

MINUTES

SCHOOL DISTRICT NO. 60 (Peace River North)

REGULAR MEETING

Monday, December 12 2022

6:00 p.m.

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

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

(Guests/Media)

None

Regrets: Nicole Gilliss, Trustee (Area 3)



Call to Order

Chair Gilbert called the meeting to order at 6:07 p.m.

Chair Gilbert acknowledged the shared and unceded territory of the Dane Zaa and Treaty 8.

Meeting to be recorded and archived on our District website

Agenda

Approval of the Agenda

Motion #140-22

Whitton/Scott-Moncrieff
THAT the agenda be accepted as presented.

CARRIED.

Presentations/Delegations

None

Trustee Input

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

Trustee Campbell

- DPAC/SUPAC
- Talked to three liaison schools and will have three visits and two PAC meetings this week
- BCSTA Trustee Academy

- Mingle Jingles and a dance
- Band performance

Trustee Gilliss

- Not present

Vice-Chair Lehmann

- BCSTA Trustee Academy
- Band Concert
- NPAA Dinner
- CUPE Union negotiations
- District Christmas Party

Trustee Scott-Moncrieff

- Been away, connecting with Buick Creek this week

Trustee Snow

- Visited liaison schools
- NPAA Dinner
- BCSTA Trustee Academy
- In-service for Provincial Council
- Virtual meeting for SFU Hybrid Model
- District Christmas Party
- Going to school lunches this week
- Wearing red suit for one of the schools
- Elf production

Trustee Whitton

- BCSTA Trustee Academy – learned a lot about governance and structure
- District Christmas Party

Chair Gilbert

- Board Chair call
- BCSTA Trustee Academy
- Alumni Volleyball at NPSS
- Equity Scan Meeting
- NPAA Dinner
- District Christmas Party
- Retired Teachers lunch
- Attended Elf production – evident joy in the students and everyone being back in the theater
- Mingle Jingles this week
- Have contacted one liaison school

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #141-22

Snow/Whitton

THAT the Regular Meeting Minutes of November 21, 2022 be adopted.
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Audit Committee – Review of Policy 1011 & Terms of Reference

- Angela and Vice-Chair Lehmann will be meeting and moving forward
- The policy needs to be updated (ie. go from two trustees to three and change number to four for quorum)
- How much do you hand over to the Audit Committee and how much do you bring back to the Board?

ACTION: Bring back to a future Board Meeting for further review of the Policy 1011 and Terms of Reference

Trustee Criminal Records Check

- Is a trustee required to have a Criminal Record Check
- BCSTA Hub does not show that there is a requirement as they are not elected to work with children. If you choose to volunteer in schools, then a record check needs to be done
- In 2014, a motion went forward to the BCSTA and it was turned down. They thought it would limit the amount of trustees that would run
- There are a few districts that require it through policy
- Trustee Campbell – we put a motion forward at this table in the past and it was defeated
- Trustee Whitton – what if someone did get elected and subsequently fails their Criminal Record Check?
- Angela – you would declare that you weren't criminal on your election forms. It is possible to remove a trustee during their term if they were not truthful on your forms or something comes up afterwards
- BCSTA also talked about what the charges are that showed up on the criminal record check that would disqualify a trustee
- Neither the BCSTA and our District have policy, however we have been doing it
- Trustee Campbell – there has been a concern from Administrators in schools that assume that trustees do have a Criminal Record Check
- Consensus from the Board to look at a policy that requires our practice of having Criminal Record Checks

ACTION: Angela will look into other policies around the province and bring back to a future meeting for further discussion

Wonowon School Project Funding

- Initially, it was called the Rural District Program. Ministry has moved away from this type of funding and the project has been moved into our standing funding.

Approval of Excerpts

Motion #142-22

Snow/Lehmann

THAT the excerpts from the October 24, 2022 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

Announcements & Reminders

December 19			
to January 3	Christmas Vacation		
January 16	NPAA Meeting	5:00 p.m.	NPSS
January 9	COTW Meetings	12:30 p.m.	Board Room
January 21/22	Northern Interior Branch (NIB)		Prince George
January 23	Board Meetings	5:00 p.m.	Board Room
January 24	SUP-PAC Meetings (Gilbert/TBD)	12:00 p.m.	Board Room
January 25	BCSTA Provincial Council Deadline		
January 27	NID (Pro-D) Day		
January 26/27	BCPSEA AGM		Vancouver
February 6	COTW Meetings	12:30 p.m.	Board Room
February 9	BCSTA/Board Chairs Mtg		Vancouver
February 10	BCSTA/MECC/Partner Liaison Mtgs		Vancouver
February 13	NPAA Meeting	5:00 p.m.	NPSS
February 20	Family Day		
February 21	Board Meetings	5:00 p.m.	Board Room
February 24	BCSTA Provincial Council		Vancouver
February 27	NID (Reporting Writing)		
February 28	SUP-PAC Meetings (Gilbert/TBD)	12:00 p.m.	Board Room

Senior Staff Reports

Superintendent's Report

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

Human Resources Summary for Teachers & AO's

- For information purposes

Superintendent's Report

- For information purposes
- Discussion regarding gathering information from schools that are participating in initiatives that give back to the community (ie. food drives, pajama drives, etc.)
 - An option may be to do this through trustee liaison roles

Community Coaches

- See motion below

Out of District Field Trips

- See motion below

Motion #143-22

Scott-Moncrieff/Campbell

THAT the Board accept the Superintendent's Report with the exception of Community Coaches and Out of District Sports/Field Trips.

CARRIED.

Motion #144-22

Campbell/Whitton

THAT the Board of Trustees approve the attached Community Coaches.

CARRIED.

Motion #145-22

Snow/Scott-Moncrieff

THAT the Board of Trustees approve the attached Out of District Field Trips
CARRIED.

Secretary-Treasurer's Report

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

Finance Update to November 30, 2022

- For information purposes
- LEA Funding invoicing is December 15 and then March 15
- Interest estimate budgeted is already "through the roof" for November
- We're about \$250,000 in the negative because we're waiting for the funding to catch up. Meeting with Ministry to discuss the budget.
- Expenses are on track

Human Resources Summary Report

- For information purposes
- Still have postings out for EA's

Motion #146-22

Snow/Whitton

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

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – December 5, 2022

Motion #147-22

Snow/Lehmann

THAT the Board accept the Regular Committee of the Whole minutes of December 5, 2022 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

None

Policy Committee

8001 Annual Operating Budget

Motion #148-22

Lehmann/Scott-Moncrieff

That the Board of Education adopt Policy 8001 Annual Operating Budget as presented.

CARRIED.

7017 Employer-Installed Video Surveillance

Motion #149-22

Campbell/Snow

That the Board of Education adopt Policy 7017 Video Surveillance as presented.

CARRIED.

Other Reports

BCSTA

BCSTA Academy Follow Up

- Trustees shared something that resonated with them from the academy
 - Vice-Chair Lehmann – this quote stood out to me...“we are stakeholders in the biggest investment in the world...kids”
 - Trustee Whitton – learned about who is who, acronyms, different organizations, who staff work with...almost 60 organizations on an annual basis. Reestablished the importance of governance and not be involved in every little piece. Equity vs. equality...wanting to acquire money for a school to do a project for kids, but realizing that not everyone is at that point.
 - Trustee Campbell – liked networking in pre-conference...going from table to table. Enjoyed the keynote speaker on what we inherited and the role we play. A meaningful land acknowledgment...as a Board when we first talked about it, we did a lot of research and what it meant. Need to do something like that again. Chair Gilbert...added “shared” in today’s acknowledgment to include other Indigenous groups
 - Trustee Snow – enjoyed working the networking. Sat with different groups and learned different areas and situations.
 - Superintendent – good to go as a group...a good opportunity to get together as a new board to hear some of the same speakers with same message
 - Chair Gilbert – transformative reconciliation session spoke to validation of Indigenous understanding as well as Western understanding as not all elements are Colonial. Equity and inclusion session – liked the Frayer model. Looking at our budget to see if Equity & Inclusion is included and where
 - Secretary-Treasurer – conversation around land acknowledgement resonated with me...how it should be meaningful to you and how to apply it. Liked the equity session...was presented differently than we’ve heard before

BCPSEA – Vice Chair Lehmann

- BCPSEA was good resource for us during CUPE Local Bargaining this past week
- The names of nominations for the Board of Directors will come out in the package in early January. As well, is there a possibility for nominations “on the floor” at the AGM

Board Pro-D Committee

- Nothing

Correspondence

None

Unfinished Business

The following unfinished business arose from the previous meeting minutes:

Election Presentation – Electoral Areas

Angela Telford, Secretary-Treasurer

- Read through information from the last review of electoral areas
- Started in 2008 and made a decision in March 2010 to leave it to the province
- Initially started by a member of the public who brought forward a concern with areas being inequitable with voter turnout being uneven and not

accurately representing the population. They made a presentation to the board

- Trustees showed concern that rural areas would be affected if it was changed to Trustees at Large
- Further discussion took place and a committee was set up that involved the community. Looked at what changes were required and what it entailed and went through the process of addressing the current areas. Took about 1.5 to 2 years to gather information, etc.
- It was reviewed and discussed by the communications committee along with a BCSTA representative and moved forward with the consensus that it be left at the provincial level as there are avenues available if there's a concern
- Trustee Campbell – at the time there were concerns around the province around representation by population
- Count of Registered Voters in SD60 TEAs 22,699
- Breakdown based on TEA % of Eligible Voters
 - TEA 1 960 4.2%
 - TEA2 790 3.5%
 - TEA3 1427 6.3%
 - TEA4 1791 7.9%
 - TEA5 17731 78.1%
- Of the 17731 eligible voters, 2756 voted. This is a 15.5% turnout.
- PRRD has 13,245 Eligible voters, 864 voted. This is a 6.5% turnout.
- City of FSJ has 14,301 eligible voters, 2567 voted. This is a 17.9% turnout.
- Is the voter turnout the concern or the electoral areas...most likely both.
- Trustee Whitton - change in electoral areas will not necessarily address the issue...there are other factors involved (ie. raising awareness in the community on the role of a school board trustee)
- Board is satisfied with leaving as is

New Business

None

PRNTA Update – Michele Wiebe, President

Absent

CUPE Local #4653 Update – Jennie Copeland, President

Absent

District Parent Advisory Council (DPAC) Report – President

Absent

Questions from Press/Public

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

None in attendance

Motion #150-22

Campbell/Scott-Moncrieff

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

CARRIED.

Adjournment

Motion #151-22

Snow/Whitton

THAT the meeting be adjourned. (7:15 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

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

Operating Revenue	Actual	Budget	% of budget received	# of Months	Explanations
Ministry of Education Grants	\$ 21,501,267	\$ 70,219,175	30.6%	12	Low as do not start funding students until October 2022; July through September funding is much lower than the rest of the year
Provincial Grants - School Age Therapy	\$ 56,616	\$ 121,519	46.6%	12	On Track
Offshore Tuition	\$ 160,220	\$ 825,000	19.4%	10	Offshore Tuition recognized each month
Alberta Students, DL, 3rd Party Billings	\$ -	\$ 85,000	0.0%	10	Have not received yet, but expected soon
LEA Revenue	\$ 278,892	\$ 929,640	30.0%		Funding has not been received yet
Miscellaneous Revenue	\$ 48,926	\$ 324,000	15.1%	12	This includes Apple schools funding, ITA, and other miscellaneous funds that come into the District. Have not received any funds from ITA currently
Rentals	\$ 44,757	\$ 101,200	44.2%	12	Includes Daycare Rental, Teacherage Rentals, Cameron Lake Rentals & Indigenous Rent
Interest	\$ 100,083	\$ 80,000	125.1%	12	Interest rates have increased from 1.7% in May to 3.70% in October
Operating Revenue Before LEA Adjustment	\$ 22,190,761	\$ 72,685,534	30.5%		
LEA Revenue	-\$278,892	-\$929,640			Funding has not been received yet
Operating Revenue with LEA Adjustment	\$21,911,869	\$71,755,894			
Accumulated Surplus - Educational Initiatives	\$ 62,140	\$ 936,900	6.6%	10	
Accumulated Surplus - Inflationary Contingency	\$ 206,497	\$ 495,593	41.7%	12	
Accumulated Surplus - Furniture	\$ 164,214	\$ 96,000	171.1%		
Accumulated Surplus - Learning Support Model	\$ 92,559	\$ 400,000	23.1%	10	
Funding from Accumulated Surplus	\$ 525,410	\$ 1,928,493			
Total Operating Revenue	\$22,437,279	\$73,684,387			
Operating Expense	Actual	Annual Budget	% of budget expended	# of Months	Explanations
Salaries					
Teachers	8,112,590	26,896,882	30.2%	10	On Track as should be approx 30% YTD
Principals and Vice-Principals	2,078,163	5,229,188	39.7%	12	On Track as should be approx 41% YTD
Educational Assistants	1,499,566	4,993,525	30.0%	10	On Track as should be approx 30% YTD
Support Staff	3,046,510	7,977,811	38.2%	10	Higher than expected 1/2 of our support work 12 months per year
Other Professionals	746,275	1,870,622	39.9%	12	On Track as should be approx 41% YTD
Substitutes (TOC's)	433,851	2,148,363	20.2%	10	Lower than expected as should be approx 30% YTD - we budgeted higher based on previous years
Total Salaries	15,916,955	49,116,391	32.4%		
Employee Benefits	3,384,795	13,352,372	25.3%		Lower than expected should be approx 30%- dependant on how pay periods fall
Total Salaries and Benefits	\$19,301,750	\$62,468,763	30.9%		
Services and Supplies	3,727,289	10,715,624	34.8%	12	Lower than expected as should be approx 41% YTD
Total Operating Expenses	\$23,029,039	\$73,184,387	31.5%		
Capital Purchases from Operating	\$320,384	\$500,000	64.1%	12	Purchases vary through year
Application of Reserves	\$0				
Operating Net Revenue (Expense)	-\$912,144	\$0			
Application of Reserves	Balanced	\$0			

1701s are completed end of September, so we receive a smaller amount of funds in July, August and September. This balances out throughout the rest of the year. It is typical to be in a loss position for the first few months of a new year until the funding evens out.