

# MINUTES

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

### REGULAR MEETING

Monday, September 23, 2024

5:30 p.m.

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

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

*(Guests/Media)*

Tania Finch, Broken Typewriter  
Max Bowder, Energeticcity.ca

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



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

**Disclaimer: The definitive documentation and decisions 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 5:33 p.m.

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

#### **Protocols for Board/Public Success**

##### Trustee Code of Conduct

- In 2023/24, the Ministry tasked boards around the province to review their Trustee Code of Conduct. Our Code of Conduct was revised to meet best practice.
- Summary - Findings on page 2 of the Ministry slides Trustee Code of Conduct Project was referenced
- Review of guiding documents at start of year and considered affirmation of them.

##### Presentation/Delegation Process

- For information purposes

Public Board Meeting Procedures

- A reminder that questions asked under agenda Item – *Questions from Press/Public* must be relevant to the agenda items presented and reflect the Board’s values

**Agenda**

Approval of the Agenda

Motion #110-24

Snow/Lehmann  
THAT the agenda be accepted as presented.

CARRIED.

**Presentations/Delegations**

**2023-2024 Financial Statements – Auditor Presentation**

*Corey Naphtali, KPMG Auditor*

- The auditor met with trustees previously and reviewed the financial statements in depth
- The auditor presented the financial statements and responded to questions from trustees

Motion #111-24

Campbell/Snow  
THAT the Board of Education approve the 2023-2024 Financial Statements as presented.

CARRIED.

*Trustee David Scott-Moncrieff joined the meeting at 6:03 p.m.*

**Project Heavy Duty Update (Attachment)**

*Jeff Mayer, NPSS Teacher*

- Jeff presented to the trustees and responded to questions from trustees

**Trustee Engagement/Celebrations**

Trustee Campbell (Area 4)

- Attended one of the Elementary Cross-Country Runs
- Visited Baldonnel School. New Administrator has been welcomed by the students
- Visited Taylor School.
- Attended a former district employee’s memorial. Helen spoke and did a nice job of recognizing Janine Filmer’s contributions to our district.
- Attending BCSTA Provincial Council on October 25-26, 2024

Trustee Gilliss (Area 3)

- Attended CSBA Conference in July – report attached in agenda package
- Helping with volleyball practices at Hudson’s Hope School
- Attended welcome back BBQ at Hudson’s Hope School

Vice-Chair Lehmann (Area 1)

- Attended New Teacher Orientation
- Attended the King Charles III Coronation Medal presentation on behalf of the district
- Attended Labour Management Meeting
- Attended Clearview PAC Meeting
- Attended Audit Review with KPMG

Trustee Scott-Moncrieff (Area 2)

- Connected with the Administrator of Wonowon and Upper Halfway schools
- Huge thank you to Facilities from Prespatou for the re-seeding of their grass

Trustee Snow (Area 5)

- Have had contact with liaison schools and am receiving their newsletters. Looking forward to getting back to visit them after recovering from surgery

Trustee Whitton (Area 5)

- Absent – no report

Chair Gilbert (Area 5)

- Attended NPSS and Hudson Hope graduation ceremonies in June
- Attended June 25 – Good Neighbors Meeting – OPS Site (report to follow)
- Involved with Rural and Remote Network work over the summer. Report is going to the Board of Directors on September 26 for review.
- Participated in Board Chair Call re: Bill 40 and Codes of Conduct. Will hear more on October 4 & 5.
- Attended City of Fort St. John Youth Advisory Committee
- Attended Labour Management Meeting – good tone and good start to year
- Attended NPAA meeting and reminded administrators that their school has a trustee liaison and encouraged them to connect and ensure we're on email chain and/or newsletters.
- Attended Terry Fox Run at CM Finch school
- Attended Audit Review with KPMG

**Minutes of the Regular Board Meeting**

Approval of the Minutes

Motion #112-24

Scott-Moncrieff/Lehmann

THAT the Regular Meeting Minutes of June 17, 2024 be adopted.  
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

*None*

## Approval of Excerpts

### Motion #113-24

Campbell/Snow

THAT the excerpts from the May 21, 2024 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED.

## Announcements & Reminders

September 24	SUP-PAC Meeting ( <i>Gilbert/Lehmann</i> )	12:00 p.m.	Board Room
September 25	Cross Country Run (Clearview)	3:00 p.m.	Kin Park
September 30	Truth & Reconciliation Day		
October 2	Cross Country Run (Taylor)	1:00 p.m.	
October 4/5	Northern Interior Branch Meeting		Prince George
October 5	Soccer Tournament – Elementary		Central School
October 7	COTW Meeting/ Gymnasium Grand Opening	1:00 p.m.	Upper Halfway School
October 14	Thanksgiving Day		
October 21	Board Meetings	5:30 p.m.	Board Room
October 22	SUP-PAC Meeting	1:00 p.m.	Board Room
October 25	NID Day (Pro-D Provincial)		
October 25/26	Provincial Council Meeting	5:30 p.m.	Vancouver
November 4	COTW Meetings	1:00 p.m.	Duncan Cran School
November 4	NPAA Meeting	4:45 p.m.	DKMS
November 11	Remembrance Day		
November 18-20	Volleyball Tournament (Elementary)		Anne Roberts Young
November 21-23	Trustee Academy		Vancouver
November 26	SUP-PAC Meeting	1:00 p.m.	Board Room
November 27/28	Early Dismissal Days		
November 29	NID (Parent-Teacher Interviews)		

## 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/2024/09/18/superintendents-report-september-2024/>

#### **Cameron Lake Outdoor Education Centre – Annual Report**

- For information purposes

#### **Inclusive Child Care Strategy Report**

- For information purposes

#### **FESL Reports – Ministry and District Submission**

- *See motion below*

#### **Alignment of Operations with Board Strategic Plan**

- For information purposes

**Feeding Futures Summary Report**

- For information purposes
- The District Food Coordinator is tracking what is a need and where the has program expanded to provide food to any student who expresses hunger based on the amount of funding we have received
- Question around do/will we have the staffing to accommodate the programs, in particular when it’s a new program starting in a school where there wasn’t before

**ACTION:** At the Board’s request, the Superintendent will include junior and senior high school student usage of the program in the annual Feeding Futures Summary Report.

**ACTION:** At the Board’s request, the Superintendent will invite the District Food Coordinator to come and share about the program in the spring of 2025

**Out-of-District Field Trips**

- See motion below

**Posts of Responsibility**

- See motion below

**Community Coaches**

- See motion below

Motion #114-24

Scott-Moncrieff/Snow  
THAT the Board accept the Superintendent’s Report with the following exclusions: FESL Reports – Ministry and District Submission, Out-of-District Field Trips, Posts of Responsibility and Community Coaches.  
CARRIED.

Motion #115-24

Campbell/Lehmann  
THAT the Board approve the FESL Reports – Ministry and District Submission as presented.  
CARRIED.

Motion #116-24

Gilliss/Lehmann  
THAT the Board approve the Out-of-District Field Trips as presented.  
CARRIED.

Motion #117-24

Scott-Moncrieff/Snow  
THAT the Board approve the Posts of Responsibility as presented.  
CARRIED.

Motion #118-24

Lehmann/Gilliss  
THAT the Board approve the Community Coaches as presented.  
CARRIED.

Secretary-Treasurer’s Report

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

**Finance Update to August 31, 2024**

- For information purposes
- Preliminary budget numbers have been included

- LEA is invoiced in December and June. Have outstanding revenue from prior year due to timing
- Will have Alberta students this year around the same numbers as last year

**Staff Updates**

- Accounting Manager – Adam Reid as of August 6, 2024 and has a CPA designation
- Director of Facilities - Ilie Murica as of September 23, 2024, filling the former Plant Superintendent position
- The Plant Superintendent position is more hands on in facilities at the sites. The Director of Facilities position is doing some of that but will have the responsibility to provide new school planning packages, develop Strategic Plan goals, new projects, bid sites, AFG, etc.

**Human Resources Summary Report**

- For information purposes
- CUPE hours and allocations will be in process until the end of September

**NEW - Dr. Kearney Middle School – Additional Spaces**

- A Ministry media release has been shared with trustees, however no other information has been made available at this time
- The announcement is a result of our 5 Year Capital Plan submission
- It was noted that this is a building addition of 200 additional spaces, not portables
- More information to come as it becomes available

Motion #119-24

Scott-Moncrieff/Snow

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

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

Policy Committee

Motion #120-24

Policy 2010 - Discipline

Scott-Moncrieff/Snow

That the Board of Education delete Policy 2010 Discipline  
CARRIED.

Motion #121-24

Policy 4031 – Teachers – Sick Leave Credit

Lehmann/Snow

That the Board of Education adopt Policy 4031 – Teachers – Sick Leave Credit

CARRIED.

Motion #122-24

Policy 4033 – Teachers Teaching On-Call – Non-Certified Remuneration

Campbell/Scott-Moncrieff

That the Board of Education adopt Teachers Teaching On-Call – Non-Certified Remuneration

CARRIED.

## Other Reports

### BCSTA

#### Northern Interior Branch/BCSTA Leadership Series – October 4/5/24

- Trustees to let Leah know of their attendance

#### Provincial Council Meeting – October 25-26, 2024

- Trustee Campbell attending
- Deadline for Motions are February 12 for Extraordinary and February 21 for Substantial

#### Trustee Academy Registration – November 21-23/24

- Trustees to let Leah know of their attendance

#### CSBA 2024 Report

- For information purposes
- Trustee Gilliss - it was a good conference to attend once, but feel it's similar to the Trustee Academy and AGM

#### Provincial Election Advocacy

- Although we're a non-partisan Board, the letter from Rural & Remote is to give trustees a starting point to have discussion with public and media on what are the pressing issues. We hope the letter brings awareness to what our district's issues are. Northern rural and remote issues are different than southern rural districts.
- Superintendent – it's a chance to educate politicians around opportunities for them to support such as accessible teacher education programs, bursaries, etc.
- Discussion around re-branding of the "Recruitment and Retention" phrase as it has been an issue for such a long time in our district and now has expanded into most areas of the province and become more generic

### BCPSEA

- Vice-Chair Lehmann has registered for the BCPSEA Symposium in November. The agenda is focused on bargaining.

### Board Pro-D Committee

- Will discuss at the next COTW Meeting
- Potential to share around AI coming from Trustee Gilliss' report from the CSBA
- Potential of reading a leadership book

## Correspondence

### Minister Singh Letter re: Trustee Codes of Conduct

- For information purposes

### Metis Nation Letter re: BC's Bill 40 – the School Amendment Act and the new Provincial Ministerial Order on IECs

- For information purposes

### BBCIC Resolution 2024-35 "Implementing a Proper Distinctions-Based Approach in Public Education"

- For information purposes
- BCSTA 2024/2025 Member Fees**
- For information purposes

**Unfinished Business**

**2024-2025 Schedule of Board Meetings – Revision**

- Had to switch two of the school locations around (NPSS and Upper Pine)

Motion 123-24

Campbell/Scott-Moncrieff  
 THAT the Board of Education adopt the “revised” 2024-2025 Schedule of Board Meetings.

CARRIED.

**North East Round Table Report – June 5**

- Will not see anything further until West Moberly First Nations says it’s a priority...it is a complex issue with overlaps

**New Business**

**City of Fort St. John - Youth Advisory Report**

- Is there an appetite for the Board to be involved with the council in the future

Motion 124-24

Scott-Moncrieff/Snow  
 THAT the Board of Education’s intention is to be a representative on the City of Fort St. John Youth Advisory Council going forward

CARRIED.

**Minor Capital Plan 2025-2026**

- The Secretary-Treasurer reviewed the submission
- *See motion below*

**School Food Infrastructure Program (FIP) 2025-2026**

- The Secretary-Treasurer reviewed the submission

Motion 125-24

Scott-Moncrieff/Lehmann  
 THAT the Board of Education approve the Minor Capital Plan 2025-2026 inclusive of and the School Food Infrastructure Program (FIP) 2025-2026.  
 CARRIED.

**PRNTA Update – Donna Bulmer, 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  
*None*

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

Motion #126-24            Snow/Campbell  
                                 THAT the Board suspend the Regular Meeting and move into the In-Camera Meeting.  
CARRIED.

Motion #127-24            Scott-Moncrieff/Snow  
                                 THAT the Board resume the Regular Meeting and those Motions made In Camera be brought forward for implementation.  
CARRIED.

**Adjournment**

Motion #128-24            Snow/Scott-Moncrieff  
                                 THAT the meeting be adjourned. (8:37 p.m.)

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

\_\_\_\_\_  
ANGELA TELFORD,  
SECRETARY-TREASURER



PROJECT HEAVY DUTY MAY 2024  
*20 YEARS TOGETHER*

# SAME AS LAST YEAR:

- ▶ Parkwood site was excellent-very productive year for the development
- ▶ Great community support
- ▶ Had a logging site
- ▶ Good media exposure-Thank You in paper interviews, sign



# NEW THIS YEAR:

- Money collected. 2 days grant writing. Almost 70G.
- New corporate connections (Vanessa at Shell, Bridget at Petronas) Good feedback regarding coverage, and gratitude
- Website re written up and running with videos (Thanks Jarrod and Sharon Schell)  
<https://www.prn.bc.ca/programs/project-heavy-duty/>
- BAA-rewritten with help from Jarrod- course now collecting funding. 5G
- Interviews.  
<https://moosefm.ca/blog/video/video-sd-60s-project-heavy-duty/>
- Bailey Helicopters donated rides to celebrate 20<sup>th</sup>.
- BBQ scramble. Original donated one conked out 1 hour before the event. Thanks to Raven for bailing us out.



# LOOKING TO NEXT YEAR:

- ▶ Parkwood Site is not guaranteed. Only a promise of intention at this time.
  - Good chance we'll be there but Ty and I will work on a back up site or two.
- ▶ Access Manufacturing is in the compound if we do get the site. Can clear and build a road to a site for the office facilities. Has been done before.
- ▶ Need to cater the side dishes. Career staff to continue to cook the steaks on SD 60 Indigenous BBQ. Can pretest the BBQ, then book a back up again.



THANK YOU FOR  
YOUR CONTINUED  
SUPPORT OF THIS  
EVENT.

Questions?

