

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

## REGULAR MEETING

Tuesday, May 23, 2023  
5:30 p.m.

*Present:* Helen Gilbert, Chair – Board of Education (Area 5)  
Madeleine Lehmann, Vice-Chair (Area 1)  
Ida Campbell, Trustee (Area 4)  
Nicole Gilliss, Trustee (Area 3)  
David Scott-Moncrieff, Trustee (Area 2)  
Bill Snow, Trustee (Area 5)

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

*(Guests/Media)*

Wayne Bell  
Deborah Johnson  
Gwen Bourdon



*Regrets:* Tom Whitton, Trustee (Area 5)

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**This Regular Board Meeting will be recorded and uploaded to our district website**

**Disclaimer: The definitive documentation and decisions are documented in the meeting minutes**

**Call to Order** Chair Gilbert called the meeting to order at 5:30 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 #64-23

Snow/Scott-Moncrieff  
THAT the agenda be accepted as presented with the following additions:

### Unfinished Business

- 12.2 Recruitment & Retention Update
- 12.3 Meeting with Moberly Lake First Nations re: TLE Land Selection of Cameron Lake

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

- Grateful for rain...going from evacuation alerts to flood warnings
- Thank you to District staff for the updates and touch base on the wildfires
- Spring Band Concert...we have some talented students out there
- MMMCS Speech Contest judge
- Taylor School – cardboard box creations...PAC put on hot dog meal
- Indigenous Learning Day @ NPSS
- Will be attending the retirement tea for Lisa Frankham at Taylor School

### Trustee Gilliss

- BCSTA AGM in Vancouver – found it very relevant
- Central School Speech Competition judge
- Indigenous Learning Day @ NPSS
- Hudson's Hope School Sports Day
- Would like to give Helen Gilbert accolades for running and campaigning for the BCSTA Board Director position...it has inspired me to put my name forward for Hudson's Hope Mayor

### Vice-Chair Lehmann

- BCSTA AGM in Vancouver
- Public Budget Presentation
- Speech Contest judge at Robert Ogilvie...also saw their cardboard creations

### Trustee Scott-Moncrieff

- Talked with all liaison schools
- Prespatou fundraiser raised \$20,000 for a playground (ie. carnival night, hot dog sales)
- Upper Pine – going well
- Buick Creek – going smooth
- Upper Halfway – landscaping needs to be done
- NPSS play was brilliant

### Trustee Snow

- Speech Contest judge at Bert Ambrose
- Visited Bert Ambrose, ELC & Dr. Kearney, especially after the evacuation alerts went out
- BCSTA AGM in Vancouver
- Attended an Indigenous presentation to the students

### Trustee Whitton

- Not present, no report

### Chair Gilbert

- Thanks to staff for holding things down in an interesting two-week period with community emotions running high. We are holding steady and learning from the experience
- Thank you for the support in my run for BCSTA Director, it was a learning experience and, who knows, I may try again in two years

- Board Chair Call – May 4. Ministry of Education is going through every board’s policies and procedures regarding codes of conduct. They want to see a strong code of conduct policy by April 2024 and will send a letter once the review is done. Budget concerns – inflation and funding for exempt staff increases
- Attended Xplorfest and watched big and little kids doing things
- Public Budget Meeting
- Baldonnel Entrepreneur Fair
- NPAA Meeting was cancelled due to wildfires
- C.M. Finch 50<sup>th</sup> birthday pancake celebration
- Indigenous Education Day
- MMMCS – soap stone carvings done by Mr. McColm’s class are on display...encouraging all trustees to go and see them

**Minutes of the Regular Board Meeting**

Approval of the Minutes

Motion #65-23

Snow/Lehmann  
 THAT the Regular Meeting Minutes of April 24, 2023 be adopted.  
 CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**Finance Standing Committee Presentation**

- The Board Chair and Secretary-Treasurer have met. The presentation will be similar to last years, speaking to the following three categories:  
*Northern Factors*  
*K-12 Education*  
*General*
- The in-person presentation is June 6, 2023 in Dawson Creek at 3:25 p.m.

**Board of Trustees Meeting Schedule 2023-2024**

- No feedback has been received

Motion #66-23

Scott-Moncrieff/Lehmann  
 THAT the Board of Education adopt the Board of Trustees Meeting Schedule 2023-2024 as presented.  
 CARRIED.

**Approval of Excerpts**

Motion #67-23

Gilliss/Scott-Moncrieff  
 THAT the excerpts from the March 13, 2023 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.  
 CARRIED.

## Announcements & Reminders

May 30	SUP-PAC Meetings ( <i>Gilbert/TBD</i> )	12:00 p.m.	Board Room
June 2	Elementary Track Meet	8:30 a.m.	
June 5	COTW Regular Meeting	1:30 p.m.	Board Room
June 7	District Long-Service & Retirement Dinner	6:00 p.m.	Northern Grand
<del>May 25</del> June 8	Doig Days		DRFN
June 8	<b>Indigenous Grad BBQ</b>		
June 9	Clearview Slo-Pitch Tournament		Clearview
June 19	Board Regular Meeting	5:30 p.m.	Board Room
June 23	NPSS Graduation	1:30 p.m.	NPSS
June 29	Last Day for Students		
June 30	Hudson's Hope Graduation		Hudson's Hope
June 30	Administrative Day – Schools Close		
July 3-5	CSBA Congress		Banff

## 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/2023/05/19/superintendents-report-may-2023/>

### **Out of District Field Trips**

- See motion below

### **2023-2024 School Charges**

- See motion below

### Motion #68-23

Snow/Scott-Moncrieff

THAT the Board accept the Superintendent's Report with the exception of Out of District Field Trips and the 2023-2024 School Charges  
CARRIED.

### Motion #69-23

Campbell/Gilliss

That the Board of Education adopt the Out of District Field Trips as presented

CARRIED.

### Motion #70-23

Campbell/Lehmann

That the Board of Education adopt the 2023-2024 School Charges as presented

CARRIED.

### Secretary-Treasurer's Report

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

#### **Finance Update to April 30, 2023**

- For information purposes

#### **2023-2024 Annual Budget Update**

- Requesting three readings for the June 19, 2023 Board Meeting due to Exempt Compensation funding not yet received and Ministry is not available to review the budget until after May 30
- The Secretary-Treasurer provided a more detailed “deep dive” and answered questions from the Trustees

#### **Annual Facilities Grant (AFG)**

- For information purposes
- Any unused funds can be carried forward

#### **SD60 Emergency Response Plan (Rural) - Wildfires**

- For information purposes
- Suggestion to add something about students who have special equipment needs and how they will be transported and items that should be brought if evacuated
- Suggestion that something be added in regards to lines of communication from emergency services into our system (ie. how, when and who do they get a hold of)
- Discussion around the school district needing to be looped in sooner in the major lines of communication. Trustee Campbell recommended getting paperwork that was started at a previous NIB meeting in regards to this issue
- It was noted that there was a previous BCSTA session at Academy regarding this issue as well

#### **BASC (Before and After School Care) Update**

- Seeing a growing need for BASC. Currently, C.M. Finch students are being brought to Duncan Cran and then being bused to their school in the morning. We will now be opening 12 spaces at C.M. Finch with the potential of 24 spots. This will then allow for additional students from Robert Ogilvie to be bused to Duncan Cran
- RASCALS Before & After School Care has notified the district that his will be their last year. The District will be taking the program over and moving it out of it's current location to other portables. We have 24 spots that are already full with a waiting list. Registration is based on a first come, first serve basis
- Trustee Gilliss – should we be looking at if first come, first serve is the best process or should it be based on student needs
- Board Chair - as a Board, we approved four BASC locations and now the Board is just hearing about two being added after the fact...I heard about it from the community first. It also is on record that this was a cost neutral project, however we are now hearing that won't take place until down the road. I have serious concerns regarding the lack of communication coming to the Board about this
- Secretary-Treasurer – I must have misunderstood and thought the Board had approved moving forward with daycares in general. I was waiting for more information and planned to bring it forward to this meeting

- Trustee Campbell – suggest to meet together as a Board to put together a policy as to how to go forward from here in regards to communication and details in regards to how registration takes place (ie. first come/first serve or based on student needs)
- In regards to cost recovery, grants have and continue to be applied for. Tracey Lariviere presented more information to the Board at the May 8, 2023 COTW Meeting
- It was noted that there are a lot of moving parts in regards to Ministry moving from K-12 to include Child Care
- We have a new BASC Coordinator, Susanne Currie (currently an ECE member in Taylor)

**ACTION:** Bring forward to the June 5, 2023 Policy Committee Meeting for further discussion on timeliness in communication as well as registration processes

**Financial Audit Services – RFP Extension**

- See motion below

**Human Resources Summary Report**

- For information purposes

Motion #71-23

Gilliss/Scott-Moncrieff

THAT the Board accept the Secretary-Treasurer’s Report with the exception of Financial Audit Services – RFP Extension.

CARRIED.

Motion #72-23

Campbell/Scott-Moncrieff

THAT the Board extend the contract with KPMG for Financial Audit Services for the June 30, 2023 fiscal year.

CARRIED.

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

Approval of the Minutes – May 8, 2023

Motion #73-23

Gilliss/Lehmann

THAT the Board accept the Regular Committee of the Whole minutes of May 8, 2023 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**CSBA Congress**

- No Trustees attending

Policy Committee

- Received feedback and made revisions to the policy

Motion #74-23

Campbell/Gilliss

THAT Policy 5005 Criminal Records Checks be adopted with the attached revisions.

CARRIED.

## Other Reports

### BCSTA – AGM Report Out

- Motions have been brought forward as attachments as record of the advocacy the Board has been doing
- Trustee Lehmann – many good speakers. Student Voice was good. Strategic Planning is coming up. How do you define success? Feel confident, independent and know what you want. Success = passion.
- Trustee Gilliss – Student Voice spoke to me...would love to have admins start bringing some students to present at Framework Presentations
- Trustee Campbell – although I was unable to attend the AGM, some colleagues reached out and said they were impressed with Helen. Regarding Student Voice, we used to have an Education committee that we had different student's sit on. Would suggest going back to something like that  
**ACTION:** Explore ideas related to Student Voice (eg. Having them attend a Framework presentation, Education Committee rep, etc.)
- Chair Gilbert – missed the dialogue due to technical issues with the voting system. Would like to look at advocacy planning amongst our Board. BCSTA is looking into this topic as well in the fall. There is a difference between advocacy and lobbying (ie. lobbying is more specific and you have to register whereas advocacy your speaking on a broader topic and to a group of varied people). Federal government has a good advocacy guide.
- Discussion took place around the new reporting standards

### BCPSEA

- A reminder that the BCPSEA Regional Meeting that Chair Gilbert and Vice-Chair Lehmann attended in-person in Prince George is now being offered virtually on May 31, 2023 from 1:00 – 2:30 p.m. Trustees are encouraged to register and attend

### Board Pro-D Committee

## Correspondence

*None*

## Unfinished Business

The following unfinished business arose from the previous meeting minutes:

### Northern Health – Safe Injection Site Letter

- The Board is having a closed meeting with Northern Health on June 8, 2023 to get answers from them in regards to the letter sent out
- The Board Chair continues to gather information from other stakeholders in the province and will send the results of this meeting to trustees
- Also suggesting that we add the question regarding Northern Health discontinuing the Vision Screening in schools
- After the meeting, if we have specific asks in regards to safety plans and communication and to solidify any commitments we're able to get, we will follow up with another letter

### **\*NEW – Recruitment and Retention**

- Trustee Snow – seems to be a lot of shuffling in the district between schools. We also want to do our best to cut down on Letters of Permission
  - Superintendent – we have at least 8 new teachers hired from outside of the district, resulting mainly from job fairs.
  - Shuffling of staff can vary from school to school
  - Recruiting continues to happen. The percentage of returning teachers is very high
  - We're one of the first districts to start posting positions (ie. January). Other districts may have different contract obligations.
  - There aren't many that are on temporary contracts that are leaving. We always try to fill with certified teachers before hiring LOP's
  - The Northern Recruitment & Retention Specialist is helping some of the other struggling northern districts. The next phase of the working group is to check in with those that are hired and how to support and retain them. They are looking at this across all sectors. The pilot work is winding up and we're hoping it has made a difference. A couple of districts offered incentives and now BCPSEA is looking into that. We want to be careful to not go outside of our collective agreements and contracts.
- Board Chair – we will bring this forward again at the Finance Standing Committee presentation
- Superintendent – in terms of advocacy, we would like the Board to 1) Look at a systemic approach similar to the Alberta Bursary program and 2) Mid-contract modifications where teachers that go to northern and rural remote areas start on Step 2 and 3 of the salary grid. We'd ask that Ministry develop a triage through differentiated salary points. I've put a lot of time into the pilot, but we need to expand into something more structural and not be doing it off the sides of our desks
  - We have seen that post-secondary institutions are listening and there are clear, concrete programs and they are offering hybrid programs for our students across the north

### **\*NEW - Meeting with Moberly Lake First Nation Regarding TLE Land Selection of Cameron Lake**

- Trustee Gilliss – are we going to request a meeting with them as they are now the owners of the land that our Cameron Lake site is on? A conversation with them would be timely
- Board Chair – Ministry doesn't have the parameters worked out for those who are renting the land from a First Nation compared to a straight transfer. The finer details are not done yet and part of the later window
- Should this be a joint meeting? Do we reach out to Moberly Lake or MIRR?

**ACTION:** Board Chair will investigate further and bring it back to a future meeting

### **New Business**

*None*

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

*No report – not present*



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

*No report – not present*

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

*No report – not present*

**Questions from Press/Public**

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

Safe Site Injection Site – Wayne Bell

- This letter to Northern Health, can we share it? Board Chair – yes, it's public domain
- Have the “press” got a hold of it? Would help the cause of the downtown core...I will walk down there and pay to have it published, if needed. Everybody is concerned about this (ie. City, PRRD, downtown core). Board Chair – yes, media would have received it on Friday when the agenda package was distributed

Wildfires – Wayne Bell

- Spoke to the help of the local community people coming together to fight the fires, it would have been way worse than it was
- Received calls that police were threatening to take children away because they refused to evacuate. Some of these are teenage kids that were helping on the farms that were 30 km away from the fire
- Thank you, folks, please keep up the good work. It's a thankless job and you get more ridicule than blessings. I've been going out of my way to say what a good job you're doing and appreciate your ethics.

**Suspension & Move into In-Camera Meeting**

Motion #75-23

Snow/Scott-Moncrieff

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

CARRIED.

Motion #76-23

Campbell/Snow

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

CARRIED.

**Adjournment**

Motion #77-23

Scott-Moncrieff/Snow

THAT the meeting be adjourned. (7:57 p.m.)

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

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ANGELA TELFORD,  
SECRETARY-TREASURER