



School District 60

Peace River North

SCHEDULE 2 SUMMARY

Schedule 2 Summary			
	2022/23		2021/22
	Prelim		Amended
Total Revenue	71,755,894		71,320,184
Total Expenses	71,255,894		70,810,184
Net Revenue (Expense)	500,000		510,000
Net Transfers (Tangible Capital Assets)	-	500,000	- 510,000
Budgeted Surplus (Deficit), for the year	-		-

The Board has been able to balance with budget based on enrolment projections and all the resources provided. Board reserves were not required to balance this budget 😊



SPECIAL PURPOSE FUNDS EXPENSES

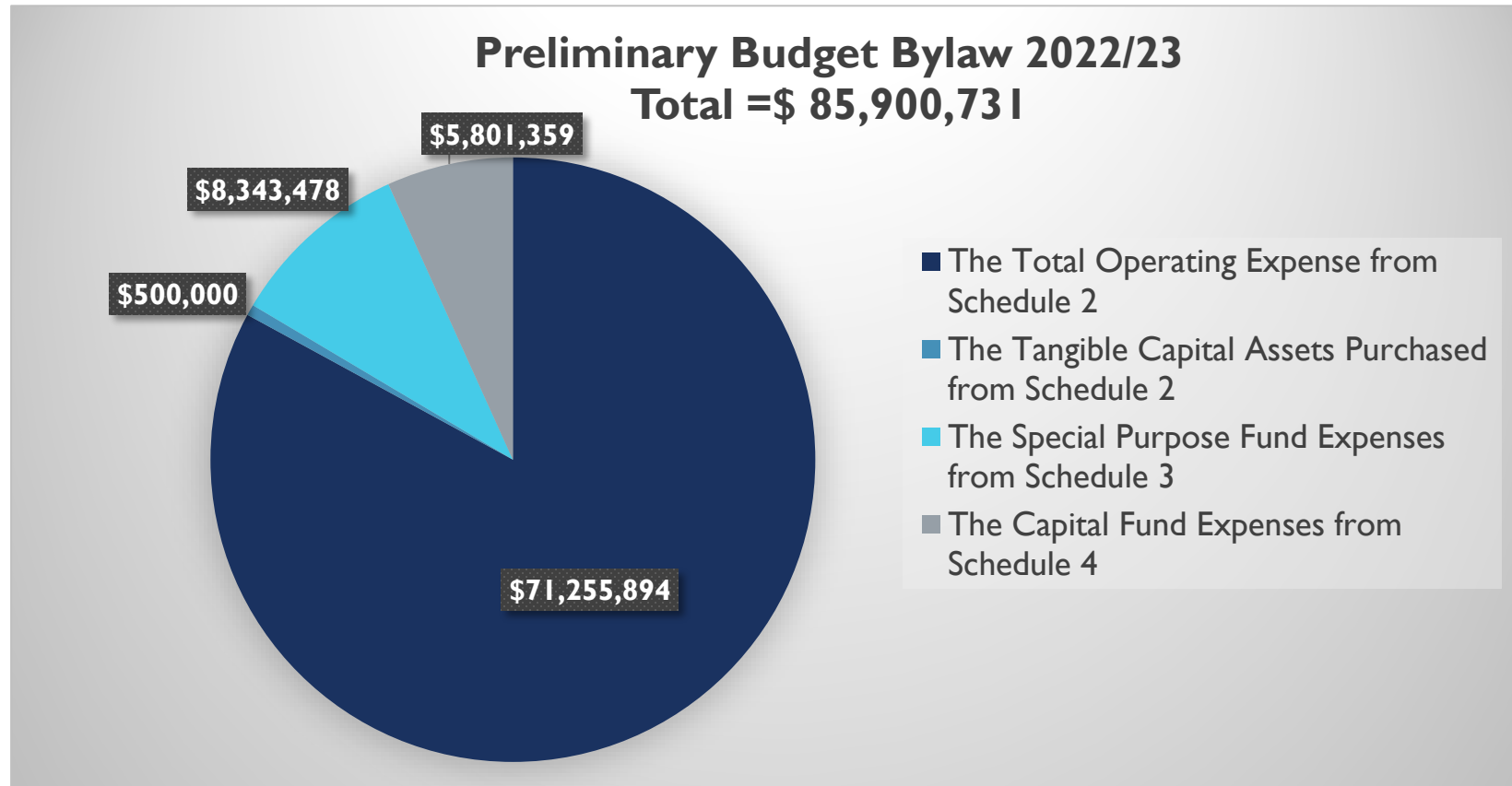
Special Purpose Funds – Expenses 2022/23		
Planned Spending	Annual Facility Grant	439,496
	Learning Improvement Fund	236,646
	School Generated Funds	1,435,686
	Strong Start	148,000
	Ready Set Learn	36,373
	OLEP	183,009
	Community Links	748,137
	CEF - Overhead	365,296
	CEF - Staffing	3,746,900
	Mental Health in Schools	24,488
	Changing Young Results in Young Children	10,166
	Safe Return to School/Restart: Health & Safety Grant	52,000
	Seamless Day Kindergarten	50,000
	SWIS	240,000
	EFAP	55,000
	Misc.	572,281
		\$8,343,478
Special Purpose Fund - Revenue 2022/23		
	Special Purpose Fund Revenue	\$ 8,343,478



School District 60

Peace River North

BUDGET BYLAW STATEMENT 2





QUESTIONS?

THANK YOU!

Annual Budget

School District No. 60 (Peace River North)

June 30, 2023

School District No. 60 (Peace River North)

June 30, 2023

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 60 (Peace River North) Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$85,900,731 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE _____ DAY OF _____, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 60 (Peace River North) Annual Budget Bylaw 2022/2023, adopted by the Board the _____ DAY OF _____, 2022.

Secretary Treasurer

School District No. 60 (Peace River North)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,279,000	6,232,869
Adult	14,500	25,500
Other	2,150	1,920
Total Ministry Operating Grant Funded FTE's	6,295,650	6,260,289
Revenues	\$	\$
Provincial Grants		
Ministry of Education	76,197,327	75,467,603
Other	121,519	129,936
Federal Grants		255,219
Tuition	910,000	754,051
Other Revenue	2,689,326	4,210,602
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Amortization of Deferred Capital Revenue	4,446,101	4,415,488
Total Revenue	84,545,473	85,414,609
Expenses		
Instruction	63,545,697	64,539,271
District Administration	2,374,938	2,435,224
Operations and Maintenance	14,883,359	14,341,019
Transportation and Housing	4,596,737	4,619,954
Total Expense	85,400,731	85,935,468
Budgeted Surplus (Deficit), for the year	(855,258)	(520,859)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(855,258)	(520,859)
Budgeted Surplus (Deficit), for the year	(855,258)	(520,859)

School District No. 60 (Peace River North)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	71,255,894	70,810,184
Operating - Tangible Capital Assets Purchased	500,000	510,000
Special Purpose Funds - Total Expense	8,343,478	9,362,357
Special Purpose Funds - Tangible Capital Assets Purchased		316,580
Capital Fund - Total Expense	5,801,359	5,762,927
Total Budget Bylaw Amount	85,900,731	86,762,048

Approved by the Board

Signature _____	Chairperson of the Board	Date _____
Signature _____	Superintendent	Date _____
Signature _____	Secretary/Treasurer	Date _____

DRAFT

School District No. 60 (Peace River North)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(855,258)	(520,859)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(500,000)	(826,580)
From Deferred Capital Revenue		(4,971,594)
Total Acquisition of Tangible Capital Assets	(500,000)	(5,798,174)
Amortization of Tangible Capital Assets	5,801,359	5,762,927
Total Effect of change in Tangible Capital Assets	5,301,359	(35,247)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	4,446,101	(556,106)

School District No. 60 (Peace River North)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2023

Schedule 2

	2023 Annual Budget \$	2022 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	69,289,535	68,570,491
Other	121,519	129,936
Tuition	910,000	754,051
Other Revenue	1,253,640	1,683,996
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Total Revenue	71,755,894	71,320,184
Expenses		
Instruction	55,641,715	55,558,975
District Administration	2,374,938	2,435,224
Operations and Maintenance	9,293,354	9,101,617
Transportation and Housing	3,945,887	3,714,368
Total Expense	71,255,894	70,810,184
Net Revenue (Expense)	500,000	510,000
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(500,000)	(510,000)
Total Net Transfers	(500,000)	(510,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 60 (Peace River North)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	69,524,990	69,291,410
ISC/LEA Recovery	(929,640)	(1,098,180)
Other Ministry of Education Grants		
Pay Equity	241,350	241,350
Funding for Graduated Adults	18,863	39,000
Student Transportation Fund	425,785	425,785
Support Staff Benefits Grant		68,323
FSA Scorer Grant	8,187	8,187
Early Learning Framework		2,400
Decreased Enrollment in DL for Feb 2022		(407,784)
Total Provincial Grants - Ministry of Education	69,289,535	68,570,491
Provincial Grants - Other	121,519	129,936
Tuition		
International and Out of Province Students	910,000	754,051
Total Tuition	910,000	754,051
Other Revenues		
Funding from First Nations	929,640	1,098,180
Miscellaneous		
Miscellaneous	324,000	585,816
Total Other Revenue	1,253,640	1,683,996
Rentals and Leases	101,200	101,710
Investment Income	80,000	80,000
Total Operating Revenue	71,755,894	71,320,184

School District No. 60 (Peace River North)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$
Salaries		
Teachers	26,896,882	26,652,684
Principals and Vice Principals	5,229,188	5,154,870
Educational Assistants	4,993,525	5,349,434
Support Staff	7,977,811	8,002,551
Other Professionals	1,870,622	1,844,031
Substitutes	2,148,363	2,083,021
Total Salaries	49,116,391	49,086,591
Employee Benefits	11,423,879	10,074,990
Total Salaries and Benefits	60,540,270	59,161,581
Services and Supplies		
Services	1,520,202	1,689,045
Student Transportation	618,694	691,733
Professional Development and Travel	836,364	1,054,610
Rentals and Leases	37,400	38,989
Dues and Fees	43,774	51,533
Insurance	282,000	285,117
Interest	13,772	14,769
Supplies	5,365,843	5,121,792
Utilities	1,997,575	2,701,015
Total Services and Supplies	10,715,624	11,648,603
Total Operating Expense	71,255,894	70,810,184

School District No. 60 (Peace River North)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	20,888,468	1,493,561	18,346	1,692,146	372,854	1,345,769	25,811,144
1.03 Career Programs	318,981	41,723		24,617		9,000	394,321
1.07 Library Services	695,190	59,032		73,441			827,663
1.08 Counselling	673,049				145,000		818,049
1.10 Special Education	3,091,443	450,828	4,273,561	63,944		363,847	8,243,623
1.30 English Language Learning	626,029				10,000		636,029
1.31 Indigenous Education	477,916	131,625	701,618	39,879	15,730	4,610	1,371,378
1.41 School Administration		2,705,955		548,114			3,254,069
1.62 International and Out of Province Students	125,806	55,630		24,614	22,197	5,000	233,247
Total Function 1	26,896,882	4,938,354	4,993,525	2,466,755	555,781	1,738,226	41,589,523
4 District Administration							
4.11 Educational Administration		290,834			317,142		607,976
4.40 School District Governance					103,449		103,449
4.41 Business Administration				114,150	610,335		724,485
Total Function 4	-	290,834	-	114,150	1,030,926	-	1,435,910
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				53,206	198,461		251,667
5.50 Maintenance Operations				3,013,383		110,000	3,123,383
5.52 Maintenance of Grounds				481,659		181,498	663,157
5.56 Utilities							-
Total Function 5	-	-	-	3,548,248	198,461	291,498	4,038,207
7 Transportation and Housing							
7.41 Transportation and Housing Administration					85,454		85,454
7.70 Student Transportation				1,848,658		118,639	1,967,297
Total Function 7	-	-	-	1,848,658	85,454	118,639	2,052,751
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	26,896,882	5,229,188	4,993,525	7,977,811	1,870,622	2,148,363	49,116,391

School District No. 60 (Peace River North)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Annual Budget	2022 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	25,811,144	6,154,184	31,965,328	2,963,963	34,929,291	34,197,674
1.03 Career Programs	394,321	91,225	485,546	46,020	531,566	537,097
1.07 Library Services	827,663	189,916	1,017,579	128,000	1,145,579	1,122,429
1.08 Counselling	818,049	185,251	1,003,300	5,000	1,008,300	973,826
1.10 Special Education	8,243,623	1,860,228	10,103,851	722,259	10,826,110	11,824,538
1.30 English Language Learning	636,029	143,987	780,016	28,334	808,350	746,341
1.31 Indigenous Education	1,371,378	318,672	1,690,050	225,510	1,915,560	1,932,455
1.41 School Administration	3,254,069	699,798	3,953,867	3,500	3,957,367	3,748,273
1.62 International and Out of Province Students	233,247	53,345	286,592	233,000	519,592	476,342
Total Function 1	41,589,523	9,696,606	51,286,129	4,355,586	55,641,715	55,558,975
4 District Administration						
4.11 Educational Administration	607,976	130,846	738,822	90,894	829,716	849,078
4.40 School District Governance	103,449	6,207	109,656	108,931	218,587	189,312
4.41 Business Administration	724,485	161,670	886,155	440,480	1,326,635	1,396,834
Total Function 4	1,435,910	298,723	1,734,633	640,305	2,374,938	2,435,224
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	251,667	56,431	308,098	283,846	591,944	646,434
5.50 Maintenance Operations	3,123,383	746,712	3,870,095	1,619,598	5,489,693	5,539,820
5.52 Maintenance of Grounds	663,157	138,565	801,722	252,536	1,054,258	985,638
5.56 Utilities	-	-	-	2,157,459	2,157,459	1,929,725
Total Function 5	4,038,207	941,708	4,979,915	4,313,439	9,293,354	9,101,617
7 Transportation and Housing						
7.41 Transportation and Housing Administration	85,454	18,800	104,254	19,950	124,204	122,305
7.70 Student Transportation	1,967,297	468,042	2,435,339	1,386,344	3,821,683	3,592,063
Total Function 7	2,052,751	486,842	2,539,593	1,406,294	3,945,887	3,714,368
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	49,116,391	11,423,879	60,540,270	10,715,624	71,255,894	70,810,184

School District No. 60 (Peace River North)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2023

	2023	2022 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	6,907,792	6,897,112
Federal Grants		255,219
Other Revenue	1,435,686	2,526,606
Total Revenue	8,343,478	9,678,937
Expenses		
Instruction	7,903,982	8,980,296
Operations and Maintenance	439,496	157,766
Transportation and Housing		224,295
Total Expense	8,343,478	9,362,357
Net Revenue (Expense)	-	316,580
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased		(316,580)
Total Net Transfers	-	(316,580)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 60 (Peace River North)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	Community/Link	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	146,838	-	142,673	1,903,840	-	20,194	58,499	164,826	
Add: Restricted Grants									
Provincial Grants - Ministry of Education	292,658	236,646	-	1,435,686	148,000	46,550	124,510	583,311	365,296
Federal Grants									
Other				1,435,686					
	292,658	236,646	-	1,435,686	148,000	46,550	124,510	583,311	365,296
Less: Allocated to Revenue									
Deferred Revenue, end of year	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
	-	-	142,673	1,903,840	-	30,371	-	-	-
Revenues									
Provincial Grants - Ministry of Education	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Other Revenue									
	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Expenses									
Salaries									
Teachers									
Principals and Vice Principals					1,139		22,863	79,889	
Educational Assistants		190,844			845		30,000	72,352	193,630
Support Staff							22,004	155,012	
Other Professionals	121,187							59,213	46,871
Substitutes					2,400		10,000	60,000	52,576
	121,187	190,844	-	-	4,384		84,867	1,000	293,077
Employee Benefits	24,424	45,802			442		17,068	108,833	65,079
Services and Supplies	293,885			1,435,686	7,500	31,547	81,074	211,838	7,140
	439,496	236,646	-	1,435,686	148,000	36,373	183,009	748,137	365,296
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 60 (Peace River North)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education
Federal Grants
Other

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education
Other Revenue

Expenses

Salaries

Teachers
Principals and Vice Principals
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense)

	Classroom Enhancement Fund - Staffing	Mental Health in Schools	Changing Results for Young Children	Safe Return to School / Restart: Health & Safety Grant	Kindergarten	SWIS	EFAP	Miscellaneous	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		24,488	10,166	52,000		28,000		300,827	2,852,351
Add: Restricted Grants									
Provincial Grants - Ministry of Education	3,746,900				50,000				5,593,871
Federal Grants						240,000			240,000
Other							55,000	657,229	2,147,915
	3,746,900	-	-	-	50,000	240,000	55,000	657,229	7,981,786
Less: Allocated to Revenue	3,746,900	24,488	10,166	52,000	50,000	240,000	55,000	572,281	8,343,478
Deferred Revenue, end of year	-	-	-	-	-	28,000	-	385,775	2,490,659
Revenues	3,746,900	24,488	10,166	52,000	50,000	240,000	55,000	572,281	6,907,792
Other Revenue	3,746,900	24,488	10,166	52,000	50,000	240,000	55,000	572,281	1,435,686
Expenses									
Salaries									
Teachers	3,006,247							8,355	3,118,493
Principals and Vice Principals			6,746			42,282		3,272	375,394
Educational Assistants					32,250	140,000		193,939	627,877
Support Staff								54,385	300,023
Other Professionals		15,000		25,000				300	328,148
Substitutes									13,700
	3,006,247	15,000	6,746	25,000	32,250	182,282	-	260,251	4,763,635
Employee Benefits	740,653	3,150	1,420	5,250	7,750	42,718		73,948	1,163,003
Services and Supplies		6,338	2,000	21,750	10,000	15,000	55,000	238,082	2,416,840
	3,746,900	24,488	10,166	52,000	50,000	240,000	55,000	572,281	8,343,478
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 60 (Peace River North)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget			2022 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	4,446,101		4,446,101	4,415,488
Total Revenue	4,446,101	-	4,446,101	4,415,488
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	5,150,509		5,150,509	5,081,636
Transportation and Housing	650,850		650,850	681,291
Total Expense	5,801,359	-	5,801,359	5,762,927
Net Revenue (Expense)	(1,355,258)	-	(1,355,258)	(1,347,439)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	500,000		500,000	826,580
Total Net Transfers	500,000	-	500,000	826,580
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(855,258)	-	(855,258)	(520,859)

CAPITAL BYLAW NO. 2022/23-CPSD60-01
CAPITAL PLAN 2022-2023

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 60 (Peace River North) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2022/23 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated *March 15, 2022*, is hereby adopted.
2. This Capital Bylaw may be cited as *School District 60 (Peace River North) Capital Bylaw No. 2022/23-CPSD60-01*.

READ A FIRST TIME THE 24th DAY OF May 2022;
READ A SECOND TIME THE 24th DAY OF May 2022;
READ A THIRD TIME, PASSED THE 24th DAY OF May 2022.

APPLY CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original *School District 60 (Peace River North) Capital Bylaw No. 2022/23-CPSD60-01* adopted by the Board the 24th day of May 2022.

Secretary-Treasurer

World Invitational Class "A" Gold Panning Championships



July 29th, 30th, 31st 2022
Peace Island Park

April 27, 2022

Dear Prospective Participant,

We invite you to join us for the 50th Annual World Invitational Class "A" Gold Panning Championships on July 29th, 30th, 31st, 2022 at Peace Island Park, Rocky Mountain Forks, in Taylor. We are also extending you a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday, July 30th at 12:00pm.

We welcome anyone from your organization to compete in this event. This year, the event will be a bit different from in the past. Rather than have 3 rounds of panning, we will have a single, penny weight nugget speed round.

A registration desk will be on site at the park on Saturday. Along with the panning events, we have Friday evening entertainment, metal detecting, family activities, an arts and crafts fair, and a Sunday morning pancake breakfast. There will also be a gold panning parade on Friday evening.

If you would like camping reservations in the park, please call Peace Island Park at 250-789-9295.

We hope that you will bring your family and join us for a great weekend.

Yours truly,

Sherri Maycock, Acting Program and Events Coordinator
District of Taylor
Taylor Gold Panning Committee

RECEIVED
MAY 12 2022



Leah Reimer <lreimer@prn.bc.ca>

[External Sender] SD 60 District PAC Contact & District office contacts

Trish Morgan <Trish.Morgan@prrd.bc.ca>

Fri, May 13, 2022 at 3:17 PM

To: "lreimer@prn.bc.ca" <lreimer@prn.bc.ca>

Cc: Kyla Traichevich <kyla.traichevich@prrd.bc.ca>, Bryna Casey <Bryna.Casey@prrd.bc.ca>

Hi Leah

The PRRD is re-starting our feasibility project to examine options for a new pool and rec centre in the North Peace and we would like to invite a representative from the District PAC as well as members of the District's Administration to some of our stakeholder engagement sessions. Tentatively we are looking at sessions at the North Peace Leisure Pool as follows:

Session #1	Tuesday, June 7 11:00-12:15	Children, Youth & Seniors Groups & Rural Groups
Session #4	Wednesday, June 8 1:00-2:15	Major Employers

For session #1 we were thinking of inviting someone from the District PAC as well as SD 60 administration. I think the focus at this session will be more around how a new rec facility can support children, youth and families. Session #4 will be more for major employers and will likely focus on how a new rec facility may support the recruitment and retention of staff.

Wondering if you can help us with some contacts? Right now I just have Stephen Petrucci and Crystal Jessen? Are there any other contacts from Admin that we should include? And do you have a contact or two from the District PAC? Or are there any trustees that we should invite?

Thanks!

Trish Morgan | General Manager of Community Services

Direct: 250-784-3218 | Cell: 250-219-3000 | trish.morgan@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT | Box 810, 1981 Alaska

Highway Avenue, Dawson Creek, BC V1G 4H8

Toll Free: (24 hrs): 1-800-670-7773 | Office: 250-784-3200 | Fax: 250-784-3201 | www.prrd.bc.ca

PEACE RIVER REGIONAL DISTRICT





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Leah Reimer <lreimer@prn.bc.ca>

Fwd: [External Sender] Please support before and after school childcare

1 message

Helen Gilbert <hngilbert@prn.bc.ca>

Thu, May 19, 2022 at 1:05 PM

To: Leah Reimer <lreimer@prn.bc.ca>

Cc: Stephen Petrucci <spetrucci@prn.bc.ca>, Angela Telford <atelford@prn.bc.ca>

Please add this to the regular agenda under correspondence. The postcard is for a public agenda and sharing the response I will send will allow me to highlight what we already have going on. Think that this person may not have kids in the system yet so is not aware of all the things that we are already doing.

Helen

----- Forwarded message -----

From: **Jolynn MacKinnon** <jl-mackinnon@hotmail.com>

Date: Wed, 18 May 2022 at 21:18

Subject: [External Sender] Please support before and after school childcare

To: <hngilbert@prn.bc.ca>

Dear School Trustees,

The B.C. government is working to implement a universal \$10 per day childcare system. While a new system like this takes time to scale up to meet the nearly overwhelming demand across the province, progress is being made. As you know, the government and school districts are currently piloting more than 20 "Seamless Day" programs around the province for Kindergarten-aged kids, and the federal government has recently announced significant financial resources to support childcare for kids aged 0-5.

What's missing is affordable universal, quality childcare for all school-aged children (ages 5 to 12). The solution to this need is right in front of us – our existing public school system.

I support public childcare integrated into the public education system from the early years on. But before and after school care is the obvious and necessary next step.

Before and after school childcare in schools just makes sense on so many levels:

- Low—or no—capital investments or construction required—public schools are already here;
- No recruitment/retention problems with staffing—qualified Education Assistants are already in place, and most of them don't receive full-time hours of work;
- Public delivery by school boards ensures high-quality care and oversight within an existing governance structure;
- Improved accessibility and fewer transitions for kids;
- Cost-effective delivery of high-quality childcare spaces; and;
- One-stop for parents—just drop your kids at school in the morning and pick them up at the end of the day—no more running to multiple locations or juggling competing schedules.

Recent decisions by the B.C. government have given school districts the means and mandate to implement before- and after-school programs.

Given the benefits to families, kids and our schools, I am asking you to call on the Provincial Government to fully implement the \$10aDay childcare plan, and give School Districts the funding needed to deliver affordable childcare, including before and after school care.

I also ask that you take the much needed first step of implementing before- and after-school care directly operated by our local school district. Families in our community desperately need high quality before and after school care located at the school their children attend. The school district is ideally situated to open these spaces quickly and efficiently using existing school infrastructure and staff.



Leah Reimer <lreimer@prn.bc.ca>

Response to Your Email Regarding Childcare .

Helen Gilbert <hngilbert@prn.bc.ca>

Thu, May 19, 2022 at 1:19 PM

To: jl-mackinnon@hotmail.com

Bcc: lreimer@prn.bc.ca

Hello:

The actions that you have requested are well underway in our district.

We have before and after school daycare run by the school district in four of our elementary schools.

The YMCA is running before and after school daycare as well as infant toddler daycare in two other elementary schools.

The district also has Seamless Day Kindergarten running in Taylor. This program involves before and after school day care.

There are many other early learning opportunities in our district.

We are well beyond the first step in our daycare journey.

Thank you for caring enough to reach out.

Regards:

Helen Gilbert

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Helen Gilbert

School District #60 Trustee

Board Chair

District Address

[10112-105 Avenue, Fort St John, BC V1J 4S4](#)

Respecting the beautiful ancestral lands of the Dane Zaa and Treaty 8.