

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, APRIL 22, 2024 @ 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, APRIL 22, 2024
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 Engagement/Celebrations

5.0 Declaration of Conflict of Interest – Election of BCPSEA Alternate Rep

5.1 Election of Alternate BCPSEA Rep

5.2 Notice to Destroy Ballots

6.0 Minutes of the Regular Board Meeting, March 11, 2024 (pages 6-12)

6.1 Approval of the Minutes

6.2 Business Arising from the Minutes
(See attached Action Item List for completed and ongoing items)

7.0 Approval of Excerpts of the In Camera Board Meeting, February 20, 2024 (page 13)

8.0 Announcements and Reminders

April 29	NID Day (Pro-D)		
April 30	SUP-PAC Meeting (<i>Gilbert/Whitton</i>)	12:00 p.m.	Board Room
May 2	Band Spring Concert	6:00 p.m.	NPCC
May 2/3	Elementary Badminton Tournament		MMMCS/NPSS
May 6	COTW Meetings	12:30 p.m.	Board Room
May 7	Public Budget Presentation	5:30 – 6:30 p.m.	Board Room
May 10	NID Day (Pro-D – Indigenous Learning) Learning Day (<i>Attachment</i>)		
May 20	Victoria Day – Schools closed		
May 21 (<i>Tues</i>)	Board Meetings	5:30 p.m.	Board Room
May 22	District Public Speaking	9:00a.m. – 12:00 p.m.	ARYES
May 27	NPAA Meeting	4:45 p.m.	Dr. Keaney
May 28	SUP-PAC Meeting (<i>Campbell/Snow</i>)	12:00 p.m.	Board Room
May 29	District of Taylor Dinner Meeting	6:00 p.m.	Taylor Comm. Hall
June 3	COTW Meetings	12:30 p.m.	Board Room

June 7	District Track Meet		Bert Bowes Track
June 12	District Long Service & Retirement Dinner	5:30 p.m.	Ramada
June 14	Slow Pitch Tournament		TBD
June 17	Board Meeting	5:30 p.m.	Board Room
June 21	NPSS Graduation	1:30 p.m.	NPSS
June 27	Last Day for Students		
June 28	Hudson’s Hope Graduation		HH School
June 28	Administrative Day – Schools Close		

9.0 **Senior Staff Reports**

9.1 Superintendent’s Report (page 14-15)

9.2 Secretary-Treasurer’s Report (page 16)

10.0 **Reports of Regular Committee of the Whole Meeting, April 8, 2024** (pages 17-19)

10.1 Approval of Minutes

10.2 Business Arising
(See attached Action Item List for completed and ongoing items)

10.3 Policy Committee (*Attachments*)

- a) Policy 8001.2 Accumulated Operating Surplus
Lehmann/
That the Board of Education adopt Policy 8001.2 Accumulated Operating Surplus
- b) Policy 7019 Privacy Policy
Whitton/
That the Board of Education adopt Policy 7019 Privacy Policy
- c) Policy 8003 Fundraising – Curricular, Co-Curricular, Extra-Curricular
Scott-Moncrieff/
That the Board of Education adopt Policy 8003 Fundraising – Curricular, Co-Curricular, Extra-Curricular
- d) Policy 2006 Discrimination, Assault, Bullying and Harassment Prevention: District Student Code of Conduct
First/
That a Notice of Motion be issued for Policy 2006 Discrimination, Assault, Bullying and Harassment Prevention: District Student Code of Conduct
- e) Policy 2009 Student Conduct Committee
First/
That a Notice of Motion be issued for Policy 2009 Student Conduct Committee
- f) Policy 1008 Trustee Indemnity
First/
That a Notice of Motion be issued for Policy 1008 Trustee Indemnity
- g) Policy 4001 Acceptable Internet Use and Digital Citizenship
First/
That a Notice of Motion be issued for Policy 4001 Acceptable Internet Use and Digital Citizenship

- h) Policy 2014 Restrictions on Student Use of Personal Internet-Connected Devices
First/
That a Notice of Motion be issued for Policy 2014 Restrictions on Student Use of Personal Internet-Connected Devices

11.0 **Other Reports**

- 11.1 BCSTA – *Trustee Campbell*
- 11.2 BCPSEA – *Vice-Chair Lehmann*
- 11.3 Board Pro-D Committee – *Chair Gilbert*
CSBA Conference
Recommended Motion: That the Board approve Trustee Gilliss' registration for the 2024 CSBA Conference

12.0 **Correspondence**

- 13.0 **2024-2025 Minor Capital Plan – Amended Board Resolution** (*Attachments*)
Angela Telford, Secretary-Treasurer
Recommended Motion: THAT the 2024-2025 Minor Capital Plan be amended and adopted as presented.

14.0 **Unfinished Business**

- 14.1 Strategic Planning
- 14.2 NE Roundtable Follow-Up (*Attachments*)

15.0 **New Business**

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

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

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

**Monday, March 11, 2024
5:30 p.m.**

Present: Helen Gilbert, Chair – Board of Education (Area 5) *(via Zoom)*
Madeleine Lehmann, Vice-Chair (Area 1)
Ida Campbell, Trustee (Area 4) *(via Zoom)*
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)

Gwenn Bourdon

Regrets: Tom Whitton, Trustee (Area 5)

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

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

Any use of an electronic device such as a computer or cell phone is related to the business of the meeting

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

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 #34-24

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

CARRIED.

Presentations/Delegations

None

Trustee Engagement/Celebrations

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

Trustee Campbell (Area 4)

- Nothing to report due to health reasons

Trustee Gilliss (Area 3)

- Attended Taylor School for Mathology class
- Continue working with students for Speech Club in Hudson's Hope

Vice-Chair Lehmann (Area 1)

- Duncan Cran – Mathology class
- BCPSEA Info Session (virtual)
- Data Walk/Board Advance – very informative
- Labour Management Meeting
- Clearview PAC Meeting
- Strategic Planning Committee Meeting
- Schematic overlook of Wonowon School

Trustee Scott-Moncrieff (Area 2)

- Been in contact with most Administrators at liaison schools
- SUP-PAC Meeting

Trustee Snow (Area 5)

- Attended Mathology class
- Data Walk/Board Advance
- Basketball tournament
- Visited liaison schools
- Meeting with Mr. Vicarro at NPSS re: trades programs
- Went on a tour at Rumble Industries and observed students doing activities
- Attended Central School play

Trustee Whitton (Area 5)

- No report - absent

Chair Gilbert (Area 5)

- NPAA meeting
- Science Fairs at Alwin Holland and CM Finch
- Equity Scan Meeting
- NE Roundtable
- Ministry of Education Substance Abuse Presentation
- Strategic Planning Committee Meeting
- Labour Management Meeting
- Northern Strategy for Training and Recruitment and Retention (North Starr) session
- Wonowon School Plan Meeting

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #35-24

Gilliss/Lehmann
 THAT the Regular Meeting Minutes of February 20, 2024 be adopted.
 CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Superintendent’s Report – HR Summary

- District Staff have a plan that retiree information will be communicated to trustees, while protecting privacy in public meetings.

Approval of Excerpts

Motion #36-24

Gilliss/Scott-Moncrieff
 THAT the excerpts from the January 22, 2024 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.
 CARRIED.

Announcements & Reminders

March 13/14	Early Dismissal Days		
March 18-28	Spring Break		
March 29	Good Friday		
April 1	Easter Monday		
April 8	COTW Meetings	12:30 p.m.	Board Room
April 15	NPAA Meeting	4:45 p.m.	Dr. Kearney
April 18-21	BCSTA AGM		Vancouver
April 22	Board Meetings	5:30 p.m.	Board Room
April 29	NID Day (Pro-D)		
April 23 30	SUP-PAC Meeting (<i>Gilbert/Whitton</i>)	12:00 p.m.	Board Room
May 2/3	Elementary Badminton Tournament		MMMCS/NPSS
May 6	COTW Meetings	12:30 p.m.	Board Room
May 10	NID Day (Pro-D – Indigenous Learning)		
May 20	Victoria Day – Schools closed		
May 21 (<i>Tues</i>)	Board Meetings	5:30 p.m.	Board Room
May 22	District Public Speaking	9:00a.m. – 12:00 p.m.	ARYES
May 28	SUP-PAC Meeting (<i>Campbell/Snow</i>)	12:00 p.m.	Board Room

Dynamic Influence Sessions – April 23-25, 2024

- A social media awareness initiative of DPAC, with the support of the district
- A schedule is being created for presentations for schools. Once confirmed, information will be sent out to Trustees if they’d like to attend.
- There is also an evening parent meeting being planned

ACTION: Superintendent to send out the Dynamic Influence session information to the trustees once dates and times have been confirmed.

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/2024/03/07/superintendents-report-march-2024/>
- For information purposes

Out of District Field Trips

- See motion below
- Question around whether there are permission slip requirements regarding camping accommodations...is it part of the high-risk field trip?

ACTION: Superintendent will bring back to the Board once accommodations have been confirmed.

Motion #37-24

Snow/Scott-Moncrieff

THAT the Board accept the Superintendent's Report with the exception of Out of District Field Trips.

CARRIED.

Motion #38-24

Snow/Scott-Moncrieff

THAT the Board accepts the Out of District Field Trips as presented in principle.

CARRIED.

Secretary-Treasurer's Report

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

Finance Update to February 29, 2024

- For information purposes

Auditor Appointment

- Request for Proposals has gone out and three responses were received
- An evaluation was done by the Secretary-Treasurer and an independent evaluator that resulted in a recommendation to appoint KPMG for a three year term
- See motion below

Human Resources Support Staff Summary

- For information purposes

District Long Service & Retirement Dinner

- Being held on Wednesday, June 12, 2024 at the Northern Grand
- Will be working with the Board on their involvement

Motion #39-24

Lehmann/Scott-Moncrieff
THAT the Board accept the Secretary-Treasurer’s Report with the exception of the Auditor Appointment item.

CARRIED.

Motion #40-24

Snow/Campbell
THAT the Board of Education for School District 60 (Peace River North) appoint KPMG as the Board’s auditor through the 2023/2024, 2024/2025, and 2025/206 fiscal year ends.

CARRIED.

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – March 4, 2024

Motion #41-24

Gilliss/Lehmann
THAT the Board accept the Regular Committee of the Whole minutes of March 4, 2024 and its recommendations with the following additions:

*Trustee Gilliss left the meeting @ 3:00 p.m.
Trustee Whitton left the meeting @ 3:45 p.m.*

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

BCSTA AGM Registration

- The agenda is available on the portal. Trustees are asked to confirm travel details with Leah.

Policy Committee

None

Other Reports

BCSTA

Provincial Council Report

- Provincial Council report was sent out to trustees by Trustee Campbell

Partner Liaison Meeting Report

- The Board Chair reviewed the report and corresponding slides
- When looking at the FESL, the Board Data Walk information, and Ministry Feedback from the Framework, you can see our Board is heading in the right direction in terms of the Ministry expectations of the Board’s involvement in the framework. Ministry will be coming out with guidelines in regards to board involvement
- Artificial Intelligence is an area that we’re expected to do some work on
 - The Superintendent has invited Laurie Petrucci from Tech Services to present on AI uses, etc. at the April 22 board meeting. We are hoping the provincial government has provided some guidelines by then.

Rural & Remote Terms of Reference

- This committee that Chair Gilbert is a part of will be working on the following:
 1. Building an understanding and responding to rural and remote issues
 2. Investigating and building an understanding on what outcomes in regards to student needs
 3. Funding challenges costs and impacts that relate to many things

BCPSEA

BCPSEA Information Session Update – Vice-Chair Lehmann

- Alan Chell, Chair resigned due to a conflict of interest
- Still confusion around who is in conflict and who isn't in conflict; it can change when trustee situations change, so should always be aware of that as was the case with Alan Chell.
- Being asked to provide bargaining objectives through surveys
- Discussed rep roles and responsibilities

Board Pro-D Committee

- Ongoing Framework work as well as the BCSTA AGM coming up in April

Correspondence

Chamber of Commerce

- For information purposes

Ministry Feedback on Framework

- Working on equity and action plan...at this time, it looks like it will be aligned
- Ministry has a six-year cycle and then will refine the process...we are going into year four.

Unfinished Business

The following unfinished business arose from the previous meeting minutes:

Strategic Planning

Engagement Summary

- Next step is a “reach out” of the document in alignment with the groups we communicated with and those who the board feel's is important to have it
- Superintendent – have found an online translator who will vet the translations for German and Russian. Will be ready by the end of the week and then will be sent out to Wonowon and other related communities
- The Board will be provided with all of the places that the summary will be sent out to
- The entire package of raw data is available to trustees on the Board SharePoint for a deeper dive

New Business

None

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/public:

Gwenn Bourdon – talking about MDI, etc. and reports done across the province. Where does all the data go and how long is it kept?
Superintendent – individual data is held...we don't get it. We get the summary. Individual student data is not kept.

Gwenn - do they take the data of individual areas and put them all together and do some comparisons? I see a lot of data related and wonder what is happening with all of the information.

Chair Gilbert – if you go the Ministry Student Success site you get a document that gives a provincial overview. For single parent families, there is one for the entire province and then individual school districts. A comparison is done to provide provincial averages to see possible areas where there may be a higher level of need.

Superintendent – the link is in my report from February. Ministry doesn't correlate these reports to individual demographics, but high-level trends.

Suspension & Move into In-Camera Meeting

Motion #42-24

Scott-Moncrieff/Snow
THAT the Board suspend the Regular Meeting and move into the In-Camera Meeting.

CARRIED.

Motion #43-24

Snow/Scott-Moncrieff
THAT the Board resume the Regular Meeting and those Motions made In Camera be brought forward for implementation.

CARRIED.

Adjournment

Motion #44-24

Gilliss/Campbell
THAT the meeting be adjourned. (7:26 p.m.)

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

**EXCERPTS
FROM THE FEBRUARY 20, 2024
“IN CAMERA” MEETING MINUTES**

The meeting was called to order and the In-camera Meeting Minutes, January 22, 2024 were read and adopted.

Business Arising

- Framework Follow-Up Letter
- Substance Abuse Survey

Superintendent’s Report

Items discussed and reported included:

- Survey of Cell Phone Use in Schools in School District #60

Secretary-Treasurer’s Report

Items discussed and reported included:

- Joint Health & Safety Committee Meeting Minutes – January 18, 2024

Other Reports

- BCSTA
- BCPSEA
- COTW Discussion Topics
- Framework Presentation Follow-Up

Correspondence

- None

Unfinished Business

- OPS Site Use Follow-Up
- Serving Small Business Rebate
- SOGI

New Business

None

REGULAR MEETING

REPORT TO THE

BOARD OF SCHOOL TRUSTEES

FROM THE SUPERINTENDENT OF SCHOOLS

Monday, April 22, 2024

Human Resources

1. Human Resources Summary Report for Teachers

Human Resources Summary Report for Teachers & AO's
for the period of March 8th to April 18th, 2024

	Personnel Assignments	Leaves of Absence	Admin Appointments	Resignations /Retirements	Reports on Teachers
New assignments	27	5		4	1
Changes to existing	20	15			
Return from leave		3			
Payout prep	3				

Education

1. **Superintendent's Report**
<https://togetherwelearn.prn.bc.ca/2024/04/19/superintendents-report-april-2024/>

2. **Artificial Intelligence - Presentation**
Laurie Petrucci and Jennifer Andrews

3. **Out of District Field Trips (Attachment)**
Recommended Motion: That the Board of Education approve the Out of District Field Trips as presented.

4. **Community Coaches (Attachment)**
Recommended Motion: That the Board of Education approve the Out of District Field Trips as presented.

Governance

1. **Changes to Code of Conduct to Address Cell Phone Restrictions** (*Attachment*)

Operations

1. **Wildfire Emergency Planning** (*Attachments*)

[Emergency Preparedness Guide for Parents & Guardians](#)

[FireSmartBC – Ember's Den](#) – activities for families and kids to learn about reducing wild fire hazards at home.

[FireSmartBC](#) – wild fire program web site

[Make Your Emergency Plan](#) – Government of BC emergency planning tool for families

[Master of Disaster](#) – Teaching kit and guide from the Government of BC

Respectfully submitted,

Stephen Petrucci, EdD
Superintendent of Schools

**REPORT TO THE
BOARD OF EDUCATION
FROM THE SECRETARY-TREASURER
Monday, April 22, 2024
REGULAR MEETING**

Operations

- 1. Finance Update to March 31, 2024** *(Attachment)*
- 2. Board Office Closure – Summer Shutdown** *(Attachment)*

Human Resources

1. Human Resources Support Staff Summary

Human Resources Summary Report for Support Staff
For period of March 7th, 2024, to April 17th, 2024

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	10	1	5
Changes to existing	6		
Return from leave			
Layoff			
Retirements	1		
Termination			

2. Accounting Manager Appointment

Angela Telford,
Secretary-Treasurer

SCHOOL DISTRICT #60 (PEACE RIVER NORTH)
COMMITTEE OF THE WHOLE
“REGULAR” MEETING MINUTES
 MONDAY, APRIL 8, 2024
 1:30 P.M.

Present: Helen Gilbert, Chair, Board of Education
 Ida Campbell, Trustee
 David Scott-Moncrieff, Trustee
 Bill Snow, Trustee

Stephen Petrucci, Superintendent
 Angela Telford, Secretary Treasurer
 Leah Reimer, Executive Assistant

Guests/Media:
 Deborah Johnson
 Gwenn Bourdon

Regrets: Nicole Gilliss, Trustee
 Madeleine Lehmann, Vice-Chair
 Thomas Whitton, Trustee

Education

1. Education Update
Stephen Petrucci, Superintendent

Framework Presentations & Departmental Reports (Attachments)

Bert Bowes Middle School

Jason Gill, Administrator

- Presentation was made and Bert Bowes Middle School staff responded to questions asked by trustees

Upper Halfway Elementary/Jr. Secondary

Wonowon Elementary School

Jaclyn Gieni, Administrator

- Presentation was made and Upper Halfway & Wonowon school staff responded to questions asked by trustees

Margaret Ma Murray Community School

Kathy Scheck, Administrator

Cody Clements, Vice-Principal

Carly Polnik, Inclusion Teacher

Prielle, Wyatt, Munya - Students

- Presentation was made and Margaret Ma Murray school staff and students responded to questions asked by trustees

Operations

Operations Report

Angela Telford, Secretary-Treasurer

Presented by Stephen Petrucci, Superintendent

- Chair Gilbert - Rural & Remote network is looking at a new report from the Capital Working Group and asking about climate mitigations. Will be asking questions about the new Wonowon School. Report recognizes that to get the carbon reduction, it may be better to focus in on higher population areas. Looking at putting condensed boilers into building. Still gathering information.
- Lead testing – the highlighted test is a specific faucet in the school and is being looked at
- Google MeetCall – additional feature added to the calendar to allow the scheduling of appointments

Governance

NEW - District of Taylor Community to Community Dinner Meeting

Moved from Discussion Topics

- Potential dates – May 13,14,15 or 30
- Option A – May 15; Option B – May 13

Angela Telford, Secretary-Treasurer joined the meeting.

BCSTA AGM Motions

Helen Gilbert, Board Chair

- Substantive Motions were reviewed by the Board
- 5. Legislation Review of Conflict of Interest for Trustees
- 6. Legislative Framework for Voting Student Trustees
- 7. Fully Fund Supports for Students Who Have a Special Education program
ACTION: Secretary-Treasurer to find out the number of High Incidence vs. Low Incidence students in our district
- 8. Impact of Climate Change on Student Outcomes
- 9. Non-Voting Student Delegates at BCSTA AGM's
- 10. Targeted Funding for Children in Care
ACTION: Secretary-Treasurer to find out our district's average number of children in care
- 11. Universal Food Program
- 12. Anti-bullying Measures
- 13. Funding for Programs at Provincial Correctional Centres

14. Gender-based Violence Education
15. Eliminate Barriers of Employment for Early Childhood Educators and EA's
16. Human Resources Capacity in Northern Districts
17. K-12 Workforce Census on Diversity, Equity & Inclusion
18. Neurodiverse Training in Public Education
19. Northern Teacher Bursary
20. Accessibility Funding
21. Funding for StrongStart BC Programs
22. Mid Year Funding for Temporary Registrants
ACTION: Secretary-Treasurer to our get our district numbers
23. Stable Operating Funding to Support Collaboration of School District ChildCare Spaces
 - Secretary-Treasurer - our district has funding right now and for another year but how would we maintain that going forward when the funding ends. It has been working out very well for us.
24. Targeted Funding for Language Support of English Language Learner Students
25. Capital Funding Acknowledging Projected Enrollment Growth
26. Funding CleanBC Goals
27. Increase Capital Funding to Retrofit Existing Buildings & Reduce Greenhouse Gas Emissions
28. Increase the Annual Facilities Grant to Address Deferred Maintenance
29. Increased Funding for Aging Infrastructure
30. Maintenance Funding for Aging Portables
31. New Funding to Make Existing Playgrounds Accessible for All Children
32. Accessible and Affordable Internet Connectivity
33. Communication from BC Emergency Management System
34. Public Disclosure of Trustee Residential Addresses
35. Vulnerable Sector Criminal Record Check

REGULAR - April 22, 2024						
Meeting Date	Meeting	Topic	Action Item/Recommendation	Assigned to:	Unfinished Business	Completed
Oct 4/21	COTW	Facilities Review - FCI Update	Provide more detailed information in regards to the FCI report	Angela	x	
May 23/23	Board	Mtg w/ MLFN re: TLE & Cameron Lake	Investigate the process of communication and with who (MLFN/MIRR/Canada)	Helen	x	
Oct 3/23	COTW	Community Coaches	Follow up with the Board's questions/concerns regard Community Coach protocols	Stephen	x	
Mar 11/24	Board	Announcements & Reminders	Send out Dynamic Influence session details to trustees once confirmed	Stephen	x	
Mar 11/24	Board	Superintendent's Report/Field Trips	Once accommodations are confirmed for camping, bring back to the Board	Stephen	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
Feb 21/23	Board	Supt Report - French Immersion Week	Draft a letter and organize a picture to be presented by Trustee Whitton	Helen		x
Mar 13/23	Board	Announcements & Reminders	Science Fair details will be sent out to Trustees once finalized	Helen		x
Mar 13/23	Board	Proposed Three Year Calendar	Look into whether those whose provided feedback have been responded to	Stephen		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		Apr 24/23
Mar 13/23	Board	Announcements & Reminders	Confirm Science Fair details & send out to trustees	Helen		x
Mar 13/23	Board	New Business - SD60 Overdose Respon	Look into current policies, processes, practices in regards to drug prevention and education in our district and bring back to the Board	Stephen		Apr 24/23
Mar 13/23	Board	ST Report - Standing Finance Committee	Register to do an oral presentation & bring back to April 24 Board mtg for topic discussion	Helen		Apr 24/23
Mar 13/23	Board	New Business - SD 60 Overdose Respon	Communicate with colleagues through the BCSTA HUB to see if there are other districts dealing with safe injections sites near their schools	Helen		x
Mar 13/23	Board	New Business - SD 60 Overdose Respon	Connect with colleagues to of any injections sites in their districts have had any problems since the injection site has opened	Helen		x
Mar 13/23	Board	New Business - SD 60 Overdose Respon	Draft a letter inquiring around their processes in regards to communication and how these decisions are made in regards to choosing a location for a safe injection site	Helen		x
Apr 24/23	Board	Other Reports - Board Pro-D	Bring forward registration information re: CSBA to the May 8 COTW Meeting	Leah		May 8/23
Feb 21/23	Board	Policy Committee	Send out Policy 5005 for Notice of Motion & bring to May 23 Board Meeting for adoption	Leah		May 23/23
Mar 13/23	Board	Questions from Public & Press	Draft a letter & bring back to trustees for review; check process for sharing publicly	Helen		May 23/23
May 8/23	COTW	CSBA Congress	Chair to do a final confirmation of any trustees wanting to attend	Helen		May 23/23
May 8/23	Board	Board of Trustees Meeting Schedule	Board to provide any additional feedback and bring back to the May Board Meeting	Leah		May 23/23
Apr 24/23	Board	Correspondence - Vision Screening Ltd	Bring forward more information to a future board meeting	Stephen		June 5/23
Apr 24/23	Board	Business Arising/Standing Committee	Trustee forward other topics; Board Chair/ST to put together a presentation for submission	Helen		June
May 23/23	Board	BCSTA - AGM Report Out	Student Voice ideas (ie. attend FESL, Education Committee rep, etc.)	Helen		x
Mar 13/23	Board	Other Report - Board Pro-D	Form a working committee to review the Strategic Plan	Helen		x
Apr 24/23	Board	ST Report/Finance Update	Look into details re: post COVID expenses & potentially add to Standing Comm presentation	Angela		x
Apr 24/23	Board	ST Report/Food Security Grant	Bring forward allotment of funds update to a future Board Meeting	Angela		Sept 18/23
June 19/23	Board	Other Reports - BCPSEA	Trustees to look at the Symposium agenda and bring to next meeting to confirm attendance	Leah		x
June 19/23	Board	Unfinished Business - Standing Committe	Helen to send presentation to additional contacts suggested	Helen		x

June 19/23	Board	Unfinished Business - Standing Committee	Helen to meet with Stephen & follow up with Mike Starchuk's questions	Helen		x	
June 19/23	Board	Unfinished Business - K Vision Screening	Helen to send letter to Dr. Jong requesting follow up, when it becomes available	Helen		x	
June 19/23	Board	2023-2024 Annual Budget	Budget Snapshot - change wording to "enrolling teachers"	Angela		x	
June 5/23	Policy Comm		Bring forward Policies 4024, 1002 and 4027 for Notice of Motion	Leah			June 19/23
Sept 18/23	Board	Superintendent's Report	Investigate details of current LOP's in regards to location	Stephen		x	
Sept 18/23	Board	Superintendent's Report	Further discussion on parameters of Community Coaches at October 3 COTW meeting	Stephen			Oct 3/23
Sept 18/23	Board	Minor Capital Plan	ST to investigate HVAC controls regarding Hudson's Hope School	Angela		x	
Sept 18/23	Board	Trustee Engagement	Board Chair to bring the Annual Work Plan draft back to a future meeting	Helen			Oct 16/23
Oct 3/23	COTW	Board Annual Work Plan	Send out to trustees for feedback and bring back to the next I.C board meeting	Helen			Oct 16/23
Oct 16/23	Board	Unfinished Business - NIB Update	Continue to follow up with Accessibility Committee and update the Board	Stephen			Sep 18/23
Oct 16/23	Board	Unfinished Business - HH Childcare	Bring back length of YMCA contract to the Board	Angela		x	
Oct 16/23	Board	ST Report - Finance Report	Provide up to date enrollment information once 1701 results are available	Angela			Nov 20/23
Oct 16/23	Board	Correspondence - Minister/Mayor Ltr	Chair to reach out to the Mayor regarding the letter	Helen		x	
Sept 18/23	Board	Reports of COTW	ST to look into a possible walkway for the parking lot at Central School	Angela			Nov 17/23
May 23/23	Board	BASC Update	Bring forward to a Policy Committee Mtg re: communication & registration details	Leah			Dec 4/23
Sept 12/22	Board	ST Report - Surplus Appropriation	Provide board with a more detailed summary	Angela		x	
Sept 18/23	Board	Trustee Engagement	Board Chair to bring back a report from the Good Neighbour Meetings to a COTW meeting	Helen		x	
Oct 16/23	Board	Unfinished Business - NIB Update	Forward NIB report to trustees once it's available	Helen		x	
Nov 20/23	Board	ST Report - Enrollment Update	ST to send information to trustees re: increase in ELL learners	Angela		x	
Dec 18/23	Board	Sup't Report - Security Issues in Schools	Sup't to bring back this report in June 2024 and twice a year going forwards (Dec & June)	Stephen			Diarized
May 7/21	COTW	Finance Consultation - Standing Comm	Research where our funding percentage expenditures are in comparison to "like" districts	Angela			Jan 22/24
Jan 15/24	COTW	NIB Meeting	Trustees to let Leah know who is attending and she will register and book hotel rooms	Leah		x	
Jan 22/24	Board	Superintendent's Report	Carleen will send the links to the data to trustees for further information	Stephen		x	
Jan 22/24	Board	New Business - Regional Science Fair	Board Chair will look into the background re: cancellation and bring to a future meeting	Helen			Feb 20/24
Feb 20/24	Board	Superintendents Report - HR Summary	Look into sharing of names of retirees as using different process for teaching & support staff	Stephen		x	
Mar 11/24	COTW	BCSTA AGM Registration	Trustees to confirm registration & flight options with Leah	Leah		x	
Sept 18/23	Board	Trustee Engagement	Board Chair to bring ToR from Rural & Remote Working Group to a future meeting	Helen			Mar 11/24
Jan 22/24	Board	ST Report - Financial Comparisons	ST will make correction to Cariboo-Chilcotin's Total Operating Revenue & send to trustees	Angela		x	
Apr 8/24	COTW	BCSTA AGM Motions	Provide further requested information to Trustees regarding specific motions	Angela		x	
Feb 20/24	Board	COTW - Policy Committee	Policy 8001.2, 7019, 8003 be send out of Notice of Motion and brought back after 30 days	Leah			April 22/24



INDIGENOUS LEARNING DAY

SAVE THE DATE

MAY 10, 2024

Hosted by: **First Nation Communities**

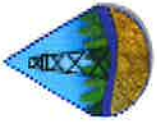
PRNTA

NPAA

School District No. 60

Indigenous Education Centre

Please stay tuned for exciting plans and registration details in the near future!



SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS

JANUARY TO JUNE 2024 ONLY

FOR BOARD APPROVAL

SCHOOL: Bert Ambrose 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)
Grade 6 - Overnight Camp Trip	June 17-18-19	Camp Sagitawa	School Bus	Teachers: Ruth Lee and Kathy Hagen Staff Chaperones: Kurtis Lee, Carrie Eldridge, Deanna Giesbrecht, + parents/guardians TBD Archery, Climbing wall, Hiking/Orienteering/Mapping, and other outdoor activities. Please note: Camp Cameron is not available so we would like permission to attend Camp Sagitawa for this trip.



SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS

JANUARY TO JUNE 2024 ONLY

FOR BOARD APPROVAL

SCHOOL: Dr. Kearney 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 7 Band Trip Music Festival	April 29, 2024	Grande Prairie, Alberta	School Bus	Grade 7 Band Students will travel to perform in Grande Prairie. 47 students total = 22 from DKMS & 25 from BBMS. Leaving early & returning same day. Staff Chaperones: Sandra Gunn, Alice Maundrell
MusicFest Canada	May 12 - 15, 2024	Toronto, Ontario	Air travel	32 students will travel to MusicFest Canada for a national competition. Staff: Sandra Gunn & Chaperones: 6

SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)



OUT-OF-DISTRICT SPORTS / FIELD TRIPS

APRIL TO JUNE

FOR BOARD APPROVAL

SCHOOL: _____ NORTH PEACE SECONDARY _____

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)
Ultimate Frisbee Grade 10-12 Zone Championships	May 9-11	Quesnel	School Bus	Ultimate Frisbee Tournament in Quesnel 16 students will be attending, the hotel is to be determined, it is a 2 day tournament.
Badminton Grade 10-12	May 8-11	Prince George	School Bus	Coaches/Teachers: Brant Churchill, Daisy Petrucci Badminton Zone championships 15 students Hotel TBD Coaches/Teachers: Matthew Laur, Catronia Imray
Track & Field	May 11	Grande Prairie	School Bus	Peace Classic Meet (BBMS/DKMS/NPSS- travel together) * Other schools will be submitting their own requests 20 students plus other schools Day trip Coach/Teacher Sponsor: Jaclyn McNicol, Tyson Collier

Rugby Grade 10-12	May 3-5	Prince George	Bus	<p>Tournament in Prince George Travel early Friday morning, come home sunday afternoon 35 students Hotel TBD Coaches: Jason Dutchak, Kenneth Peters Teachers sponsors: Crystal Dutchak, Scott Hyde</p>
Rugby Grade 10-12	May 9-11	Williams Lake	Bus	<p>Zones Tournament in Williams Lake- May Qualify for provincials Travel early Friday morning, come home sunday afternoon 35 students Hotel TBD Coaches: Jason Dutchak, Kenneth Peters Teachers sponsors: Crystal Dutchak, Scott Hyde</p>
Track and Field Grade 10-12	May 14-16	Prince George	Bus	<p>Zones track and Field meet- Qualify for provincials Travel Tuesday evening, Compete Wednesday and Thursday Coach/Teacher Sponsor: Jaclyn McNicol, Tyson Collier Hotel TBD</p>

Europe 2025 International Field Study

To Whom It May Concern,

Proposed Dates: March 17th, 2025 - March 27th, 2025

Proposed Destination(s): Berlin, Dresden, Prague, Krakow, Auschwitz-Birkenau museum, and Budapest

Grade level(s): 10 - 12

Vendor: Explorica by WorldStrides

Student Interest: 48 students interested in finding out more information. An information session to be held in the Library April 10th, 2024 for parents and students.

Chaperones: 6:1 ratio. Carter Merwin, Alyssa Ware, and Matthew Laur. More chaperones to be added if necessary.

Outline rough costs per students: \$5,641 before fundraising and possible \$100 voucher if booking is confirmed before the end of April. \$50 deposit is required before moving to a month-to-month payment plan. This total cost includes:

- Round field study airfare from Fort St. John
- 8 overnight stays in hotels with private bathrooms
- Full European breakfast daily
- Dinner daily
- Full-time services of a professional tour director
- Guided sightseeing tours and city walks as per the [itinerary](#)
- Visits to select attractions as per the itinerary
- Tour Diary
- [Travel](#) & Medical insurance
- [Cancel for any reason information](#)

Many parents and businesses have already offered great ideas that can help raise thousands.

Primary goal: Raise at least \$1,000 for each student to lower their cost

Stretch goal: Raise at least \$2,000 for each student to lower their cost

Outline specific curricular objectives and outcomes of the international field study which would relate to specific outcomes in both core curriculum and optional curriculum:

- **Communicating**
 - **Connecting and Engaging with Others**
 - Students will engage in informal and structured conversations in which they listen, contribute, develop understanding and relationships, and learn to consider diverse perspectives.
 - Relationships will be strengthened before the field study as we plan to host bi-monthly events (bowling night, dinners, fundraising events, etc)

- On the field study, students will gain historical perspective in unstructured conversations with each other, chaperones, and tour guides, while also considering diverse perspectives at field study locations such as Auschwitz-Birkenau museum
- **Thinking**
 - **Critical and Reflective Thinking**
 - Students will investigate causes of genocide in pre-learning activities. Through observation and experience, students will be subject to many different cultures in a short period of time. The hope is by developing critical thinking skills in pre-learning activities, students will be able to take in new ideas and experiences to help set goals, make judgments, and refine their new perspective on life.
 - Students will learn to engage in inquiry when they investigate questions, challenges, key issues, or problematic situations that they are exposed to in pre-learning activities, or actively on the field study on the many museum visits.
 - Students will think critically to determine their personal and social responsibilities before and after the field study at NPSS, on the field study, and their personal lives upon return from the field study (see examples and proposals).
- **Personal and Social**
 - **Personal Awareness and Responsibility**
 - Students will gain a sense of self-worth after saving for a year and purchasing something they are passionate about. They will value themselves, their ideas, and their accomplishments. The hope is the field study will help encourage them to find purpose and motivation.
 - Chaperones will model high levels of self-regulation when stressful events occur on the field study. Students will be exposed to enduring difficult situations and how their actions affect themselves and others.
 - **Positive Personal and Cultural Identity**
 - Students define who they are by what they value. They understand how what they value has been influenced by their life experiences, such as this field study.
 - Students will be exposed to new scenarios which will hopefully expose new learning strengths.
 - **Social Awareness and Responsibility**
 - Students will build and maintain diverse, positive peer and intergenerational relationships. They will learn to be aware and respectful of others' needs and feelings and share their own in appropriate ways.
 - Through fundraising efforts, students will develop awareness of and take responsibility for their social, physical, and natural environments by working independently and collaboratively for the benefit of others and their community.

- Students will identify and develop an appreciation for different perspectives on issues. They will be exposed to opportunities to show empathy, and create space for others to use their voices.
- Students will value diversity, defend human rights, and interact ethically with others. Before the field study, we will impress upon students the importance of connecting with other field study peers to maximize the inclusive learning experience for all. Their approach to inclusive relationships will exemplify commitment to developing positive communities.

Include a tentative program and itinerary which includes:

- [Itinerary](#)
 - Wieliczka Salt Mine excursion
 - Danube River cruise

Provide examples and proposals for:

- Pre-field study preparation and research and how this will be carried out
 - [Historical Travel Brochure](#)
 - Examine the Holocaust through a film study.
 - The Pianist
 - Schindler's List
- Sharing and celebrating outcomes post field study
 - Create a video montage of the field study to share and celebrate with all key stakeholders
 - Have students, parents, and chaperones write testimonials to help promote future field studys
 - Offer blog / vlog opportunities
 - Students will seek ways to incorporate artifacts from the cultures they learn about on the field study and showcase them within the school.
 - Students will have the opportunity to become leaders for future international field studys if they are in grade 10 or 11.
- Evaluation and feedback on the field study
 - Pre and post field study feedback from students and parents on communication, cost value of the field study, length of the field study, educational value of the field study, etc.
- Outline methods of sharing learning and evaluation of the field study.
 - NPSS monthly newsletter
 - Posters around the school
 - NPSS instagram

2023-2024 Community Coaches

for BOARD APPROVAL – April 22nd, 2024

School / Department	Name of Coach	Coaching
NPSS	Claire Turner	Soccer
	Brad Brain	Rugby
	Michael Mason	Rugby
	Rilyn Clement	Rugby
	Jason Dutchak	Rugby
	Kenneth Peters	Rugby
	Barry Holloway	Rugby
	Devon Lee	Rugby
	Dan Turner	Rugby
	Ryan Galay	Rugby
	Hailey Dutchak	Rugby
	Paige McPherson	Rugby
	Jordan Holloway	Rugby
	Shayne Turner	Rugby
	Brandy Alexander	Rugby
	Danielle Mavin	Rugby
Adarah Mae	Rugby	
Trenton Phillon	Badminton	

Special approval was given by Stephen Petrucci by email on April 8th, 2024

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE MINISTER OF
EDUCATION AND CHILD CARE

School Act

Ministerial Order No. M89

I, Rachna Singh, Minister of Education and Child Care, order that, effective July 1, 2024, the Provincial Standards for Codes of Conduct Order, MO 276/07 is amended as set out in the attached schedule.

March 21, 2024



Date

Minister of Education and Child Care

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *School Act, R.S.B.C. 1996, c. 412, s. 168 (2) (s.1)*

Other: MO 276/2007; MO 208/2014; MO 341/2016

SCHEDULE

1 Section 1 of the Provincial Standards for Codes of Conduct Order, is repealed and the following substituted:

1 In this order:

“**board**” includes a francophone education authority as defined in the *School Act*;

“**personal digital device**” means any personal electronic device that can be used to communicate or to access the internet, such as a cell phone or a tablet.

2 *Section 6 is amended by adding the following paragraph:*

(d.1) one or more statements about restricting the use of personal digital devices at school for the purpose of promoting online safety and focused learning environments;

3 *The following section is added:*

8 Further to section 6 (d.1), the statements about restricting the use of personal digital devices at school must address the following matters:

- (a) restrictions on the use of personal digital devices at school, including during hours of instruction;
- (b) use of personal digital devices for instructional purposes and digital literacy;
- (c) use of personal digital devices that is appropriate to a student’s age and developmental stage;
- (d) accessibility and accommodation needs;
- (e) medical and health needs;
- (f) equity to support learning outcomes.

Personal Digital Device Restrictions Support Guide

The Ministry of Education and Child Care has [amended](#) the *Provincial Standards for Codes of Conduct Order* (the “Order”) to promote provincial consistency and to support boards of education in ensuring their schools have appropriate policies in place to restrict student personal digital device use. The amended Order will come into effect on July 1, 2024.

This guide is intended to support boards of education in amending their codes of conduct to align with the amended Order by including language that addresses student use of personal digital devices (including cell phones) at school. This Order sets out the standards that boards of education must meet in establishing student codes of conduct for their respective districts. The information in this support guide is provided for your convenience and guidance and is not a replacement for the Order.

The Ministry of Education and Child Care recommends boards of education engage with their Indigenous Education Councils as part of the process of updating their codes of conduct.

Order Language

The following sections are excerpts from the amended Order:

- 1 In this order “**personal digital device**” means any personal electronic device that can be used to communicate or to access the internet, such as a cell phone or a tablet.
- 6 Boards must ensure that the following elements are included in their codes of conduct:
 - ...(d.1) one or more statements about restricting the use of personal digital devices at school for the purpose of promoting online safety and focused learning environments;
- 8 Further to section 6(d.1), the statements about restricting the use of personal digital devices at school must address the following matters:
 - (a) restrictions on the use of personal digital devices at school, including during hours of instruction;
 - (b) use of personal digital devices for instructional purposes and digital literacy;
 - (c) use of personal digital devices that is appropriate to a student’s age and developmental stage;
 - (d) accessibility and accommodation needs;
 - (e) medical and health needs;
 - (f) equity to support learning outcomes.

Intention

Codes of conduct to restrict student personal digital device use at school to promote online safety and support focused learning environments.

Supporting Information

Section 1 Personal Digital Devices

The Order defines this term as “any personal digital device that can be used to communicate or to access the internet, such as a cell phone or a tablet.” Additional examples of devices that may fall into this definition are smart watches, gaming devices, and electronic toys.

Subsection 8(a) At school, including during hours of instruction

Codes of conduct must include statements about restricting the use of personal digital devices during hours of instruction. Boards of education are expected to use these statements to limit the use of personal digital devices at times when students should be focused on participating in educational programs.

With respect to the meaning of “hours of instruction”, please see the relevant definitions in the *School Regulation*.

Codes of conduct may also address student use of personal digital devices during school hours or on school property.

Subsection 8(b) Instructional purposes and digital literacy

Codes of conduct must address the use of personal digital devices for instructional purposes and digital literacy. Instructional purposes might include the use of devices as directed by teachers during class time. Digital literacy purposes might include designated computer or cell phone time that serves to promote digital literacy by providing opportunities for students to use devices while under the supervision of a teacher, which may include critical dialogue regarding responsible and appropriate use of devices.

Subsection 8(c) Age and Developmental Stage

Codes of conduct must address the use of personal digital devices that is appropriate to a student’s age and developmental stage. For example, elementary school codes of conduct may take a more restrictive approach, while middle and secondary schools may allow for progressively greater flexibility and student agency in using personal digital devices.

Subsection 8(d) Accessibility and accommodation needs

Codes of conduct must address accessibility and accommodation needs. This might involve the use of personal digital devices to support students with disabilities or diverse abilities as outlined in students’ support plans and Individual Education Plans. Codes of conduct may consider the use of assistive technology on personal digital devices at school to support student accessibility, communication, and autonomy. Examples of assistive technology could include devices or programs that support students with hearing loss or voice, speech or language disorders. Codes of conduct might allow for the use of tools such as augmentative and alternative communication (AAC) devices, text to speech and speech to text programs or devices, translators, timers, calendars, and reminder software to promote accessibility and to facilitate participation.

Subsection 8(e) Medical and health needs

Codes of conduct must address medical and health needs. This might include approved use of personal digital devices to support medical necessities, such as monitoring blood glucose levels for a student with diabetes.

Subsection 8(f) Equity to support learning outcomes

Codes of conduct must address equity to support learning outcomes. Codes of conduct might include considerations to ensure personal digital device restrictions do not disproportionately impact some students

more than others. For example, codes of conduct may reflect computer or cell phone access facilitated by boards of education to support students who do not have access to internet outside of school and who therefore might use technology at school to complete schoolwork and foster connections with peers.

Research/Evidence

Restricting the use of personal digital devices at school is consistent with published research and evidence. The Ministry of Education and Child Care recommends that boards of education consider available research, including the following information, when amending their codes of conduct.

Reducing Screen Time at School

A recent academic paper (Smale et al., 2021) looking at the potential benefits and harms of cell phone use in classrooms to provide policy recommendations concluded that “removing cell phones from classrooms is likely to reduce students’ temptation to check their devices, play games, text, and surf the Internet, consequently enhancing their ability to focus and thus improving their performance due to greater intake and memory of academic material.” (p.51)

According to the 2023 BC Adolescent Health Survey results (Smith et al., 2024), during their last school day prior to responding to the survey, top reasons for which students reported using their phones included: to scroll social media (74%), connect with family and friends (65%), game (not esports) (26%), game (esports) (18%), and only 11% of students reported using their phones for none of these activities.

There is a growing field of research into the impacts of cell phones and social media on mental health and academic performance, however there is still limited in-depth or longitudinal studies and more research is needed to confirm causality versus correlation (Smale et al., 2021; Abi-Jaoude, et al., 2020; Vuorre et al., 2021; Shannon, et al., 2022). Social media use in particular has been linked to emotional and coping challenges, including eroded self-worth, fear of missing out, distraction, stress and anxiety, and exposure to cyber-bullying (Vuorre et al., 2021; Abi-Jaoude et al., 2020; Shannon et al., 2022).

To promote physical and mental health and support healthy relationships, HealthLinkBC (2023) recommends a maximum of 2 hours of screen time per day for children aged 5-17. According to a recent report (Saunders & Colley, 2024) based on the Canadian Community Health Survey, average screen time increased between 2018 and 2021. In 2018, 42.5% of youth between age 12-17 reported meeting the recommended 2 hours or less of screen time on school days and 21% on non-school days, compared to 29.8% and 12.2% in 2021. Increased screen time takes away from time spent in direct connection with others, physical activity, and learning activities, and delays sleep.

Digital Literacy

As set out in the *School Act*, “the purpose of the British Columbia school system is to enable all learners to become literate, to develop their individual potential and to acquire the knowledge, skills and attitudes needed to contribute to a healthy, democratic and pluralistic society and a prosperous and sustainable economy.” Digital literacy is instrumental to meeting this purpose. Digital literacy can include both the basic skills needed to operate devices and programs, as well as the thinking skills needed to access, evaluate, and utilize digital information. Jobs across all industries increasingly need foundational to advanced computer skills (Bergson-Shilcock, 2020). Digital literacy further promotes critical thinking related to internet safety, media, and online participation which benefit personal agency, holistic health, and political engagement and democracy (Cortesi et al., 2020).

Equity, Accessibility and Accommodations

Many B.C. students face barriers due to factors such as race, gender, sexual orientation, socioeconomic status, care status, disabilities, diverse abilities, immigration status or primary language.

Students who face barriers are likely to experience greater benefits from access to technology and internet to support their unique needs. Cell phones can support equity through access to supports and services, connections and relationships, applications for learning, and more (UNESCO, 2023; McCreary Centre Society, 2018; Ministry of Children and Family Development, 2021). Cell phones can also support a sense of safety and promote social connection (Ministry of Children and Family Development, 2021).

The UNESCO Technology in Education report (2023) identifies that, “People with disabilities face some of the most significant barriers in accessing quality education. Technology provides multiple means of representing information, expressing knowledge and engaging in learning, which can support people with disabilities, providing fair and optimized access to the curriculum, while developing their independence, agency and social inclusion” (p. 37). They further identify that “Some applications and technology-assisted learning initiatives support language learning” (p. 40).

Access to the Internet

According to the 2023 BC Adolescent Health Survey, 97% of youth in B.C. had access to the internet in some capacity, and among these youth, 31% identified as accessing internet at school (Smith et al., 2023, p. 41). While highspeed internet or cellular services are available to most B.C. residents, many face barriers for access due to affordability (Ministry of Citizens' Services, 2022, pp. 26, 42). Students without internet access at home or cellular data may have access internet while at school or in other wifi-enabled locations outside of their houses.

BC Youth's Access to Technology fact sheet (McCreary Centre Society, 2018), based on 2018 Adolescent Health Survey data, identifies that a lack of internet access can create barriers to access health and mental health information, reduce feelings of connection and negatively impact school and employment skills (p. 1). They further note that those without internet were less likely to plan to graduate secondary school or pursue post-secondary education and reported poorer mental health and wellbeing, with higher levels of school absences, self-harm, and suicidality (p. 3). School connectedness was seen to be “protective for youth who lacked Internet access. For example, those who felt like a part of their school were more likely to rate their mental health as good or excellent ..., to feel happy ..., and to plan to continue their education beyond high school.” (p. 6)

Resources:

Curriculum

- [BC's curriculum](#) provides many opportunities for students to consider the appropriate use of technology. The provincial Applied Design, Skills, and Technologies (ADST) course is required learning for all students. Other areas of the curriculum reinforce this learning about technology use, such as the health components of the Physical and Health Education (PHE) curriculum which teach students about making choices to promote physical and mental health and developing healthy relationships.

Next Generation Network

- Through the Next Generation Network, the Ministry supports school districts with resources to protect internet access on school networks with firewall services to block: access to social media sites, inappropriate images, websites defined as inappropriate by the districts.

Digital Literacy

- BC's [Digital Literacy Framework](#) gives teachers suggestions on what ages to introduce important concepts related to topics like digital footprints, online safety, and information literacy.
- [United Nations Educational, Scientific and Cultural Organization \(UNESCO\) International Centre for Technical and Vocational Education and Training](#) provides a database of digital competence frameworks, links to articles and think-pieces, and webinars.
- [Youth and Digital Citizenship+ \(Plus\): Understanding Skills for a Digital World](#) overview of digital citizenship, its importance in the digital age, includes frameworks and resources.

Assistive Technology

- [SET-BC \(setbc.org\)](#) provides assistive technology services for students living with physical disabilities.

Parent & Educator Resources

Digital literacy training

- [MediaSmarts](#) Non-profit organization that develops digital media literacy programs and resources with BC specific resources and curriculum charts for Grades K-12. Additional resources for parents include blogs, games, tips sheets, guides, workshops & tutorials, and videos.
- [Expect respect and a safe education \(erase\)](#) Online safety information, actions and resources to support K-12 students, parents, families, and educators in learning how to use technology responsibly, and stay safe from online harms.
 - erase Training sessions were designed to support families and caregivers navigate the digital world.
- [TelusWise](#) free digital literacy education program that offers informative workshops and resources to help people of all ages have a positive experience as digital citizens.
- [Canadian Paediatric Society - Digital media: Promoting healthy screen use in school-aged children and adolescents](#)
- [Canadian Paediatric Society - Screen time and digital media: Advice for parents of school-aged children and teens](#)
- [Canadian Paediatric Society - Social media: What parents should know](#)

Assistive Technology

- [Understood.org - What is assistive technology?](#)

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- Abi-Jaoude, E., Treurnicht Naylor, K., & Pignatiello, A. (2020). Smartphones, social media use and youth mental health. *Canadian Medical Association Journal*, 192(6), 136-141. Retrieved from <https://www.cmaj.ca/content/192/6/E136.short>
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School District No. 60 (Peace River North)

Wildfire Planning with Community & Regional Partners 2024

March 7, 2024 / 10:30 AM - 12:30 PM / School District Board Office

ATTENDEES

Stephen Petrucci	Superintendent of Schools	School District No. 60
Angela Telford	Secretary-Treasurer	School District No. 60
Carleen Andrews	Director of Instruction	School District No. 60
Jarrod Bell	Director of Instruction	School District No. 60
Wade Hart	Director of Instruction	School District No. 60
Chad Cushway	Plant Superintendent	School District No. 60
Sabrina Bourdon	Safety Supervisor	School District No. 60
Cindy Dettling	Transportation Supervisor	School District No. 60
Robert Norton	Director of Public Safety/Fire Chief	City of Fort St John
Milo MacDonald	Chief Administrative Officer	City of Fort St John
Matt Troiano	Deputy Fire Chief	City of Fort St John
Fred Burrows	Director of Protective Services/Fire Chief	District of Hudson's Hope
Chris Christinger	Frontline Commander	RCMP
Ryan Kirkham	Protective Services Manager	Peace River Regional District
Jenna Shaw	Community Services Clerk	Peace River Regional District
Kristine Doerksen	Deputy Fire Chief, Protective Services Specialist	District of Taylor
Sharon Schell	Executive Assistant (Recording Secretary)	School District No. 60

Regrets

Darrell Blades	Deputy Chief Administrative Officer	City of Fort St John
Kylah Bryde	Aquatics Manager	City of Fort St John
Steve Byford	Fire Chief	District of Taylor
Scott Watson	Operations, NCO	RCMP

AGENDA

Wildfire Planning with Community & Regional Partners 2024

March 7th, 2024

10:30 - 12:30 (lunch provided)

Board Room: SD60 Board Office (10112 105 Ave)

- Welcome & Introductions
- SD60 Context: Spring 2023
- SD60 Wildfire Plan
 - Transportation context in terms of urban vs rural evacuations, access, etc.
 - Evacuation scenario - from parent & staff perspective
 - Communication/Decision-Making pathways & Contact Information (pgs 7-8)
 - Aerial pics and floorplans with Muster Points
- Roundtable - links to our partners
 - Official communication pathways - a systemic response
 - Participation in EMCR calls, PREOC calls, EOCs, etc.
 - Ways SD60 can support the community/region:
 - Transportation, facilities, personnel
 - Communication to families (email, social media, schools) - both in terms of Proactive and Response (Fire Services, RCMP, etc.
- AOB

ACTION ITEMS

- 1. CONTACT LIST for the School District (Administration, Principals, Vice-Principals) to be emailed to all attendees**

2. SD#60 Administration to be invited to EOC Meetings going forward - follow up with an email to establish -
3. Bring SD#60 in on evacuation planning process with the city as a stakeholder -
4. District of Taylor & SD60 Transportation Supervisor to coordinate emergency evacuation of District of Taylor -
5. Share our overarching emergency plan with everyone -
6. Any information that you want to share with our parents & students, we can put out on our social media or notices to parents -
7. Have bi-annual meetings of this group -
8. District of Taylor connect with Taylor Elementary Principal and Baldonnel Principal) on the emergency plan
9. SD60 Table top activities to test emergency preparedness. Invite District of Taylor and City of FSJ specifically. -
10. Collaborate with EOC to counteract misinformation -
11. In the Spring and Fall, reconfirm changes and talk to new people in positions. Invite folks to these meetings.
12. Send out Wildfire Plan annually to all stakeholders -

NEXT MEETING

Fall 2024 (TBD)



SD60
Emergency
Response Plan
Wildfires



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Purpose

The purpose of this emergency response plan is to provide a framework for responding to wildfire events that could impact the safety of students, staff, and facilities. This plan outlines the specific procedures and protocols to be followed in the event of a wildfire emergency and provides guidance on how to minimize risks and ensure the safety of everyone in the school community.

The plan aims to establish a clear chain of command, roles and responsibilities for key personnel, including school administrators, teachers and support staff.

This includes setting up procedures for timely and accurate communication with the school community regarding the emergency situation, evacuation plans, and other critical information.

Note this is an internal document for all staff.**

Wildfires – Smoky Conditions

Site Management

Our response to wildfire smoke is aligned with the guidance from Environment Canada. We refer to the [BC Air Quality Index \(AQHI\)](#), which provides health-related information and recommendations based on the air quality level. This information is updated regularly throughout the day. Recognizing smoke conditions can change rapidly, Principals need to check the index when making decisions on whether students should go outside or not.

AQHI and Recommended Actions for Schools

1-HOUR PM _{2.5} ($\mu\text{g}/\text{m}^3$)	PROVINCIAL AQHI	AQHI RISK CATEGORY	HEALTH MESSAGE FOR PEOPLE AT HIGHER RISK	HEALTH MESSAGE FOR GENERAL POPULATION	ACTIONS FOR SCHOOLS
0 – 10	1	LOW	Enjoy your usual outdoor activities.	Ideal air quality for outdoor activities.	Encourage outdoor play as much as possible.
11 – 20	2				
21 – 30	3				
31 – 40	4	MODERATE	Consider reducing or rescheduling strenuous activities outdoors if you experience symptoms.	No need to modify your usual outdoor activities unless you experience symptoms.	Be aware of students who are sensitive to and/or experiencing the effects of air pollution.
41 – 50	5				
51 – 60	6				
61 – 70	7	HIGH	Reduce or reschedule strenuous activity outdoors.	Consider reducing or rescheduling strenuous activities outdoors if you experience symptoms.	Consider cancelling or planning less intense outdoor activities, or rescheduling them to another day.
71 – 80	8				
81 – 90	9				
91 – 100	10				
101+	10+	VERY HIGH	Avoid strenuous activity outdoors.	Reduce or reschedule strenuous activity outdoors, especially if you experience symptoms.	Move all outdoor activities indoors or reschedule them to another day.

Table adapted from BCCDC Wildfire Smoke and Air Quality Health Index fact sheet (see link below); expanded to include recommended actions for schools.

The Safety Department will continue to monitor the air quality advisories and alerts in the region. In certain circumstances, a centralized decision may be made to cancel or reschedule all outside activities, including outdoor field trips and extracurricular activities. If such a decision is reached, communication will be provided through email.

Consequently, when the index indicates the air quality is poor due to smoke, schools and other sites are asked to practice the following strategies to limit the exposure to smoke:

- Allow students and staff who are sensitive to the smoke to remain indoors during breaks/lunch;
- Close all exterior doors and windows;
- Limit the number of doors used for entering/exiting the building;
 - Lock doors that are being restricted
 - Display signage to guide traffic towards appropriate doors

- During high heat events; close blinds where possible to maintain safe indoor temperatures;
- Postpone or minimize outdoor activities, as needed, particularly strenuous activities like PE;
- Restrict ALL outdoor activities, when the AQHI index is at 10 or above;

See Appendix C for links to Wildfire Resources

General Ventilation and Air Circulation

In consultation with Rocky Point Engineering, the Facilities Department is committed to maintaining the heating, ventilation, and air conditioning (HVAC) systems in accordance with the necessary standards and specifications. This effort ensures the optimal operation of our systems throughout the year, with a particular emphasis on peak performance during wildfire season. Our primary objective is to attain the highest level of efficiency and effectiveness in their functioning.

Our school facilities are furnished with HVAC (Heating, Ventilation, and Air Conditioning) systems that integrate MERV (Minimum Efficiency Reporting Value) filters. These MERV-rated filters comply with the MERV rating system. For additional details on the HVAC systems, please see Appendix C.

Note** The use of personally owned air purifying units by staff is strictly prohibited. Such products are often of low quality and may not effectively eliminate smoke or address the issue as intended. Moreover, certain air purifiers can emit ozone, posing potential risks when utilized indoors.

Wildfire smoke exposure

Encourage staff and students to practice personal health awareness.

Common symptoms of exposure are usually mild and generally resolve without medical care. Staff are encouraged to know the signs of illness due to poor air quality and recognize when medical attention is needed. Students, staff and other adults should follow public health guidance, BCCDC guidance, and/or the recommendation of their health care provider when they are sick.

Common Symptoms of smoke exposure include:

- Sore throat
- Eye irritation
- Runny nose
- Mild cough
- Phlegm production
- Headaches

Emergency Response Plan

In the event of a school being threatened or affected by a wild fire, the School Administration, in consultation with the Superintendent of Schools or their Designate, the Regional District and/or Municipal Authorities may advise and/or direct students and staff to be evacuated from the school.

It is highly unlikely that an in-town school within city limits would ever need to be relocated to one of the designated relocation sites. However, in some circumstances, an out-of-town school may be evacuated and relocated to one of the designated relocation sites. Should this occur, the Transportation Supervisor, in consultation with the Superintendent of Schools will coordinate the transportation of students.

In the event of an evacuation, the plans for student reunification will be carried out at the home location or the designated relocation site. Parents/Guardians need to be notified of the pick-up location for their child/ren.

Each site is responsible for ensuring the presence of primary and secondary designated first aid attendants to respond in the event of an injury.

In the case of an extended stay at the evacuation site, contingency plans are in place for food and student supervision.

Students and staff requiring assistance and/or have particular medical needs, medical alerts or medication must be identified.

The site-based emergency response plan and this document must be shared with the staff and district personnel. All staff should be familiar with and trained on emergency procedures and their roles/responsibilities during an emergency event.

The Parent Guide must be distributed to all parents/guardians.

Emergency Telephone Numbers

Ambulance, Fire, Police	911
Poison Control Centre	1-800-567-8911
Fort St. John Hospital	250-262-5200
Sniders Alarm Monitoring	1-877-526-8221
City Answering Service	250-785-6781
BC Hydro Power Outage	1-888-769-3766
Natural Gas Emergency	1-800-663-1173
MSDS Online	https://bit.ly/2uj6Bie

STARS Vigilant Emergency Response – Rural Schools

In the event of a serious injury:

Stars Vigilant Emergency Response 1-888-888-4567

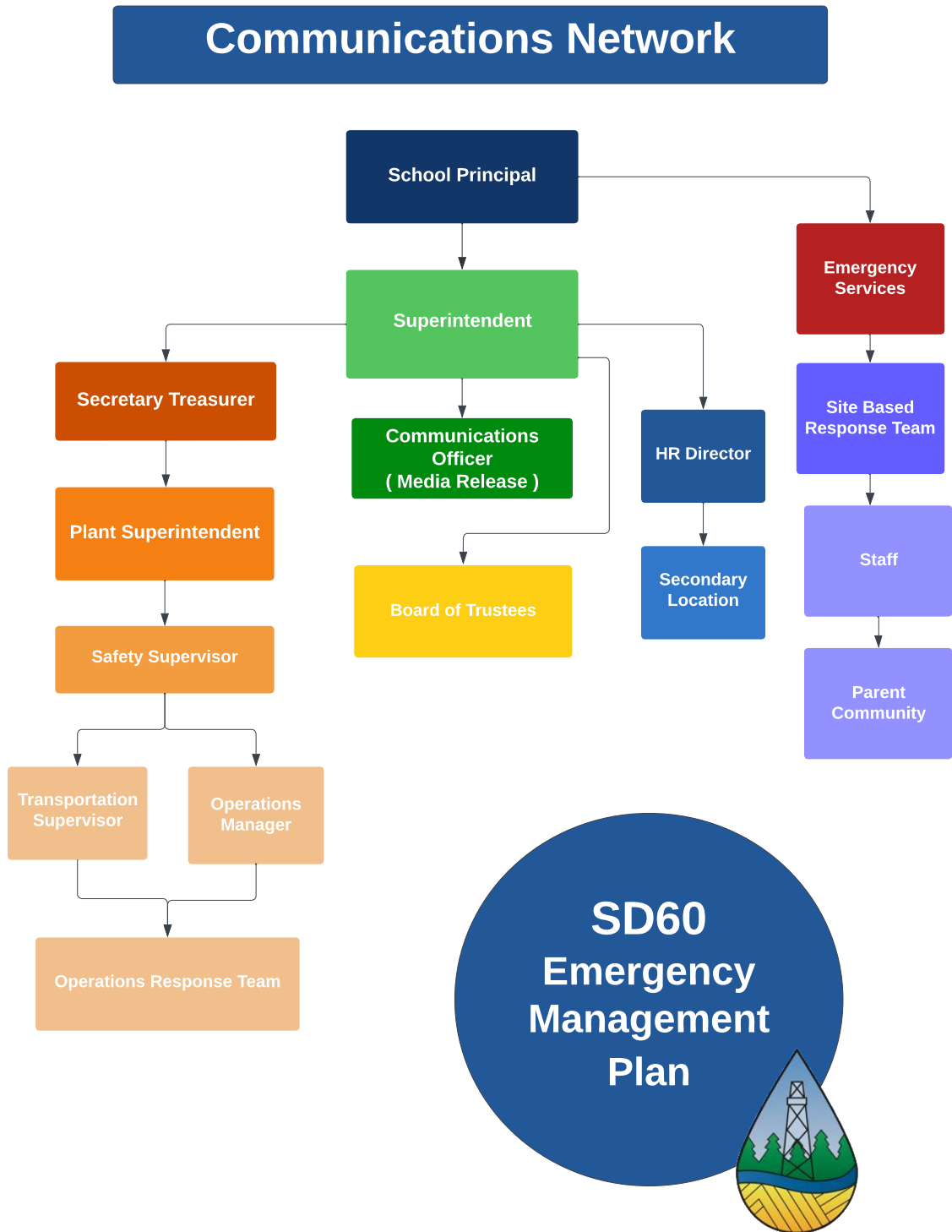
- Buick Creek # 14392
- Clearview # 14379
- Prespatou # 4404
- Upper Halfway # 4239
- Wonowon # 14382

Designated Personnel

District Administration Office	250-262-6000
Stephen Petrucci, Superintendent of Schools	250-264-7644
Angela Telford, Secretary Treasurer	250-262-5565
Jarrold Bell, Director of Instruction	250-262-8324
Wade Hart, Director of Human Resources	250-793-0840
Carleen Andrews, Director of SEL	250-794-6867

Facilities Department	250-785-1577
Chad Cushway, Plant Superintendent	250-224-2309
Sabrina Bourdon, Safety Supervisor	250-263-1997
Cindy Dettling, Transportation Supervisor	250-262-9965
Radu Grigoras, Operations Manager	250-262-4007

Technology Department	250-785-4357
Jayson Jopio, IT Manager	250-329-4049



Evacuation Procedures

School evacuation at home location:

1. School Administration, in consultation with the Superintendent of Schools or their Designate and local authorities, will determine when the site is required to be evacuated.
2. Parents/guardians will be notified.
3. An announcement will be made to staff and students.
4. The site-based response team will perform the parent reunification plan.
5. Teachers will remain on site until their class population has been picked up.
6. School Administration will remain on site until the entire school population has been picked up.

Out-of-town school evacuation to a designated relocation site:

1. School Administration, in consultation with the Superintendent of Schools or their Designate and local authorities, will determine when the site is required to be evacuated.
2. The Principal will contact the Transportation Department to have the buses dispatched to the school.
3. An announcement will be made to staff and students.
4. All students and staff will muster. Teachers will have students arranged by classes. Attendance will be taken.
5. Clerical will keep an up to date list of students in attendance each day, which will be brought to the relocation site. The list will be used to ensure all students are accounted for.
6. Clerical will bring student medications if necessary. (eg. Asthma inhalers, insulin, etc.)
7. A designated staff member will sweep the building to ensure the building has been evacuated. The building is then locked up, ensuring all windows are closed.
8. Any missing students or staff will be reported to the Principal /designee and emergency response personnel.
9. Once the buses have arrived, the Principal will direct staff and students to load buses.
10. After being accounted for and students are boarded on buses, staff will have the choice to drive their own vehicles. All staff must report to the evacuation site.
11. The students will be transported to designated relocation site via buses only.
12. The Principal will contact the parent community to notify the families of the relocation site for student pickup.
13. Relocation site will be notified of incoming staff and students from the evacuated school.
14. The Principal will bring their cell phone and laptop for communication.

15. Facilities and Transportation Department response teams will report to the relocation site to set up for parent pickup and traffic control. See map for 'Student Reunification Plan'.
16. All students and staff will check-in at the designated reception gate and will proceed to gymnasium.
17. Students will be released to approved parent/guardian pickup.
18. Administration will remain on site until the entire school population has been picked up. Teachers will remain on site until their class population has been picked up.

Transportation Department

In the event that the school is put on evacuation alert, the Transportation Department will have bus drivers on standby in order to respond to an evacuation order.

Transportation will maintain a list of secondary drivers to respond in the event a primary driver is unavailable.

Transportation routes will be directed by the Transportation Supervisor at the time of evacuation. This will be determined by the evacuation order from the Regional District and/or Municipal Authorities.

Site-based or Relocation Site - Response Team

Response teams will execute the emergency response and parent reunification plan.

- Principal / Vice-principal – site incident commander
- Clerical will maintain and manage student list and records
- Staff representative
- Parent representative
- Traffic control staff (provided by Transportation Department)
- Parent check-in "gate" staff (provided by Facilities Department)
- Student release "gate" staff (provided by Facilities Department)
- Gate runners – site staff
- Teachers ensure students in their class are accounted for and recorded once released to parent or guardian.

Student Release Plan

- Student information verification forms must be updated annually and maintained up-to-date.
- This information should be kept in hard copy and electronically.
- Clerical staff have this information readily available.
- Student information verification forms must be available on site or brought to relocation site for parent pick-up.
- A “double-gated system” for parent reunification will be utilized. Pre-assigned sites for parent check-in and student release gates.
- Designated Relocation Locations have been predetermined. **See Appendix A**
- Facilities Department roles at Designated Relocation Site:
 - To control traffic in parking lot, bus drop off and at each “gate” to avoid confusion and congestion.
 - To assist at parent check-in “gate”
 - To assist at student release “gate”
- Runners will be site staff that has knowledge of students.
- Double-gated system: Parents arrive at the check in “gate” but do not enter. Provide information and move to student release “gate” to pick up their child/ren.
- Students will be recorded as released once parent/guardian has picked them up.

Appendix A Designated Relocation Sites

Appendix B – Parent Guide

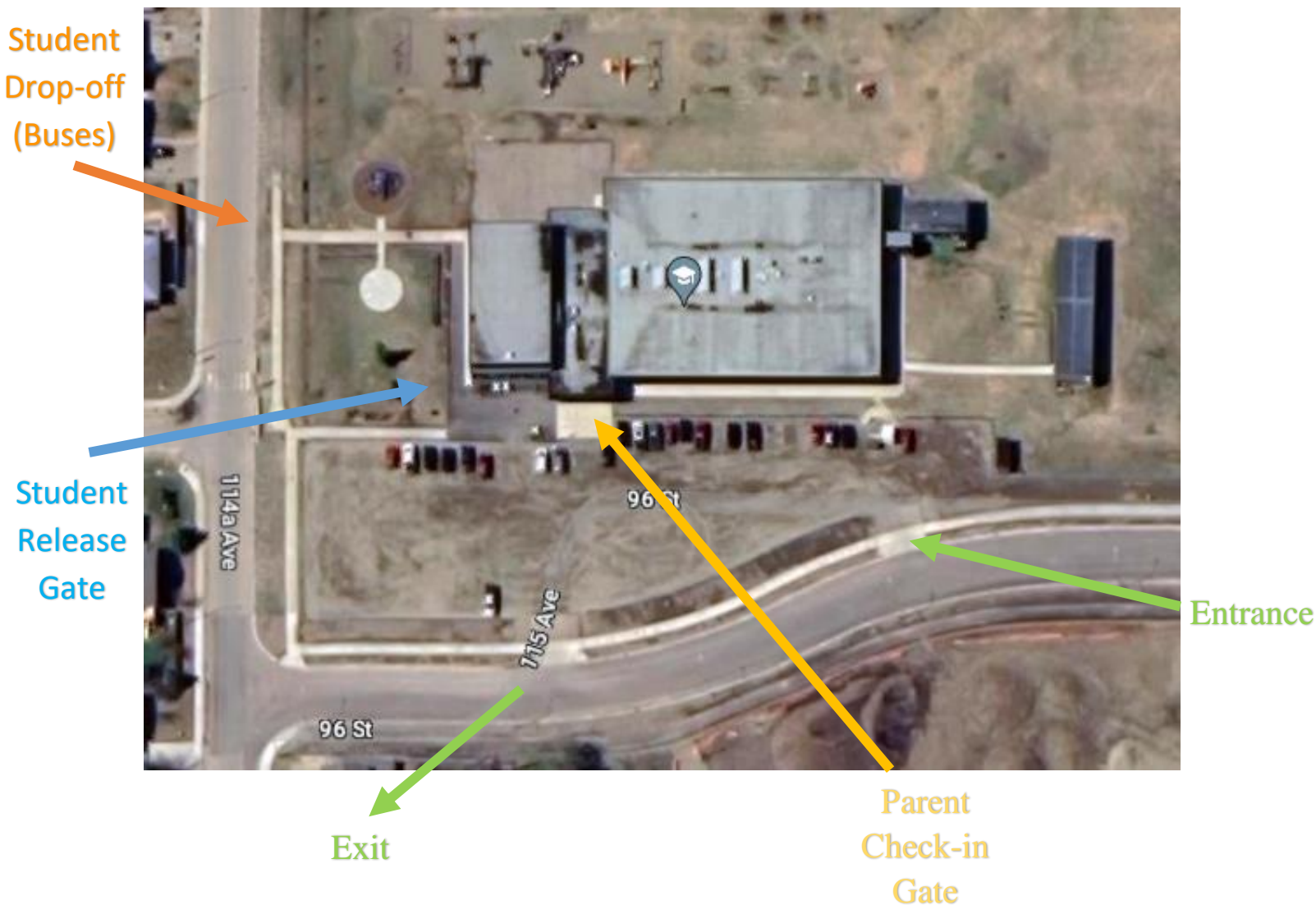
Appendix A: Designated Relocation Sites for Out-of-town Schools

If a school evacuation to a designated relocation site occurs, either Bert Ambrose School or Charlie Lake School has been pre-selected as the sites for transporting and gathering the students and staff. The Superintendent and Principal will decide on the selected relocation site during the evacuation, and parents/guardians will be notified of the pick-up location.

Bert Ambrose School

9616 115 Avenue
Fort St. John, BC
250-785-2321

Student Reunification Plan Bert Ambrose Elementary School



Charlie Lake Elementary School

12655 Charlie Lake Frontage Rd.
Charlie Lake, BC
250-785-2025

Student Reunification Plan Charlie Lake Elementary School

Student Drop-off
(Buses)

Entrance

Parent
Check-in
Gate

Exit

Student
Release
Gate



Appendix B: Parent Guide

SD60
Emergency
Response
Plan

Guide for Families

IN CASE OF AN EMERGENCY EVACUATION



DO keep your phone close by for notifications from the district.

DO check the website at www.prn.bc.ca and official SD60 Facebook page for information.

DO rely only on official communication from school or public safety officials.

DO wait for official information regarding reunification with your child.

DO stay calm. Parents/guardians will be notified.

DO follow the parent reunification procedures.

DO NOT phone the school or the district office. Lines need to be open for emergency calls.

How can I be reunited with my child/ren?

Reunification Procedures

In the event of a school evacuation:

- Parents/guardians will be alerted by the school via email, district website and official SD60 Facebook Page to come pick up your child/ren.
- A “double-gated system” for parent reunification will be used.
- School staff will be on-site to direct parents.
- Parents/guardians arrive at the check in “gate” but do not enter.
- Parents/guardians identify themselves and their children’s name and move to student release “gate” to pick them up.
- Parents/guardians are asked to follow all on-site instructions.
- Students will only be released to an individual designated as the legal parent/guardian or emergency contact on the student contact information form.
- Once parents/guardians have been reunited with their child/ren, please exit the area immediately to minimize traffic congestion.



Emergency Response Procedures

In the event of an evacuation

- The Superintendent of Schools, in consultation with the Regional District and/or Municipal Authorities, has the authority to evacuate any school.
- Parents/guardians will be notified to come to the school to pick-up child/ren.
- If necessary, students and staff may be transported to a relocation site by school bus. School bus transportation will be arranged by the Transportation Supervisor in consultation with the Superintendent of Schools. Parents/guardians will be notified of relocation site.
- The student reunification plan will take place at site.
- Primary and secondary designated first aid attendants will be on-site to respond in the event of an injury.
- If students and staff have to remain at the site for a length of time, contingency plans are in place.
- Any students and staff requiring assistance or have particular medical needs, medical alerts or medication will be supported.
- Parents/guardians will be notified and updated via email, district website and official SD60 Facebook page.

How Can Parents and Guardians Help?

BE PREPARED FOR A SCHOOL EMERGENCY

- Ensure that your child's emergency contact information is accurate and up-to-date.
- Become familiar with this emergency response plan.

Wildfire Resources

[BC Air Quality Index \(AQHI\)](#)

[BC Wildfire Service](#)

[Northern Health Authority – Wildfire and Your Health](#)

[Northern Health Authority – Wildfire Smoke](#)

[BC Centre for Disease Control – Wildfire Smoke](#)

[WorkSafeBC – Wildfire Smoke Frequently Asked Questions](#)

[BC Wildfire Service](#)

[Fire Smoke Canada](#)

SD 60 Operating Financial Report - July 1 2016 to October 31 2016

Operating Revenue	Actual	Annual Budget
Ministry of Education Grants	\$ 12,684,336	60,215,318
Offshore Tuition	295,687	402,000
Alberta Education & DL 3rd Party Billings	22,440	322,369
Miscellaneous Revenue	57,989	145,000
Student Transportation Fees	0	105,000
Rentals	2,127	7,700
Interest	44,801	80,000
Total Operating Revenue	\$ 13,107,380	61,277,387

Operating Expense	Actual	Annual Budget
Salaries		
Teachers	4,886,124	25,488,013
Principals and Vice Principals	1,255,769	3,925,851
Educational Assistants	671,963	3,916,193
Support Staff	1,696,945	6,318,613
Other Professionals	562,454	1,580,128
Substitutes	421,536	1,686,029
	<u>9,494,791</u>	<u>42,914,827</u>
Employee Benefits	<u>2,028,179</u>	<u>10,203,738</u>
Total Salaries and Benefits	<u>11,522,970</u>	<u>53,118,565</u>
Services and Supplies and Capital Purchases	<u>1,853,893</u>	<u>8,337,323</u>
Total Operating Expenses	<u>13,376,863</u>	<u>61,455,888</u>
Net Revenue (Expenses)	<u>-269,483</u>	<u>-178,501</u>

School District #60

Operating Financial Report - July 1, 2023 to March 31, 2024

Operating Revenue	Actual	2023/24 Amended Budget	% of budget received	# of Months	Explanations
Ministry of Education Grants	\$ 54,888,345	\$ 78,714,499	69.7%	12	Lower than expected - should be approx 75%; they haven't assessed the Feb 1701 Count yet, but it is included in the budget
Provincial Grants - School Age Therapy	\$ 91,139	\$ 127,502	71.5%	12	On Track - should be approx. 75% YTD
Offshore Tuition	\$ 419,724	\$ 541,633	77.5%	10	Offshore Tuition recognized each month
Alberta Students, DL, 3rd Party Billings	\$ 61,026	\$ 61,026	100.0%	10	All funding received for Alberta Students
LEA Revenue	-\$ 712,286	-\$ 1,017,551	70.0%		Halfway River, Blueberry River and Doig River First Nations
Miscellaneous Revenue	\$ 112,554	\$ 100,000	112.6%	12	This includes miscellaneous funds that come into the District. Includes Daycare Rental, Teacherage Rentals, Cameron Lake Rentals & Indigenous Rent
Rentals	\$ 90,148	\$ 118,087	76.3%	12	Interest rates have increased from 4.8% in May to 5.2% in March
Interest	\$ 510,116	\$ 640,000	79.7%	12	
Total Operating Revenue Before LEA Adjustment	\$ 55,460,766	\$79,285,196	70.0%		
LEA Revenue	\$ 712,286	\$ 1,017,551			Halfway River, Blueberry River and Doig River First Nations
Total Operating Revenue	\$56,173,052	\$80,302,747	70.0%		

Operating Expense	Actual	Annual Budget	% of budget expended	# of Months	Explanations
Salaries					
Teachers	21,305,118	30,510,110	69.8%	10	On Track as should be approx. 70% YTD
Principals and Vice-Principals	4,222,044	5,595,908	75.4%	12	On Track as should be approx. 75% YTD
Educational Assistants	4,261,711	6,533,463	65.2%	10	Variance as should be approximately 70%
Support Staff	6,484,770	9,380,992	69.1%	10/12	On Track as should be approx. 70% YTD
Other Professionals	1,431,095	1,962,367	72.9%	12	On Track as should be approx. 75% YTD
Substitutes (TOC's)	1,487,611	2,439,259	61.0%	10	Variance as should be approximately 70%; March was only one month and we will be getting into the season of TOC coverage needed for Field Trips and Pro-D
Total Salaries	39,192,349	56,422,099	69.5%		
Employee Benefits	8,864,878	13,045,362	68.0%	10/12	On Track as should be approx. 70% YTD
Total Salaries and Benefits	\$48,057,227	\$69,467,461	69.2%		
Services and Supplies	6,632,849	10,856,086	61.1%	12	Purchases vary through year; We will see increased spending towards the end of the year
Total Operating Expenses	\$54,690,076	\$80,323,547	68.1%		
Capital Purchases (Operating)	\$649,987	\$700,000	92.9%	12	Purchases vary through year
Total Operating Expenses and Capital Purchases	\$55,340,063	\$81,023,547			
Operating Net Revenue (Expense)	\$832,989	-\$720,800			
Application of Reserves to Date	\$602,838	\$720,800			
Balanced	\$1,435,827	\$0			

Notes
 Budget This document reflects the Preliminary Annual Budget passed in February. These will be our numbers until the end of the year. There are variances due to the timing of when 10 month payroll falls.



School District No. 60

Peace River North

DISTRICT ADMINISTRATION OFFICE

10112 – 105 Avenue, Fort St. John, British Columbia V1J 4S4 Phone: (250) 262-6000

OFFICE OF THE SECRETARY-TREASURER

MEMORANDUM

TO: BOARD OFFICE STAFF

FROM: Angela Telford
Secretary-Treasurer

DATE: April 8, 2024

RE: OFFICE CLOSURE - SUMMER SHUTDOWN

The office will be closed for the summer shutdown from Monday, July 15, 2024 to August 16, 2024. We will re-open on August 19, 2024.

Please complete and return an Absentee request form to the Payroll department.



Angela Telford

AT:lr

School District #60 (Peace River North)
Administration Office
Summer Hours and Summer Closure

Please see the following change in hours and Board Office closure:

Change in Hours

July 2 – 12

8:00 a.m. – 4:00 p.m.

Closed for lunch (12:00 – 1:00 p.m.)

August 19 – 23

8:00 a.m. – 4:00 p.m.

Closed for lunch (12:00 – 1:00 p.m.)

Closure

The School District Board Office will be closed during the period of July 15 to August 16, re-opening on August 19, 2024.

SCHOOL DISTRICT #60 (PEACE RIVER NORTH)
POLICY COMMITTEE NOTES
MONDAY, APRIL 8, 2024
12:30 P.M.

Present: Helen Gilbert, Chair, Board of Education
Ida Campbell, Trustee
David Scott-Moncrieff, Trustee
Bill Snow, Trustee

Stephen Petrucci, Superintendent
Angela Telford, Secretary Treasurer
Leah Reimer, Executive Assistant

Regrets: Nicole Gilliss, Trustee
Madeleine Lehmann, Vice-Chair
Thomas Whitton, Trustee

Policy 2009 – Student Conduct Committee
Policy 2006 – Discrimination, Assault, Bullying & Harassment
Policy 2010 – Discipline

Angela Telford, Secretary-Treasurer

- There is some overlap around these policies regarding discipline and conduct
- As staff, it's a good opportunity to review where we are in regards to following the process around these policies
- For clarification, the School Act states that you can't suspend a student longer than 5 days without it going to a conduct committee
- Staff have reviewed Policies 2006 and 2009 and determined they are relevant and applicable, however, Policy 2010 seems to be more procedural and is covered in the School Act. Staff recommendation is to consider removing 2010.
- Discussion followed around recommended changes to Policies 2006 and 2009

ACTION: Make proposed changes and bring forward Policy 2006 and 2009 for Notice of Motion at the April 22, 2024 Regular Board Meeting

ACTION: Trustees to further review Policy 2010 before potentially recommending deletion. If it is not removed, there will need to be significant changes to remove "procedures"

Policy 1008 – Trustee Indemnity

Angela Telford, Secretary-Treasurer

- Recommending removal of trustee salary and salary calculation details so that there would not be a need to bring the policy forward every year for updates.
- Updated trustee salary information can be found in the SOFI report as well as in the board meeting minutes.

ACTION: Bring forward Policy 1008 for Notice of Motion at the April 22, 2024 Regular Board Meeting

Policy 4001 – Acceptable Internet Use (Digital Citizenship)

Angela Telford, Secretary-Treasurer

- Jarrod Bell has come forward with more up to date language

ACTION: Make proposed changes and bring forward Policy 4001 for Notice of Motion at the April 22, 2024 Regular Board Meeting

Policy 2014 – Restrictions on Student Use of Personal Internet-Connected Devices

Stephen Petrucci, Superintendent

- This new policy is in response to a Ministry announcement asking districts to have policy around “restrictions” in place by September
- Leadership group wants to get communication out to parents as soon as possible as processes and consequences are dealt with at the school level

ACTION: Bring forward Policy 2014 for Notice of Motion at the April 22, 2024 Regular Board Meeting

Next Meeting Date

Monday, June 3, 2024



BOARD OF EDUCATION

School District No.
60 (Peace River
North)

8000 Finance

8001.2 Accumulated Operating Surplus

Adopted: 2018-04

Revised: 2022-04

Reviewed: 2022-02; 2023-12; 2024-02

Reference: [K-12 Public Education Accumulated Operating Surplus Policy Companion Guide](#)
[Accumulated Operating Surplus Policy](#)
[Financial Planning and Reporting Policy](#)
[Policy 8001.3 Financial Planning and Reporting](#)

Policy

The Board of Education is committed to providing a transparent process for the allocation of an operating surplus. The appropriate management of operating surplus provides the school district with the ability to effectively plan and sustain services to students for a period longer than a single budget year resulting in an improvement of the overall financial health of the district.

Guidelines/Principles:

An accumulated operating surplus is achieved by spending less than the revenue the school districts receives in a given year, surpluses can accumulate year over year. The Board of Education is required by legislation to approve a balanced preliminary and amended annual budget, which may include the use of accumulated surplus funds from previous years. Estimated spending in the budgeting process must not exceed estimated revenue plus accumulated operating surplus.

Appropriation of internal restrictions on surplus funds and any inter-fund transfers each year in which they occur will require a motion to be made by the Board of Education. Capital assets purchased for departmental operating plans from approved budget expenditures do not require subsequent board approval

During the Annual Budget Process, the Board will consider the availability of accumulated operating surplus funds and the allocation of those funds between internally restricted surplus and unrestricted surplus (including contingency funds).

During this process the Board will post information on its website about how, where and when the local community and education partner groups, including local First Nations and Metis Nation BC, will be engaged on the accumulation, spending and reporting of operating surplus funds. The Board will clearly explain the purpose of operating surplus and how the surplus will

be used to support the Board's strategic objectives (for example, improving student educational outcomes) and other operational priorities of the Board.

TYPES OF SURPLUS

Internally Restricted Operating Surplus

There are three categories under which the Board may motion to designate internally restricted surplus funds:

1. Funds that are restricted due to the nature of constraints on the funds,
i.e. Unspent Indigenous Education Targeted funds, Contractual obligations (e.g., professional development); school generated funds (not externally restricted)
2. Funds for anticipated unusual expenses
staffing needs that are short term and variable in nature; self-insurance for minor equipment loss and breakage; implementation of new initiatives; and the impact of emerging events (i.e. Ministry projects; Emergent Events; Employee Benefits)
3. Funds for items requiring more than one year
 - Future years' Operations/Budget (not beyond the next two fiscal years);
 - Schools and department surplus/carry-forwards (not beyond the next two fiscal years);
 - Operating projects in progress;
 - Technology, utilities, equipment, and Capital projects (includes amounts to be transferred to Local Capital that have not yet been identified for specific initiatives);
 - Purchase order commitments; and
 - Educational programs spanning multiple years (e.g., ~~online distributed~~ learning, summer school, International Student Program)

Unrestricted Operating Surplus (Contingency Reserve)

In conjunction with the Board of Education's review and approval of the annual financial statements, the Board of Education will restrict a portion of accumulated operating surplus for the purpose of forming a Contingency Reserve.

The Contingency Reserve will be sufficient to reduce, to an appropriate level, financial risk that results from emergent operating issues and/or to offset unrealized revenues. Prior to the adoption of each annual budget and amended annual budget, the Secretary Treasurer will present for the Board of Education's review and approval, allocation of budget for the purpose of Contingency Reserve and when applicable; strategies for replenishing the Contingency Reserve. The ministry surplus policy says that the "amount of unrestricted at the end of a fiscal year should be laid out in the Boards Operating Surplus Policy, in accordance with ministry instructions ". For example, the Ministry Financial Statement Instructions.

The amount of Unrestricted Operating Surplus at the end of a fiscal year should be a minimum of 1.5% and maximum of ~~2.5%~~ 3.0% of actual Operating Expenses of the fiscal year.

EXAMPLES

- **Major Emergent Operating Issues** – the School District is exposed to major non-recurring costs related to various emergency events or situations, e.g., inclement weather, forest fires, etc. These situations cannot be anticipated and budgeted for and it may not be feasible to absorb the cost of such events in other budget areas in any given year.
- **To Offset Unrealized Revenues** – The School District is exposed to the possibility of unrealized revenues and/or declines in base revenues from year to year due to the cyclical nature of the revenue source being impacted by economic downturns, (e.g., lower off-shore student enrolment).

Local Capital

There are three sources of Local Capital:

1. The board's portion of any proceeds from the disposition of capital assets;
2. Transfers from operating funds; and
3. Interest earned on local capital funds restricted for the purchase of tangible capital assets.

Transfers from operating funds to Local Capital will be for specific initiatives related to the Board's strategic plan or other operational needs of the district. Examples include vehicle replacement, computer system upgrades, and renovation or replacement of administrative and operational buildings. If these transferred funds are not linked to strategic goals or they have not been used within the timeline identified for the relevant initiative, the Ministry may require boards to use these Local Capital funds for other capital projects.

Restricted for Future Capital Cost Sharing

The Treasury Board requires the Ministry of Education to review district surplus funds and determine funds that are available to contribute towards major capital projects in the Board's 5-year Capital plan. When a project has been approved for concept plan or business case development, the Board may restrict operating surplus funds to meet the cost sharing expectations for that project.

Inter-Fund Transfers

In some cases, funds need to be transferred between the operating fund, special purpose funds and the capital fund. These transfers are authorized through a board motion. In some cases, this approval will be done through the approval of a budget or annual financial statements. Approval of inter-fund transfers related to confidential matters (such as land, legal or personnel) will be considered in an in-camera board meeting.

Reporting

Boards are required to provide the Ministry with an annual report on their budget allocation decisions (including operating surplus and Local Capital) demonstrating that approved

allocations support the Board's strategic objectives. The reporting templates in the Companion Guide to the Ministry's Accumulated Operating Surplus can be used to develop the Board's own template.

The Ministry may take actions to monitor and evaluate operating surplus as outlined in the Companion Guide to the Ministry's Accumulated Operating Surplus

Definitions

- *Accumulated Operating Deficit* means the accumulated excess of Operating Expenses over Operating Revenues Less Inter-Fund Transfers from current and prior years.
- *Accumulated Operating Surplus* means the accumulated excess of Operating Revenues over Operating Expenses Less Inter-Fund Transfers from current and prior years. Accumulated Operating Surplus is a term defined by the Public Sector Accounting Standards (PS1201). While boards of education may use the term Reserves to denote 'Surplus', when it comes to financial statements and budgets the term Surplus should be used.
- *Annual Operating Deficit* is the amount by which a fiscal year's Operating Expenses and Inter-Fund Transfers exceed that same fiscal year's Operating Revenues. Annual Operating Surplus is the amount by which a fiscal year's Operating Revenue exceeds that same fiscal year's Operating Expenses and Inter-Fund Transfers.
- *Inter-Fund Transfers* means the transfer of funds from one fund to another (e.g., between Operating Fund and Capital Fund).
- *Internally Restricted Operating Surplus* means a portion of an Accumulated Operating Surplus that has been set aside through a board motion for specified use in future years.
- *Local Capital* is comprised of previous years' available operating surpluses, which are transferred to Local Capital with board approval; revenues from sale of capital assets; and investment income earned on these funds.
- *Operating Expenses* are the total of all expenses in the Operating Fund as disclosed on Schedule 2 of the annual financial statements.
- *Operating Revenue* is the total of all revenue in the Operating Fund as disclosed on Schedule 2 of the annual financial statements.
- *Special Purpose Funds* consists of targeted funding provided to the school district for a specific purpose. Pursuant to Sections 156(4) and (5) of the School Act, each special purpose fund must be accounted for in accordance with the terms of that special purpose fund. Treasury Board Restricted Contribution Regulation 198/2011, issued in November 2011, defines a restricted contribution as 'a contribution that is subject to a legislative or contractual stipulation or restriction as to its use'. Special purpose fund expenses are contingent on the amount of revenue received for the purpose of providing a specific service or program.
- *Unrestricted Operating Surplus (Contingency)* means the accumulated Operating Surplus built up in the School District's Operating Fund that has not been designated for specific uses



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

7000 Operations

7019 Privacy Policy

Adopted:

Revised:

Reviewed:

Reference: [Freedom of Information and Protection of Privacy Act](#), R.S.B.C. 1996, c. Part 3;
[School Act](#), R.S.B.C. 1996, c. 412 sections 9, 79(3)
[Student Records Disclosure Order](#)(M14/91)

Policy

School District No. 60 (Peace River North) is committed to ensuring the privacy, confidentiality and security of all personal information that it collects, uses, discloses and maintains in connection with its programs and activities. The District complies with the [School Act](#) and the [Freedom of Information and Protection of Privacy Act](#) (“FIPPA”, “the Act”) in relation to the protection of privacy. This Policy sets out the School District’s commitment, standards and expectations regarding the appropriate practices for the collection, use and protection of personal information.

Definitions

- a) **“Personal Information”** means recorded information about an identifiable individual, but does not include an individual’s business contact information (business address, email address, telephone number);
- b) **“FIPPA”** means the BC *Freedom of Information and Protection of Privacy Act*
- c) **“Procedures”** means the administrative procedures of this Policy;
- d) **“Staff”** means all employees, contractors and volunteers of the District;

Principles

The School District and all Staff shall uphold the privacy, confidentiality and appropriate use of personal information in compliance with the *School Act*, FIPPA, District Policy, and the Procedures, including by:

- being open and transparent about the purposes for which personal information may be collected and used by the School District;

- collecting and using personal information only as necessary to carry out the School District's authorized programs and activities;
- sharing personal information internally with Staff only on a need-to-know basis;
- sharing personal information with third parties with the knowledge and consent of affected individuals, unless otherwise authorized or required under FIPPA, the *School Act* or other applicable laws;
- ensuring personal information is protected against unauthorized access, use, disclosure, loss or destruction; and
- complying with FIPPA and all Procedures for the accuracy, protection, use, disclosure, storage, retrieval, correction and appropriate use of personal information.

Transparency and Accountability

The School District strives to be open and transparent with the community about its programs and activities and has processes in place to support the timely response to access requests submitted under FIPPA and the proactive release of information of interest to the community.

Responsibility

The Secretary Treasurer has been designated by the Board of Education as the "Head" of the School District for the purposes of FIPPA and has overarching responsibility for ensuring compliance with this Policy, FIPPA and the requirements of the *School Act* pertaining to student records.

As permitted under section 76.1(b) of the Freedom of Information and Protection of Privacy Act, the Board authorizes the Secretary Treasurer to designate another officer to administer the Act and make operational decisions in their absence.

~~As permitted under section 76.1(b) of the *Freedom of Information and Protection of Privacy Act*, the Board authorizes the Executive Director of Communications, Privacy and Community Engagement (EDCPCE) to administer the Act and make operational decisions.~~

Complaints

The School District will respond to and, where appropriate, investigate, all complaints that it receives under this Policy concerning its personal information management practices.



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

8000 Finance

8003 Fundraising - Curricular/Co-Curricular/Extra-Curricular Activities - Fundraising

Adopted: 1996-09
Revised: 2008-05; 2008-06; 2008-11
Reviewed:

Reference:

Policy

The Board of Education supports fundraising projects to ensure an active extra-curricular ~~program~~ ~~programme~~ and for the enhancement of curricular ~~programs~~ ~~programmes~~ must meet the criteria outlined in the Regulations. All funds are subject to the same accounting and scrutiny as they are public funds.

Guidelines/Principals

Criteria

1. Fundraising projects must have prior approval of the School Principal.
2. Priorities for fundraising within the school shall be determined by the Principal in conjunction with staff, students and parents through the Parent Advisory Council. If fundraising efforts result in surpluses, the same process will be used by the Principal in determining how these funds will be used.
3. All funds that are primarily raised by students, teachers and/or volunteers are to be spent for the benefit of students. Funds raised for specific projects or trips must be spent for those projects or trips.
4. The Board encourages Schools and PAC's to seek environmentally appropriate fundraising endeavors
5. Fundraising is not allowed through online funding platforms or crowdfunding platforms, such as GoFundMe.
6. Generally fundraising projects involving changes to school district property or structures must have prior approval of the Plant Superintendent/Maintenance Supervisor. Major projects may require Board approval.
7. The sale of advertising for fundraising purposes must be the size and shape as set out by the Principal/Supervisor of the location involved and meets building/fire codes.

Specifications for the Sale of Advertising for Fundraising Purposes

~~Advertising must be of the size and shape as set out by the Principal/Supervisor of the location involved and meets building/fire codes..~~



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

2000 Students

2006 Discrimination, Assault, Bullying and Harassment Prevention: District Student Code of Conduct

Adopted: 2014-02
Revised: 2015-06; 2016-10, 2017-02
Reviewed: 2024-04

Reference: [Canadian Charter of Rights and Freedoms](#)
[Canadian Human Rights Act](#)
[BC Ministerial Order re: Student Code of Conduct](#)

Policy

School District # 60 will provide a safe, welcoming, and inclusive learning environment free from, discrimination, assault, bullying and harassment.

Guidelines/Principles:

Regulations:

Students, employees, and the general public must feel physically, psychologically, and emotionally safe in all district/school activities. Discrimination, assault, bullying, or harassment in any form against others on the basis of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression; and age is not acceptable. The board will encourage its employees to “work actively” with students and the community to accomplish this goal.



District Student Code of Conduct

School District 60
Peace River North

Purpose for the Code:

- To ensure that School District 60 environments are safe, caring and orderly, by expecting Pro-Social behaviours
- Students are academically and socially successful
- Provides a process by which students take ownership of acceptable and unacceptable behaviours and where conflict is used as an opportunity for growth
- **Students are expected to follow their school code of conduct in addition to the district code of conduct**

Conduct Expectations:

Pro-social Behaviours	Promoting Pro-social Behaviours
<ul style="list-style-type: none"> • Independence • Belonging • Responsibility • Generosity • Mastery • Integrity • Respect • Accountability • Privacy • Dress Appropriately • Be Heard and Ask Questions • Common Sense • Attendance • Resourceful • Mentor • Safe • Learning • Compassionate • Global • Leadership • Make amends instead of excuses • Empathy • Interdependence (me to we) • Centered • Collaboration 	<ul style="list-style-type: none"> • Dignity intact • Evidence of effectiveness • Right to express self • Sensitive age/ gender/ developmental stages/ social situations • Process to support expectations • Proactive social/ emotional support. • Culturally rich and relevant • Actively teaching expected behaviours in all environments • Recognition of the value of the collaborative processes • Classroom circle talks/ meetings • Digital Citizenship

These expectations apply to behaviour at school, during school-organized or sponsored activities (including on-line behaviour) that negatively impacts the safe, caring or orderly environment of the school, and/or student learning.

The School District promotes the values expressed in BC Human Rights code respecting the rights of all individuals in accordance with the law. The School District will treat seriously, behaviour or communication that discriminates based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, gender, gender identity or expression, age, or sexual orientation (prohibited grounds set out in the BC Human Rights Code).

Unacceptable Conduct:

Unacceptable Conduct
<ul style="list-style-type: none">• Interferes with learning of others• Interferes with an orderly environment• Creates unsafe conditions• Bullying, harassment or intimidation including cyber-bullying• Physical violence• Retribution against a person who has reported incidents• Possession, use or distribution of illegal or restricted substances• Possession or use of a weapon• Theft or damage to property• Unexcused absences

Guiding Principles of Response:

The guiding principles of response are used to ensure that the rights of individuals and the general school population are considered.

Guiding Principles of Response
<ul style="list-style-type: none">• Logical consequences versus punishment• Consequences appropriate to the offence• Preserve the relationship/ attachment• Inclusive versus negative consequences• Restorative• Dignity intact• Exercise judgment/ relationships• Evidence of effectiveness• Student focused, shows students what they have done wrong and gives them ownership of the problem• Sensitive to age/ gender/ developmental stages/ social situations• Proactive social/ emotional support• Culturally rich and relevant• Levels not lock-step• Ability to honor pain while dealing with unexpected behaviours• Healing Circle• Community service• Consideration of individuals with Special needs

Consequences:

Guiding principles (mentioned in above table) set parameters to ensure that unacceptable conduct is examined in light of individual circumstance, frequency and severity of behaviour. Guiding principles ensure that:

- Responses to unacceptable conduct are planned, consistent and fair.
- Disciplinary action, wherever possible is preventative and restorative, rather than merely punitive.
- Students as often as possible, are encouraged to participate in the development of meaningful consequences for violations of the established code of conduct.
- Students that are referred to the conduct committee for problematic or severe behaviour will receive due diligence.
- Consequences for unacceptable behaviour may include, but are not limited to - community service, healing circles, suspension, placed on alternate learning programs, etc.
- Student(s) who are suspended for longer than 5 days or have committed a serious offense, will be referred to the District Conduct Committee (please see appendix **Policy 2009** for **the** District Conduct Committee process).

Notification:

The school district has the duty to report unacceptable behaviour to involved personnel where deemed appropriate. This includes:

- Parents/ Guardians of student offender(s).
- Parents/ guardians of student victim(s).
- School district officials – as required by school district policy. Usually the principal of enrolling student and if necessary district staff (see conduct committee for details).
- Police and/ or other agencies as required by law.
- All parents – (when deemed to be important) to reassure members of the school community that school officials are aware of a serious situation or incident and are taking appropriate action to address it.
- The School Board will take all reasonable steps to prevent retaliation against a student who has made a complaint of a breach of the code of conduct.

Rising Expectations:

We understand that behaviour like academics needs to be taught and the children's understanding of the concepts of respect, responsibility, and safety deepens with maturity and experience. Therefore, behaviour expectations will be on a continuum to reflect the child's developmental stage.



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

2000 Students

2009 Student Conduct Committee

Adopted: 1979-01

Revised: 1993-05

Reviewed: 2024-04

Reference: [School Act](#)

Policy

The Board delegates its responsibilities for discipline to the Student Conduct Committee.

Guidelines/Principles:

1. When the behavior of a pupil is such that it is clearly detrimental to the teaching, ~~and~~ learning process, ~~and/or safety~~ of the school and where his/her application to his/her studies is such that the Principal and teacher (s) conclude that he/she is gaining little or nothing from the school and where all sincere attempts to rectify the situation have been to no avail, the Principal shall write a letter to the Superintendent referring the situation to the Student Conduct Committee of the Board.
2. Where the Student Conduct Committee of the Board upholds a Principal's recommendation to withdraw a pupil from school, but does not wish to deny the pupil access to further education, it may take one of the following **actions**:
 - a) Transfer of the pupil to another school
 - b) Provide for the education of the pupil through ~~Distance Education~~ **Online Learning**
 - c) Allow the pupil to return with or without extra duties
 - d) Refer the pupil to a work experience situation with academic instruction occurring for a portion of the day
 - e) In the case of an older pupil, refer him/her to Northern Lights College for upgrading
 - f) **Medical exclusions as per the School Act**
3. The Board will be informed in each case of such action taken.



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

1000 Governance

1008 Trustee Indemnity

Adopted: 2000-03

Revised: 2018-03, 2018-10, 2019-01, 2020-03, 2021-05, 2022-02, 2023-02, 2024-02

Reviewed: 2018-03; 2018-10; 2019-01, 2020-03, 2021-04, 2023-02; 2024;04

Reference: Section 71(1)(2) & (3) of the *School Act*

Policy

Trustees of School District No. 60 (Peace River North) shall be paid the annual trustee indemnity as provided in the *School Act* and its Regulations.

If a Trustee resigns or is not re-elected at the expiry of his term, the Trustee shall reimburse the Board on a pro rata basis for any indemnity paid in advance.

Guidelines/Principles

~~Indemnity shall be paid to members of the Board as follows:~~

Trustee	\$15,146
Vice-Chairperson	\$17,201
Chairperson	\$18,932

The annual indemnity shall be paid to each board member in twelve, equal installments, on the last day of each month, commencing in December of each year.

An annual indemnity adjustment will be made effective January 1st of each year. This adjustment will reflect the B.C. Consumer Price Index change less 1%. (Most recent December change over the previous December).

~~(ie. December 2023 over December 2022 was 3.4% - 1% = 2.4%)~~

In the event of a negative/decrease amount, the Trustee Indemnity will remain the same as the previous year.



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

4000 Personnel

4001 Acceptable Internet Use and Digital Citizenship

Adopted:

Revised: 1999-09; 2012-06

Reviewed: 2024-04

Reference:

Policy

The Board recognizes the educational opportunities provided through the use of the Internet, **local network**, and related technologies. Students and Staff are to use the Internet resources provided to them in a secure and ethical manner that enables and enhances educational opportunities. **Digital Citizenship is appropriate, responsible behaviour with regard to technology use.**

Guidelines/Principles:

Acceptable Use

1. Schools provide access to the Internet for educational and research purposes and to provide opportunities for collaborative work in furtherance of those purposes. To remain eligible as a user, access must be in support of and consistent with the educational objectives of the District and School.
2. Transmission, printing, communication or publication of any information or material in violation of any Court Order of any Federal, Provincial, Municipal, Common or other law including, without limitation, any law relating to copyright, trade-marks, trade secrets, government security, obstruction, obscenity, threats, defamation, harassment, privacy, conspiracy, promotion of hatred or discrimination is prohibited.
3. School or District use of the Internet for commercial activities is generally not acceptable. Use for product-service advertisement or political lobbying is also prohibited. School or District provided e-mail accounts must not be used to ~~send chain letters or~~ to harass other users with unwanted e-mail messages.
4. E-mail accounts shall be used only by the authorized owner of the account. Account holders are responsible for all activity within their accounts.

Privilege

The use of the Internet is a privilege, not a right, inappropriate use, including any violation of these conditions and rules may result in cancellation of the privilege. Schools, under this agreement,

are delegated the authority to determine appropriate use and may deny, revoke, suspend or close any user privileges at any time based upon its determination of inappropriate use of an e-mail account or by an Internet user, without prior notice and without any liability whatsoever to the e-mail account holder or user.

Monitoring

Schools and the District reserve the right to review any material on user e-mail accounts and to monitor log files and file server space in order for the School and District to make determinations on whether specific uses of the network are inappropriate. Since the use of District provided access is only for educational and research purposes, Schools and the District will not be bound to maintain confidentiality of any information in user-accounts, transaction logs of file server space, and users should not use access for any purpose they consider confidential.

All digital content (including email messages) created or stored in any of the school district systems are the property of School District No. 60.

Network Digital Etiquette

1. With respect to e-mail accounts, all users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
2. ~~Be polite. Do not get abusive in your messages to others. Do not criticize the spelling, writing or keyboarding of others.~~
3. **Be polite** and kind in all digital interactions. Use appropriate **respectful** language. ~~Do not swear, use vulgarities or any other inappropriate or potentially offensive language. Do not engage in activities which are prohibited under Canadian law.~~
4. Do not reveal ~~your personal address or phone number, or those of other students or colleagues.~~ **private information of staff, students, or self unless authorized.**
5. Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities and may result in the loss of user privileges.
6. Do not use the network in such a way that you would disrupt the use of the network by other users.
7. Treat all communications and information accessible via the network as private property **of the Board**. Do not repost ~~personal~~ e-mail that you receive to public forums (e.g., listservs, newsgroups, **social media, etc.**) without the permission of the author.
8. **Seek consent before taking any photo or video of others.**

No Warranties - User Accepts All Risk and Liability

Schools and School District No. 60 (Peace River North) make no warranties of any kind, whether express or implied, for the service it is providing. Schools and School District No. 60 (Peace River North) will not be responsible for any damages a user suffers or causes. Use of any information obtained via the Internet is at the user's own risk. The user shall indemnify and save Schools and School District No. 60 (Peace River North) harmless from any cost, damage or liability either may

suffer as a result of or in any way relating to the user's access to the network. Schools and School District No. 60 (Peace River North) specifically deny any responsibility for:

1. The accuracy or quality of information or advice obtained through its services, or any costs or charges incurred as a result of seeing or accepting such advice. All users need to consider the source of any information they obtain, and consider how valid that information may be;
2. Any costs, liability or damages caused by the way the account holder chooses to use his/her access;
3. Any consequences, including the loss of data, resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by the School and School District No. 60 (Peace River North's) negligence, default action or inaction or by the user's errors or omissions;
4. Privacy of electronic mail cannot be guaranteed.

Security

- a) Security on any computer system is a high priority, especially when the system involves many users. Users must never allow others to use their **named account and** password. Users should also protect their password to ensure system security and their own privilege and ability to continue to use the system.
- b) Do not impersonate anyone or attempt any unauthorized access or violation of any security feature of Schools, School District No. 60 (Peace River North), or anyone else on the network. If you feel you can identify a security problem on the network, you must notify a system administrator. Do not demonstrate the problem to other users.
- c) Do not use another individual's e-mail account or network access privilege.
- d) Attempts to access services as a system administrator may result in cancellation of user privileges.
- e) Any user identified as a security risk for having a history of problems with other computer systems may be denied access to Internet by Schools and School District No. 60 (Peace River North).
- f) **Users are expected to participate in any training deployed by the district regarding security, privacy and confidentiality.**

Vandalism and Harassment

- a) Vandalism and harassment will result in cancellation of user privileges.
- b) Vandalism is defined as any malicious attempt to harm, modify or destroy any data, program or system of another user, or the agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creating of ~~computer viruses~~. **malicious software.**

- c) Harassment is defined as the persistent annoyance of another user, or the interference of another user's work. Harassment includes, but is not limited to, the sending of unwanted mail.

Encounter of Controversial Material

Users may encounter material that is controversial and which users, parents, teachers or administrators may consider inappropriate or offensive. However, on a global network it is impossible to control effectively the content of data and user's may discover controversial material. It is the user's responsibility not to initiate access to such material. School District No. 60 (Peace River North) may, but shall not be obliged to, restrict access to network material, but in any event shall have no duty to regulate the content of material on the network or the user's access to that material.

Penalties for Improper Use

Any user violating these rules, the District Acceptable Use Agreement, Canadian laws or posted classroom and district rules is subject to loss of network privileges and any other District disciplinary options.



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

2000 Students

2014 Restrictions on Student Use of Personal Internet-Connected Devices

Adopted:

Revised:

Reviewed: 2024-04

References:

[BC Ministry Announcement \(01/26/24\)](#)

[School Act – Rights & Responsibilities of a School Principal](#)

Policy

The SD60 Board of Trustees expects a learning environment with limited distractions and the responsible use of digital technology. It recognizes the research that shows that frequent cellphone interruptions in the classroom, social media platforms with addictive algorithms and an increasing level of cyberbullying and online exploitation of young people, are having a negative impact on instruction, learning, and student mental health. The District, in conjunction with schools, will develop restrictions, programming, and procedures for student use of personal internet-connected devices that are age-appropriate and support the development of good digital citizens.

Definition

“*Personal Internet-Connected Devices*” include, but are not limited to, cell phones, tablet computers, smartwatches, and portable video game systems.

Guidelines/Principles:

- Students will have access to school/district-owned technology at an age-appropriate level that supports learning and the development of digital technology skills and digital citizenship.
- As outlined in an Individual Education Plan (IEP), Learning Support Plan (LSP), or health plan, schools will exempt specific students from restrictions on the use of personal internet-connected devices when they are needed for full inclusion in a specific learning activity.

- At the elementary school level, the use of and access to personal internet-connected devices will not be permitted at any time during the school day.
- At a minimum, access to and the use of, personal internet-connected devices at the middle and secondary levels will not be permitted during instructional time. At the teacher's discretion, an exemption may be made when the use of such devices supports a specific curricular objective and is part of instructional planning.
- The security and storage of personal internet-connected devices is the sole responsibility of the owner/user. The District assumes no responsibility for the safety, security, loss, repair or replacement of such devices.



School District No. 60

Peace River North

DISTRICT ADMINISTRATION OFFICE

10112 – 105 Avenue, Fort St. John, British Columbia V1J 4S4 Phone: (250) 262-6000

OFFICE OF THE SECRETARY-TREASURER

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 60 (*Peace River North*) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25 adopted by the Board of Education, on this the 22nd day of April 2024.

Secretary-Treasurer Signature

Angela Telford, Secretary-Treasurer



Submission Summary

Submission Summary:	Minor 2024/2025 2024-04-19 K12		
Submission Type:	Capital Plan		
School District:	Peace River North (SD60)		
Open Date:	2024-04-09		
Close Date:	2024-04-19		
Submission Status:	Draft		

Submission Category	Sum Total Funding Requested
CNCP	\$282,000
Total	\$282,000

CNCP				Total Funding Requested
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description
1	164882	Various	HVAC (CNCP)	2024/2025 Carbon Neutral Capital (CNCP) - HVAC Upgrade
				Submission Category Total:

NORTHEAST ROUNDTABLE HYBRID – MEETING NOTES

Date: February 28, 2024
Time: 09:00 -02:50PM (MST)
Location: Pomeroy Hotel and Conference
[Virtual MS Teams](#)

Attendees:

Municipal:

- Steve McLain (District of Chetwynd)
- Danielle Veach (Mayor of Pouce Coupe)
- Allen Courtoreille (District of Chetwynd)
- Jordan Kealy (Area B PRRD)
- Deanne Ennis (District of Chetwynd)
- Lisa Thompson (NRRM)

First Nations:

- Jim Webb (WMFN)
- Tammy Brown (WMFN)
- Brian Milakovic (DRFN)

Stakeholders:

- Jim Little (NE Stakeholders)
- Sarah Curtis (LP)
- Mark Phinney (Canfor)
- Elizabeth Abbs (Summit Lake Resident)
- Johnny Mikes (MKAB / CPAWS)
- Helen Gilbert (School District 60)
- Julie Bourdon (Petronas)
- Katie Mitchell (Duck Unlimited)
- Andrew Tyrrell (Canfor)
- Krista Phillips (CAPP)
- Stephanie Killam (MKAB)
- Scott Fraser (Dawson Road)
- Darryl Kroeker (FSJ Trappers Assoc)
- Ray Ensz (FSJ Trappers Assoc)
- Gerry Paille (BC Wildlife Federation)
- Barry Holland (North Peace Rod and Gun Club)
- Joyce Smith (Red Creek Steering Committee)
- Wayne Sawchuck (Env Cons)
- Alanna Brunet (LP Dawson Creek)
- Antonio Pega (LP Dawson Creek)
- Alexis Jorgensen (Northeast BC Wildlife Fund)
- Danielle Roscher (BCSF South Peace & Untamed Tours Inc.)

- Lynda Neufeld (ConocoPhillips)
- Heather Tanaka (Petronas)
- Jonathan Buchanan (AMEBC)
- Tim Burkhart (Y2Y)
- Tim McEwan (Mining)
- Tom Horvath (Petronas)
- Jocelyn Paul (BC Hydro)
- Ron Long (Pink Mtn)
- Tom Fulton (Northern Rockies)
- Donegal Wilson (BC Snowmobile Federation)
- Bridget

Government:

- Jason Lawson (WLRs)
- Shayla Blue (WLRs)
- Kelly Cook (WLRs)
- Tara Forest (IRR)
- Aviva Jones (WLRs)
- Joelle Ward (WLRs)
- Scott Schilds (WLRs)
- Megan Watters (WLRs)
- Dale Morgan (IRR)
- Anna Regnier (WLRs)
- Garth Thoroughgood (BCER)
- Naomi Saukila (IRR)
- Michelle Clyde (WLRs)
- Susan Campbell (IRR)
- Darius Low (FOR)
- Lyle Goldie (BCER)
- Ken Dobb (WLRs)
- Katie Kehl (WLRs)
- Adian Lehtinen (WLRs)
- Angela White (WLRs)
- Marianne Johnson (FOR)
- Uelun Tuvshinjargal (WLRs)
- Karrylyn Vince (FOR)
- Colin Ward (WLRs)
- Bob Warner (FOR)
- Tim Turner (EMLI)
- Viva Wolf (EMLI)
- Andrea Somerville (BC Parks)
- Alanna Schroeder (IRR)
- Laura Peliciari Fajardo (WLRs)
- Heather Onsrge (WLRs)

- Stephen MacIver (WLRS)
- Shane Ford (WLRS)
- Kiara Gannon (WLRS)
- Sheri Connolly (FOR)
- Anthony (BC COS)
- Daryl Struthers (BC COS)

Welcome, Agenda, Minutes

- Jason Lawson as facilitator welcomed, territorial acknowledgement and agenda review.
- Meeting minutes from the last meeting have been posted online. Feedback and response to minutes is also posted. Questions/comments from last meeting?
- Shayla Blue conducted introductions (in person and virtual).

1. Northern Rockies Roundtable

- Presenters: Darius Low and Jim Co-Chairs
 - The Northern Rockies Roundtable was established to offer a public engagement opportunity specific to topics unique to the Northern Rockies.
 - At the time of its formation, the NE Roundtable was being hosted as a face-to-face session and participants had to travel to Fort St John. As the NE roundtable is now being delivered as a hybrid meeting (in person and virtual), travel to FSJ is no longer necessary.
 - While some topics may be unique to the Northern Rockies, often government presentations are delivered by government officials that manage issues that span the entire NE and due to timing and availability, presenters may not be available to present in both forums and if time has lapsed, the information may be out of date. So, for consistent and up-to-date messaging and to make the process more efficient, Darius Low is stepping down as co-chair of the Northern Rockies Roundtable and requesting that topics be brought to the NE Roundtable for public engagement.
 - Stakeholder collaboration and coordination is encouraged, and we look forward to continuing to utilize the NE Roundtable to share information about not only government decision making process, but also the great projects being proposed and implemented across the region.
 - Jim: Locals from the Northern Rockies regions brought different concerns/issues to the table. The issues that are brought to the Northeast Roundtable may not represent the people. So, planning on continuing the process (Northern Rockies Roundtable) without co-chair. The next meeting is March 13, 2024.
- Discussions:
 - Q: Will there be commitment from the Province for representation on the agenda and topics for Northern Rockies Roundtable?
 - R: The Northern Rockies Roundtable can request a presentation from a government official. The government official will determine how to respond to the request.

- C: Meetings should be in-person, hybrid makes it difficult to know who is participating, what the body language is like, and confidentiality vs who else is listening in.
- C: The Northeast Roundtable are locals bringing local issues. The Northeast Roundtable Agenda is big. The Northern Rockies Agenda may not overlap with NE Roundtable. The Northern Rockies Group/Roundtable will continue the process and welcomes any government support they can get.
 - R: The NE Roundtable content has been mostly government heavy. But we have had some interesting updates from the BC Wildlife Federation about what their work has been. So, the NE Roundtable welcomes any information sharing from groups, including the Northern Rockies.
 - R: As for changing the NE roundtable to just in-person we have received some positive feedback about the hybrid option, and it has provided opportunities for more participants and allowed for many presentations by people that wouldn't be able to attend in person.

2. Treaty Land Entitlement

- Tara Forest: NE Land Transfers for TLA & Site C Updates
 - Work to transfer the land parcels where engagement has closed is ongoing.
 - Public engagement for Sauleau TLE and Site C TLA land selections is closing on March 17, 2024. The engagement is available on GovTogether website publicly: <https://engage.gov.bc.ca/govtogetherbc/engagement/land-transfers-in-northeast-bc/>
 - A What We Heard Report will be provided for the Sauleau TLE and TLA parcels after engagement closes.
 - We are committed to engaging the public & NE Roundtable on new parcels, once First Nations identify new parcels and the Province confirms the identified lands.
 - MIRR remains committed to engaging the public & NE Roundtable on the Halfway River Trail, and we recognize that the interest has not gone away.
 - BRFN is working on some field work from a geotechnical perspective. The technical report is anticipated to be completed sometime this spring, and we may seek to engage later (potentially June, but that timeframe could be pushed back).
 - A couple of stakeholders have been identified so far: Muskwa Kechika Advisory Board, Northland Trailblazers Snowmobile Club, Moose ATV Club, North Peace Rod and Gun Club, BC Wildlife Federation.

- Please reach out, if we missed any interest groups, and if you know of any such as horseback organized groups.

- Discussions:

- Q: what about parcels at the Sikanni? Saulteau has dropped the existing parcel at the Sikanni, though there could be new parcels selected by other First Nations in the future.
- C: Public access is important.
- Q: Where are the parcels and land claims? What stages and status are they are at? Can we get a thorough update on this? Maybe in June?
 - R: The information are available on the GovTogether website. It is a transparent and open approach. MIRR will share a status update in a slide deck at the next NE Roundtable meeting.
- Q: Older Fort Nelson FN Land Transfer or Land Claims, where are they at?
- R: Fort Nelson does not currently have agreements that provide for land selections. Q: Site C Land Selections – is it still happening? The general public wants to know.
 - R: Halfway and Saulteau have made their parcel selections. New lands identified by First Nations with Site C Tripartite Land Agreements will go through provincial review and confirmation before the parcels are presented to tenure holders and for engagement to the NE Roundtable and the public. Doig River, Prophet River, West Moberly and/or other First Nations with Site C Land Agreements have not yet identified land parcels to the Province.
- Q: Do maps show affected tenure holders? Not all uses are tenure holders. Some have historical uses. So, we want to be informed about the process and updates. We want to be included in the engagement.
 - R: Crown Lands could have tenure holders. There could be other overlapping interests, which can be identified during stakeholder engagement. The process takes time, because we have to go through thoroughly.

3. Restoration and Development Plans

- Viva Wolf: Operational Planning Update – [HV1 Plans and Landscape Planning Pilots](#) presentation.
 - High Value Plans are operational plans that will provide direction/rules in provincial decision-making HV areas. They are PNG focused. No commercial forest harvesting allowed in HV1.

- Protect at least 60% of the Plan Area. Conditions under which development could occur in 40% of the Plan Area.
- Gundy Plan current status is third party engagement underway concurrent with final drafting. Seeking consensus with both BRFN and HRFN. Targeting shared decision in mid-March. Anticipate plan to take effect in late June.
- Landscape Planning Pilots:
Focus on cultural, restoration and development interests seeking balance and long term predictability for both the exercise of treaty rights and the regional economy.
- i. Saultea First Nations in South Peace – target shared decision in June 2024; anticipate 3rd party engagement to begin in early May 2024.
- ii. Halfway River First Nation: resume the process this spring; target shared decision in June 2024.
- iii. Prophet River First Nation: target shared decision in Fall, 2024.
- iv. Fort Nelson First Nation: project plan agreement March 2024; target shared decision in fiscal Q4.
- v. Anticipate further discussions re landscape planning pilots with DRFN, WMFN and MLIB through 2024/25 FY.
- Discussions:
 - Q: They apply to all activities?
 - R: They only apply to new Oil and Gas development disturbances. Electrification of the oil and gas sector will be subject to many of the provisions of the plans but may have some exceptions as transmission lines are not considered New Disturbance in some areas under the BRFN Implementation Agreement.
 - Q: Maybe a question for MOF. What is considered commercial harvesting? Fire mitigation? What was done to determine impacts to economics?
 - R: Economic analysis relative to PNG opportunities in HV1 Areas.
 - R: Commercial forest harvesting is defined as licensee harvesting under a TFL, forest license or other commercial tenure.
 - R: Donnie Creek Recovery Table is figuring out the salvage opportunity.
 - R: Woodlot harvesting will continue in the Gundy Plan.
 - Q: Are the Forest Landscape pilot areas spatially defined areas?
 - R: Yes, they are spatially defined areas.
 - C: Wayne Sawchuck I have been appointed as a Blueberry River First Nation Restoration Society member and will like to liaison between this NE Roundtable group and the Society.

4. Caribou Program

- Joelle Ward: [Caribou Recovery Program](#) presentation
 - Quick overview on staffing and structural updates
 - BC Caribou Recovery Team & Environment and Climate Change Canada cosponsored the “Growing the Restoration Economy Workshop” on January 16, 17, 2024 in Vancouver.
 - 20 tangible action plans across the 4 pathways were identified.
 - Goal of the workshop: Restoration Roadmap for BC
 - Four Core pathways: building capacity and training, reducing regulatory and policy barriers, achieving co-benefits, and monitoring outcomes.
 - The emergence of consistent and important actions:
 - A need for clear & consistent monitoring and data standards;
 - Education and training;
 - Consistent and efficient regulations, policy and authorizations;
 - Long term fund stability to support year-round employment and program implementation;
 - Restoration that achieves multiple objectives/co-benefits;
 - Recognition of the critical role Indigenous Nations play.

- Megan Watters: Partnership Agreement Updates
 - Legally binding agreement West Moberly and Saulteau FN, Federal, provincial leadership, Chiefs and Councils
 - Schedule 5 - Commitment to Action on Racism
 - Interview (dense report), recommendations and lessons.
- Restoration Implementation Planning
 - Open houses to share restoration implementation plans delayed due to resource constraints. Aiming for Fall 2024
 - Prior to any restoration activities, we will send out an info package to affected stakeholders.
 - Draft plan:
 - Refining prioritization areas
 - Improving our ability to efficiently implement restoration, improving permitting, and gaining capacity on the ground.
 - Caribou Recovery-Related Land Use Objectives
 - Drafted Land Use Objectives
 - Awaiting Cabinet mandate to initiate engagement with stakeholders and FN

- CRP collaborating with MOF on a timber harvesting focused socio-economic assessment of ongoing FN agreements, wildlife management/protections, and proposed caribou management
- Bringing on a third-party contractor to lead a collaborative socio-economic impacts with inputs from stakeholders and FN
- Winter Motorized Recreation – C&E:
 - No notable infractions
 -
- Scott Schilds: Boreal Caribou:
 - Interim Habitat Protections are being worked on, aligned with the Boreal Caribou protection and Recovery Plan, engaged on last year.
 - Interim so that long-term measures will be aligned with other LUP and LUO. Liard Water and Land Stewardship Forum.
 - Forest Protection: Designated area under Part 13 of the Forest Act, No forest harvest with exceptions.
 - No new disturbance – working with EMLI and BCER. Ministerial or Commissioner Direction to meet development intent. The tool is more time bound.
 - Consistent with previous plans.
- June – 2024 targeted date for habitat Protection
- Fort Nelson FN – Restoration Planning.
- Guidance, HV areas for Caribou. Feeding to other initiatives.
- Recruitment survey, mortality – updated number will likely become available in September (information gathering delayed due to lack of snow). 30 GPS collar on wolf to monitor pack activities and have more up-to-date information.
 - Boreal Caribou Protection and Recover Plan (BCPRP) endorsed by cabinet July 2023. Implementation Priorities: Habitat Protection, Restoration Planning, Alignment with Liard Water and Land Stewardship Forum, Population and Predator Monitoring
- Discussions:
 - Q: Caribou have no heightened sense for predators. When introducing them to the land base, what is being done?
 - R: Caribou are not being introduced to the landscape, our priority is maintaining populations where they live now, which is reduced from historic extent. The survival strategy for Caribou has always been spacing out from each other and their predators. The landscape has been altered with seismic and linear features, which have made it easier for wolves to travel and the caribou not being able to space

away. It's about trying to reset that balance from a predator-prey dynamic relationship, but also from a habitat side, and that takes a very, very long time on the habitat side.

- C: Predator management is predation from wolves
- C: There are increased bear activities, wolverines etc. They could be driver of population decline.
- C: Restoration - Partnership Agreement. In regard to road deactivation would like to ensure that the Snowmobile Club is on the list to be notified.
 - R: We can notify for caribou-driven restoration. It should be noted that road deactivations are not always linked to caribou recovery initiatives and is often undertaken by licensees for engineering or economic reasons.
- Q: When will the summary of the Wosk Centre report be released?
 - R: The Parties to the Partnership Agreement are currently working on how to summarize the Wosk Centre work. We don't have a specific date identified at this point, but I would imagine it'll be by spring. Feel free to contact Jennifer Meilleur (Jennifer.Meilleur@gov.bc.ca) for more details - Jenn is managing the Wosk centre work.

5. Wildlife

- Aviva Jones: Wildlife and Stewardship
 - Bison crew heading out tomorrow to Pink Mountain to get head number count for Plains Bison;
 - Provincial Vet. Species management plan, collaring project
 - Reinitiated the Road Mortality Group for Wood bison (working with the Yukon government and the Nations)
 - Donnie Creek research: if Bisons burned use area
 - 747, 717 – 3 out of 5 Moose survey for field season (due to weather conditions)
 - Mineral licks project working on with UNBC. It will be multi species interactions and a long term project.
 - Sheep Survey ; big horned sheep project (sheep health, habitat use,), we'll share more collaborative project
 - Conservation Officers will share in June meeting
 - Predator management project
- Discussions:
 - Q: Is there a study of watershed on these animals due to wildfire?
 - Assessment stewardship initiatives; there are number of ideas on the table

- C: Mineral Licks: different sulphur blocks and garlic blocks can be used for ticks and parasite (moose)
- C: Predator Management Program: caribou and moose and in the interior of BC in cut blocks starving, sometimes it isn't predators.
 - R: These are conversations about what might be possible, gather the data, and see what is available.
- C: We talked about doing a study on wolverine. Are you also going to include the sheep range in northeastern BC? Because I've probably seen 20 or 30 wolverines over the year when I've been sheep hunting.
 - R: I will talk to Inge-Jean. Let her know what you're shared.

- Stephen MacIver: Hunting Regulation Changes and Updates
 - Every 2 years, we create Hunting and Trapping Synopsis. It is more than hunting.
 - A week ago proposed regulation changes were posted online: <https://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/ahte/hunting-trapping>
 - These are proposals:
 - Iver Lake – one access
 - Remove the Antler Moose Restrictions LEH,
 - Big horned sheep – LEH for these herds
 - Other types of sheep like (thin horned sheep...) – LEH
 - Deadline to review and provide feedback is **March 22, 2024**

- Discussions:
 - C: The proposals we saw from 7D were totally lacking in the rationale and supporting data. Changes made to 736, 719 is lacking in rationale or supporting data with sheep. For enforcing the law around wildlife collisions most people don't know that it's illegal to not report a collision with an animal.

6. Wildfire Recovery and Restoration

- Bob (Robert) Warner: [Fire Rehabilitation and Recovery in the NE Region](#) presentation
 - Brief Summary of 2023 Fire Season
 - Approximately 1.83 million ha of fire area in NE in 2023 (2.8M ha Provincially)
 - 5 of 10 largest fires in BC History occurred in the NE Region this year
 - ~20M m³ of merchantable timber impacted
 - Significant impacts to areas and values identified in Agreements
 - BRFN HV1s, FRRA's, WMBs, Traplines

- Treaty 8 Consensus Protection and EMA
- 572 km fire guard constructed and 50km of range fence burned

- Wildfire Land-Based Recovery (WLBR): we're more on the land, repair the land-base affected by the wildfire, impacted ecosystems.

- Rehabilitation vs Recovery (terminology)
 - Rehabilitation: component of WLBR, mitigating and repairing damage done by fire suppression activities,
 - legislated under s.65 of the Wildfire Act, crown land,
 - Work Is implemented by MOF,
 - Post Wildfire Natural Hazard Assessments (PWNHA) carried out to identify areas of public safety or high environmental concern, guides the recovery process,
 - on larger fires will take 1-2 years to complete
 - Recovery: applies mitigating and repairing or restoring damage done by wildfire on the land,
 - includes access management,
 - range improvements,
 - wildlife enhancement,
 - and studies to determine impacts of large-scale fire ,
 - salvage harvesting is a tool recovery,
 - not a legislated activity, funding is not defined
- Fire Holdovers: BCWS planning outreach to communities to hear concerns and communication preparedness/response.
- Wildfire Timber Salvage:
 - Get to the wood before it deteriorates,
 - Working with Nations and Licensees to target priority areas,
 - Avoiding green wood where feasible,
 - Burn Severity mapping done early and targeting medium to high burn severity areas for salvage.
- Post Wildfire Silviculture Prescriptions/stocking
 - 60,000 silviculture openings lost to the fires
 - New policy and legislation allows for catastrophic funding by area
 - Working with Nations and licensees to identify high priority areas to reforest

- Discussions:
 - Q: Do you work with other industries to preserve water?

- *R:* Yes, BC Wildfire Service. There are some legislative tools to stop water use.
- *Q:* What are the guidelines to access for Salvage logging?
 - *R:* Use existing roads; consideration into where we are doing harvesting. If we go in and out, we have requirements for rehabilitation within specific timelines.
- *Q:* What is the percentage of water permits? The permit costs are low.
 - *R:* Rarely have to cut down. We can observe water levels, and local staff may be able to provide more information on the stats.
- *Q:* Wildlife Federation: Lots of science available logging after wildfire that is friendly to wildlife, soil degradation, what is the status of things? What principles are being used?
 - *R:* Supporting salvage: considering wildlife, invasive weeds, all of the values being considered, challenges and approaches that have been working.
- *Q:* Red Creek Clean Up. In 2021 significant wind blowdown 10-30 feet of blowdown. We have asked FOR to clean up. Red Creek residents want minimal invasive action they don't want new roads pushing in. Want to get it started and using existing roads.
 - *R:* Safety is a priority. Wildfire on Crown Land needs qualified forester prescription. We have been actively working on addressing some of the concerns brought forward by the committee, and we're very hopeful that we'll be able to find solutions moving forward.
- *Q:* I saw a map of snowpack in your presentation for February, and that leads me to the question, whether or not anybody from here is actually showing you how much snow they have. Because I haven't got a total of over one foot of snow for this whole winter so far, yet it shows that we're a longer range for that snowpack. How is it listed as that?
 - *R:* Snow pillow readings are done by the River Forecast Center: <https://www.arcgis.com/apps/webappviewer/index.html?id=c15768bf73494f5da04b1aac6793bd2e>
- *Q:* Would you consider the rather extensive back burn areas created by the fires service there to be candidates for rehabilitation or recovery? Because one might argue that that is actual damage done through suppression activities.
 - *R:* I'll get back to you on that.
 - *C:* There were significant amounts of area that were subject to back burning. Potentially, I think you quoted 20 million meters of timber.

If you think of the consumption locally between the two mills, it's 2 million meters a year. We can extrapolate that that's 10 years worth of consumption taken care of. It is a short opportunity, especially for a lumber manufacturer, it's really the first year for spruce. It's not like the Kootenays where you could go and log fir for maybe two or three years after. It's really, this winter and maybe next summer. It's truly, it's a tiny and really unfortunate amount that we're going to actually be able to salvage it. It's a really big challenge ahead of forestry.

7. WLRS and FOR Structure

- Shane Ford and Karrilyn Vince: [Ministries of WLRS and FOR Changes presentation](#)
 - October 19, 2023 – public announcement on Transfer of Natural Resource Ministerial responsibilities. Build both ministries capacity to respond to increasing complexity on the land base, partnership with First Nations, sustainability of resources and broader ecosystem management
 - WLRS: Front Counter BC & decisions for land, water, hunting and fishing
 - FOR – decisions for forestry, range and archaeology
 - WLRS – Revitalization of NE Regional Management Committee
 - FOR Organizational Change:
 - Outlines: key components of MOF mandate, MOF goals and priority objectives
 - WLRS Organizational Change:
 - WLRS leading BC's land stewardship: Reconciliation, ecosystem health & biodiversity, conservation of wildlife & habitat, economic diversity & sustainability
- Discussions:
 - Q: Has there be an office of biodiversity and ecosystem health portfolio?
 - R: See if Shane can find further information. **Update:** We are in the process of hiring and seeking approval to fill vacant boxes post re-org. Currently, hiring for a F/T Wildlife S/H. Posting for a DRM in NE region and will be posting some wildlife and ecosystem positions shortly.
 - Q: In the budget what is available for BC Wildfire and training opportunities for locals etc.
 - R: Ministry of Forest did receive a strong budget with respect to BC wildfire.

- *R:* This is being addressed as part of the [Premier's Expert Task Force on Emergencies - Province of British Columbia \(gov.bc.ca\)](#) which was created last fall to “determine how the Province can better support people in the front line of emergencies, enhance support delivery for evacuees and apply lessons the Province has learned in preparation for the next emergency”. Specifically, 2 of the focusses include
 - Planning for incorporation of local volunteer resources for wildfire response
 - Improving integration of rural and municipal fire departments into the BC Wildfire Service response in the wildland urban interface

Training is supported, details on how this will roll out is underway. Local Fort St John Fire Zone Officer, Jame Bergen, james.bergen@gov.bc.ca will answer any specific questions.

- *Q:* Why do you need to be vaccinated to be a contractor to make BC Bid for Wildfire?
 - *R:* Going to find information on this if PSA has updated the rules for contractors. **Update:** Firefighting contractors **no** longer need to be vaccinated.
- *Q:* Trapping is not included in the structure. Are there any plans to replace/fill local positions?

R: Trapping may be included through authorizations and fish, wildlife, and trapping is the responsibility of WLRS. Guide outfitters, trappers, or the hunting community are reflected in the functional org charts. The focus is on the value or resource managed by the ministry. WLRS is going to decide how they're going to build both the Director of Resource Management and the section head for Fish and Wildlife.
- *C:* To offer a perspective, if you have locals with knowledge of the Forest Industry; they are ready to go to fight wildfire. Many local foresters and contractors worked on the Donnie Creek fire.

8. Proposed Land Act Amendment

- Colin Ward: [Engagement: Enabling Declaration Act Agreements for Land Act decisions](#) presentation
 - The Minister, in a statement a week and half ago, recognizes the need for additional time on engage BC site; so, we will not be proposing the Land Act Amendment in spring session of cabinet.

- Minister also recognizes the negative impacts that resulted in some tensions between local communities, and that it was not intended with the roll out.
- Proposal to enable Land Act:
 - Background on the Declaration Act (2019)
 - Section 6 and 7 of the Declaration Act enables the Province to enter into agreements with Indigenous Governing Bodies (IGB), which can give IGBs a formal role in the decision-making, and modify how a decision is made under another Act.
 - The Declaration Act does not give legal effect to these modifications to decision-making power(s) so amendments are required to the Act the legislation containing the decision-making power(s).
 - Land Act allows for access and use of public land for 25 separate programs to support industry, recreation and research and includes such things as grazing, communication towers and clean energy projects
 - Land Act contains several other aspects related to administration of Land Act tenures and land management, as well as other operational matters
 - The proposed amendments will not lead to broad, sweeping or automatic changes. There is no impact from the proposed amendments to the public's ability to access Crown Land, to existing tenures or existing decision-making processes.
 - There are no changes contemplated to any provisions of the LA beyond the proposed amendments that enable decision-making agreements
 - The proposed amendments to the LA enable the use of the tools set out in the Declaration Act. (Nothing requires the Province to enter into a decision-making agreement. The public interest will be a critical part of any provincial government decision to enter into a negotiation of an agreement.
 - Joint of consent-based decision-making Agreements are an important tool in the Declaration Act that
 - Brings stability to decision-making with First Nations partners;
 - Improves predictability and transparency for how decisions are made;
 - Can improve competitiveness and economic opportunities.
 - Agreements do not provide a “veto” and require due process.
- Discussions:
 - Q: What is your position in the government?
 - R: Assistant Deputy Minister, Reconciliation, Lands & Natural Resource Policy, WLRS

- C: This created a division in Northern areas. There is lack of transparency, reconciliation, consultation, engagement. Province is leaving too many holes for speculation. Speculation and rumour is being put on the local Indigenous people to answer questions when even their consultation is subpar. So, I guess, going forward, you could tighten up those holes so that you're not creating more division and more speculation isn't being continued.
 - R: The roll out of what was being proposed, was not good. It created divisions, which was not intended.
 - Updates and engagement should be brought sooner to the public to eliminate uncertainty and have clearer timelines and processes.
- C: Consultation and timing is important.
- Q: With Rory Richardson's new role. Are there any comments you want to make about that, how that might change things, improve things?
 - R: Rory Richardson (NE)- stakeholder engagement, recognition of importance of having communication, agreements spaces where there are potential for impacts. There needs to be that clarity and the understanding and the opportunity to provide perspective.
- C: Consultation is lacking. Information needs to be communicated effectively. And when you get to a topic like this, you're, you're creating a very hostile environment for people in regions where the land where we're reliant on the land for how people live and how they work. Government is trying very hard to build and foster relationships with First Nations. And when that transparency isn't in place and something like this happens, it makes it very difficult for communication to happen back and forth. And unfortunately for me, I'm just being a local representative. I'm a punching bag for when you make decisions like this. And it makes my life very difficult.
 - R: While it wasn't intended, I understand the impacts are real. And so, you know, for us, if we look to do work in the future, I think for government, we'll need to look to do better.
- Q: During a meeting with Minister Cullens, there was an idea in the Lands Act to incorporate compensation or recourse for guides
 - R: Regardless of whether it's under the Land Act or other statutes, it's something that government does take seriously and is looking to understand.

9. BC Parks

- Andrea Somerville: [Klinse-za Provincial Park](#) presentation

- Klinse-za Provincial Park Expansion - Park expansion is a commitment of the Caribou Partnership Agreement (2020)
 - B3 portion of the proposed protection will add 168,000 ha Twin Sisters Park and Protected Area
 - 203,200 ha (B2 and B3) of protected land
 - June timeframe is established for initiating a Park Management Plan for establishment of the Park and Protected Area. A park management planning process will be initiated once the park is established. The plan will be developed with Saulteau First Nation and West Moberly First Nation. We will be engaging with the stakeholders and public on the Park Management Plan.
- Discussions:
 - Q: Can you comment on the Silver Sands Recreation area? Is it within this new Park and what will be happening to it?
 - R: Rec areas will be incorporated into the park. BC Parks has no intent to change any compatible activities with the Park, however, that will be determined through the park management planning process.
 - R: BC Park's stance on reclamation work – regenerate on its own.

Meeting Closure

- The next roundtable meeting is scheduled for **June 5th, 2024**.

Report to the Board on North East Roundtable Meeting Feb. 28, 2024

Attached please find minutes of the full North East Roundtable meeting. The highlighted portion is related to the TLE. Progress on the transfer of parcels is a very slow process. One parcel has been fully transferred. The Treaty Land entitlements related to Site C will need to be determined and then there will be public consultation related to that. A verbal report was given by MIRR. For the June 5th NE Roundtable a powerpoint presentation with updates will be given.

In the meantime, the government website that has the most up to date information can be accessed. Link is in the attachment.

During the report it was mentioned that they had completed transfer of one parcel out of many different ones to be done.

Stage 4/5/6-Survey, Legal Administrative, Transfer remain in relationship to Cameron Lake.

My sense is that nothing will happen with Cameron Lake for some time.