

# MINUTES

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

### REGULAR MEETING

Monday, November 18, 2024

5:30 p.m.

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

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

*(Guests/Media)*

Donna Bulmer, PRNTA President  
Max Bowder, Moose Media  
Gwen Bourdon  
Deborah Johnson



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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** Secretary-Treasurer, Angela Telford, called the meeting to order at 5:37 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 #146-24

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

CARRIED.

## Declaration of Conflict of Interest

The following five trustees declared a “conflict of interest”:

- Trustee Campbell – daughter employed by Northern Health and a daughter employed by School District #60
- Trustee Snow – spouse is a teacher for School District #60 as well as Trustee Snow is a member of the BCGEU with his employer
- Trustee Gilbert – Yellow zone...daughter and son-in-law are part of groups bargained by the public sector (Northern Health)
- Trustee Scott-Moncrieff – daughter works for School District #60
- Trustee Gilliss – not currently in conflict but will be in the spring because daughter works for the BCGEU union

## Election of Board Officers

### Election of Board Chair

The Secretary-Treasurer announced the Election of Board Chair and called for nominations by secret ballot.

The Superintendent and Secretary-Treasurer distributed, gathered and sorted the ballots. The Secretary-Treasurer then announced the following nominees and asked if they would let their name stand for Board Chair:

Helen Gilbert	Accepted
Madeleine Lehmann	Declined

**The Secretary-Treasurer declared Helen Gilbert the Board Chair by acclamation.**

### Election of Vice-Chair

Chair Gilbert took the chair and called for nominations by secret ballot for Vice-Chair.

The Superintendent and Secretary-Treasurer gathered and sorted the ballots and the Board Chair announced the following nominees:

Madeleine Lehmann	Accepted
Nicole Gilliss	Declined
Bill Snow	Accepted

Voting proceeded and the ballots were gathered and sorted by the Superintendent and Secretary-Treasurer.

**The Board Chair declared Bill Snow the Vice-Chair.**

### Election of Provincial Councilor Rep

The Board Chair called for nominations by secret ballot for Provincial Councilor Rep.

Ballots were gathered and sorted by the Superintendent and Secretary-Treasurer and the Board Chair announced the following nominees:

Ida Campbell	Declined
Madeleine Lehmann	Declined
Bill Snow	Accepted
Thomas Whitton	Declined
Nicole Gilliss	Accepted

Voting proceeded and the ballots were gathered and sorted by the Superintendent and Secretary-Treasurer.

**The Board Chair declared Nicole Gilliss the Provincial Councilor Rep.**

Election of Alternate Provincial Councilor Rep

The Board Chair called for nominations by secret ballot for Alternate Provincial Councilor Rep.

Ballots were gathered and sorted by the Superintendent and Secretary-Treasurer and the Board Chair announced the following nominees:

Bill Snow	Accepted
David-Scott Moncrieff	Accepted
Helen Gilbert	Accepted

Voting proceeded and the ballots were gathered and sorted by the Superintendent and Secretary-Treasurer.

**The Board Chair declared David Scott-Moncrieff the Alternate Provincial Councilor Rep.**

Election of BCPSEA Rep

The Board Chair called for nominations by secret ballot for BCPSEA Rep.

*Helen Gilbert, Ida Campbell, Nicole Gilliss, David Scott-Moncrieff and Bill Snow have declared a “conflict of interest”*

Ballots were gathered and sorted by the Superintendent and Secretary-Treasurer and the Board Chair announced the following nominees:

Madeleine Lehmann	Accepted
Thomas Whitton	Declined

**The Board Chair declared Madeleine Lehmann the BCPSEA Rep. by acclamation.**

Election of Alternate BCPSEA Rep

The Board Chair called for nominations by secret ballot for Alternate BCPSEA Rep.

*Helen Gilbert, Ida Campbell, Nicole Gilliss, David Scott-Moncrieff and Bill Snow have declared a “conflict of interest”*

**The Board Chair declared Thomas Whitton the Alternate BCPSEA Rep. by acclamation.**

Motion #147-24

Scott-Moncrieff/Lehmann  
THAT the secret paper ballots be destroyed.

CARRIED.

**Other Board Duties**

Audit Committee

- Trustee Lehmann will continue to chair this committee
- Trustee Moncrieff will also sit on the committee
- It was noted that all trustees are welcome to attend the Audit Committee meetings

School Liaison Reps

- Trustees had previously been asked if they would like to see any changes and no requests for changes were made. As a result, School Liaison representatives will remain the same

**Presentations/Delegations**

**NEW – Student Wooden Flute Presentation**

*Tanis Bourgeois - Indigenous Youth Care Worker*

*Kaleb McGee, Korbin Didier and Bentley Hunt - Students*

- The students performed a wood flute instrumental piece to the Board using wooden flutes they had carved themselves under the instruction of Elder, David Rattray and Indigenous Transition Coach, Mel Carew

**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)

- Two PAC meetings
- Remembrance Day Ceremony in Taylor with Trustee Scott-Moncrieff and three international students...a very special and meaningful time
- PAC fundraiser event in Taylor
- DPAC/SUPAC
- Provincial Council in Vancouver

Trustee Gilliss (Area 3)

- Remembrance Day Ceremony in Hudson's Hope with daughter and one other student whose dad is a veteran
- Took volleyball students to Chetwynd

Trustee Lehmann (Area 1)

- BCPSEA Zoom meeting
- BCPSEA Symposium – a lot of good information
- Remembrance Day Ceremony in Cecil Lake – interest and attendance increases each year

Trustee Scott-Moncrieff (Area 2)

- Remembrance Day in Taylor with Trustee Campbell and three international students. It was well attended.
- DPAC/SUPAC

- Spoke with Wonowon administrator and she is very pleased about what is happening there with the new school build
- Connected with Buick School

Vice-Chair Snow (Area 5)

- Visited NPSS and Ambrose
- Remembrance Day ceremony in Fort St. John. It was a great turn out and very nice

Trustee Whitton (Area 5)

- Remembrance Day Ceremony in Fort St. John – it was nice to pay homage to veterans
- Community bonspiel
- Oldest got first hockey goal

Chair Gilbert (Area 5)

- NPAA meeting – listening to conversation was a reminder of the complexity of the administrator’s job
- Remembrance Day Ceremony in Fort St. John. Appreciated inclusion of MMMCS students at the cenotaph... a nice connection. Staff has worked hard in schools to build students understanding of why we remember, and I would like to thank them for that work

**Minutes of the Regular Board Meeting**

Approval of the Minutes

Motion #148-24

Scott-Moncrieff/Whitton  
 THAT the Regular Meeting Minutes of October 21, 2024 be adopted.  
 CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**Remedy Presentation**

- A presentation to trustees to provide further information around “remedy” has been scheduled for Monday, December 16 @ 4:30 p.m.

**Approval of Excerpts**

Motion #149-24

Gilliss/Snow  
 THAT the excerpts from the September 23, 2024 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.  
 CARRIED.

**Announcements & Reminders**

November 18-20	Volleyball Tournament (Elementary)		Anne Roberts Young
November 21	District Band Concert	6:00 p.m.	NP Cultural Centre
November 21-23	Trustee Academy		Vancouver
November 26	SUP-PAC Meeting ( <b>Campbell/Gilbert</b> )	12:00 p.m.	Board Room
November 27/28	Early Dismissal Days		

November 29	NID (Parent-Teacher Interviews)		
December 2	COTW Meetings	1:00 p.m.	Charlie Lake School
December 5	NPAA – Christmas Dinner	5:30 p.m.	
December 14	District Christmas Dinner & Dance	5:30 p.m.	Pomeroy Hotel
December 16	Board Meetings	5:30 p.m.	Board Office
December 23 to January 3	Christmas Vacation		
January 13	COTW Meetings	1:00 p.m.	Board Room
January 13	NPAA Meeting	4:45 p.m.	Board Room
January 20	Board Meetings	5:30 p.m.	Board Room
January 28	SUP-PAC Meeting ( <i>Gilbert/Snow</i> )	12:00 p.m.	Board Room
January 31	Non-Instruction Day (Report Writing)		

*Note: Trustee Campbell has shared regrets with the band teacher on the Board's behalf due to the Board being away at the Trustee Academy in Vancouver during the evening of the District Band Concert*

## 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**

- For information purposes

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

- See motion below

**ACTION:** At the Board's request, District Staff will confirm what the details are for the Hudson's Hope field trip in regard to vehicle travel, insurance, etc.

### Motion #150-24

Whitton/Campbell

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

CARRIED.

### Motion #151-24

Snow/Scott-Moncrieff

THAT the Board of Education approve the attached Out-of-District Field Trips as presented.

CARRIED.

### Secretary-Treasurer's Report

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

#### **Financial Update to October 31, 2024**

- Childcare fees consist of BASC parent fees and payments of Ministry "top ups" such as CCOF. Revenue used to be reflected in "Fund 60" (Special Purpose Fund), however it has now moved to an operating expense. Will need to continue to look at BASC and Seamless Day revenue coming in and delegate as needed.

- Has the recent government election slowed down the process? Angela – should be seeing reflective funding by December 15. It's about timing of funding
- Interest rate notes should read “September” and not “October”
- Rental Revenue – we charge third party childcare programs monthly for use of the space

**Human Resources Summary Report**

- For information purposes

Motion #152-24

Lehmann/Scott-Moncrieff

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

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

Approval of the Minutes – November 4, 2024

Motion #153-24

Snow/Lehmann

THAT the Board accept the Regular Committee of the Whole minutes of November 4, 2024 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**BCSTA Survey re: Non-voting Student Delegates at BCSTA's Annual General Meeting Report (Attachment)**

- Wording of questions is questionable;
- Opportunity for parental involvement but that doesn't give all students opportunity if they don't have someone to supervise them.
- Who will supervise the students? What age is reasonable? It is not appropriate or the role of trustees and district staff to supervise students. Would need criminal record checks.
- Option to bring in a minor online presence? This would include them in the extra training sessions and discussions.
- Where does the funding come from? Could the student be required to do fundraising? Not equitable across the province depending on where they need to travel from.
- More cost to BCSTA for venues. Need to look at the value of having students there compared to the costs.
- Discussion around trustees giving up their spots but, as trustees, we're accountable for the decisions made at the AGM.
- Inequity of larger and smaller districts to pay to bring students. Would students with neurodiversity be able to attend. What other stakeholders do we potentially start to include? There are different ways of getting students' voice (ie. attend local board meetings)
- There have been students from local districts that have been attending for years. This is not to stop that from happening or pressure other districts to start sending students.
- Superintendent – if key questions are from a governance perspective, there are virtual and representative methods that can be used

- Chair Gilbert – “student voice” is imbedded in our Strategic Plan and we’re working on operationalizing. The Board needs a collective vision of student voice and how we’re going to do it. Trustees are encouraged to bring forward ideas to district staff. Will be looking at this further at the Board Advance.

**Policy Committee**

Motion #154-24

Policy 4006.1 – Support Staff Benefits (STD/LTD)  
Whitton/

That the Board of Education issue a Notice of Motion for the adoption of Policy 4006.1 – Support Staff Benefits (STD/LTD)

CARRIED.

Motion #155-24

Policy 4011 – Benefits-Retirement  
Snow/

That the Board of Education issue a Notice of Motion for the deletion of Policy 4011 Benefits-Retirement

CARRIED.

Motion #156-24

Policy 5006.1 – Level II First Aid  
Campbell/

That the Board of Education issue a Notice of Motion for the adoption of Policy 5006.1 – Level II First Aid

CARRIED.

**Other Reports**

**BCSTA**

*Trustee Campbell*

- Attended Provincial Council AGM
  - October 25 – Climate Action Working Group Presentation
  - October 26 – Oral reports, Capital Working Group discussion and review of the BCSTA Survey re: Student Voice at the AGM
  - Detailed information is on the BCSTA Portal
  - No motions were brought forward at this meeting
- Trustee Academy is November 21-23, 2024 which may include a Provincial Council meeting around adoption of the budget. Trustees Gilliss and Scott-Moncrieff will attend if there is a meeting.

**BCPSEA (Attachment)**

*Trustee Lehmann*

- Trustee Lehmann attended the BCPSEA Symposium
  - AI Integration in Education presentation was well done...ethical and practical integration
  - New Recruitment Services Division has been created
    - Chair Gilbert – a shout out from the Rural & Remote Committee as the bursary for the three-year commitment is in the works.
  - Day 2 was in regard to Bargaining
- The employer local teacher bargaining team met this morning

**Board Pro-D Committee**

- Trustee Academy – November 21 – 23, 2024
- Trustees are asked to report back at a future board meeting
- Remedy Pro-D on December 16, 2024 at 4:30 p.m.



## Correspondence

### UBCIC Resolution 2024-57 “Provincial MMIWG2S+ Anti-Violence Curriculum”

- For information purposes

## Unfinished Business

None

## New Business

None

## PRNTA Update – Donna Bulmer, President

- Nice to see familiar and new faces
- We have concerns and celebrations. Concerned about the lack of certified teachers so great to hear about bursaries, etc. to encourage teachers to come and to stay.

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

No report - not present

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

No report - not present

## Questions from Press/Public

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

Max – Moose Media – confirmed annual election results and requested information on the different roles

**ACTION:** Chair Gilbert will send out the requested information

Deborah Johnson – regarding the letter from UNBCIC, has anyone seen the Fifth Estate episode on missing men and woman in Dawson Creek? This includes Indigenous and non-Indigenous.

## Suspension & Move into In-Camera Meeting

### Motion #157-24

Snow/Scott-Moncrieff

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

CARRIED.

*It was noted that there were no motions made In Camera that are needed to be brought forward for implementation.*

**Adjournment**

Motion #158-24

Snow/Whitton  
THAT the meeting be adjourned. (8:00 p.m.)

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

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ANGELA TELFORD,  
SECRETARY-TREASURER

**In reviewing the Non-voting Student Delegates at BCSTA's Annual General Meeting Report, we are seeking one survey response per board on the 3 main areas of consideration.**

When considering safety, supervision and liabilities of students at BCSTA's AGM, what are some opportunities? \*

When considering safety, supervision and liabilities of students at BCSTA's AGM, what are some challenges? \*

When considering logistics and financial considerations of students at BCSTA's AGM, what does your board see as opportunities? \*

When considering logistics and financial considerations of students at BCSTA's AGM, what are some challenges? \*

When considering equity and representation of students at BCSTA's AGM, what are some opportunities? \*

When considering equity and representation of students at BCSTA's AGM, what are some challenges? \*

## BCPSEA Fall SYMPOSIUM 2024

### PSEC Bargaining Overview (John Davison)

The electoral cycle is preventing any real information – no new government until November 18<sup>th</sup>. No mandate established yet – once government is in place briefing will begin. Local bargaining can start without mandate since it doesn't touch any monetary issues.

### AI Integration in Education (Rebecca Bulsma)

Ethical and practical integration of generative AI

- How it works and its limitations
- Capabilities
- Risk and Opportunities

“Science of making machines smart”, learning patterns to generate new, original content. It can synthesize large volumes of unstructured data from surveys, public comments and interviews to extract insight, analyze results, build plans. It can take over tasks (i.e. building lesson plans), debate, hold voice conversations and serve as a thought partner for a different point of view. It is limited for nuanced creativity (like sarcasm), common sense, emotional intelligence as well as ethical, complex social interaction. It cannot be trusted as a source of truth. It scrapes the digital world without verifying content or checking for outdated data.

- Data privacy concerns
- Academic dishonesty (detectors are not reliable)
- Loss of critical thinking
- AI deep fakes

In one of the breakout sessions she led us through some hands on exercises with different, available free apps.

### Management Rights: Stuff you can do (Michael Hancock)

Management has a broad spectrum of running the district, managing the workforce and making workplace rules and policies. Limitations are:

Legislation

- Employment Standards
- WorkSafeBC
- Human Rights

Express Provision of collective agreement

## Implied Restrictions

Rights are exercised in a matter that is reasonable and not arbitrary, discriminatory or in bad faith.

## **Workplace Safety and Wellness** (Candice Roffe, Surrena Craig)

Overview of WorkSafe Insurance Premiums and how they are calculated. Experience Rating Adjustment can result in savings or increases, depending on claims.

### Emerging Trends and Hot Topics

1. First Aid Procedures (emergency transport, written procedures).
2. Emergency planning
3. Hazardous substance emergencies
4. Harassment and violence: Regulatory structure that addresses conduct, violence, bullying, harassment
5. Combustible Dust: Risk assessment, testing and necessary meeting requirements
6. General Risk Assessment (incl. remote work)
7. Psychological Health & Safety: In development – research and best practice, education, consultation and support provision.
8. OHA taskforce

## **Mind the Gap! From Minding to Mending** (Lisa Southern)

Three identified areas.

1. Employee conduct: perspective on conduct issues, under reporting, absence of metrics. Boundary breaches are predictable (not isolated, one bad apple). How to close these gaps and pathways? Report (anonymously) to OHA for data collection, orientation on boundaries for new hires. Clear guidelines on relationships with kids/staff/parents and confidential information.
2. Governance: Ethical conduct and culture is important. Systems are incapable or strained when conflicts and misconducts are at the governance level. Solid onboarding and continuing training is important. Establish a process for resolving conflicts and disputes.
3. Grievance Dispute Resolution: Unresolved disputes fester and delays are profound disrespect for people who are involved. Establish timeline and expedited arbitration.

## **Recruitment and Retention** (Panel discussion)

Make a future connects job seekers with employers.

- Promote BC Education Sector
- Build candidate pipelines (universities, “sell” Canada experience)
- Northern Teacher Recruitment: Hiring incentive, bursary for a 3 year commitment

- **New Recruitment Services Division:** recruitment guide book, training, consultation, tools and resources

Focus on messaging. Besides salary we can offer career advancement, work flexibility, work culture, ... all in beautiful British Columbia. Be prepared for succession planning (retirement filling).

Retention: Exit interview templates that enable the creation of baselines to see issues. Teacher mentorship programs (new teachers don't feel ready for the classroom).

Discussion around a EA competency program with a consistent job description. No clear answer on that topic yet.

Additionally, there was a Keynote presentation on Bargaining that covered the legal duties related to bargaining, the mechanical structure as well as best practice. Another session on "What you need to know for bargaining at the table - top 10 tips". A panel discussion on Best Practices and a session on Communication during bargaining.

It was a lot of valuable and solid information. I feel better prepared to be at the local bargaining table.