

MINUTES

SCHOOL DISTRICT NO. 60 (Peace River North)

REGULAR MEETING

Tuesday, February 21, 2023
5:30 p.m.

Present: Helen Gilbert, Chair – Board of Education (Area 5) *(via Zoom)*
Ida Campbell, Trustee (Area 4)
Nicole Gilliss, Trustee (Area 3) *(via Zoom)*
David Scott-Moncrieff, Trustee (Area 2)
Bill Snow, Trustee (Area 5)
Tom Whitton, Trustee (Area 5)

Stephen Petrucci, Superintendent of Schools *(via Zoom)*
Angela Telford, Secretary-Treasurer
Leah Reimer, Recording Secretary

(Guests/Media)

None

Regrets: Madeleine Lehmann, Vice-Chair (Area 1)



Call to Order Chair Gilbert called the meeting to order at 5:32 p.m.

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

Agenda

Approval of the Agenda

Motion #15-23

Whitton/Snow

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

New Business

15.1 Recording of Regular Meetings

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

- Visited Duncan Cran
- Attended Taylor School presentation re: Seamless Kindergarten
- Attended three PAC meetings at liaison schools

Trustee Gilliss

- Hudson's Hope School PAC Movie Night
 - Great inexpensive family night
- Provincial Council – attending this Friday

Vice-Chair Lehmann

- Not present

Trustee Scott-Moncrieff

- Not present

Trustee Snow

- Visited liaison schools 2-3 times in the last month
- Attended basketball fundraiser at NPSS and a couple of elementary basketball games

Trustee Whitton

- Visited two liaison schools
- Participated in French Immersion Week at Central
- Alwin Holland PAC meeting
- X country skiing with students
 - Good conversation with staff about getting kids out of the classroom and doing things outside

Chair Gilbert

- Attended the Equity Scan meeting where parents of in-town aboriginal students were asked to complete a survey. Meeting was well organized...a positive event with follow up plans for Indigenous Support Workers to follow up to make sure there is representation from as many as possible. Planning for a meeting for non-urban rights holders underway.
- Prespatou Graduation - amazing decorations and sense of community. Enjoyed seeing the pride of the fifteen graduates and the community.
- Attended a focus group for the development of the Hospital Foundations Strategic Plan. There is an overlap between some of their challenges and ours.
- Attended PAC Meeting at MMMCS where they are looking at creative ways to get more people out...daytime meetings
- Partner Liaison Meeting in Vancouver. I will do a report out at COTW. Still waiting for some handouts to be posted on the BCSTA Hub. Noticed that there are a lot of materials from Academy on the HUB now.
- Attended the NPAA meeting. They are changing some processes around their meetings so our attendance may not be needed on a monthly basis.

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #16-23

Snow/Campbell

THAT the Regular Meeting Minutes of January 23, 2023 be adopted.
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

K-12 Reporting Policy

ACTION: Superintendent will summarize key information that is starting to come out and will bring a draft to Chair Gilbert

ACTION: Superintendent to provide the trustees with the support document talked about by Jarrod Bell

Approval of the Minutes

Motion #17-23

Whitton/Campbell
THAT the Special Regular Meeting Minutes of February 13, 2023 be adopted.

CARRIED.

Approval of Excerpts

Motion #18-23

Whitton/Campbell
THAT the excerpts from the December 12, 2022 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

Trustee Scott-Moncrieff joined the meeting at 5:47 p.m.

Announcements & Reminders

February 22	Pink Shirt Day		
February 23	BCSTA Virtual Orientation Session (Governance)	6:00 p.m.	Virtual
February 24	BCSTA Provincial Council		Vancouver
February 27	NID (Reporting Writing)		
February 27	Hudson's Hope Staff Lunch		HH School
February 28	SUP-PAC Meetings (<i>Whitton/Gilbert</i>)	12:00 p.m.	Board Room
March 6	Board Advance		Board Room
March 13	Board Meetings	5:00 p.m.	
March 15/16	Early Dismissal Days		
March 20			
to March 31	Spring Break		
March 30	BCSTA Virtual Orientation Session (Working with People)	5:00 p.m.	Virtual
April 7	Good Friday		
April 10	Easter Monday		
April 11 (Tues)	COTW Regular Meeting	1:30 p.m.	Board Room
April 12	Regional Science Fair		NPSS
April 13	BCSTA Virtual Orientation Session (Relations with First Nations)	5:00 p.m.	Virtual
April 17	BCPSEA Regional Meeting	1:00 – 4:00 p.m.	Prince George
April 21	NID Day (Pro-D)		
April 24	Board Regular Meeting	5:30 p.m.	Board Room
April 25	SUP-PAC Meetings (<i>Campbell/TBD</i>)	12:00 p.m.	Board Room
April 27-30	BCSTA AGM		Vancouver

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

<https://togetherwelearn.prn.bc.ca/2023/02/17/superintendents-report-february-2023/>

French Immersion Week – Ecole Central

ACTION: Chair Gilbert drafting a letter and organizing a picture to be presented to City Council by Trustee Whitton

K-12 Anti-Racism Action Plan

- This document will be about consolidating what we have in place already in our district (ie. curriculum, codes of conduct and the Equity Scan)
- Ministry is of the understanding that this is an ongoing process

Out of District Field Trips

- See motion below

Community Coaches

- See motion below

Posts of Responsibility

- See motion below

Motion #19-23

Whitton/Scott-Moncrieff

THAT the Board accept the Superintendent's Report with the exception of Out of District Field Trips, Community Coaches and Posts of Responsibility.
CARRIED.

Motion #20-23

Campbell/Scott-Moncrieff

That the Board of Education adopt the Out of District Field Trips for Charlie Lake, Clearview, Hudson's Hope, NPSS schools as presented.
CARRIED.

Motion #21-23

Snow/Whitton

That the Board of Education adopt the following Community Coach, as presented: Ben Rauscher (NPSS)
CARRIED.

ACTION: Trustees requesting that the sport of what they are coaching be included in the report.

Motion #22-23

Snow/Scott-Moncrieff

That the Board of Education adopt Post of Responsibility, as presented: Alice Maundrell (January 25 – June 30, 2023)
CARRIED.

ACTION: Trustees requesting what Posts of Responsibility are responsible for be included in the report.

Secretary-Treasurer's Report

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

Finance Update to January 31, 2023

- For information purposes

Enrollment Projections Review

- Submitted 2023-2024, 2024-2025 enrollment projections to Ministry on February 15, 2023
- Our numbers vary from Ministry's due to our district using the Paradigm Shift program as well as projected formulas and intel from our leaders
- Distributed Learning – last year's projection was based on the assumption that our district was one of the few districts receiving POLS, which didn't end up being the case. Will be taking that into consideration this year
- Met with leadership in the special needs area for enrollment numbers
- Discussion followed around Ministry predictions as opposed to what we are seeing in our district
- We try to project conservatively as we'd prefer having more students enroll than predicted
- Projections & Rollups attachment
 - Shows the reality of what enrollment is at each of the middle schools, ELC and NPSS. We share this information with Ministry when asking for additions (including gymnasiums) to the middle schools in the five-year plan
 - Discussion around different models (ie. moving certain grades to different locations) and the potential impacts. We also have added portables, etc. to provide for expansion.
 - We have expansions on our Capital Plan submission as opposed to a brand new school that comes with additional costs (eg. utilities, etc.)
 - French Immersion Program – showing strong, even numbers

Human Resources Summary Report

- For information purposes
- Prior to Christmas, had shortages in Custodial and Educational Assistant departments but have now hired more casual positions for coverage
- Changed hiring practices and have a solid pool of Educational Assistants and have good coverage
- Superintendent - have ongoing shortages on the teaching side and Educational Assistants are, at times, pulled in to cover. Will continue to provide shortage reports to the Board

Trustee Indemnity

- Based on CPI less 1% (ie. 6.6% - 1.0% = 5.6% from December 2021 to December 2022)
- Increase will be effective and retroactive to January 1, 2023
- When compared with other districts, our trustee salaries are about mid-line

Motion #23-23

Snow/Whitton

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

CARRIED.

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – February 6, 2023

Motion #24-23

Whitton/Snow

THAT the Board accept the Regular Committee of the Whole minutes of February 6, 2023 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Framework Presentations & Department Reports

Communication Between Trustees and Schools

- Superintendent brought this issue to the administrators at the DLTM
- Also, looking at a couple of options regarding sending out emails from my MyEdBC or consolidating the information in one place on SharePoint for easier access

Operations Report

Dawson Road Maintenance

- Chair Gilbert has emailed a draft to Trustees
- Suggestion to include stronger wording that the Board supports the Transportation Department's concerns

Policy Committee

Policy 5005 Criminal Records Checks

Motion #25-23

Campbell/

THAT a Notice of Motion be issued for Policy 5005 Criminal Records Checks.

CARRIED.

Other Reports

BCSTA

- Trustee Gilliss will be attending Provincial Council...motions to be discussed In-Camera

BCPSEA

BCPSEA AGM – SD 60 Resolution

- For information purposes

BCPSEA Regional Meeting – April 17, 2023

- SD #59 has already requested that a virtual option be made available

Board Pro-D Committee

- Chair Gilbert and the Superintendent will be meeting to put together an agenda for the Board Advance on March 6, 2023

Amended Annual Budget Bylaw 2022-2023

- Secretary-Treasurer presented and fielded questions from Trustees
- Question about “non-ordinary” students registering and fees they are charged (ie. approximately \$5,000 - \$6,000 per year)

- Ministry guidelines state that students need to be an ordinary resident or they are required to pay the fee
- Districts accepting these students and not charging this fee, will be required to return the funding to Ministry through audit processes

ACTION: Secretary-Treasurer to provide Trustees with information on fees charged for non-ordinary residents in our district.

Motion #26-23 Scott-Moncrieff/Whitton
 THAT in accordance with Section 68(4) of the *School Act*, all three readings of the Amended Annual Budget Bylaw 2022-2023 be given at this meeting.
 CARRIED.

Motion #27-23 Scott-Moncrieff/Campbell
 THAT the Board adopt the First Reading of Amended Annual Budget Bylaw 2022-2023
 CARRIED.

Motion #28-23 Campbell/Whitton
 THAT the Second and Third Reading be read in short form
 CARRIED.

Motion #29-23 Whitton/Scott-Moncrieff
 THAT the Board adopt the Second Reading of Amended Annual Budget Bylaw 2022-2023
 CARRIED.

Motion #30-23 Snow/Campbell
 THAT the Board adopt the Third and Final Reading of Amended Annual Budget Bylaw 2022-2023
 CARRIED.

Correspondence

None

Unfinished Business

None

New Business

Recording of Regular Meetings

- Chair Gilbert attended Partner Liaison Meetings where there was discussion around positives/negatives of recording meetings and having public attending in person
- The amount of views of the “live-stream” during COVID did not warrant the cost of having additional staff and resources to run it, however we have continued to “record” the Regular Meeting and upload them to our district website
- Trustees felt that the more we can get information out to the public, the better. We have good protocols in place as to what gets put on the agenda and how meetings are run to protect the board from abuse and disorderly conduct
- Trustees need to be cognizant of their words/actions during this meeting as they would be in other public settings
- Superintendent - the definitive documentation and decisions are documented in the meeting minutes

- **ACTION:** Add the following wording to the board chair script as a disclaimer in regards to recording of meetings: The definitive documentation and decisions are documented in the meeting minutes

Motion #31-23

Campbell/Whitton

As has been the practice, the Board will record the regular meetings and upload to the district website

CARRIED.

PRNTA Update – Michele Wiebe, President

Not present

CUPE Local #4653 Update – Jennie Copeland, President

Not present

District Parent Advisory Council (DPAC) Report – President

Not present

Questions from Press/Public

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

Not present

Suspension & Move into In-Camera Meeting

Motion #32-23

Scott-Moncrieff/Snow

THAT the Board suspend the Regular Meeting and move into the In-Camera Meeting.

CARRIED.

Motion #33-23

Campbell/Scott-Moncrieff

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

CARRIED.

Adjournment

Motion #34-23

Snow/Campbell

THAT the meeting be adjourned. (8:44 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER