

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

**10112 – 105 Avenue
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Board of Education



A G E N D A B O O K

FOR THE

REGULAR BOARD MEETING

BOARD ROOM

MONDAY, MARCH 13, 2023 @ 5:30 p.m.

OUR MISSION

All our students will graduate, crossing the stage with dignity and grace.

OUR VALUES

The core values that guide the work of the school division are *RESPECT, COMPASSION, HONESTY, RESPONSIBILITY, and RELATIONSHIPS*.

OUR STRATEGIES

As a district, we are committed to FOUR OVER-ARCHING STRATEGIES:

- ❖ DELIVERY OF EXCELLENT EDUCATIONAL PROGRAMMING FOCUSSED ON STUDENT OUTCOMES
- ❖ PROVISION OF ETHICAL LEADERSHIP FOCUSSED ON RELATIONSHIPS AND CONTINUOUS IMPROVEMENT
- ❖ EXEMPLARY MANAGEMENT PRACTISES FOCUSSED ON ALIGNING RESOURCES FOR OPTIMAL RESULTS
- ❖ ENGAGED GOVERNANCE FOCUSSED ON ADVOCACY, ACCOUNTABILITY, AND COMMUNITY PARTNERSHIPS



THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 60**REGULAR BOARD MEETING****MONDAY, MARCH 13, 2023****5:30 P.M.****AGENDA****1.0 Call to Order**

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

2.0 Additions to the Agenda/Acceptance of the Agenda**3.0 Presentations/Delegations****4.0 Trustee Input (Celebrations)****5.0 Minutes of the Regular Board Meeting, February 21, 2023** (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 Approval of Excerpts of the In Camera Board Meeting, January 23, 2023 (page 14)**7.0 Announcements and Reminders**

March 15/16	Early Dismissal Days		
March 20			
to March 31	Spring Break		
March 30	BCSTA Virtual Orientation Session	5:00 p.m.	Virtual
	(Working with People)		
April 7	Good Friday		
April 10	Easter Monday		
April 11	Policy Committee Meeting (Trustees)	12:30 p.m.	Board Room
April 11 (Tues)	COTW Regular Meeting	1:30 p.m.	Board Room
April 12	Regional Science Fair		NPSS
April 13	BCSTA Virtual Orientation Session	5:00 p.m.	Virtual
	(Relations with First Nations)		
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 (Campbell/TBD)	12:00 p.m.	Board Room
April 27-30	BCSTA AGM		
May 1	Framework Presentations	3:30 p.m.	Board Board

May 5	NID Day (Indigenous Learning)		
May 8	Audit Committee (Trustees)	12:30 – 1:30 p.m.	Board Room
May 8	COTW Regular Meeting	1:30 p.m.	Board Room
May 9	Budget Public Meeting	5:30 p.m.	Board Room
May 22	Victoria Day		
May 23 (Tues)	Board Regular Meeting		Board Room
May 30	SUP-PAC Meetings (<i>Gilbert/TBD</i>)	12:00 p.m.	Board Room

8.0 **Senior Staff Reports**

- 8.1 Superintendent's Report (page 15)
- 8.2 Secretary-Treasurer's Report (page 16)

9.0 **Reports of Regular Committee of the Whole Meeting**

- 9.1 Business Arising
(See attached Action Item List for completed and ongoing items)
- 9.2 Policy Committee
 - Next meeting – April 11, 2023

10.0 **Other Reports**

- 10.1 BCSTA – *Trustee Gilliss*
 - a) Budget Analysis, *Chair Gilbert (Attachment)*
 - b) Provincial Council Update (*Attachment*)
 - c) BCSTA AGM Registration
 - d) BCSTA Advocacy for Boards of Education (*Attachment*)
- 10.2 BCPSEA – *Vice-Chair Lehmann (Attachment)*
- 10.3 Board Pro-D Committee – *Chair Gilbert*
 - a) Trustee Advance Follow-Up

11.0 **Proposed Three Year Calendar 2023-2024, 2024-2025, 2025-2026 (Attachments)**

- Stephen Petrucci, Superintendent*
 - Feedback and proposed change - Nov 11 In-Lieu day change from Friday to Monday for 2023
Recommended Motion: That the Board adopt the proposed 2023-2024, 2024-2025, 2025-2026 Three Year Calendar as presented.

12.0 **Capital Plan Bylaw No. 2023/24-CPSD60-01 (Attachments)**

- 12.1 THAT in accordance with Section 68(4) of the *School Act*, all three readings of the Capital Bylaw No. 2023/24-CPSD60-01 be given at this meeting
- 12.2 THAT the Board adopt the First Reading of Capital Bylaw No. 2023/24-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. 2023/24-CPSD60-01
- 12.5 THAT the Board adopt the Third and Final Reading of Capital Bylaw No. 2023/24-CPSD60-01

13.0 **Correspondence**

14.0 **Unfinished Business**

14.1 Board Chair Update – Partner Liaison Meeting (*Attachment*)

15.0 **New Business**

15.1 SD 60 Overdose Response Questions

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

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

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

19.0 **Questions from the Press and Public Related to Agenda Items**

20.0 **Suspend Regular Meeting & Move into In-Camera Meeting**

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

22.0 **Adjournment**

Please Note:

Where an individual/group knows in advance they wish to address the Board, a request in writing should be made to the Secretary-Treasurer one week in advance of the Board Meeting in accordance with Board Policy #1003.1.

The request must indicate the subject of the presentation, any technology requirements (ie. screen, projector, laptop use) and the estimated time required for the presentation. Presentations will be limited to a maximum of 10 minutes, unless approved otherwise.

If approval is granted, an electronic/written copy of the presentation must be provided no later than Thursday of the week before the date of presentation.

“PROVISIONAL” MINUTES SCHOOL DISTRICT NO. 60 (Peace River North)

REGULAR MEETING

**Tuesday, February 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 MinutesMotion #17-23

Whitton/Campbell

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

CARRIED.

Approval of ExcerptsMotion #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 MeetingApproval of the Minutes – February 6, 2023Motion #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

BCPSEABCPSEA 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.

Camera

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

**EXCERPTS
FROM THE JANUARY 23, 2023
“IN CAMERA” MEETING MINUTES**

The meeting was called to order and the In-camera Meeting Minutes, December 12, 2022 were read and adopted.

Business Arising

Superintendent’s Report

Items discussed and reported included:

None

Secretary-Treasurer’s Report

Items discussed and reported included:

- Joint Health & Safety Committee Meeting Minutes – January 12, 2023
- CUPE Contract Adjustment – Information Item
- CUPE Local Matters Agreement Ratification Summary

Committee of the Whole Reports – Business Arising

None

Other Reports

- BCSTA
- BCPSEA
- COTW Discussion Topics

Correspondence

None

Unfinished Business

- Hudson’s Hope Luncheon

New Business

None

REGULAR MEETING

REPORT TO THE

BOARD OF SCHOOL TRUSTEES

FROM THE SUPERINTENDENT OF SCHOOLS

Monday, March 13, 2023

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for period of February 17th to March 9th, 2023

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	8	17		6	2
Changes to existing	7	5			
Return from leave					
Payout prep					
RETIREES only:					
-	BIRLEY, Sally				
-	BAUER, Les				
-	CRAIG-STEELE, Sheldon				
-	HARTMAN, Shawna				

Education

1. Superintendent's Report

<https://togetherwelearn.prn.bc.ca/2023/03/09/superintendents-report-march-2023/>

2. Out of District Field Trips (Attachment)

Recommended Motion: That the Board of Education adopt the Out of District Field Trips as presented.

3. Community Coaches (Attachment)

Recommended Motion: That the Board of Education adopt the Community Coaches as presented.

4. Posts of Responsibility (Attachment)

Recommended Motion: That the Board of Education adopt the Post of Responsibility as presented.

Respectfully submitted,
Stephen Petrucci, EdD, Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Monday, March 13, 2023
REGULAR MEETING**

Operations

1. **Finance Update to February 28, 2023** (*Attachment*)
2. **Project Heavy Duty**
Jeff Mayer, Teacher & Coordinator

Human Resources

1. **Human Resources Support Staff Summary**

Human Resources Summary Report for Support Staff
For period of February 16th, 2023, to March 9th, 2023

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	11		2
Changes to existing	6		
Return from leave			
Layoff			
Retirements	1		
Termination			

Governance

1. **Standing Finance Committee - Budget 2024 Consultation**

Angela Telford,
Secretary-Treasurer

REGULAR - March 13, 2023					Unfinished	
Meeting Date	Meeting	Topic	Action Item/Recommendation	Assigned to:	Business	Completed
May 7/21	COTW	Finance Consultation - Standing Comm	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	
Sept 12/22	Board	ST Report - Surplus Appropriation	Provide board with a more detailed summary	Angela	x	
Feb 6/23	COTW	Framework Presentations	Sup't & ST to discuss communication options between schools and trustees	Stephen/Leah	x	
Feb 21/23	Board	Business Arising - K-12 Reporting	Summarize key speaking points as it comes out and bring draft to the Board Chair	Stephen	x	
Feb 21/23	Board	Supt Report - French Immersion Week	Draft a letter and organize a picture to be presented by Trustee Whitton	Helen	x	
Completed						
Dec 12/22	Board	Business Arising - Audit Committee	Bring back Policy 1011 & ToR to a future meeting	Angela		Feb 6/23
Feb 6/23	COTW	NEW - Special Regular Board Mtg	Reschedule to February 13, 2023 @ 1:00 w/ Zoom option to ratify CUPE MoA	Leah		x
Dec 12/22	Board	Business Arising - Trustee Crim Checks	Look into other policies around the province & bring back for further discussion	Angela		Feb 6/23
Feb 6/23	COTW	Operations Report	Helen to draft a letter to Dawson Road Maintenance/MoT re: road conditions	Helen		x
Jan 23/23	Board	Superintendent's Report	Proposed Three Year Calendar on March 13 Regular Agenda	Leah		Mar 13/23
Feb 21/23	Board	Business Arising - K-12 Reporting	Provide trustees with support document referenced by Jarrod Bell	Stephen		x
Feb 21/23	Board	Supt Report - Comm Coaches/PoR	Provide more detailed info regarding Community Coaches and PoR	Leah		x
Feb 21/23	Board	New Business - Recording Reg Mtgs	Include disclaimer in minutes and Board Chair script	Leah		x



SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS 2022-2023 FOR BOARD APPROVAL

JANUARY - JUNE

SCHOOL: BERT BOWES MIDDLE SCHOOL

Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) Description of Sports: (name of coach, chaperones & locations)
Grade 8 Boys Basketball Team	Feb 28-Mar 5th	Surrey BC	SD 60 School Bus (Gas donated by Steve Troyer)	<p>*Morgan Peever and Kristy Erickson — Provincial Playoffs via BC Boys High School Basketball Association (in affiliation with BC School Sports). 16 team round robin tournament.</p> <p>*Chaperone is Clint Erickson (criminal record check is being completed/submitted).</p> <p>*There are 11 players going on the trip.</p> <p>*Accommodations in Quesnel is the Sandman (tentative). In Surrey, we are tentatively using an Air B&B to try and reduce the costs for the athletes. This facility will accommodate the players, coaches and chaperones.</p> <p>*All funds are being raised by the players/families and the generous donations by the community (bottle drives and other sponsorships).</p> <p>*Itinerary: the team will take 2 days to get to the tournament which means they will be stopping on</p>

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SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS 2022-2023 FOR BOARD APPROVAL

SCHOOL: C.M. FINCH ELEMENTARY

Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) Description of Sports: (name of coach, chaperones & locations)
Skills Canada Spaghetti Bridge Building Event – five (5) Grade 6 students	March 3, 2023	Northern Lights College (Dawson Creek)	Private Vehicles	Wade Hart driving his son & another student, Jennifer Hall driving her son & another student, and another parent driving their own child. (School has driver's abstracts for both Hall & other parent) <i>* Superintendent approval by email – March 1, 2023</i>

SCHOOL: HUDSON'S HOPE ELEM-SEC SCHOOL

* Superintendent approved by email – Feb. 28, 2023.

2022-2023 Community Coaches

for BOARD APPROVAL – March 13th, 2023

School / Department	Name of Coach	Coaching
NPSS	Sean Dignan	Rugby
NPSS	Clayton Woodruff	Rugby
<i>* Superintendent approved above 2 coaches by email – March 3, 2023</i>		
NPSS	Jason Dutchak	Rugby
NPSS	Michael Bacso	Golf
NPSS	Ellen Pedersen	Rugby
NPSS	Barry Holloway	Rugby
NPSS	Devon Lee	Rugby

2022-2023 Posts of Responsibility

for BOARD APPROVAL – March 13th, 2023

School / Department	FTE	Teacher Name	Department
Bert Bowes Middle School	1.0	Kory Bell (February 9 th to June 30 th , 2023 or the return of the incumbent)	PE/Athletics

SD 60 Operating Financial Report - July 1 2021 to February 28, 2023

Operating Revenue	Actual	Amended Budget	% of budget received	# of Months	Explanations
Ministry of Education Grants	\$ 42,995,546	\$ 73,113,806	58.8%	12	Funding varies as some SPF comes later in the school year.
Provincial Grants - School Age Therapy	\$ 86,996	\$ 127,502	68.2%	12	On Track* ITA was included in January - been added to Misc
Offshore Tuition	\$ 338,310	\$ 659,289	51.3%	10	Offshore Tuition recognized each month
Alberta Students, DL, 3rd Party Billings	\$ 87,382	\$ 85,000	102.8%	10	Invoiced Student Funding, received transportation funding
LEA Revenue	\$ 663,501	\$ 1,041,556	63.7%		Billed 50% to Doig, 70% to Blueberry & Halfway as per LEA This includes Apple schools funding, ITA, and other miscellaneous funds that come into the District. Have now received \$56k from ITA
Miscellaneous Revenue	\$ 221,828	\$ 317,983	69.8%	12	Includes Daycare Rental, Teacherage Rentals, Cameron Lake Rentals
Rentals	\$ 72,153	\$ 101,200	71.3%	12	& Indigenous Rent
Interest	\$ 239,867	\$ 320,000	75.0%	12	Interest rates have increased from 1.7% in May to 4.50% in December
Operating Revenue Before LEA Adjustment	\$ 44,705,583	\$ 75,766,336	59.0%		
LEA Revenue	-\$663,501	-\$1,041,556			
Operating Revenue with LEA Adjustment	\$44,042,082	\$74,724,780			
Funding from Accumulated Surplus	\$ 1,027,485	\$ 1,573,877			
Total Operating Revenue	\$45,069,567	\$76,298,657			
Operating Expense	Actual	Annual Budget	% of budget expended	# of Months	Explanations
Salaries					
Teachers	16,947,767	28,212,741	60.1%	10	On Track as should be approx 60% YTD
Principals and Vice-Principals	3,512,597	5,325,599	66.0%	12	On Track as should be approx 60% YTD
Educational Assistants	3,061,726	5,372,471	57.0%	10	On Track as should be approx 60% YTD
Support Staff	5,353,083	8,786,152	60.9%	10	On Track as should be approx 60% YTD
Other Professionals	1,261,794	1,890,448	66.7%	12	On Track as should be approx 60% YTD
Substitutes (TOC's)	891,421	2,163,772	41.2%	10	Lower than expected as should be approx 50% YTD - we budgeted higher based on previous years
Total Salaries	31,028,388	51,751,183	60.0%		
Employee Benefits	6,837,297	11,831,576	57.8%		
Total Salaries and Benefits	\$37,865,685	\$63,582,759	59.6%		
Services and Supplies	6,522,140	12,015,898	54.3%	12	On Track with 60% dependant on how pay periods fall Lower than expected as should be approx 60% YTD, Supply chain issues contributing to this. This number varies throughout the year. Large purchases are generally made later in the year.
Total Operating Expenses	\$44,387,825	\$75,598,657	58.7%		
Capital Purchases from Operating	\$408,044	\$700,000	58.3%	12	Purchases vary through year
Application of Reserves	\$0				
Operating Net Revenue (Expense)	\$273,698	\$0			
Application of Reserves					
Balanced		\$0			

The majority of retro pay for CUPE employees have been included in wages above. The remaining labour market adjustments for custodians and bus drivers will be paid out the first pay period in March. We have not received funding for this amount or the CUPE increases yet. These are coming out of Surplus.

A young child with dark hair, wearing a striped shirt, is shown from the chest up, leaning over a desk and writing on a piece of paper with a pencil. The entire image is covered with a semi-transparent blue overlay. The text '2023 BUDGET OVERVIEW' is written in white on the left side of the image.

2023 BUDGET OVERVIEW

March 7 2023

BCSTA

British Columbia
School Trustees
Association

2023 BUDGET OVERVIEW

On February 28, 2023, Katrine Conroy, British Columbia's minister of finance, tabled Budget 2023. Under the [Budget Transparency and Accountability Act](#) (BTAA), the government is required to table a budget on or before the fourth Tuesday in February. The BTAA also outlines the content of the budget, which includes the province's economic outlook, three-year revenue, expenditure and debt forecasts and anticipated spending in all public sector organizations, including line ministries, school districts, post-secondary institutions and crown corporations. The following is an overview of the information provided by the finance minister and in the budget documents. Full details of Budget 2023 are available [online](#).

Outlook

The province provides a three-year economic forecast for real gross domestic product (GDP) growth for each budget. Real GDP is expected to grow at 0.4% next year, followed by 1.5% and 2.4% over the next two years. Budget 2023 is projecting a deficit of \$4.2 billion in 2023/24, \$3.8 billion in 2024/25 and \$3 billion in 2025/26. In comparison, last year's budget projected a deficit of \$5.5 billion in 2022/23, \$4.2 billion in 2023/24 and \$3.2 billion in 2024/25.

The government also provided a Third Quarterly Report on its current fiscal year and is now forecasting a surplus of \$3.6 billion for 2022/23 after factoring in additional year-end spending of \$2.7 billion through a supplementary estimates process. This year-end spending will need to occur by March 31 of this year, with the remainder of the surplus being put towards provincial debt repayment.

The Ministry of Finance has faced challenges with accurately forecasting its financial performance over the past two years. For example, in Budget 2021, the government forecasted a deficit of \$9.7 billion in its February budget but reported a surplus of \$1.3 billion in its year-end financial statements (which amounts to an \$11 billion turn-around from the initial budget).

In Budget 2023, the government continued its practice seen in the last two budgets of including an additional Pandemic and Recovery Contingencies allocation of \$1 billion. In addition, there are \$750 million in contingencies over the next two years earmarked for climate and emergency response to address the effects

of climate change. The budget also includes a General Program Contingencies allocation of \$2.3 billion in 2023/24, \$2.2 billion in 2024/25 and \$1.2 billion in 2025/26. The forecast allowance will be \$700 million in 2023/23 and \$500 million in each of the following two years of the fiscal plan. The forecast allowance is an amount that the finance minister sets aside to protect against downside revenue forecast risks and potential statutory appropriation spending, but it cannot be used for general program spending. Several layers of prudence are built into Budget 2023 to address the revenue decline anticipated across various sectors of the economy.

Capital spending is at an all-time high, with \$37.5 billion allocated over the next three years, compared to \$27.4 billion in the previous budget. This is close to a \$10 billion increase from Budget 2022 for capital infrastructure, which includes schools, hospitals, transportation and power generation.

As a result of increased operating and capital spending, the province's taxpayer-supported debt is projected to rise from \$63.7 billion in 2022/23 to \$99.4 billion by 2025/26. Taxpayer-supported debt-to-GDP is increasing over the planning period from 18.9% to 23%, and the debt-to-revenue is also rising from 100% to 125%. However, the government's debt picture has improved compared to last year's budget due in part to a stronger than expected 2022/23 fiscal year.

What This Means for K-12

The Ministry of Education and Child Care's total operating budget will be \$8.874 billion in 2023/24 compared to \$8.266 billion in 2022/23. The operating budget for the ministry will grow over the next two years to \$9.133 billion in 2024/25 and \$9.172 billion in 2025/26. Budget 2023 provides an additional \$2.429 billion in operating funding over the next three years, including:

- \$1.96 billion to fund labour settlement costs for unionized staff.
- \$212.5 million in funding for K-12 school food programs.
- \$161 million for the Classroom Enhancement Fund.
- \$29.4 million for enrollment growth increases for the current year (which are above the Budget 2022 projections) and projected increases for 2023/24.
- \$13 million over the next three years for the Learning Improvement Fund.
- \$15 million for independent schools.
- \$6.5 million for Future Ready: Skills for the Jobs of Tomorrow funding.
- \$5.4 million to fund the Health and Care Careers Promotion Program, which is a component of the Health Human Resources Strategy.
- \$4.9 million to fund children and youth with support needs school outreach teams.
- \$18.5 million to fund ministry administration (K-12, Child Care) salary and benefit costs related to the 2022 Shared Recovery Mandate.

Provincial borrowing for capital spending in K-12 will total \$3.4 billion in the next three years (compared to \$3.1 billion in 2022, \$3.073 in budget 2021, \$2.47 billion in 2020, \$2.432 billion in 2019 and \$1.757 in 2018).

This funding includes:

- \$1.5 billion for expansion and replacement projects.
- \$763 million to accelerate the seismic mitigation program.
- \$669 million for routine capital to maintain and improve schools throughout the province.

Implications

The majority of the increases included in the Ministry of Education and Child Care's operating budget will need to be put towards the increased costs associated with the new collective agreements and to fund costs associated with increased enrolment (e.g. increased staffing, furniture, portable classrooms, etc.).


The additional funding for K-12 school food programs (\$212.5 million) and for children and youth with support needs school outreach teams (\$4.9 million) will support students and families across the province.

No funding has been provided to address inflationary cost pressures, portable classrooms costs and costs associated with non-unionized salary changes, which are at an all-time high and of concern to school districts.

Between 85-90% of local budgets are directed to staffing costs, leaving little flexibility for districts to invest in learning programs that address achievement gaps students may face, including supporting programs aimed towards vulnerable groups, including inclusive education, supports for children in care, Indigenous learners and neurodiverse students.

Although it is promising to see the government increase investments in mental health and addictions, homelessness and public safety, school districts will be required to fund additional safety measures and supports for children that continue to rise due to these challenges. It is also unfortunate to see that additional funding still needs to be allocated in the K-12 budget to support training educators and other staff on the Truth and Reconciliation Commission of Canada's Calls to Action.

The province does continue to invest in capital infrastructure, which has resulted in a significant increase to the Ministry of Education and Child Care's capital budget, rising to \$3.4 billion over the next three years. This is a historical high for the sector for the third year in a row. However, the budget did not include additional operating funding to support the oversight of this expansion through increased personnel or contract support, which will ultimately mean longer than desired delays in advancing capital projects. It also does not address the challenges school districts are facing by having to use their operating budgets to fund the cost of portable classrooms in advance of new spaces becoming available. Additional ongoing operating pressures for school districts that need to maintain ageing infrastructure remain unfunded.



February 2023

SYNOPSIS

BCSTA Provincial Council Summary

This is a summary of the February 2023 Provincial Council (PC) meeting, which took place in Vancouver at the SFU Wosk Centre for Dialogue. Draft minutes are available [here](#). Contact [Suzanne Hoffman](#) for more.

President's Report

President Carolyn Broady shared updates on BCSTA on BCSTA's strategic plan, support for boards, and the association's partnership and advocacy efforts. Read the report [here](#).

CEO's Report

CEO Suzanne Hoffman shared news about BCSTA's strategic plan and priorities. Read the report [here](#).

CSBA Report

President Carolyn Broady delivered a report on the activity of the Canadian School Boards Association (CSBA), including the association's anti-racism and advocacy work. Read her report [here](#).

Finance & Audit Committee Report

The committee presented two motions to Provincial Council. Read the full report [here](#).

Legislative Committee Report

The committee examines motions submitted to PC. David Swankey delivered a verbal report to the council, which can be read [here](#).

Indigenous Education Committee Report

The committee's report includes an update on the committee work plan and questions to help facilitate discussions with trustees. Download the report [here](#).

Professional Learning Committee Report

The report includes the committee's vision and work plan, plus an update on AGM. Download the report [here](#).

Disposition of Motions

10.1 CONTINUE FUNDING THE STUDENT AND FAMILY AFFORDABILITY FUND

That BCSTA request the Ministry of Education and Child Care continue the Student and Family Affordability Fund as an annual targeted fund, provided to school districts beyond June 30, 2023; AND that the permitted uses of this Fund be made less restrictive, to better be able to serve students and families in need, including the possibility of providing or subsidizing transportation; AND that a portion of this Fund be permitted to be used to cover the costs of administering the Fund. AND that the funds be made available to School Districts prior to the start of the school year. Carried as amended

10.2 FUNDING FOR EXEMPT STAFFING COMPENSATION

That BCSTA request the provincial government fully fund exempt staff compensation based on the new salary grids published by BCPSEA. Carried



Advocacy for Boards of Education

BCSTA

British Columbia
School Trustees
Association

Advocacy & Lobbying

Advocacy involves raising awareness or providing information in favour of an idea or cause. In the course of carrying out their governance responsibilities, boards of education engage in advocacy on many different levels. In fact, advocacy can be an extremely important role for a board of education, providing the board an opportunity to speak up on behalf of the community.

In exercising their role in advocacy, boards of education speak out on the value of public education and the important role of locally elected boards; educate policy makers about the needs of the school district; call for resources and supports needed for the success of public schools; and ensure the legislative and policy frameworks required for the success of public schools are maintained or enhanced. Good governance involves pursuing strategic goals for improving student achievement and advocacy is often an important part of the plan.

At times advocacy involves lobbying, a targeted set of activities meant to influence decision makers, to effect change or enact policy and legislation. It is important to see lobbying as one part of a larger strategic plan for advocacy. All lobbying is advocacy, but not all advocacy is lobbying. Successful ongoing advocacy can build confidence in the board and in public education. Through advocacy the board can establish credibility, build trust and foster relationships. In doing so, the board will establish a strong position for lobbying.



Boards of Education & Advocacy

Trustees are elected to boards of education to oversee the governance of the school district. More specifically, a board is responsible for the improvement of student achievement in the school district. The public holds trustees accountable for this important task. To the extent they are successful in their work, and that others are aware of that success, boards of education establish a positive reputation for their work and for public education.

Advocacy for public education is in part about delivering quality education in a fiscally responsible and ethical way. It is also about being active champions for public education, and promoting the role of boards. Every time the board or its spokespersons speak of the positive role of public schools, the success of its students and the hard work of its trustees, they are engaged in advocacy. Boards do this on their websites when they highlight the achievements of students. They do this on social media by maintaining a positive profile with daily messages about successes in the school district. They do so by engaging the community on an ongoing basis and building strong relationships. And, every time the board conducts meetings where the public can witness diligence in governance, it builds support for its position.

In some jurisdictions, school boards have developed policy on advocacy (see, for example, the [York School Board](#).) Other boards ensure that part of their strategic plan includes a section on advocacy work (see for example, the plans of the [Alberta Catholic Board](#)). Both these approaches make sure that trustees can be clear about their roles in advocacy and that a plan is in place for a concerted effort towards a common goal.

A policy or strategic plan can make clear the important distinction between advocacy and lobbying. As noted earlier, lobbying is a very focused activity with a goal to influence a policy or legislation and it fits in the larger concept of advocacy. To illustrate, consider the example of the BC School Trustees Association (BCSTA). Recently in response to concerns of member boards, the BCSTA lobbied the federal and provincial governments to provide improved resources for youth on the topic of vaping (see the federal government's [letter in response](#)). This activity took place within the larger advocacy plan that includes ongoing expressions of support for public education and the role of locally elected school boards. The relationships built through their ongoing advocacy work and the credibility earned over time has placed the organization in good stead with its lobbying on a specific issue.



Successful Advocacy

Successful advocacy can lead to a board of education's ability to influence decisions. Its foundations are relationships and trust built over time. Successful advocacy includes these elements:

Effective Communication

Being able to get your message across is very important, and even more so is listening to others.

- Be in touch with what is important to your community.
- Enlist their participation in the ongoing work of the school district.
- Make sure you truly represent their positions.
- Use your communications to build support for your school district and for public education.
- Be positive in your communications.

Strong Relationships

There are many groups who can act as allies in the important work of advocacy in the school district. Messages delivered with the support of many are the most effective messages. Building strong, collaborative relationships in an intentional way is important work.

- Include parent groups, teacher groups, community groups in your planning.
- Involve your Indigenous community or communities.
- Deliberately involve others in planning so that they are committed allies of your plans for advocacy.
- Establish a collaborative relationship with your municipal government.
- Keep in touch with your local MLA to keep them aware of and supportive of your work.
- Consider the role of the BCSTA and the resources they might bring to support advocacy.



Thoughtful Planning

Advocacy requires long-range planning and should be aligned with the strategic plan of the school district.

- Consider who you should involve in your planning. Remember, building allies is important.
- Outline the goal(s) you propose to achieve. Think about the broad goal of building a position of influence. Is there also a specific goal you wish to achieve?
- Consider who is the best audience: the general public, stakeholders in the district, the municipality, the province or some specific ministries, federal government or agencies, the BCSTA? The purpose of your advocacy will, to a large extent, dictate the audience.
- Develop strategies that will be effective for achieving your goal.
- Decide what resources will be needed for implementing your plans. How can you get support from others?
- Plan for follow through on activities, including a way to thank appropriate people.

Persuasive Message

If simply making the case was an effective way to achieve your goal of advocacy, it would be fairly simple. But, consider huge advocacy campaigns about climate change or child poverty. The facts are pretty clear, but the buy-in isn't always there.

- An effective message also needs an emotional appeal. The case needs to be made in a rational way using research and evidence to support the position, but it also needs to have a personal touch. Stories about children and schools are often the way to enhance a message.

Effective Lobbying

Effective advocacy, as outlined, can put boards of education in a very advantageous position when lobbying is required. There are numerous issues that call for lobbying. Common areas of concern that involve the provincial government include funding, facilities, support for special needs, language delivery and early education. There is some overlap with the federal government responsibilities in areas such as resources to support immigrant students or French language concerns. Sometimes the issue of concern to boards is more local in nature: school property issues, use of parks and recreation centres, child care space. In some cases, boards of education will want to lobby the BCSTA to convince the association to take on issues on behalf of boards across the province.

An advocacy plan is proactive, taking time to advance the cause of public education. Lobbying is often reactive, for example when proposed legislation or policy or a funding announcement calls for a response. Effective lobbying involves:

Doing the Research

It is important to be very well versed on the subject for which you intend to lobby. Consider the position of the body you are lobbying. Be prepared with arguments to counter their position. Research the issue, search for examples from other jurisdictions.

Understanding Lobbying is Non-partisan

Taking on an issue on behalf of the interests of students in your district is not a partisan activity. You have to work with whatever party is in government. Denigrating the government is not helpful. The government is constantly dealing with "asks." You will be more successful if you make your case in a positive way. In all advocacy work, it is important to reflect: might this message or tactic have the unintended consequence of undermining public education and the public's confidence in it?



Focusing on Win-win

Try at the outset of your lobbying tactics to consider how you can help the government achieve their goals while also achieving yours. Think about what you could do to make the situation better. Consider what you have already done to achieve your goal in your own district and be positive about your role. Think about what you might offer as you work with the government to help achieve the goal.

Being Realistic About Goals

As you make your plans, consider what is realistic to expect from your lobbying. Remember that whatever body you are lobbying faces many demands, sometimes conflicting. They represent taxpayers and are accountable to them. As is the case with trustees, they work within the confines of their budgets and have many responsibilities in their purview.

Thoughtful Planning

You need a sound plan, good timing, a thoughtful message, the right audience, strong allies and effective communications. Often lobbying is strategic to work at both staff and political levels. This usually involves staff speaking to staff and politicians speaking to politicians. And, remember, the BCSTA is in an influential position in the province to lobby on your behalf. If the issue affects all school districts, you will want to enlist the support of the association.

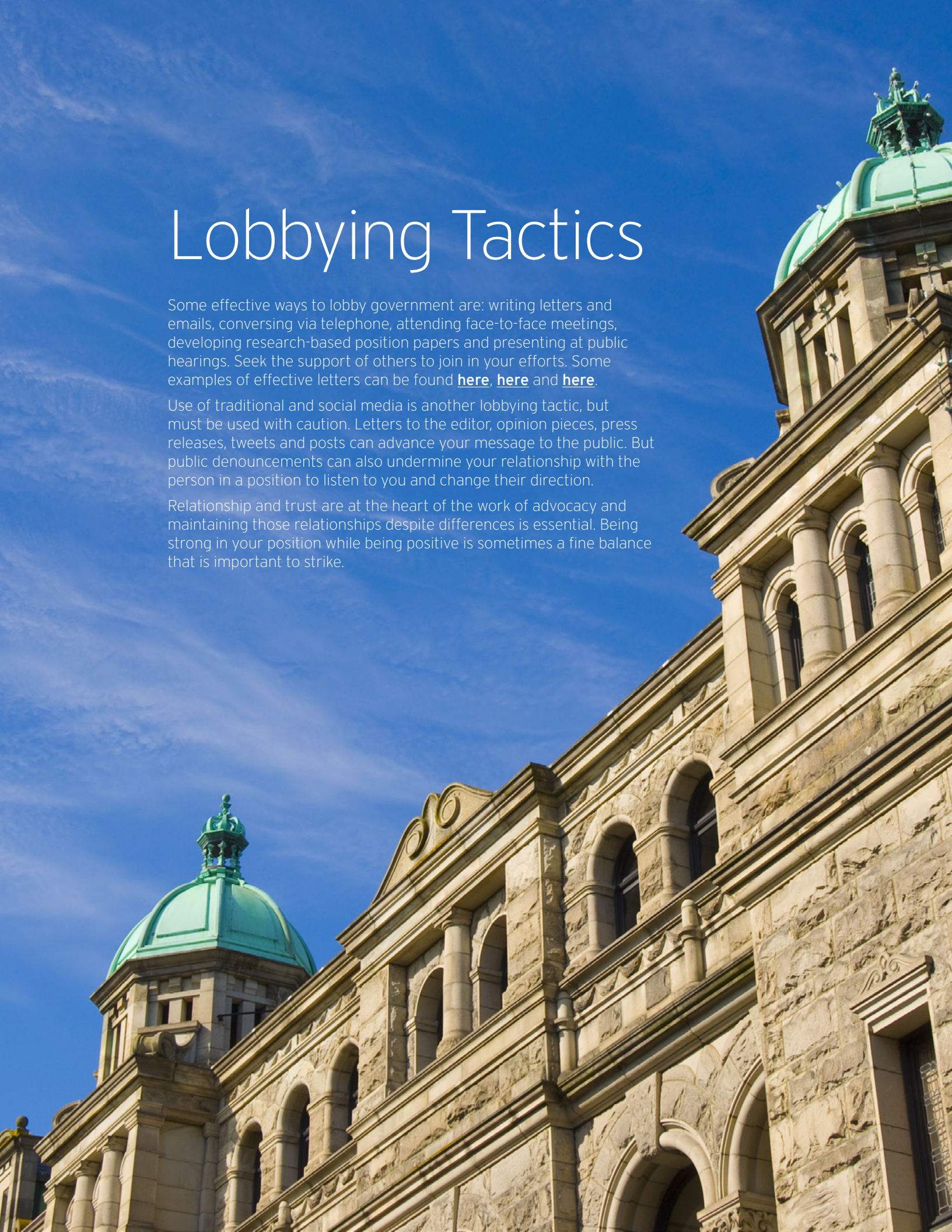


Lobbying Tactics

Some effective ways to lobby government are: writing letters and emails, conversing via telephone, attending face-to-face meetings, developing research-based position papers and presenting at public hearings. Seek the support of others to join in your efforts. Some examples of effective letters can be found [here](#), [here](#) and [here](#).

Use of traditional and social media is another lobbying tactic, but must be used with caution. Letters to the editor, opinion pieces, press releases, tweets and posts can advance your message to the public. But public denouncements can also undermine your relationship with the person in a position to listen to you and change their direction.

Relationship and trust are at the heart of the work of advocacy and maintaining those relationships despite differences is essential. Being strong in your position while being positive is sometimes a fine balance that is important to strike.



EXAMPLE

Effective Advocacy & Lobbying

A school district in another province had been extremely successful in improving student achievement. The board had worked with community members to establish an effective strategic plan and there was considerable commitment to achieving the goals, one of which was to improve the graduation rates for the Indigenous students in the school district. A series of public meetings were planned and because of the encouragement from trustees, they were well attended. The board undertook a communication plan so that there was widespread knowledge about the work of the school district and its success. Members of the Indigenous community were highly involved in the development and implementation of the plans. There was significant buy-in from the teachers' association. Parent groups were engaged and supportive.

Soon after the district was making significant progress towards achieving its goals for student success, the government announced funding cuts across the province. The board was very concerned that any cuts to funding would endanger the growing success of its strategic plan. They immediately went into lobbying mode. With the good will and commitment of others they had built along the way, they were joined by many others in the district. They had a public meeting and invited the media to attend. They also invited their local MLA who had been invited previously to witness the success of the district's work. The meeting was well attended and the board had spent a good deal of time putting together research which they presented to support their position. Success stories of the students were shared. Members of the Indigenous community made particularly powerful points in a verbal presentation. Following the meeting the board wrote letters, their allies wrote letters and many parents sent emails. Many parents sent emails. A meeting with the local MLA and the board was requested. The school district made a commitment to continue their work to improve student achievement and the graduation rate of the Indigenous students and to focus any funds they could to achieve their goals.

The board was very concerned that any cuts to funding would endanger the growing success of its strategic plan. They immediately went into lobbying mode.

Other boards across the province who were engaged in similar work were approached for support, as was the provincial association that supported boards of education. The provincial government eventually changed their plans. Funds were allocated for the purpose of improving student achievement – not as much as the school districts would wish, but more than would have been available without the successful lobbying.

Conclusion

Boards, composed of publicly-elected members of local communities, are in a good position to: bring the community together in various forums to create a vision; set goals for student achievement; direct resources; hold the system accountable; and build public confidence in an education system committed to quality for all students. Being publicly elected to represent the community often involves boards being advocates for public education, their school district and, of course, students.

Advocacy should be a continuous process, developed over time. It can be subtle and often involves putting the larger good before individual interests. It can also be specific and focused on a single issue. Either way, building good relationships in communities as well as with local and provincial politicians is a vital part of good advocacy practice.



Appendix

Some Practical Advice for Lobbying Governments

There are many organizations whose sole purpose is to lobby various levels of government. From years of experience they are able to provide advice and they offer suggestions for making tools for lobbying more effective.

Writing letters and emails

When writing letters or emails, keep them brief and clear.

- Start by identifying your reason for writing. State your position briefly and clearly. Explain why it is important to you and what effects might be expected if the action you request is not taken.
- Suggest what would resolve the problem. Identify what you are able to do to support the solution.
- Personalize your comments when possible and maintain a respectful tone.
- Conclude with a summary of your position.
- Consider who should be copied.

Making phone calls

There are times when a phone call is the most effective tool:

- Be prepared and have notes to which you can refer in your conversation, or in a message should you have to leave one.
- Be brief as you state your position.
- It is often a good idea to send a follow-up email or letter.



Attending face-to-face meetings

When it is possible, it is very effective to meet with a person in the position to make a decision:

- It can be helpful to take written material you can leave with the person for additional information.
- Be respectful of the time you are taking and be brief.
At the same time, you can use this chance to build a relationship.
- Be prepared and state your position clearly and to answer questions.

Developing research-based position papers

Being able to provide others, including your community and the general public, with a well researched paper to describe your position is helpful:

- Keep the paper short and easy to read. There is a reason why these kinds of papers are called briefs!
- Provide good evidence to prove your case and make clear why it is important to you.
- Clearly indicate what you believe should be done based on the research.

Presenting at public meetings

When the opportunity arises, presenting your position at a public hearing is an important way to make your case:

- Respect the time you have been allotted.
- Be clear about your position and explain your rationale with a prepared statement.
- Be prepared to answer questions.



Advocacy & Lobbying Resources

Advocacy for Public Education, BCSTA Learning Guide
<https://bcstahub.org>

Guide to Good Governance, Advocacy Module,
Ontario Public School Boards Association
<https://modules.ontarioschooltrustees.org/Modules/10-Advocacy.aspx>

Research Brief: Community Engagement and Advocacy, Hanover Research
<https://www.gssaweb.org/wp-content/uploads/2015/04/Research-Brief-School-Board-Engagement-and-Advocacy-1.pdf>

Advocacy Plan Template, Research into Policy to Enhance Physical Education
http://repopa.eu/sites/default/files/latest/Advocacy_plan.pdf

Advocacy Guide,
Association for Supervision and Curriculum Development (ASCD)
<http://www.ascd.org/ASCD/pdf/newsandissues/ascdadvocacyguide.pdf>

Advocacy Resources, Citizens for Public Justice
<https://www.cpj.ca/advocacy-resources>

How to Write an Advocacy Letter or Action Letter, Breastfeeding Niagara
<http://breastfeedingniagara.ca/community-action/how-to-write-an-effective-advocacy-or-action-letter/>

Public Awareness Tool Kit, Red Deer Recreation, Parks & Culture
<https://www.reddeer.ca/media/reddeerca/recreation-and-culture/community-programs-and-information/Public-Awareness-Toolkit.pdf>



British Columbia
School Trustees
Association

bcsta.org

BCSTA Provincial Council Meeting

Bruce L Anderson AM BCom CHRE
Chief Executive Officer, BCPSEA

Chris Beneteau JD BASc
Executive Director, Employee Relations & Sector Initiatives



BCPSEA Strategic Plan 2023-2025



Vision

An inclusive and thriving BC public education sector with a workforce that fosters student success.

Mission

BCPSEA provides trusted sectoral leadership in labour relations and human resources by working together with school districts, partners and stakeholders to ensure the success of the public education system.

Core Values

- Accountability
- Service excellence
- Collaborative leadership
- Trusted expertise
- Adaptability

Goal 1:

Sectoral Leadership and Service Excellence

Goal 2:

Stakeholder and Partner Relations

Goal 3:

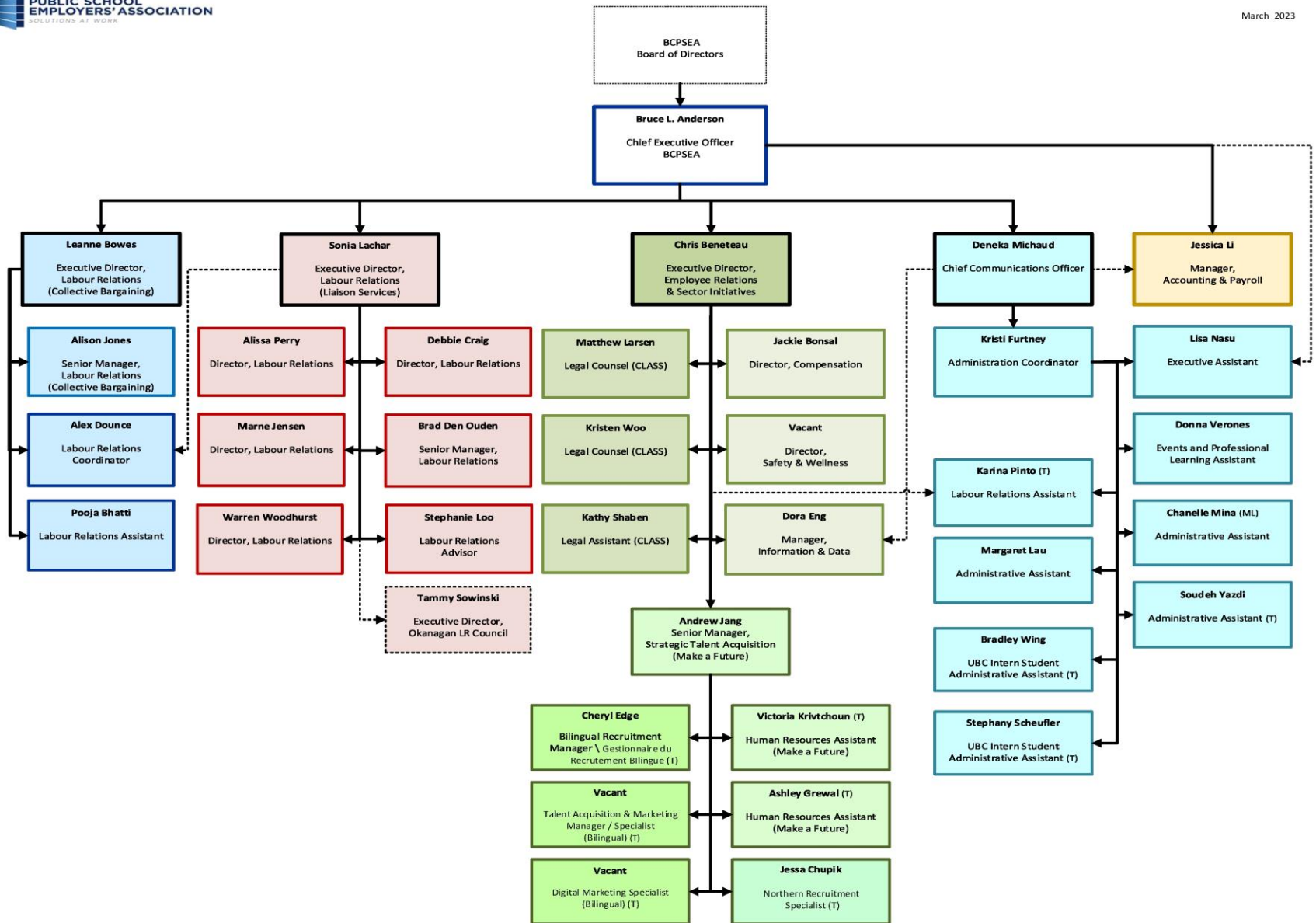
Effective Resource Management and Sustainable Operations

Goal 4:

Diversity, Equity and Inclusion

Goal 5:

Reconciliation



Bargaining update

Teacher bargaining 2022



BCTF/Local Bargaining Tables

- 60 Sub agreements
- Concluded March 4, 2022

BCTF/BCPSEA Provincial Bargaining Table

- 47 Bargaining Sessions
- Concluded/Tentative: October 28, 2022
- Ratified: November 30, 2022

Adult Educators Negotiations

- 2 collective agreements ratified by January 13, 2023

BCTF bargaining commentary



BCTF Teacher Magazine: January/February 2023

Sarah: *"I can't decide if my answer here is everything or nothing. At the table, the thing that surprised me the most is that the employer's representatives were just normal human beings doing a job. Just like us. No acrimony. In terms of the bargaining process, what surprised me was the wide variety of work involved in being on the team and how the work evolved over the trajectory of bargaining."*

Carla: *"In previous rounds, we all heard about the acrimony at the table and the employer's attempt to strip our contract. As a result, I was prepared for more of a fight. So, I was surprised that, despite the employer being resolute on certain issues, in other areas they were open and collaborative."*

Tammy: *"Sitting across from the employer, I was surprised to find out that their team is not released to do this work; instead, the bulk of the work falls on one person from the BC Public School Employers' Association."*

Teacher bargaining activities 2023



- New Collective Agreement – Working Documents
- LOU 4: Employment Equity – Indigenous Peoples
 - develop communications, training and implementation guide to support application of special programs in SDs
- LOU 5: Review criteria, demographics, data, costs, etc. regarding Teacher Supply and Demand Initiatives
- LOU 9: parties to discuss potential changes to the Provincial Extended Health Benefit Plan
- LOU 13: parties to discuss ways to support *Declaration on the Rights of Indigenous Peoples Act*, specifically, education commitments of the Declaration Act Action Plan

Teacher bargaining activities 2023



- LOU 15: parties to review the split of issues between Provincial Matters and Local Matters.
- LOU 15: parties to review the 2022 Local Bargaining Procedure
- LOU 17 – Employment Equity: in conjunction with LOU 4, parties to develop communications and training that support the application for and implementation of special programs in SDs

2025 teacher bargaining preparation (tentative schedule)



- 2024: Bargaining consultation (K-12 education sector-wide and MOECC)
- 2024: Build 2025 bargaining plans – local and provincial
- 2024: Consultation with PSEC-Secretariat (next mandate)
- 2024: Preparation and commencement of local teacher bargaining (date: late fall 2024)
- 2025: January Trustee Reps meeting on provincial bargaining plan (date: TBD)
- 2025: Local bargaining concluded (date: TBD)
- 2025: Commencement of Provincial collective bargaining (date: TBD)

Questions?

Support staff bargaining 2022

Provincial Framework Agreement (PFA)

- Concluded/Tentative Agreement: September 15, 2022
- Ratified: September 22, 2022

Local bargaining negotiations

- 69 local collective bargaining agreements.
- Deadline to negotiate, adopt PFA and ratify: January 25, 2023
- Ratification deadline extended to February 15, 2023
- 9 local agreements filed for mediation and subsequently settled

Date	Current status	# of agreements
February 15	Fully ratified	64
February 15	Awaiting local union ratification	4
February 22	Outstanding – in mediation	1

Local support tables - Trends

- Labour Market Adjustments for certain key positions (positions and amounts varied depending on the SD's specific recruitment and retention issue):
 - Red seal trades/journeyperson
 - Custodian
 - Information technology
 - Payroll clerk
 - Education assistant
- Paid cultural leave days for Indigenous employees
- Gender neutral pronouns and language
- Increases to premiums, especially safety boot & clothing
- First Aid certificate premium
- Benefits/Health Wellness funds
- Additional days of leave

Questions?

BCPSEA Spring 2023 regional meetings – in person

Spring 2023 regional meetings

Region and location	Date	Place
Fraser Valley - Abbotsford	March 1, 2023	Abbotsford Arts Centre
Metro - Surrey	March 3, 2023	SD36 (Surrey)
Thompson Okanagan - Kelowna	March 8, 2023	Hollywood Road Education Centre
Northern Interior – Prince George	April 17, 2023	Van Bien Training and Development Centre
Vancouver Island/Coastal - Nanaimo	April 24, 2023	Coast Bastion Hotel
Northwest – Terrace	May 5, 2023	SD82 (Coast Mountains)
Kootenay Boundary – Cranbrook	May 8, 2023	SD5 (Southeast Kootenay)

Questions?

Northern and remote recruitment and retention initiative

Northern and Remote Recruitment

- Pilot Initiative 2023



- Collaborative Working Group established with senior staff from key SDs, and senior staff from MOECC and BCPSEA
- Initial pilot for recruitment & retention strategies in rural & remote areas
- Pilot to be initiated for four northern school districts:
 - SD82 Coast Mountains target: Hazelton Region
 - SD87 Stikine target: Full District
 - SD91 Nechako Lakes target: Fort St. James Region
 - SD92 Nisga'a target: Full District
- BCPSEA has proposed a LOA to BCTF for additional recruitment hiring bonuses and retention payments for qualified teachers

Northern Recruitment Specialist



- **Jessa Chupik** has been hired commencing February 27, 2023, for a one-year term with BCPSEA's Make a Future Team
- Jessa will be living and working in Daajing Giids on Haida Gwaii
- Jessa has 15 years of senior recruitment and EDI experience
- Jessa was at BIPOC Executive Search, and previously was the Canada Education Leader partner for Boyden Executive Search. She previously worked for the MobSquad, BC Public Service, Nunavut Government, and Toronto Metropolitan University
- Jessa holds an Honours Bachelor of Arts degree in Indigenous Studies and a Master of Arts degree in Canadian Studies and Indigenous Studies

Questions?

French teacher recruitment

French teacher recruitment

- BCPSEA has received **\$229K** annually from the Federal government (via MOECC) in 2021-2022 and 2022-2023 for French teacher recruitment, advertising and career fairs.
- The funding has supported the temporary employment of Cheryl Edge as a Bilingual Recruitment Manager with MAF conducting recruitment and participating in job fairs specific to French teacher recruitment

French teacher recruitment

Career Fair/Information session	Host School(s) / Orgs.	City, Province	Date
Education Career Fair	Simon Fraser University (SFU)	BC	16-Sep-22
Careers Day Job Fair	University of Regina	SK	26-Sep-22
Careers Day Job Fair	University of Regina	SK	28-Sep-22
Teacher info session	Make a Future	BC	5-Oct-22
ACPI Conference	ACPI	ON	3-Nov-22
Teacher info session	Simon Fraser University (SFU)	BC	10-Nov-22
Destination Canada Mobility Forum		Paris, France	17-Nov-22
Destination Canada Mobility Forum	Government of Canada	Rabat, Morocco	22-Nov-22
Destination Canada Mobility Forum (Virtual)	Government of Canada		28-Nov-22
Teacher info session - French cohort	Simon Fraser University (SFU)	BC	2-Dec-22
French Teacher Job Fair	Apply to Education	ON	7-Dec-22
Options Career Fair	Queen's University	Kingston, ON	9-Jan-23
Teacher info session (French)	University of British Columbia (UBC)	BC	11-Jan-23
Education Career Fair	University of British Columbia	Vancouver, BC	20-Jan-23
Education Fair	University of Alberta	Edmonton, AB	23-Jan-23
Education Fair	Campus St. Jean	Edmonton, AB	23-Jan-23
Education Fair	Université Saint Boniface	Winnipeg	27-Jan-23
Education Fair	Mount Saint Vincent University (MSVU)	Halifax, NS	28-Jan-23
Education Fair	McGill University	QC	8-Feb-23
Education Fair	University of Ottawa	ON	9-Feb-23
French Teacher Job Fair	Apply to Education	ON	1-Mar-23
Ed Talent Spring Job Fair	Apply to Education	Toronto, ON	21-Apr-23

New additional French teacher recruitment funding

- Federal government funding, with MOECC support
- Over the next two years, BCPSEA will receive an additional **\$1.944M** for a provincial French teacher recruitment/marketing campaign
- **\$590K** of the \$1.944M will be distributed to SDs for recruiting activities and/or incentives over the next two years (\$1.18M total)
- BCPSEA is hiring a **Talent Acquisition & Marketing Manager (Bilingual)** and a **Digital Marketing Specialist**

New French teacher recruitment activities (2023-2024)



- BCPSEA is hiring a [Talent Acquisition & Marketing Manager \(Bilingual\)](#) and a [Digital Marketing Specialist](#) to:
 - Build a French teacher recruitment website
 - Launch a cross-Canada digital marketing campaign
 - Create a French teacher recruitment video
 - Conduct outreach and attend career fairs
 - Develop a French teacher database

Questions?

Exempt compensation

BCPSEA's role

- Coordination of exempt compensation for public education sector
 - Legislation
 - Government policy
 - Direction from PSEC Secretariat
- Approval of all exempt compensation terms
 - Salaries
 - Vacation and other paid time-off
 - Pension and benefits
 - Allowances (Vehicle, Housing, Isolation, etc.)

Compensation processes

- Periodic
 - Compensation review (every 3-5 years)
 - Salary scales (annual, May)
 - Regional salary model for PVP
 - District-specific salary grids for all other exempt staff
 - Individual salary increases (annual, June)
 - Executive compensation disclosure (annual, October)
- Ongoing
 - Senior employee compensation reporting
 - Placement of new and materially updated positions
 - Requests for changes to non-salary compensation

Questions?

Exempt Compensation Opportunities

- Improved consultation
 - Management associations
 - Exempt Staff Compensation Working Group
- Improved tools
 - Exempt Staff Compensation Handbook
 - Exempt Staff Human Resources Practice Guide
 - Updated and expanded contract templates

Exempt Staff Compensation Working Group

- Forum for discussion of provincial-level exempt staff compensation matters
- Improve consultation, education, and transparency in exempt staff compensation
- Intended membership representatives:
 - BCSTA
 - BCSSA
 - BCASBO
 - BCPVPA
 - School Districts
 - MOECC
 - PSEC Secretariat
 - BCPSEA

Exempt Staff Compensation Working Group

- Format will be informal
- Agenda will be member-driven
- Work will be collaborative
- Expected items:
 - Gender equity
 - Recruitment challenges
 - Intra-sectoral movement

What's next

- Improvements to exempt staff benefits in-line with bargaining unit
- Exempt Staff Compensation Working Group
- 2023 Salary Grids (May 2023)
- 2023 Salary Increases (June 2023)

Questions?

Thank you





SD60 Public Consultation <public@prn.bc.ca>

[External Sender] Proposed 3 year calendar

1 message

[REDACTED]
To: public@prn.bc.ca

Wed, Feb 15, 2023 at 4:41 PM

Hi There

For the 3 year calendar proposal I would like to suggest our Spring break in School District No. 60 be 3-4 weeks later in April rather than in March. This would be more of our Northern "Spring Time," as well as would coincide better with break up in the oilfield allowing parents who work in the oilfield be at home with their children during the break.

Sincerely,
[REDACTED]



SD60 Public Consultation <public@prn.bc.ca>

3 year calendar feedback

1 message

Wed, Feb 15, 2023 at 8:38 AM

To: SD60 Public Consultation <public@prn.bc.ca>

Hello,

I am wondering if Winter Break needs to begin on a Monday. For the 2023/2024 proposed calendar the last day of school would be Friday, December 22 with the first day of Winter Break being Christmas Day. If families are travelling, students might need to miss school in order to arrive at their destination before Christmas Day.

Is it possible to end school mid week and return in January mid week? Students would have a gradual return to the regular sleep routine in January instead of a full five day week. Well rested students are healthier and better able to fight illness.

Attendance is essential for learning. These changes to the proposed calendar could improve attendance around the Winter Break. Vernon is a district in the province that uses this midweek model. I encourage you to seek feedback from them and consider giving this model a try in our district, especially when the start and end dates are so extreme.

Thank you for your consideration of this idea. Enjoy your day.

Parent and Teacher of SD # 60



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 year calendar feedback

1 message

To: public@prn.bc.ca

Tue, Feb 14, 2023 at 2:43 PM

Hello,

Why are we still having 2 week spring breaks? Do any other districts do this? Many parents and kids would rather get out of school a week earlier in June. What is the point of dragging out the school year later than every other school district in BC or Alberta?

It is time to revisit the 2 week spring break and ask ourselves do kids really want to be in school a week beyond the longest day of the year? Schools are hot and there is very little instruction happening in late June. Please let them out earlier.

The 2 week spring break is great for people who can afford to spend 2 weeks at a tropical resort but ignores the needs of the majority of families. I believe it started years ago to support oil/gas field camp workers. But now it's just not serving our families. Being out earlier to enjoy the summer weather is a lot more fun than trying to find things to do for 2 weeks in mid March in Fort St John.

I think it's time for an open discussion on the merits and drawbacks of the 2 week spring break and the late June ending to the school year.

Sincerely,

Sent from my iPhone



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 year calendar feedback

1 message

[REDACTED]

Thu, Feb 16, 2023 at 12:39 PM

To: public@prn.bc.ca

Can we do a week off on Feb and another week off around Easter instead of the two weeks off at the end of March.

Thanks.

[REDACTED]



[External Sender] 3 year calendar feedback

1 message

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

Thu, Feb 16, 2023 at 2:27 PM

Good afternoon.

The only feedback I have is for Christmas break for the school year 2023/24. It would be nice to not have it start Dec 25th as it will result in children possibly needing to be pulled from school for travel prior to the xmas break

I am suggesting Dec 21 to Jan 3rd for Christmas break. This also allows a gentle transition back into school following a 2 week break

Thank you for seeking input

[Redacted signature]



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] School calendar

1 message

To: public@prn.bc.ca

Thu, Feb 16, 2023 at 2:34 PM

Hi there,

I have no complaints against the proposed calendar, only a question. Why have none of the non instructional days been scheduled along other holidays giving a longer weekend which would open up opportunities to visit family that live further or have a short family holiday? It would also simplify out of school care for some people. I only ask because it's a question I have heard posed by most relatives I have.

Thanks

[Redacted signature]



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 year calendar feedback


1 message

Fri, Feb 17, 2023 at 3:08 PM

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

Typically school districts...from my experience have followed those of local government. In the 2023/2024 calendar year the Remembrance Day stat falls back to the Friday prior, where as most other places the stat is pushed to the following Monday. With this change, it may result in caretakers struggling to find care for their children as most will have the filling Monday off. This could impact vacation time needing to be taken, financial impacts, etc.

Thank you for the opportunity to review and provide feedback.


Sent from my iPhone



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 Year Proposed Calendar

1 message

To: public@prn.bc.ca

Wed, Feb 22, 2023 at 8:16 AM

Good morning,

I do have a concern with the proposed 2023/2024 school calendar with the observation of the Remembrance Day stat listed to be on Friday, Nov 10th. At my workplace, we will be observing the Remembrance Day stat on Monday, Nov 13 as per our collective agreement language. For stats that fall on Saturday or Sunday, they are observed on the following Monday.

Thank you for your consideration of this concern.

Regards,

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

From: Bell, Jarrod <sysadmin@myeducation.gov.bc.ca>

Date: Tuesday, February 14, 2023

Subject: 3 Year Proposed Calendar

To: jbell@prn.bc.ca

The Board of Trustees of School District No. 60 would like to give an opportunity to provide input on the linked proposed three-year school calendar. Written submissions should be mailed to our District Administration Office (10112-105 Avenue, Fort St John, BC, V1J 4S4) or emailed (public@prn.bc.ca) on or before March 6, 2023.

You can find the calendar on our website at <https://www.prn.bc.ca/proposed-3-year-calendar/>

This is an update from School District 60: Peace River North. You are receiving this email as you are a contact for a student in our provincial student information system.

Our communication channels include our primary channel, www.prn.bc.ca, social media via www.facebook.com/sd60prn & www.twitter.com/sd60, and email.

Take Care,

Jarrold Bell
Director of Instruction
School District 60: Peace River North



SD60 Public Consultation <public@prm.bc.ca>

[External Sender] Proposed District 3-Year Calendar

1 message

To: public@prm.bc.ca

Thu, Feb 23, 2023 at 4:15 PM

Good Afternoon,

In reviewing the proposed calendar dates for the 2023-2024 school year, I noticed that for 2023 the District is proposing to observe Remembrance Day on Friday, November 10th. Generally speaking, most Federal, Provincial and Municipal governments observe a stat holiday that falls on a Saturday or Sunday on the following Monday, which would be Monday, November 13th. For many working parents, having the school district closed on Friday, November 10th will mean that we will have to find childcare on this day. As I know my personal childcare (YMCA) aligns with the school closures, this will mean that finding childcare will actually not be an option and I will be forced to take a vacation day to take care of my children, all while myself having the following Monday off.

Thank you for allowing us the opportunity to provide input on the proposed three-year school calendar.

Regards,

[Redacted Signature]



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] Re: SD60 February 2023 Superintendent's Report and Updates

1 message

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

Fri, Feb 24, 2023 at 4:06 PM

Hello,

Just checking if there was a mistake with the Remembrance Day. It says it will be Friday November 10.

Also, I understand that the end of the year is useful for teacher to have one day without kids at school, however, ending the school year on a Thursday instead of Friday, makes it very difficult for working parents as there are no pro-D camps for that specific day and means we either have to take days off from work.

Sincerely,

Sent from my iPhone

On Feb 22, 2023, at 2:29 PM, Bell, Jarrod <sysadmin@myeducation.gov.bc.ca> wrote:

Hello everyone, here are some updates from School District 60 Peace River North.

Superintendent's Report

The Superintendent's monthly report is available at <https://togetherwelearn.prn.bc.ca/2023/02/17/superintendents-report-february-2023/>

Board Meeting

Our public Board Meeting was held Monday. The recording is available at https://www.youtube.com/watch?v=1T4n1l_CfCY

The schedule, agenda, and meeting packages for board meetings are available at <https://policy.prn.bc.ca/board-meeting-schedule/>

Proposed District 3-Year Calendar

The Board of Trustees of School District No. 60 would like to give an opportunity to provide input on this proposed three-year school calendar (<https://www.prn.bc.ca/proposed-3-year-calendar/>). Written submissions should be mailed to our District Administration Office (10112-105 Avenue, Fort St John, BC, V1J 4S4) or emailed to public@prn.bc.ca on or before March 6, 2023.

Kindergarten Registration

Kindergarten registration is in full swing. Some schools have seen a significant number of early registrations. We encourage all parents of children who will be 5 years old by December 31, 2023 to register now for kindergarten. Early registration saves a seat in your home school and helps us to determine staffing and resourcing of schools.

Reporting Policy Framework - Changes for 2023-2024

The framework linked below provides an overview of the upcoming changes to the K-12 Student Reporting Policy. This policy is set to be implemented for the 2023-2024 school year. This framework aligns student reporting with the redesigned curriculum and provincial assessment system. The work is the result consultation and engagement with rightsholders, education partners, teachers, parents, caregivers, students, and the public over the past several years.

The Ministry of Education and Child Care will be working with a team of teachers and administrators to collaboratively construct resources for educators, parents, caregivers, and students. You can see what is changing and what is staying the same at



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 year calendar feedback

1 message

Wed, Feb 15, 2023 at 7:42 AM

To: public@prn.bc.ca

Hello! Looking over the calendar everything looks good, but starting Christmas break on Christmas Day for the 2023/2024 year seems kind of ridiculous to me. The kids should have some time off before that to spend with their families before the festivities of Christmas and the new years



SD60 Public Consultation <public@prn.bc.ca>

[External Sender] 3 year schedule

1 message

Mon, Feb 27, 2023 at 7:16 AM

To: public@prn.bc.ca

Good morning, once again I do believe that starting Christmas break on Christmas Day for the 2023/2024 year is ridiculous. You are giving the students 2 days to go from school brain to Christmas brain. I personally think it should be changed by a week, I get it's not ideal but come on, you expect kids to just shut off school because Christmas is starting? You are giving them no time to adjust



School District No. 60 (Peace River North)
“PROPOSED” Hudson’s Hope Three-Year School Calendar
2023-2024, 2024-2025, 2025-2026

	2023-2024	2024-2025	2025-2026
Days in Session	183	182	182
Number of Instructional Days	175	174	174
Schools Open	Tuesday, September 5, 2023	Tuesday, September 3, 2024	Tuesday, September 2, 2025
Non-Instructional Day (School Planning)	Friday, September 22, 2023	Friday, September 20, 2024	Friday, September 19, 2025
Truth & Reconciliation Day	Monday, October 2, 2023	Monday, September 30, 2024	Tuesday, September 30, 2025
Closure Day (HHESS)	Friday, October 6, 2023	Friday, October 11, 2024	Friday, October 10, 2025
Thanksgiving Day	Monday, October 9, 2023	Monday, October 14, 2024	Monday, October 13, 2025
Non-Instructional Day (Pro-D Provincial)	Friday, October 20, 2023	Friday, October 25, 2024	Friday, October 24, 2025
Closure Day (HHESS)	Friday, November 10, 2023	Friday, November 8, 2024	Monday, November 10, 2025
Remembrance Day	Monday, November 13, 2023	Monday, November 11, 2024	Tuesday, November 11, 2025
Early Dismissal Day	Wednesday, November 22, 2023	Wednesday, November 27, 2024	Wednesday, November 26, 2025
Early Dismissal Day	Thursday, November 23, 2023	Thursday, November 28, 2024	Thursday, November 27, 2025
Non-Instructional Day (Parent-Teacher Interviews)	Friday, November 24, 2023	Friday, November 29, 2024	Friday, November 28, 2025
Closure Day (HHESS)	Friday, December 22, 2023	Friday, December 20, 2024	Friday, December 19, 2025
Christmas Vacation Period	Monday, December 25, 2023 – Friday, January 5, 2024	Monday, December 23, 2024 – Friday, January 3, 2025	Monday, December 22, 2025 - Friday, January 2, 2026
Schools reopen after Christmas Vacation	Monday, January 8, 2024	Monday, January 6, 2025	Monday, January 5, 2026
Non-Instructional Day Pro-D (District - Semester Turnaround)	Friday, February 2, 2024	Friday, January 31, 2025	Friday, January 30, 2026
Closure Day (HHESS)	Friday, February 16, 2024	Friday, February 14, 2025	Friday, February 13, 2026
Family Day	Monday, February 19, 2024	Monday, February 17, 2025	Monday, February 16, 2026
Non-Instructional Day (Report Writing)	Friday, March 1, 2024	Friday, February 28, 2025	Friday, February 27, 2026
Early Dismissal Day	Wednesday, March 13, 2024	Wednesday, March 12, 2025	Wednesday, March 11, 2026
Early Dismissal Day	Thursday, March 14, 2024	Thursday, March 13, 2025	Thursday, March 12, 2026
Spring Vacation Period /District Closure Days	March 18 – March 28, 2024	March 17 – March 28, 2025	March 16 - March 27, 2026
Schools Reopen after Spring Vacation /District Closure Days	Tuesday, April 2, 2024	Monday, March 31, 2025	Monday, March 30, 2026
Good Friday	Friday, March 29, 2024	Friday, April 18, 2025	Friday, April 3, 2026
Easter Monday	Monday, April 1, 2024	Monday, April 21, 2025	Monday, April 6, 2026
Non-Instructional Day (Pro-D Day)	Monday, April 29, 2024	Friday, April 11, 2025	Friday, April 24, 2026
Non-Instructional Day Pro-D (Indigenous Learning)	Friday, May 10, 2024	Friday, May 9, 2025	Friday, May 8, 2026
Closure Day (HHESS)	Friday, May 17, 2024	Friday, May 16, 2025	Friday, May 15, 2026
Victoria Day	Monday, May 20, 2024	Monday, May 19, 2025	Monday, May 18, 2026
Last day for Students	Thursday, June 27, 2024	Thursday, June 26, 2025	Thursday, June 25, 2026
Administrative Day - Schools Close	Friday, June 28, 2024	Friday, June 27, 2025	Friday, June 26, 2026



School District No. 60 (Peace River North)
“PROPOSED” Three-Year Local School Calendar
2023-2024, 2024-2025, 2025-2026

	2023-2024	2024-2025	2025-2026
School Calendar Information & Non-Instructional Days	District Dates	District Dates	District Dates
Days in Session	188	187	187
Number of Instructional Days	180	179	179
Schools Open	Tuesday, September 5, 2023	Tuesday, September 3, 2024	Tuesday, September 2, 2025
Non-Instructional Day (School Planning)	Friday, September 22, 2023	Friday, September 20, 2024	Friday, September 19, 2025
Truth & Reconciliation Day	Monday, October 2, 2023	Monday, September 30, 2024	Tuesday, September 30, 2025
Thanksgiving Day	Monday, October 9, 2023	Monday, October 14, 2024	Monday, October 13, 2025
Non-Instructional Day (Pro-D Provincial)	Friday, October 20, 2023	Friday, October 25, 2024	Friday, October 24, 2025
Remembrance Day	Monday, November 13, 2023	Monday, November 11, 2024	Tuesday, November 11, 2025
Early Dismissal Day	Wednesday, November 22, 2023	Wednesday, November 27, 2024	Wednesday, November 26, 2025
Early Dismissal Day	Thursday, November 23, 2023	Thursday, November 28, 2024	Thursday, November 27, 2025
Non-Instructional Day (Parent-Teacher Interviews)	Friday, November 24, 2023	Friday, November 29, 2024	Friday, November 28, 2025
Christmas Vacation Period	Monday, December 25, 2023 – Friday, January 5, 2024	Monday, December 23, 2024 – Friday, January 3, 2025	Monday, December 22, 2025 - Friday, January 2, 2026
Schools reopen after Christmas Vacation	Monday, January 8, 2024	Monday, January 6, 2025	Monday, January 5, 2026
Non-Instructional Day Pro-D (District - Semester Turnaround)	Friday, February 2, 2024	Friday, January 31, 2025	Friday, January 30, 2026
Family Day	Monday, February 19, 2024	Monday, February 17, 2025	Monday, February 16, 2026
Non-Instructional Day (Report Writing)	Friday, March 1, 2024	Friday, February 28, 2025	Friday, February 27, 2026
Early Dismissal Day	Wednesday, March 13, 2024	Wednesday, March 12, 2025	Wednesday, March 11, 2026
Early Dismissal Day	Thursday, March 14, 2024	Thursday, March 13, 2025	Thursday, March 12, 2026
Spring Vacation Period /District Closure Days	March 18 – March 28, 2024	March 17 – March 28, 2025	March 16 - March 27, 2026
Schools Reopen after Spring Vacation /District Closure Days	Tuesday, April 2, 2024	Monday, March 31, 2025	Monday, March 30, 2026
Good Friday	Friday, March 29, 2024	Friday, April 18, 2025	Friday, April 3, 2026
Easter Monday	Monday, April 1, 2024	Monday, April 21, 2025	Monday, April 6, 2026
Non-Instructional Day (Pro-D Day)	Monday, April 29, 2024	Friday, April 11, 2025	Friday, April 24, 2026
Non-Instructional Day Pro-D (Indigenous Learning)	Friday, May 10, 2024	Friday, May 9, 2025	Friday, May 8, 2026
Victoria Day	Monday, May 20, 2024	Monday, May 19, 2025	Monday, May 18, 2026
Last day for Students	Thursday, June 27, 2024	Thursday, June 26, 2025	Thursday, June 25, 2026
Administrative Day - Schools Close	Friday, June 28, 2024	Friday, June 27, 2025	Friday, June 26, 2026



School District No. 60 (Peace River North)
“PROPOSED” Upper Halfway Three-Year School Calendar
2023-2024, 2024-2025, 2025-2026

	2023-2024	2024-2025	2025-2026
School Calendar Information & Non-Instructional Days	District Dates	District Dates	District Dates
Days in Session	149	149	149
Number of Instructional Days	141	141	141
Non-Instructional Day (School Planning)	Tuesday, September 5, 2023	Tuesday, September 3, 2024	Tuesday, September 2, 2025
Schools Open	Wednesday, September 6, 2023	Wednesday, September 4, 2024	Wednesday, September 3, 2025
Truth & Reconciliation Day	Monday, October 2, 2023	Monday, September 30, 2024	Tuesday, September 30, 2025
Thanksgiving Day	Monday, October 9, 2023	Monday, October 14, 2024	Monday, October 13, 2025
Non-Instructional Day (Pro-D Provincial)	Monday, October 23, 2023	Monday, October 28, 2024	Monday, October 27, 2025
Remembrance Day	Monday, November 13, 2023	Monday, November 11, 2024	Tuesday, November 11, 2025
Early Dismissal Day	Wednesday, November 22, 2023	Wednesday, November 27, 2024	Wednesday, November 26, 2025
Early Dismissal Day	Thursday, November 23, 2023	Thursday, November 28, 2024	Thursday, November 27, 2025
Non-Instructional Day (Parent-Teacher Interviews)	Monday, November 27, 2023	Monday, December 2, 2024	Monday, December 1, 2025
Christmas Vacation Period	Monday, December 25, 2023 – Friday, January 5, 2024	Monday, December 23, 2024 – Friday, January 3, 2025	Monday, December 22, 2025 - Friday, January 2, 2026
Schools reopen after Christmas Vacation	Monday, January 8, 2024	Monday, January 6, 2025	Monday, January 5, 2026
Non-Instructional Day Pro-D (District - Semester Turnaround)	Monday, February 5, 2024	Monday, February 3, 2025	Monday, February 2, 2026
Family Day	Monday, February 19, 2024	Monday, February 17, 2025	Monday, February 16, 2026
Non-Instructional Day (Report Writing)	Monday, March 4, 2024	Monday, March 3, 2025	Monday, March 2, 2026
Early Dismissal Day	Wednesday, March 13, 2024	Wednesday, March 12, 2025	Wednesday, March 11, 2026
Early Dismissal Day	Thursday, March 14, 2024	Thursday, March 13, 2025	Thursday, March 12, 2026
Spring Vacation Period /District Closure Days	March 18 – March 28, 2024	March 17 – March 28, 2025	March 16 - March 27, 2026
Schools Reopen after Spring Vacation /District Closure Days	Tuesday, April 2, 2024	Monday, March 31, 2025	Monday, March 30, 2026
Good Friday	Friday, March 29, 2024	Friday, April 18, 2025	Friday, April 3, 2026
Easter Monday	Monday, April 1, 2024	Monday, April 21, 2025	Monday, April 6, 2026
Non-Instructional Day (Pro-D Day)	Monday, April 29, 2024	Monday, April 14, 2025	Monday, April 27, 2026
Non-Instructional Day Pro-D (Indigenous Learning)	Monday, May 13, 2024	Monday, May 12, 2025	Monday, May 11, 2026
Victoria Day	Monday, May 20, 2024	Monday, May 19, 2025	Monday, May 18, 2026
Last day for Students	Wednesday, June 26, 2024	Wednesday, June 25, 2025	Wednesday, June 24, 2026
Administrative Day - Schools Close	Thursday, June 27, 2024	Thursday, June 26, 2025	Thursday, June 25, 2026

CAPITAL BYLAW NO. 2023-2024-CPSD60-01
CAPITAL PLAN 2023/24

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 2023/24 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 9, 2023*, is hereby adopted.
2. This Capital Bylaw may be cited as *School District 60 (Peace River North) Capital Bylaw No. 2023/24-CPSD60-01*.

READ A FIRST TIME THE 13th DAY OF March 2023;
READ A SECOND TIME THE 13th DAY OF March 2023;
READ A THIRD TIME, PASSED THE 13th DAY OF March 2023.

APPLY CORPORATE SEAL

Board Chair

Secretary-Treasurer

1. I HEREBY CERTIFY this to be a true and original *School District 60 (Peace River North)* Capital Bylaw No. 2023/24-CPSD60-01 adopted by the Board the 13th day of March 2023.

Secretary-Treasurer



March 9, 2023

Ref: 288311

To: Secretary-Treasurer and Superintendent
School District No. 60 (Peace River North)

Capital Plan Bylaw No. 2023/24-CPSD60-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2023/24

This letter is in response to your School District's 2023/24 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- **School Food Infrastructure Program (FIP)***
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

***Note: The FIP is a new program commencing in fiscal year 2023/24. FIP project requests are required to be submitted as part of the capital plan submissions that are due on June 30, 2023. School districts will be advised of approved FIP projects in early fall via an amended 2023/24 Capital Plan Response letter. Further information regarding the scope of the program, program criteria, and eligible projects will be included in the 2024/25 Capital Plan Instructions.**

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and can proceed to procurement.

MAJOR CAPITAL PROJECTS (SMP, EXP, REP, SAP, RDP)

Projects in Development from Previous Years

Project #	Project Name	Project Type	Comments
128111	Wonowon Elementary	Replacement / Renovation	Final Project Development Report (PDR) with Ministry for funding approval

Capital Project Funding Agreements (CPFA) are not issued for Major Capital Projects until after the Business Case and all other required supporting documentation is received, reviewed, and approved for funding by the Ministry.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Hudson's Hope School	SEP - HVAC Upgrades	\$800,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Ecole Central Elem School Of The Arts*	SEP - HVAC Upgrades	\$285,010	Proceed to design, tender & construction. To be completed by March 31, 2024.
Robert Ogilvie Elementary*	SEP - HVAC Upgrades	\$285,010	Proceed to design, tender & construction. To be completed by December 31, 2023.

**Please contact your Minor Capital planning officer for information on funding structure.*

New projects for BUS

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
A1600	C 76 with 0 wheelchair spaces	\$184,649	Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus

			Standing Offer portal on the ASTSBC website at http://www.astsbc.org
A2604	C (70-75) with 0 wheelchair spaces	\$183,983	Proceed to ordering the school bus(es) between April 3rd and May 15th, 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2023/24 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2023/24 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated, and emailed to Ministry Planning Officer Nathan Whipp at Nathan.Whipp@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

As the 2023/24 Capital Plan process is now complete, the Capital Plan Instructions for the upcoming 2024/25 Annual Five-Year Capital Plan submission process (using the Ministry's Capital Asset Planning System (CAPS) online platform) will be available on the Ministry's Capital Planning webpage by April 1st, 2023.

NOTE: School districts' Capital Plan submission deadlines for the 2024/25 fiscal year, using the CAPS online platform, will be as follows:

- **June 30, 2023** – Major Capital Programs (SMP, EXP, REP, RDP, SAP, BEP); Minor Capital Programs (FIP).
- **September 30, 2023** – Minor Capital Programs (SEP, CNCP, PEP, BUS).

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

Additionally, the Annual Facility Grant (AFG) project requests for the 2023/24 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2023.

As a school district with a School Site Acquisition Charge (SSAC) scheme in place, please also be advised that the eligible school site requirement set out in the final resolution of the Board of Education in accordance with s. 574(5) of the Local Government Act, is duly accepted by the Ministry as part of the Board's approved capital plan for 2022/23.

The Board should forthwith adopt a bylaw setting the School Site Acquisition Charges for the School District, as s. 575(3) of the Local Government Act prescribes that a SSAC may only come into effect 60 days (inclusive of weekends and holidays) after that bylaw is adopted by a board of education. At that point, local government may commence the collection of an applicable per dwelling unit charge from residential developers on behalf of a board.

Please contact your respective Regional Director or Planning Officer as per the Capital Management Branch Contact List with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process. Specific questions about SSAC should be directed to Travis Tormala, Regional Director.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Francois Bertrand', is written over a light blue horizontal line.

Francois Bertrand, Executive Director
Capital Management Branch

pc: Damien Crowell, Director, Major Capital Projects, Capital Management Branch
Geoff Croshaw, A/Director, Minor Capital Programs and Finance Unit, Capital Management Branch

Board Chair Partner Liaison Meeting Report for Feb. 9 and 10

Feb. 9 Board Chair Day

Roberts' Rules 101 and Board Chair Tips

Board Meetings should be positive. Establish a culture of we, grounded in the goals set within the K-12 Staff Reports-as chair look for a question or comment related to each area of the report. This reinforces importance of the work the staff does and also builds a focus on the positive.

Chair role to facilitate conversation.

Make sure process for adding an item to the agenda is clear to all.

Important all in the room together hear and see the same thing so use of computer and cell phone should only be for business pertinent to the meeting.

Freedom of Information applies to any electronic use during a meeting.

Be clear about process around minutes, how and when drafts are circulated/if corrections are needed when are they captured.

Divide correspondence into two types.

Correspondence for Information

Correspondence for Action

Reviewed the importance of chair using a script.

Slides are available on the BCSTA HUB under Events Tab Education Partner and PLM

Anti-Racism Updates

K-12 Anti-Racism Action Plan-brought forward by Stephen at last meeting.

Contributing to A Society We Can Thrive In: Dismantling Systemic Racism in Education Dr. Jerome Cranston

Very good speaker. He has been working with CSBA and is developing a learning module for boards of education related to racism that will be available through CSBA.

Some Key Points Made and From Slides

-Uses a race conscious approach to: understand educational inequalities and systemic racism to find solutions that lead to greater equity and racial justice.

Dismantle A System Through Leadership

Stop

DENYING-THE FACT THAT RACISM EXISTS IN SOCIETY AND THE EDUCATION SYSTEM.

ONLY COUNTING NUMBERS OF OVERT RACIST INCIDENTS THAT HAVE TAKEN PLACE ON CAMPUS/IN-SCHOOL TO DETERMINE WHETHER RACISM EXISTS OR NOT.

MAKING EXCUSES ABOUT WHY THINGS HAVEN'T CHANGED BY SAYING THINGS SUCH AS: WHILE WE AREN'T PERFECT WE ARE BETTER THAT (INSERT SOME OTHER ORGANIZATION'S NAME), OR "BE PATIENT. IT TAKES TIME TO MAKE A CHANGE.

Slides are available on the BCSTA HUB under Events Tab Education Partner and PLM

Feb. 10 Partner Liaison Meeting

See **Minister's Mandate letter** for information presented by the Minister of Education and Child Care and Minister of State for Child Care and Opening Remarks

Young People as Allies in Educational Transformation

Vicki Phillips CEO, National Center on Education and the Economy

-powerful presentation and although organization runs in the United States she had many examples of Canadian young people making a difference through their actions. Her presentation was followed by a question and answer with districts/boards who have processes in place to bring student voice into their work.

-41% of the world's population is under the age of 25

-young people use technology to solve problems

-57% of youth see themselves as global citizens before citizens of a country.

-youth overall are critically minded and socially curious

-believe in the power of the collective-want to act together

-solution seekers who see issues overlapping and intersecting, see issues holistically

-they want participation, co-creation and passion based learning.

-Young people aged 13-25 most effective conservationists

-Believe in intergenerational collaboration

-Canadian youth think locally, act globally

How can young people become allies in the work that needs to be done?

School Trustees Codes of Conduct

Slides are available on the BCSTA HUB under Events Tab Education Partner and PLM

-Trustees run as politicians but are **governors of the system** at the board table

-important to understand what trustee role isn't

-major project has been undertaken by BCSTA and MECC, project will be rolled out for implementation in 2023/24.

-cross-jurisdictional scan and literature review has been done

Common Criteria for Codes of Conduct

-Emphasis on student, achievement, equity and well-being

-alignment with existing provincial and federal legislation

-alignment with BCSTA's core values (confidentiality, conflict of interest, integrity, relationships, respect and responsibility

Provisions on:

respectful workplaces and relationships with others

antiracism, reconciliation and relationships with local First Nations

acceptable use of social media

Policies and procedures for breaches and sanctions for public accountability

Mechanisms to regularly review and affirm the code

Board training, including with trustee onboarding

Plain language

-we have a few of the recommended elements of a code of conduct in 1001 Roles and Responsibilities of the Board and Trustees.

By-Law No 1.1/90 3.6 has one sanction measure.

At policy committee we put off the development of a code of conduct because direction was coming from the BCSTA and Ministry. We have work to do and will need to decide on the timing of the work but expectations from the Ministry are not finalized at this point.

Delivering on the BC Tripartite Education Agreement and the Declaration Act.

-There didn't seem to be much new in this presentation. It was rushed and I had difficulty hearing because speaker was soft spoken and audience restless. I counted on slides from this one being forwarded and they weren't.