

**SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)**

**10112 – 105 Avenue  
Fort St. John, BC V1J 4S4**

Telephone: (250) 262-6000

**Board of Education**



**A G E N D A   B O O K**

**FOR THE**

**REGULAR BOARD MEETING**

**BOARD ROOM**

**MONDAY, JANUARY 20, 2025 @ 5:30 p.m.**



**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 60**  
**REGULAR BOARD MEETING**  
**MONDAY, JANUARY 20, 2025**  
**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 Minutes of the Regular Board Meeting, December 16, 2024** (pages 6-13)

5.1 Approval of the Minutes

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

**6.0 Minutes of the Special Regular Board Meeting, January 13, 2025** (pages 14-15)

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, November 18, 2024** (page 16)

**8.0 Announcements and Reminders**

January 28	SUP-PAC Meeting ( <i>Gilbert/Snow</i> )	12:00 p.m.	Board Room
January 30-31	BCPSEA AGM		Vancouver
January 31	Non-Instruction Day ( <i>Semester Turnaround</i> )		
January 31	Prespatou School Graduation		Prespatou
February 3	COTW Meetings ( <i>Upper Pine School</i> )	2:30 p.m.	Upper Pine
February 7/8	Northern Interior Branch (NIB) Meetings		
February 14	Board Advance	9:00 a.m. – 3:00 p.m.	Board Room
February 17	Family Day		
February 18( <i>Tues</i> )	Board Meetings	5:30 p.m.	Board Room
February 22	Provincial Council		<i>Virtual</i>
February 24	NPAA Meeting	4:45 p.m.	Board Room
February 25	SUP-PAC Meeting ( <i>Lehmann</i> )	12:00 p.m.	Board Room
February 28	NID Day ( <i>Report Writing</i> )		

March 3	COTW Meetings ( <i>ELC</i> )	2:30 p.m.	ELC
March 6 & 7	Partner Liaison Meetings		Vancouver
March 10	Board Meetings	5:30 p.m.	Board Room
March 12/13	Early Dismissal Days		
March 17-28	Spring Break		

9.0 **Senior Staff Reports**

- 9.1 Superintendent’s Report (page 17)
- 9.2 Secretary-Treasurer’s Report (page 18)

10.0 **Reports of Regular Committee of the Whole Meeting, January 13, 2025** (pages19-20)

- 10.1 Approval of Minutes
- 10.2 Business Arising  
(See attached Action Item List for completed and ongoing items)
- 10.3 Policy Committee
  - a) Policy 4006.1 – Support Staff Benefits (STD/LTD)  
Whitton/  
That the Board of Education adopt the revised Policy 4006.1 – Support Staff Benefits (STD/LTD)
  - b) Policy 4011 – Benefits-Retirement  
Snow/  
That the Board of Education delete Policy 4011 Benefits-Retirement
  - c) Policy 5006.1 – Level II First Aid  
Campbell/  
That the Board of Education adopt the revised Policy 5006.1 – Level II First Aid
  - d) Policy 4006- Support Staff – Annual Vacation  
First/  
That the Board of Education issue a Notice of Motion for the adoption of Policy 4006 – Support Staff – Annual Vacation
  - e) Policy 5006 Health & Safety  
First/  
That the Board of Education issue a Notice of Motion for the adoption of Policy 5006 Health & Safety
  - f) Policy 5011 – Emergency Situations – On Site Vehicle  
First/  
That the Board of Education issue a Notice of Motion for the adoption of Policy 5011 – Emergency Situations – On Site Vehicle
  - g) Policy 5013 Backup Warning Devices for District Vehicles  
First/  
That the Board of Education issue a Notice of Motion for the deletion of Policy 5013 Backup Warning Devices for District Vehicles

11.0 **Other Reports**

- 11.1 BCSTA – *Trustee Gilliss*
  - a) Board Chair Call Update – *Chair Gilbert*

- 11.2 BCPSEA – *Trustee Lehmann*
- 11.3 Board Pro-D Committee – *Chair Gilbert*

12.0 **Correspondence**

- 12.1 SD 60 – District Christmas Dinner & Dance Letter (*Attachment*)
- 12.2 UBC Oral Health Initiative (*Attachment*)
- 12.3 Ministry of Infrastructure Letter (*Attachment*)

13.0 **Unfinished Business**

- 13.1 NE Roundtable Update (*Attachment*)

14.0 **New Business**

- 14.1 Minister of Education and Child Care – Mandate Letter (*Attachment*)
- 14.2 Minister of Infrastructure – Mandate Letter (*Attachment*)

15.0 **PRNTA Update** – Donna Bulmer, President

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

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

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

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

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

21.0 **Adjournment**

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*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, December 16, 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)  
Madeleine Lehmann, Trustee (Area 1)  
Tom Whitton, Trustee (Area 5)

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

*(Guests/Media)*  
Max Bowder, Moose Media

*Regrets:* Nicole Gilliss, Trustee (Area 3)  
David Scott-Moncrieff, Trustee (Area 2)



**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 5:36 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 #159-24 Whitton/Snow  
THAT the agenda be accepted as presented.

CARRIED.

**Declaration of Conflict of Interest**

- At the November 18, 2024 Regular meeting, declaration of conflict of interest took place previous to the annual board elections.
- At the time Trustee Whitton was not in conflict, however a conflict

has now arisen in regards to Thomas' mom as she is now working in an emergency room which requires being part of the union

- As a result, a re-election is required for the Alternate BCPSEA Rep position
- The Secretary-Treasurer has taken all conflicts to BCPSEA. Chair Gilbert and Trustees Whitton, Gillis and Scott-Moncrieff are all in the "yellow zone", however BCSPSEA has made them eligible to let their name stand if nominated and voted in as the Alternate BCPSEA Rep.
- Due to Trustees Gillis and Scott-Moncrieff being absent from this meeting, a Special Regular Board Meeting will be held in the near future to allow enough time for the candidate chosen to attend the BCPSEA AGM at the end of January, if they so choose

**ACTION:** Call a Special Regular Board Meeting to elect a new Alternate BCPSEA Rep. The date is to be determined.

**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)

- PAC Meetings
- BCSTA Trustee Academy
- District Christmas Dinner & Dance
- DPAC/SUPAC
- Equity Scan meeting
- Mingle/Jingles
- Will be attending Taylor Christmas Concert
- Will be attending Baldonnel Luncheon on the last day of school

Trustee Gilliss (Area 3)

- Not present
- BCSTA Trustee Academy

Trustee Lehmann (Area 1)

- BCSTA Trustee Academy
- NPAA Dinner
- District Christmas Dinner & Dance
- Clearview PAC
- Clearview Christmas concert
- PRNTA Bargaining session

Trustee Scott-Moncrieff (Area 2)

- Not present
- BCSTA Trustee Academy

Vice-Chair Snow (Area 5)

- BCSTA Trustee Academy
- NPAA Dinner

- District Christmas Dinner & Dance
- Visited all liaison schools
- NPSS filled in for an activity in the business class
- Mingle Jingles

Trustee Whitton (Area 5)

- ARYES Christmas concert – very beautiful and creative
- 80<sup>th</sup> birthday of Ecole Central – was unable to attend
- BCSTA Trustee Academy

Chair Gilbert (Area 5)

- BCSTA Trustee Academy – found most sessions had a takeaway and look forward to doing some follow up
- Meeting via Zoom with Lisa Beare, Minister of Education and Childcare. She had an energy and sincerity and has already followed up regarding the January NIB date for the MLA forum
- DPAC/SUPAC meetings. Focus for the SUPAC was Feeding Futures. Stephen has provided us with principles for Feeding Futures in an email sent to trustees
- Labour Management Meeting
- District Christmas Dinner and Dance
- Bonwinn Ma, the new Minister of Infrastructure, called to introduce herself and explain a little about her Ministry and that the bulk of our work would still be done with MECC. Asked about our infrastructure needs. Told her about projects on the go and referenced the Capital Working group report and unique challenges rural/remote districts have. She spoke about the new Ministry of State for Local Government & Rural Communities and referenced a parliamentary secretary pertinent to rural and explained the difference. She gave her personal cell number and said to call anytime.

**Minutes of the Regular Board Meeting**

Approval of the Minutes

Motion #160-24

Lehmann/Campbell

THAT the Regular Meeting Minutes of November 18, 2024 be adopted.  
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

School Protection Plan Insurance Clarification – Parents Driving Student  
*Angela Telford, Secretary-Treasurer*

- When a parent drives students, there is no additional coverage provided by the district
- If they go through the volunteer driver process, they need to take care of that with their insurance provider.
- This information will be given to school leaders



**Approval of Excerpts**

Motion #161-24 Lehmann/Whitton  
 THAT the excerpts from the October 21, 2024 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.  
 CARRIED.

**Announcements & Reminders**

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)		
February 3	COTW Meetings ( <i>Upper Pine School</i> )	2:30 p.m.	Upper Pine
February 7/8	Northern Interior Branch (NIB) Meetings		
February 9	Ministry Partner Liaison Meeting		
<b>February 13</b>	<b>Board Advance</b>	<b>5:00 - 7:00 p.m.</b>	<b>Board Room</b>
<b>February 14</b>	<b>Board Advance</b>	<b>9:00 a.m. – 3:00 p.m.</b>	<b>Board Room</b>
February 17	Family Day		
February 18( <i>Tues</i> )	Board Meetings	5:30 p.m.	Board Room
February 24	NPAA Meeting	4:45 p.m.	Board Room
February 25	SUP-PAC Meeting ( <i>Lehmann</i> )	12:00 p.m.	Board Room
February 28	NID Day ( <i>Semester Turnaround</i> )		

*\*On January 8, the Northern Lights College will be going meeting to go over their Strategic Plan – Chair Gilbert will be away and is looking for a trustee to attend*

**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

**Security Issues in School**

- This reporting came out of the OPS Site impact on schools
- The site has been closed as the building is undergoing renovations. The November Good Neighbor’s meeting has been delayed to January 28.
- Trustees feel the baseline data is important for future tracking

**Debrief for Practice Evacuation in Taylor**

- Have committed to do this annually
- The district Safety Officer, Sabrina Bourdon, sits on the provincial emergency preparedness committee that meets monthly
- We will continue to have the stakeholders group meet with the school district
- Trustee Campbell – it was done involving the whole town
- Trustee Whitton - did we monitor the expenses to our district to run buses there, etc? Superintendent - we can look into that

**ACTION:** District Staff will provide the fuel expense associated with the practice evacuation

**ACTION:** Superintendent to confirm that the checklist includes reaching out to the board in the process. Will send the District Emergency Plan link to the trustees

**Superintendent’s Report**

- For information purposes

**Equity Scan**

- Carleen Andrews, Director of Instruction attended to answer questions from trustees
- A link has been included in the report that includes more quantitative data for trustees
- Took three years to complete and it’s a living document; in discussions regarding a five year renewal and the alignment with our district’s Strategic Plan
- Discussion took place around the Student Survey
- *See motion below*

**Out-of-District Field Trips**

- *See motion below*
- Trustees expressed concerns about the increase in field trips needing last minute approval from the Superintendent before it comes the Board for approval at their regular meetings
- In regard to NPSS, part of it is due to the athletic director leaving
- Superintendent will look into tightening up the procedure process; it’s not intended that all of them be approved by the Superintendent but by the Board

**Community Coaches**

- *See motion below*

**Posts of Responsibility**

- *See motion below (Trustee Whitton abstained as he felt it was a conflict of interest due to his role with the Indigenous Services Team)*

Motion #162-24

Snow/Whitton  
THAT the Board accept the Superintendent’s Report with the exception of the Equity Scan, Out-of-District Field Trips, Community Coaches and Posts of Responsibility.

CARRIED.

Motion #163-24

Campbell/Snow  
THAT the Board of Education accept the Equity Scan as presented.

CARRIED.

Motion #164-24

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

CARRIED.

Motion #165-24

Whitton/Snow  
THAT the Board of Education approve the attached Community Coaches as presented.

CARRIED.

Motion #166-24

Snow/Campbell  
THAT the Board of Education approve the attached Posts of Responsibility as presented.

CARRIED.

Abstained: Trustee Whitton

Secretary-Treasurer's Report

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

**Finance Update to November 30, 2024**

- Update from Ministry...usually we have the amended budget numbers by December 15. Due to the election, they are unsure as to when we will be getting these numbers up to the end of January. They may postpone the deadline for the amended budget
- Chair Gilbert – EA's...is availability of staffing a factor? Angela – it is on track, sometimes its when the payroll rolls in.
- Trustee Lehmann – huge increase from last month? Angela – includes the Industry Training Authority funds.
- Trustee Lehmann – will interest rate affect the budgeted amount? Angela – yes, we will see a drastic slowdown

**Annual Executive Disclosure Reports**

- For information purposes

**2025 Statement of Disclosure**

**ACTION:** Trustees to complete, sign and return by January 15, 2025

**Human Resources Summary Report**

- For information purposes

Motion #167-24

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

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

Approval of the Minutes – December 2, 2024

Motion #168-24

Campbell/Snow  
THAT the Board accept the Regular Committee of the Whole minutes of December 2, 2024 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

**Trustee Thoughts from Academy 2024 (Attachment)**

- AI understanding and impacts on our policy. Superintendent – the January 13, 2025 COTW agenda contains a presentation from the AI Committee. A provincial approach is always helpful as well
- Some items will be brought forward to the Advance

Policy Committee

*None*

**Other Reports**

**BCSTA**

- Trustee Campbell – the Trustee Academy slides are on the Portal for viewing

**BCPSEA**

- Trustee Lehmann has sent out information and a summary of bargaining date information
- Multi-Factor Authentication information was sent out to trustees via email
- There are four nominees for directors and one name put forward. There could also be nominations put forward from the floor

**Board Pro-D Committee**

- *See Trustee Thoughts from Academy 2024 above*

**Correspondence**

**Cyber Security Awareness Ministry Letter**

- Multi-Factor Authentication and the impacts to procedure and policy needs to be looked at

**Unfinished Business**

The following unfinished business arose from the previous meeting minutes:

13.1 NE Roundtable Update

*Chair Gilbert*

- Will bring minutes and slides when they become available
- MIRR's presentation was cut short but will speak to in greater detail in the new year
- Our transfer regarding Cameron Lake is more complex and they don't have a mechanism in place yet

**New Business**

*None*

**PRNTA Update – Donna Bulmer, President**

*No report – not present*

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

*No report – not present*

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

*No report – not present*

**Questions from Press/Public**

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

*Max Bowder, Moose Media:*

Jordan Kealy Open House? Chair Gilbert – Christmas Open House tomorrow from 3:00 – 6:00 p.m.

Bob Zimmer Open House? Trustee Whitton – December 20, 2024, on his Facebook page

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

Motion #169-24

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

CARRIED.

Motion #170-24

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

CARRIED.

**Adjournment**

Motion #171-24

Snow/Lehmann  
THAT the meeting be adjourned. (7:46 p.m.)

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HELEN GILBERT, CHAIR,  
BOARD OF EDUCATION

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

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

**SPECIAL REGULAR BOARD MEETING**

**Monday, January 13, 2025  
12:45 p.m.**

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

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

*Regrets:* Madeleine Lehmann, Trustee (Area 1)  
Nicole Gilliss, Trustee (Area 3)

*(Guests/Media)*  
Max Bowder, Energeticcity.ca



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In accordance with Board By-law 1/90 (5.1), the purpose of this Special Regular Board Meeting is to hold a re-election of the BCPSEA Alternate Representative

**Call to Order** Board Chair, Helen Gilbert, called the meeting to order at 12:30 p.m.

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

**BCPSEA Conflict of Interest Overview**

*Angela Telford, Secretary-Treasurer*

- BCPSEA has come forward with different documentation regarding conflict of interest
- Six trustees have been deemed to be in conflict
- Trustees Campbell and Snow are clearly in conflict and in the “red zone”
- Trustees Scott-Moncrieff, Whitton, Gilliss and Gilbert are in the “yellow zone” and are able to let their name stand for BCPSEA Alternate Rep
- It was noted that Trustee Lehmann is not in conflict and is our current BCPSEA Rep

**BCPSEA Alternate Rep Nomination & Election**

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

*Trustee Gilliss indicated previous to the meeting that should she be nominated, she would like to let her name stand.*

The following trustees were nominated:

<i>Helen Gilbert</i>	<i>Accepted</i>
<i>Nicole Gilliss</i>	<i>Accepted</i>
<i>Thomas Whitton</i>	<i>Accepted</i>

It was noted that the BCPSEA Alternate during the bargaining may be required to attend meeting(s) during the day and would need to be available to be there during the day. The scheduled sessions will be made available and, whenever possible, advanced notice will be given.

A vote took place and a tie was declared between Trustee Whitton and Chair Gilbert.

The Board Chair called for another vote by secret ballot to break the tie.

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

**Motion to Destroy the Ballots**

Motion #01-25

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

CARRIED.

**Adjournment**

Motion #02-25

Snow/Whitton  
The meeting adjourned @ 12:38 p.m.

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HELEN GILBERT, BOARD CHAIR  
BOARD OF EDUCATION

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ANGELA TELFORD,  
SECRETARY-TREASURER

**EXCERPTS  
FROM THE NOVEMBER 18, 2024  
“IN CAMERA” MEETING MINUTES**

*The meeting was called to order and the In-camera Meeting Minutes, October 21, 2024 were read and adopted.*

**Business Arising**

- *None*

**Superintendent’s Report**

Items discussed and reported included:

- *None*

**Secretary-Treasurer’s Report**

Items discussed and reported included:

- *None*

**Other Reports**

- BCSTA
- BCPSEA
- COTW Discussion Topics

**Correspondence**

- *None*

**Unfinished Business**

- COTW School Visit Discussion

**New Business**

- Letters to MLA’s Past and Present
- City of Fort St. John - Liaison



**REGULAR MEETING**

**REPORT TO THE**

**BOARD OF SCHOOL TRUSTEES**

**FROM THE SUPERINTENDENT OF SCHOOLS**

**Monday, January 20, 2025**

**Human Resources**

**1. Human Resources Summary Report for Teachers**

HR Summary Report for Teachers & AO's - 2024/2025					
<i>for the period of December 13th, 2024 to January 16th, 2025</i>					
	<i>Personnel Assignments</i>	<i>Leaves of Absence</i>	<i>Admin Appointments</i>	<i>Resignations /Retirements</i>	<i>Reports on Teachers</i>
<i>New assignments</i>	4	4		5	1
<i>Changes to existing</i>	5	2			
<i>Return from leave</i>		1			
<i>Payout prep</i>	1				

**Education**

1. **Superintendent’s Report**  
<https://togetherwelearn.prn.bc.ca/2025/01/17/superintendents-report-january-2025/>
  
2. **Out-of-District Field Trips (Attachment)**  
*Recommended Motion: That the Board of Education approve the attached Out-of-District Field Trips as presented.*
  
3. **Community Coaches (Attachment)**  
*Recommended Motion: That the Board of Education approve the attached Community Coaches as presented.*

Respectfully submitted

Stephen Petrucci, EdD  
 Superintendent of Schools

**REPORT TO THE  
BOARD OF EDUCATION  
FROM THE SECRETARY-TREASURER  
Monday, January 20, 2025  
REGULAR MEETING**

**Operations**

1. **Finance Update to December 31, 2024** *(Attachment)*
2. **Operating Budget Consultation Process** *(Attachment)*
3. **Statement of Financial Information (SOFI) Report**  
[SOFI 2023-2024](#)

**Human Resources**

1. **Human Resources Support Staff Summary**

Human Resources Summary Report for Support Staff  
*For period of December 11<sup>th</sup>, 2024, to January 16<sup>th</sup>, 2025*

	Personnel Assignments	Leaves of Absence	Resignations
New assignments	7		5
Changes to existing	7		
Return from leave		2	
Layoff	2		
Retirements	1		
Termination			

Angela Telford,  
Secretary-Treasurer

**SCHOOL DISTRICT #60 (PEACE RIVER NORTH)  
COMMITTEE OF THE WHOLE  
“REGULAR” MEETING MINUTES**

MONDAY, JANUARY 13, 2025  
1:30 P.M.

**Present:** Helen Gilbert, Chair, Board of Education  
Bill Snow, Vice-Chair  
Ida Campbell, Trustee  
David Scott-Moncrieff, Trustee  
Thomas Whitton, Trustee  
  
Stephen Petrucci, Superintendent  
Angela Telford, Secretary Treasurer  
Leah Reimer, Executive Assistant

**Media/Guests:**  
Max Bowder, Moose Media  
Deb Johnson  
Gwenn Bourdon

**Regrets:** Nicole Gilliss, Trustee  
Madeleine Lehmann, Trustee

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## Education

### Education Update

*Stephen Petrucci, Superintendent*

### Departmental Reports

#### Careers/International/SWIS Departments

*Brian Campbell, District Principal*

#### Technology Department

*Jayson Jopio, IT Manager*

*Laurie Petrucci, District Vice-Principal*

#### Indigenous Education (Attachments)

*Pat Jansen, District Principal*

*Carleen Andrews, Director of Instruction*

*Trustee Scott-Moncrieff left the meeting @ 3:54 p.m.*

## Governance

### Board Meeting Follow Up Questions/Discussion

*Helen Gilbert, Board Chair*

- None

**Northern Interior Branch (NIB) Meeting – February 7 & 8, 2025**

*Helen Gilbert, Board Chair*

- Registration opens today
- Focus is on building connections, relationships and understanding. Will be an interactive session as well as motion development.
- MLA's – six new to government and two returning
- Trustees to think about motion development for the January 20, 2025 Board Meeting

## Operations

**Operations Report (Attachment)**

*Angela Telford, Secretary-Treasurer*

- "Temporary" Labourer Position should read "Replacement"
- Workplace Violence Prevention Plan – aligning forms and processes around safety for the employee as well
- Custodial support for 3<sup>rd</sup> party groups on the weekends – at high use locations, cleaning of the bathrooms will take place before Monday morning
- Bus driver – is no bus driver affecting school attendance at Wonowon? There is a bus bringing the older students into town. Elementary students, there isn't a backup plan as of yet; parents are driving them. Highlights the need for replacement bus drivers.
- Trustee Whitton - Outdoor ice rink – is there a long-term plan? Three groups are involved...Sunrise Rotary Club, City of FSJ and SD 60. Our district owns the property and rink. The problem is with maintenance and upkeep.
  - Chair Gilbert - CM Finch PAC looked after it while the City was committed to flooding it, but they stopped flooding. Sunrise Rotary then took over the maintenance and flooding. The rink itself has issues that makes flooding difficult. It has become a graffiti target. Last summer it was painted by the district and now a parent has kept up painting afterwards, when needed.
  - Trustee Whitton is recommending a decision be made...take it down or take over maintenance of it so it is usable.

**ACTION:** District staff to look into the future of the CM Finch rink



# 2024-2025 Community Coaches

*for BOARD APPROVAL – January 20<sup>th</sup>, 2025*

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School / Department	Name of Coach	Coaching
École Central	Mitch Wilson Brittany Wilson	All sports All sports <i>*Superintendent approved by email January 7<sup>th</sup>, 2025</i>
Bert Ambrose	Kristen Schroeder	All sports <i>*Superintendent approved by email January 6<sup>th</sup>, 2025</i>
Baldonnel	Grace Hill Roy Secreto	All sports All sports
MMMCS	Tabitha Giesbrecht	All sports
NPSS	Ryan Galay Rob McClelland Mark Knoppers Christa Knoppers Tawnya Copes Blake Fleming	All sports All sports All sports All sports All sports All sports

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# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025**

**FOR BOARD APPROVAL**

**SCHOOL: Alwin Holland 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)
Ski Trip  Mrs. Dejmek's Grade 5/6 Class	Friday, March 14, 2025	Worsley, AB (Whispering Pines Ski Hill)	Bus	- Leave school @ 7:30am - Arrive back at school @ 5:00pm  Chaperones: Kristy Dejmek (teacher), EA, & parent volunteers  High Risk Activity forms will be required for all students attending the field trip  Parent/Guardian Meeting will also be held to make sure everyone understands the high risk activity forms.



# 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	<b>Description of Activities:</b> (names of chaperones, dates & description of activities) <b>Description of Sports:</b> (name of coach, chaperones & locations)
Downhill Skiing Grades 4-6	March 7th, 2025	Whispering Pines Ski Hill in Worsley, AB	School District 60 bus	- Ruth Lee, Robin Holloway, Corinne Tacey, Whitney Bent, Deanna Giesbrecht plus parent volunteers. Expected to have 5-8 adults and approximately 40 students - Downhill skiing with interested intermediate students - All students will have a high-risk activity form signed - Staff will host a parent information meeting to inform them of the safety protocols and risks of the event (two meetings offered) - Lessons available for interested students - Helmets required for all participants, including adults - Ski hill is only open to SD60 schools on scheduled day, not to the public





# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**  
**FOR BOARD APPROVAL**

**SCHOOL: Careers & International Students**

<b>Sports/Activity &amp; Grade/Team:</b>	<b>Dates of Travel</b>	<b>Destination</b>	<b>Transportation</b>	<b>Description of Activities:</b> (names of chaperones, dates & description of activities) <b>Description of Sports:</b> (name of coach, chaperones & locations)
Skills Canada	February 14, 2025	Northern Lights College Dawson Creek	School Bus	Skills Canada Dawson Creek, 75 students Chaperones: B.Campbell, M.Conway, L.Vaccaro, M.Carew, B.Churchill
Skiing Trip International students	March 5, 2025	Powder King	School Bus	Skiing/Snowboarding 70 students with International students. Chaperones: B. Campbell, J. Hickey, D. Pimm High Risk Meeting and follow High Risk Guidelines
Adventures in Health Care	March 11-13, 2025	Dawson Creek	School Bus	Rotary Project Field Trip - 18 Students - tour health programs in Dawson Creek Chaperones: D.Pimm, B.Campbell
NLC DCreek Field Trip	April 8, 2025 (tentative)	Dawson Creek	School Bus x 2	NPSS Shop classes - 50 students to NLC Dawson Creek

					Field Trip - Trades Facilities - both campuses Chaperones: S.Hoecherl and shop teacher
Skills Canada	April 15-17, 2025	Abbotsford, BC		Flight & rental vehicle	Winners from Regionals - 5 students Chaperone: B.Churchill
Hiking Trip International students	May 21, 2025	Kinuseo Falls, Tumbler Ridge		School Bus	Hiking Trip with approximately 70 International students. Chaperones: B.Campbell, J.Hickey, D.Pimm
Skills Canada	May 28-June 1, 2025	Regina		Flight	Winners from Provincials - 5 students Chaperone: B.Churchill



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**

**FOR BOARD APPROVAL**

**SCHOOL: Charlie Lake 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)
Intermediate (4-6) Ski Trip	Tuesday, March 5th	Whispering Pines – Worsley Ski Hill	School Bus	<ul style="list-style-type: none"> <li>● Bus leaves at 7:30pm for Worsley. Students will be off the hill by 1:45pm and the bus will be leaving the skill hill no later than 2:00pm. Students will need to have a ride waiting at the school around 3:45 as there will not be supervision at the school.</li> <li>● Students: 90-110</li> <li>● Staff Chaperones: Mr. Longley, Mr. Read, Mrs. Hicks, Mrs. Green, Mrs. Jones, EA#1, EA#2</li> <li>● Volunteer Chaperones: Minimum 5 Extra Parent Volunteers</li> <li>● Minimum 2 Extra Vehicles for Emergencies</li> <li>● Special High Risk Permission Form Required for Each Student</li> <li>● Parent Meeting In February to Answer Questions and Complete Paper work</li> </ul>



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**  
**FOR BOARD APPROVAL**

### SCHOOL: Clearview Elementary Jr. Secondary 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)
School Wide (K-9) Ski Trip	March 4th	Whispering Pines – Worsley Ski Hill	Bus and/or Parent vehicle	Clearview Ski Trip (Tuesday, March 4 <sup>th</sup> ): <ul style="list-style-type: none"> <li>• A Bus leaves the school to Worsley at 8:45am. Students will be off the hill by 3:00pm and the bus will be leaving the skill hill no later than 3:45pm. Students will need to have a ride waiting at the school around 5:00pm as there will not be supervision at the school at that time.</li> <li>• Students: 90-104</li> <li>• Staff Chaperones: Mr. Clements, Mr. McDonnell, Ms. Vander Linden, Mrs.</li> </ul>

<p>Cooper, Mrs. Miller, Ms. Wilkinson, Mrs. Hiebert, Mr. Giesbrecht, Mrs. Newsham &amp; Mrs. Giesbrecht,</p> <ul style="list-style-type: none"> <li>• High Risk Field Trip meeting will be taking place for all parents/guardians who have a child(ren) attending that have not attended previous</li> <li>• Chaperone/Supervisor Meeting will be taking place</li> </ul>				



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**

**FOR BOARD APPROVAL**

**SCHOOL: Ecole Central**

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)
Ski Trip  Grade 5-6 35 students	March 7, 2025  Depart 7:00 am return 4:30 pm	Whispering Pines Ski Hill  Worsley, AB	School bus	<ul style="list-style-type: none"> <li>- Funday Downhill ski trip</li> <li>- Chaperones: two teachers (Janelle Lavoie &amp; Mekki Benbouabdellah) and parent volunteers</li> <li>- High Risk Activity Consent forms will be filled out by parents.</li> <li>- Meeting with parents to fill out forms</li> <li>- Lessons available for all students</li> </ul>
Quebec Trip  Grade 6 20 students	June 13-20, 2025	Quebec City and Montreal	Plane, train and bus	<p>Students will visit both cities, water park, Maple Sugar Shack tour, whitewater rafting, visit Montmorency waterfalls, amusement park.</p> <p>Chaperones will be Mekki Benbouabdellah, Matthew Helliwell and Jenny Durmus.</p> <p>High Risk Activity Consent form will be filled out by parents.</p> <p>Meeting with parents to fill out forms</p>



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**

**FOR BOARD APPROVAL**

**SCHOOL: ELC**

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 10 Students	February 27, 2025	Whispering Pines Ski Hill  (Worsley, AB)	School Bus  * depart 7:30 a.m. * return 4:00 p.m.	<ul style="list-style-type: none"> <li>- Parent Meeting for this High-Risk Activity on February 19th</li> <li>- High-Risk Activity forms will be signed and returned before departing on the bus</li> <li>- Chaperone ratio will be 1 adult per 10 students</li> <li>- All students must take a lesson</li> <li>- Supervisors: Andre Lagace, Sydney Vandergaag, Crystal Anielewicz, Desiree Bedell</li> <li>- Approx 40 ELC students</li> </ul>



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS FOR BOARD APPROVAL

**SCHOOL:** Hudson's Hope Elem-Secondary

Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) <b>Description of Sports:</b> (name of coach, chaperones & locations)
Ski Trip to Powder King  Gr 3-12 (approx 26 students)	Jan 18, 2025	Powder King Ski Resort	School Bus	<p>Meet at HHES at 6:45 AM. Load bus, take attendance, travel to Powder King with a stop at 7/11 in Chetwynd. Ski. Leave Powder King approximately 4:40 HH time. Stop at 7/11 in Chetwynd. Arrive at HHES approximately 7:00pm.</p> <p>Chaperones: Derrek Beam, Caroline Beam, Lannie Rhymer.</p> <p># of Students:            Gr 3 - 1            Gr 6 - 1            Gr 7 - 2            Gr 8 - 4            Gr 9 - 5            Gr 10 - 6            Gr 11 - 5            Gr 12 - 2</p> <p>Note - Students under age 12 must be accompanied by a parent or approved chaperone.</p> <p>Parent consultation is advertised via email for January 15 @ 3:15 p.m. in the Art room.</p> <p>High Risk Activity Consent Form has been sent home to all parents.</p> <p>* Superintendent gave approval by email January 13th, 2025</p>





# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**  
**FOR BOARD APPROVAL**

**SCHOOL: \_\_\_\_\_ NPSS \_\_\_\_\_**

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)
Sr. Boys Basketball Grade 11/12 12 students	Jan 24 & Jan 25, 2025	Prince George	School Bus	Sr. Boys Basketball tournament at DP Todd Secondary School  <ul style="list-style-type: none"> <li>• Coaches: Ryan Galay and Rob McClelland</li> <li>• Teacher Sponsor: David Price</li> <li>• 1 TTOC needed for half day</li> <li>• Hotel: Coast PG by APA</li> </ul>
Basketball Sr. Boys Grades 11 & 12	Jan 31 & Feb 1, 2025	Prince George	School Bus	Sr. Boys Basketball tournament at DP Todd Secondary School  <ul style="list-style-type: none"> <li>• Coaches: Ryan Galay and Rob McClelland</li> <li>• Teacher Sponsor: David Price</li> <li>• 1 TTOC needed for half day</li> </ul>

<p>Jr. Girls Grade 10 24 students</p>				<ul style="list-style-type: none"> <li>• Hotel tbd</li> </ul> <p>Jr. Girls Basketball tournament at DP Todd Secondary</p> <ul style="list-style-type: none"> <li>• Coaches: Mark and Christa Knoppers</li> <li>• Teacher Sponsor: Valerie Shipley</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul>
<p>Basketball Jr. Boys Grade 10 12 students</p>	<p>Jan 31 and Feb 1, 2025</p>	<p>Dawson Creek</p>	<p>School Bus</p>	<p>Regionals for Jr. Boys Basketball</p> <ul style="list-style-type: none"> <li>• Coaches: Blake Fleming</li> <li>• Asst. coach/teacher sponsor: Cole Morash</li> <li>• 1 TTOC needed</li> </ul>
<p>Basketball Sr. Girls Grade 11/12 Jr. Girls Grade 10 24 students</p>	<p>Feb 7 &amp; Feb 8, 2025</p>	<p>Prince George</p>	<p>School Bus</p>	<p>Sr. Girls Basketball tournament at DP Todd</p> <ul style="list-style-type: none"> <li>• Head coach: Tawnya Copes</li> <li>• Asst. coach/teacher sponsor: Nanci Martel</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul> <p>Jr. Girls Basketball tournament at DP Todd Secondary</p> <ul style="list-style-type: none"> <li>• Coaches: Mark and Christa Knoppers</li> <li>• Teacher Sponsor: Valerie Shipley</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul>
<p>Basketball Jr. Boys Grade 10 12 students</p>	<p>Feb 7 &amp; 8, 2025</p>	<p>Vanderhoof</p>	<p>School Bus</p>	<p>Basketball Zones for Jr. Boys Basketball</p> <ul style="list-style-type: none"> <li>• Coaches: Blake Fleming</li> <li>• Asst. coach/teacher sponsor: Cole Morash</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul>

<p>Basketball Sr. Girls Grade 11/12 Sr. Boys Grade 11/12</p> <p>Jr. Girls Grade 10 36 students</p>	<p>Feb 14 &amp; Feb 15, 2025</p>	<p>Prince George</p>	<p>School Bus</p>	<p>Zones Sr. Girls Basketball tournament at DP Todd</p> <ul style="list-style-type: none"> <li>• Head coach: Tawnya Copes</li> <li>• Asst. coach/teacher sponsor: Nanci Martel</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul> <p>Zones Sr. Boys Basketball tournament at DP Todd Secondary School</p> <ul style="list-style-type: none"> <li>• Coaches: Ryan Galay and Rob McClelland</li> <li>• Teacher Sponsor: David Price</li> <li>• 1 TTOC needed for half day</li> <li>• Hotel: tbd</li> </ul> <p>Zones for Jr. Boys Basketball</p> <ul style="list-style-type: none"> <li>• Coaches: Blake Fleming</li> <li>• Asst. coach/teacher sponsor: Cole Morash</li> <li>• 1 TTOC needed</li> <li>• Hotel tbd</li> </ul>
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# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**JANUARY TO JUNE 2025 ONLY**

**FOR BOARD APPROVAL**

### SCHOOL: Prespatou Elem-Secondary 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)
Ski Trip  Grades 8 - 12  Approx 60 students	February 7, 2025	Whispering Pines Ski Hill  (Worsley, AB)	School Bus  Depart 6:00 a.m. Return 7:00 p.m.	<ul style="list-style-type: none"> <li>- There will be downhill skiing &amp; snowboarding. Lessons are required for beginners. Secondary students only.</li> <li>- We will have 3-4 staff going on the trip. The number of chaperones will be determined by the number of students going on this trip.</li> <li>- All students will be required to have their High-Risk Activity permission form approved.</li> <li>- A parent meeting is on January 21, 2025 at 3:20 p.m. at Prespatou School.</li> </ul>



# SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

## OUT-OF-DISTRICT SPORTS / FIELD TRIPS

**January to March 2024 ONLY**

**FOR BOARD APPROVAL**

**SCHOOL: \_Upper Halfway \_**

Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) <b>Description of Sports:</b> (name of coach, chaperones & locations)
Worsley Ski & Snowboarding Trip (Grade 4 -9)	Friday, February 21, 2025	Worsley, AB - Whispering Pines Ski Hill	School Bus	<ul style="list-style-type: none"> <li>- Skiing &amp; Snowboarding</li> <li>- staff 3 = Neil Godin (teacher), Heather Pratt-Johnson (teacher) &amp; Jaclyn Gieni (Principal)</li> <li>- parents/chaperones 2</li> <li>- depart school @ 6:00am</li> <li>- return to school @ 7:00pm</li> <li>- Parent/Info Meeting -February 6 at school 2pm</li> <li>- High-risk activity forms to be signed at the parent meeting and all forms for the hill filled out</li> <li>- 1-2 vehicles transporting gear</li> </ul>

**School District #60**

Operating Financial Report - July 1, 2024 to December 31, 2024

Operating Revenue	Actual Spending	2024/25 Preliminary Budget	% of budget received	# of Months	Expected %	Explanations
Ministry of Education Grants	\$ 33,395,073	\$ 80,583,202	41.4%	12	50%	Lower than expected as should be approx. 50% YTD. We have not received the funding increase in December as normal after the 1701 recalculation. We are waiting for the announcement at the end of January.
LEA Revenue	\$ 647,198	\$ 1,017,551	63.6%	10	40%	LEA is invoiced in December & June. The LEA revenue is based on an estimate of on-reserve students
Provincial Grants - School Age Therapy	\$ 60,760	\$ 121,519	50.0%	12	50%	On Track as should be approx. 50% YTD
Offshore Tuition	\$ 309,556	\$ 748,000	41.4%	10	40%	Offshore Tuition recognized each month, on track as should be approx. 40%
Childcare Fees	\$ 417,085					Funding reporting changed after review with auditors; Childcare fees need to be reported as operating
Alberta Students, DL, 3rd Party Billings	\$ -	\$ -	0.0%	10	40%	Funding received for Alberta Students, historically received in October, but we are still waiting.
Miscellaneous Revenue	\$ 206,954	\$ 160,000	129.3%	12	50%	This includes miscellaneous funds that come into the District and ITA funds; over budget at this time due to tax review
Rentals	\$ 55,615	\$ 136,587	40.7%	12	50%	Includes Daycare Rental, Teachage Rentals, Cameron Lake Rentals & Indigenous Rent and SWIS rent; below expected
Interest	\$ 280,601	\$ 600,000	46.8%	12	50%	Interest rates is holding steady at 3.95% in December
<b>Total Operating Revenue Before LEA Adjustment</b>	<b>\$ 34,078,446</b>	<b>\$81,331,757</b>	<b>41.9%</b>			
<b>LEA Revenue</b>	<b>\$ 647,198</b>	<b>\$ 1,017,551</b>	<b>63.6%</b>	<b>10</b>	<b>40%</b>	<b>Halfway River, Blueberry River and Doig River First Nations</b>
<b>Total Operating Revenue</b>	<b>\$34,725,644</b>	<b>\$82,349,308</b>	<b>42.2%</b>			

Operating Expense	Actual Spending	2024/25 Preliminary Budget	% of budget expended	# of Months	Explanations
<b>Salaries</b>					
Teachers	12,792,091	31,693,488	40.4%	10	40%
Principals and Vice-Principals	2,879,565	5,778,448	49.8%	12	50%
Educational Assistants	2,358,815	6,648,266	35.5%	10	40%
Support Staff	4,115,853	9,403,446	43.8%	10/12	45%
Other Professionals	1,137,047	2,094,544	54.3%	12	50%
Subsidiaries (TOCs)	975,966	2,538,172	38.2%	10	40%
<b>Total Salaries</b>	<b>24,259,337</b>	<b>58,176,364</b>	<b>41.7%</b>		
<b>Employee Benefits</b>					
Total Salaries and Benefits	\$ 29,411,924	\$71,960,924	40.9%	10/12	45%
Services and Supplies	5,345,937	10,654,003	50.2%	12	50%
<b>Total Operating Expenses</b>	<b>\$34,757,861</b>	<b>\$82,614,927</b>			
Capital Purchases (Operating)	\$303,093	\$880,000	34.4%	12	50%
<b>Total Operating Expenses and Capital Purchases</b>	<b>\$35,060,954</b>	<b>\$83,494,927</b>			
<b>Operating Net Revenue (Expense)</b>	<b>-\$335,310</b>	<b>-\$1,145,619</b>			
Application of Reserves to Date	\$167,449	\$1,145,619	0	12	50%
	-\$167,861	\$0			

**Notes**

This document reflects the Preliminary Annual Budget passed in June. These will be our numbers until the Amended Budget.



**The Board of Education**  
**OPERATING BUDGET CONSULTATION 2024/2025**  
**School District #60 (Peace River North)**  
**SPRING 2025**

<b>Mid March</b>	<ul style="list-style-type: none"> <li>● <b>Minister announces School District preliminary funding levels</b> (<i>School Act 106.3</i>)</li> </ul>
<b>March 14</b> (Friday)	<ul style="list-style-type: none"> <li>● <b>Online Public Surveys</b> <ul style="list-style-type: none"> <li>○ To be boosted on Monthly in April and May</li> </ul> </li> </ul>
<b>March 1 – April 30</b>	<ul style="list-style-type: none"> <li>● <b>Consult with Indigenous Bands and Metis Group</b> <ul style="list-style-type: none"> <li>○ Presentation at IEC Meeting</li> </ul> </li> </ul>
<b>March 1 – April 30</b>	<ul style="list-style-type: none"> <li>● <b>Meet with Department Heads</b></li> </ul>
<b>April 2</b> (Wednesday)	<ul style="list-style-type: none"> <li>● <b>Senior Admin Team Meeting (Ops Meeting)</b> <ul style="list-style-type: none"> <li>○ District budget Information review</li> </ul> </li> </ul>
<b>April 15</b> (Tuesday)	<ul style="list-style-type: none"> <li>● <b>District Leadership Team Meeting (DLTM)</b> <ul style="list-style-type: none"> <li>○ Elementary &amp; Secondary Budget Presentation</li> </ul> </li> </ul>
<b>April 14</b> (Monday)	<ul style="list-style-type: none"> <li>● <b>In-Camera Board Meeting</b> <ul style="list-style-type: none"> <li>○ Budget update and discussion</li> </ul> </li> </ul>
<b>April 22</b> (Tuesday)	<ul style="list-style-type: none"> <li>● <b>Present at SUPAC Meeting</b></li> </ul>
<b>May 5</b> (Monday) 12:30 – 4:00 p.m. <i>Key Learning Centre</i>	<ul style="list-style-type: none"> <li>● <b>Partner Group Information/Discussion</b> <ul style="list-style-type: none"> <li>○ Budget update and information</li> <li>○ COTW Regular Meeting Agenda</li> </ul> </li> </ul>
<b>May 6</b> (Tuesday) Evening (Time 5:30) District Board Office	<ul style="list-style-type: none"> <li>● <b>Public Meeting</b> <ul style="list-style-type: none"> <li>○ Public</li> <li>○ Advertisement (Website, Twitter, Facebook)</li> </ul> </li> </ul>
<b>May 7</b> (Wednesday) 9:00 – 11:00 a.m.	<ul style="list-style-type: none"> <li>● <b>Senior Admin Team Meeting (Ops Meeting)</b> <ul style="list-style-type: none"> <li>○ District Budget information reviewed</li> </ul> </li> </ul>
<b>May 20</b> (Tuesday) 5:30 p.m.	<ul style="list-style-type: none"> <li>● <b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>○ Adopt Preliminary Budget (<i>Section 113</i>)</li> </ul> </li> </ul>



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

4000 Personnel

**4006.1 Support Staff-Benefits (~~Short-Term Disability~~ Weekly Indemnity/Long Term Disability)**

Adopted: 1988-11

Revised:

Reviewed: 2024-11

Reference:

**Policy**

The Board will ensure that employees have adequate benefit coverage while on Short-Term (~~STD~~) Weekly Indemnity or Long-Term Disability (~~LTD~~).

**Guidelines/Principles:**

The Board will continue to pay its portion of existing\* ~~Medical and Dental~~, **Extended Health and Medical Referral Trip** coverage for those employees who are on ~~STD Weekly Indemnity~~ or ~~LTD Long Term Disability~~ for a period of up to six months from the date disability coverage commenced. If an employee remains on ~~LTD Long Term Disability~~ after the above noted six-month period and wishes to retain ~~Medical and/or Dental coverage~~ Dental, **Extended Health and Medical Referral Trip coverage**, full premium costs will be the responsibility of the employee for up to two years from the date disability coverage commenced. **Contact Payroll and Benefits Department for current options.** ~~Medical and Dental coverage may continue for a maximum of two years, providing full costs are paid by the employee.~~

~~The Board will continue to pay its portion of existing\* Extended Health and Travel Rider coverage for those employees who are on Weekly Indemnity or Long Term Disability for a period of up to two years from the date disability coverage commenced.~~

\* "Existing" benefit coverage refers to the benefits the employee was carrying prior to commencement of ~~STD/LTD Weekly Indemnity / Long Term Disability~~.

1. Sick Leave and Vacation entitlement will accrue while on ~~STD Weekly Indemnity~~ but will not accrue while on ~~LTD Long Term Disability~~.
2. Life Insurance coverage will be continued for the duration of the disability. The Board will pay the first six (6) months of premiums, after which time the benefit carrier will absorb the cost.



3. The employee will pay the physician's fee for filling out all required forms while on **STD Weekly Indemnity** and the first required form while on **LTD Long Term Disability**. The Board will pay the physician's fee for filling out all additional required forms (other than the initial required form) while an employee is on **LTD Long Term Disability**.



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

4000 Personnel

**4011 Benefits-Retirement**

Adopted: 1988-11

Revised:

Reviewed: 2024-11

Reference:

**Policy**

Upon request by the retiree, a three (3) month grace period will be allowed for retiring employees to arrange for their own MSP and Extended Health coverage during which time the board will maintain their coverage.

**Guidelines/Principles:**

Advance notice of thirty (30) days must be received in order that the appropriate deductions are made from the employee's final pay.

Payment for both the employee's and employer's portion of the premium is the responsibility of the employee.

**RECOMMEND FOR DELETION**



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

5000 Health & Safety

**5006.1 Level II First Aid**

Adopted: 2000-12

Revised: 2012-03

Reviewed: 2024-11

Reference: [WorkSafe BC](#)

**Policy**

The requirement for a Level II attendant at District-operated buildings is determined by Worksafe regulations. ~~Where the District determines it requires a Level II attendant at any of its Schools or locations.~~ There is a maximum of three Level II Designated First Aid Attendants, per site, who will receive an allowance of \$100.00 per month a monthly stipend.



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

4000 Personnel

**4006 Support Staff – Annual Vacation (10 and 11 month employees)**

Adopted: 1992-04

Revised:

Reviewed: 2024-11

Reference:

**Policy**

Ten ~~and eleven~~ month employees shall take vacation time only while school is not in session.

Exceptions may be considered on an individual basis.



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

5000 Health & Safety

**5006 Health & Safety**

Adopted: 1989-06

Revised:

Reviewed: 2024-11

Reference: [WorkSafe BC](#)  
[Northern Health](#)  
[School Act](#)

**Policy**

The Board will maintain safe and healthy working conditions and operating practices for its employees, students, and the general public and will ensure that its practices and procedures conform to applicable occupational health and safety legislation.

**Guidelines/Principles:**

1. The Superintendent of Schools and the Secretary-Treasurer are responsible for the implementation and continuation of an effective safety program in the School District. They delegate this responsibility for implementation of the program as follows:
  - ~~a) The school principals for implementation of the safety program in their respective schools.~~
  - ~~b) The District Principal, Technology Services, the Director of Student Support Services and the Principal – Northern BC Distance Education School for implementation of the safety program in their respective departments.~~
  - ~~c) The Maintenance Supervisor, Transportation Supervisor, for the implementation of the safety program in their respective departments. Supervisors will also ensure that their staff is trained in proper work procedures to obtain optimum output without accidents or health risks to the employee or to others, and that such training is recorded.~~
  - ~~d) Teachers for the safe conduct of all activities under their control.~~
  - e)a) Employees are required to know and observe safety rules and procedures and to make effective use of safety practices and equipment in the performance of their

work. Every Employee of School District #60 is responsible for contributing to a safe work environment.

- f)b) Employees are required to take all assigned safety training and onboarding training prior to the commencement of employment as well as any ongoing training, as required.
2. Regulations, guidelines and policies of WorkSafeBC ~~will be~~ are available on their website via the Web Site [www.worksafebc.com](http://www.worksafebc.com).
  3. ~~An "Employee Safety Handbook", which outlines safety rules and guidelines and promotes an accident free environment, will be available in each work location. A copy of this Booklet will also be provided to all new employees.~~



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

5000 Health and Safety

**5011 Emergency Situations – On Site Vehicle**

Adopted: 1994-04

Revised:

Reviewed: 2025-01

Reference:

**Policy**

Administrative Officers are required to have a vehicle on-site at all times to provide for **in the event of** an emergency situation.



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

5000 Health and Safety

**5013 Backup Warning Devices for District Vehicles**

Adopted: 1990-05

Revised:

Reviewed: 2025-01

Reference:

**Policy**

It is the policy of the Board that certain classifications of vehicles will be equipped with audible back-up warning devices.

**Guidelines/Principles:**

The following classifications of vehicles owned or leased by School District No. 60, shall be equipped with audible back-up warning devices. These devices will be installed in such a manner that they will be automatically activated when the vehicle is shifted into reverse gear, and will be maintained in good working condition:

1. Back-hoe, Bob-cat, Front end Loader, Snow Ploughing equipment and other Heavy equipment
2. Vehicles used primarily for mail-delivery purposes within the District
3. Vehicles with a gross vehicle weight in excess of three-quarter (3/4) ton capacity

District **school buses** used exclusively for the transportation of students will be **exempted** from this Policy.

**RECOMMEND FOR DELETION**





# K-12 Cybersecurity

**Jennifer Wray**  
ASSISTANT DEPUTY MINSITER  
& CHIEF INFORMATION OFFICER



PREVENTION RESPONSE RECOVERY



## Global Context

- Worldwide cost estimate of cybercrime in 2023: **\$8 Trillion**
- Cybercrime is seen globally as a threat **only surpassed by climate change**
- Average cost of Canadian company data breach: **\$7M**
- BC government experiencing **1,400,000,000** unauthorized access attempts *every day*
- K-12 sector was the **number one target** globally in 2023

CTV News Vancouver

### Millions of cyberattacks per hour as B.C. government investigates multiple breaches

Careful attention to government statements and legislation is required to get a handle on the level of risk British Columbians' information is under....

1 day ago



<https://www.cbc.ca/news/canada/british-columbia>

### Hackers release corporate data stolen from London Drugs

May 23, 2024 — Retailer **London Drugs** says cybercriminals who stole files from its corporate head office last month have released some of the **data** after it....

CBC

### Sensitive data stolen in Okanagan College cyber attack now posted to dark web, ransomware group claims

Hackers believed to be responsible for a cyber attack on Okanagan College earlier this month claim they have now posted sensitive data onto....

Jan 31, 2023



### Global Affairs investigating 'malicious' hack after VPN compromised for over one month

OTTAWA — Global Affairs Canada is scrambling to investigate a major data breach caused by a month-long "malicious" compromise of an internal....

Jan 30, 2024

## BC K-12 Sector Context

- Since March 2024, **four** BC school districts have been the target of cyber incidents, **three of which were ransomware attacks**.
- These attacks disrupt the business of education, put district data at risk, and create significant financial burden on impacted school districts.
- More importantly, these attacks are putting the **safety, security and privacy of students, families and staff at risk**.
- The financial impact - incident response, forensic investigation, data remediation and legal fees - **easily exceed \$1M** (more if ransom is paid)

## How do attacks happen?

- Cyber-crime groups (Threat Actors) use a variety of techniques to steal or destroy information, interrupting critical public services.
- Networks and communications are constantly scouted for vulnerability. AI is facilitating this at a much faster rate than ever.
- Attacks occur through **legacy IT system vulnerability**, phishing emails and compromised user accounts particularly those not protected by **Multi-factor Authentication (MFA)**
- Once infected, data systems are encrypted and inaccessible until ransom is paid, or data is leaked to the dark web. Websites will be offline, student and staff data is compromised, financial systems may be down.
- Access to MyEducation BC and all other Ministry systems become inaccessible for all staff - systems could be offline for days or weeks.



# Lowering the risk

PREVENTION RESPONSE RECOVERY

- Boards of education have the responsibility and legal accountability for the implementation and management of their district's security policies and standards.
- No organization globally is immune to attack.
- Taking appropriate measures can mitigate up to 80% of the risk.
- It is critically important that school districts follow industry standards, adhere to recommended cybersecurity practices, and take measures to secure their district's networks.





## 10 Steps to Cybersecurity in K-12

- 1 Protect staff accounts by implementing multifactor authentication (MFA).
- 2 Train staff on cyber awareness.
- 3 Incorporate cybersecurity into the Risk Registry
- 4 Develop and review security policies
- 5 Strengthen network to restrict attackers, minimizing their access your entire system.
- 6 Secure email service and implement web filtering
- 7 Update systems and applications regularly (also known as Asset Management).
- 8 Install security software on all laptops, workstations and servers.
- 9 Develop and implement a robust backup and recovery strategy
- 10 Develop an Incident Response Plan (include a Retainer Agreement)

Source: Focused Education Resources



# Support is available

ECC partners with IM/IT vendors, Focused Education Resources BC and the Ministry of Citizens Services to support districts in implementing cybersecurity best practices to prevent, respond and recover from cyber-attacks.



## Prevention & Training

### Focused Education BC

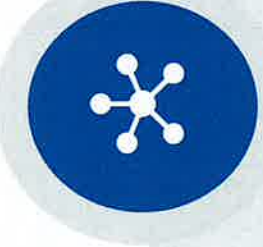
- ✓ Online educational resources
- ✓ Webinars
- ✓ Multifactor Authentication (MFA) implementation toolkit
- ✓ Incident response toolkit

### ECC

- ✓ A dedicated cybersecurity resident engineer
- ✓ Technical support and advice

### CyberBC

- ✓ Defensible Security Framework
- ✓ Corporate Supply Agreement – Security Advisory Services



## Incident Response

### Focused Education BC

- ✓ Sector Incident Response (IR) retainer
- ✓ Crisis communications toolkit and access to communications expert

### ECC

- ✓ Access to technical, communications support, guidance

### CyberBC

- ✓ Corporate Supply Agreement – Security Advisory Services



## Recovery

### Focused Education BC

- ✓ Access to technical expertise
- ❖ Coming soon - sector backup and recovery software procurement

# Thank you!

**Jennifer Wray**

Assistant Deputy Minister &

Chief Information Officer

**Services & Technology**

Jennifer.Wray@gov.bc.ca

<https://focusedresources.ca/en/privacy-technology/cybersecurity>

<https://www2.gov.bc.ca/gov/content/government/services-for-government/information-management-technology/information-security/cyber-bc>





# 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 SUPERINTENDENT OF SCHOOLS

December 16th, 2024

**School District No. 60**  
**Attn: Board of Trustees**

Dear Board of Trustees:

On behalf of *School District No. 60 (Peace River North)*, I would like to extend our sincere thanks for your donation of two (2) gift baskets for our Annual Staff Christmas Dinner & Dance on Saturday, December 14th, 2024.

Our employees were genuinely excited about the door prizes and truly valued the generosity of our community suppliers. These prizes significantly contributed to the festive atmosphere and were a standout feature of the evening.

Once again, thank you for your generosity.

With sincere appreciation,

Dr. Stephen Petrucci  
Superintendent/CEO

SP/ss



Leah Reimer &lt;lrreimer@prn.bc.ca&gt;

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**Fwd: [External Sender] UBC oral health initiative**

1 message

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**Helen Gilbert** <hngilbert@prn.bc.ca>  
To: Leah Reimer <lrreimer@prn.bc.ca>  
Cc: Stephen Petrucci <spetrucci@prn.bc.ca>, Angela Telford <atelford@prn.bc.ca>

Wed, Dec 18, 2024 at 10:47 AM

Please put this on the agenda as correspondence for the next meeting.

Helen

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

From: <tammygulevich@gmail.com>  
Date: Tue, 10 Dec 2024 at 20:58  
Subject: [External Sender] UBC oral health initiative  
To: <hngilbert@prn.bc.ca>

Hi Helen,

I hope this finds you well. I haven't seen you on the road lately but my schedule is a little erratic so I most likely missed you!

I have been approached by the Director of Graduate and Postdoctoral Studies at UBC looking to implement a peer-led oral health initiative in Elementary Schools. They were looking for a Northern rural community and I had a meeting with them to discuss Fort St. John's potential for this program. They were excited with the fact that we have a diverse community with a wide range of socio-economic factors and ethnic groups and the fact that we have a progressive school district. They asked me to reach out to interested parties. I have been tasked with making contacts and they will facilitate an online meeting to discuss their program and what it has to offer. This would be at no cost to the school district as they would secure funding. They are simply asking for the opportunity to implement it in approximately 3 schools.

Would you be available in late January to participate in the town hall meeting to discuss the program and their hopes to implement it in our community? If you feel I should be contacting someone else please let me know.

Thanks,

Tammy Gulevich

--

Helen Gilbert  
School District #60 Trustee  
Board Chair  
District Address  
10112-105 Avenue, Fort St John, BC V1J 4S4  
BCSTA Northern Interior Branch President



December 16, 2024

Ref: 303523

Dear Board Chairs:

We are writing to update you on the establishment of the Ministry of Infrastructure and what it will mean for your school district at this time.

On November 18, 2024, Premier David Eby appointed a new provincial cabinet that is ready to deliver on the core challenges people are facing throughout our province. Our government's top priorities include bringing down costs for families, strengthening health care, making communities safer, and growing the economy so everyone feels the benefits of helping build a more prosperous BC for future generations.

As a part of the cabinet announcement, the Ministry of Infrastructure was created. Governments worldwide are facing challenging construction markets and cost pressures on major capital projects. This new ministry is responsible for overseeing land acquisition as well as project planning, procurement, and delivery for vertical provincial capital projects such as schools, hospitals, post-secondary institutions, and other public buildings that BC communities need to continue to thrive. This does not include transportation infrastructure, which remains the purview of the Ministry of Transportation and Transit.

By assembling responsibility for vertical capital projects across the provincial government into the Ministry of Infrastructure, our provincial government is better able to improve the coordination and delivery of important community infrastructure that provincial services are delivered from, to people throughout BC.

For greater clarity, the Ministry of Infrastructure primarily deals with vertical projects requiring capital funding and will not be involved in the disbursement of any operating funding to partners. Operating funding that supports the delivery of your services will continue to come from the Ministry of Education and Child Care.

The changes being shared with you today are internal to the organization of our government ministries and do not change your role as an integral partner in the delivery of critical services. We will continue to communicate with you as we implement the new Ministry of Infrastructure. In the meantime, there should not be any interruption to how you engage with our government. Please continue reaching out to your existing contacts with any questions and/or feedback that you may have and be assured that our ministries will be working closely together to serve you well.

.../2

We are excited by the opportunities the new ministry provides and will ensure that our ministries work closely together to share information about your needs and how best to support you. Together, we will continue to build our province so British Columbians have the opportunity to grow, thrive and prosper for many generations to come.

Sincerely,



Lisa Beare  
Minister of Education and Child Care



Bowinn Ma  
Minister of Infrastructure

cc: District Superintendents

Presentation to:  
Northeast Roundtable

by:

*Ministry of Indigenous Relations and Reconciliation*



Northeast Land Transfers

December 11, 2024

# Land Transfers Status

First Nation	Signed Agreement	Process Stage
BRFN	TLE	Implementation
DRFN	TLE	Implementation
	Site C TLA	Land selections to be identified
HRFN	TLE Site C TLA	Implementation
WMFN	TLE	Implementation Land selections to be identified (remaining unselected portion of quantum) Transferred: (1 Parcel - Summit Lake 5 fee simple parcel)
	Site C TLA	Land selections to be identified
SFN	TLE Site C TLA	Finalizing provincial parcel review and stakeholder engagement
PRFN	Site C TLA	Land selection discussions underway
MLIB	Site C TLA	Land selection discussions underway

Note: the lengthy land transfer process means that parcels are sequenced and will transfer at different times.

# Transfer Priorities – Anticipate transfer in 2024

Blueberry  
River

- Charlie Lake 1 & 2 TLE (Shortfall)

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Halfway  
River

- Tsaanuna 3 TLE (Shortfall)

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West  
Moberly

- Summit Lake 1 TLE (Fee Simple Additional)  
- Moberly Lake South Shore TLE (ATR Additional)

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# Upcoming Implementation Priorities

## Blueberry River

- Dancing Grounds TLE (Shortfall)
- Red Creek TLE

## Doig River

- KTP 1 TLE (Shortfall)
- KTP 2, 3, Broomfield TLE (Shortfall)
- Mygosh West TLE (Shortfall)
- Doig South, Mygosh East, Doig East South TLE (Fee Simple Additional)

## Halfway River

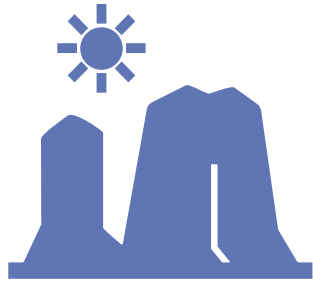
- Tsaa Nuna 3 TLA (fee simple)
- Chowade TLE (fee simple)

## West Moberly

- Moberly Lake North Shore TLE (ATR Additional)
- Hudson's Hope South (formerly School) ATR (TLE Additional)
- Moberly Lake Golf Course TLE (Fee Simple Additional)
- Stewart Lake North, Stewart Lake East
- Tumbler Ridge parcels
- Cabin parcels



# Future Engagement (Pending)



## TLE Lands Agreements

Blueberry: Halfway River Trail

West Moberly: Outstanding Lands (Phase 1)



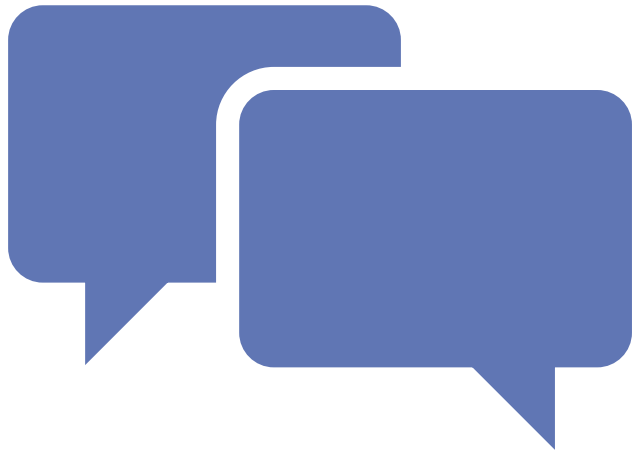
## Tripartite Land Agreements

West Moberly First Nations

Prophet River First Nation

McLeod Lake Indian Band

# Future Engagement



We are committed to ongoing engagement which includes to listen, capture, and consider comments and concerns:

- Engage
- Document
- Address
- Share Outcomes



**Questions?**



January 16, 2025

Honourable Lisa Beare  
Minister of Education and Child Care  
Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Beare:

Congratulations on your appointment as Minister of Education and Child Care at a critical time for our province. Serving as a member of the executive council is a privilege and responsibility which I am confident you will fulfill with integrity and a commitment to the people of our province.

British Columbians have trusted us with a mandate to deliver for them in ways that make a tangible difference in their daily lives. They expect us to listen and learn from people of different perspectives – and work together to make things better for everyone.

Specifically, we will tackle the challenges people worry about at the kitchen table:

- **Grow the economy by creating good jobs across British Columbia.** We will collaborate with businesses, workers, and communities to attract investments in both new and traditional sectors as well as emerging sectors of the economy. This approach will bring certainty for business, security for workers, and generate the wealth needed to support the essential services British Columbians rely on.
- **Reduce costs for families** including by helping people access homes they can afford through support for first-time homebuyers, increasing the supply of rental housing stock, and stronger measures to crack down on housing speculation.

.../2

- **Strengthen health care** by expanding access to family doctors and recruiting and training more health professionals, ensuring that every British Columbian can access the care they need, no matter where they live. We will also increase access to addictions treatment and provide help for people whose struggles require intensive supports.
- **Make our neighbourhoods and communities safer** by working with law enforcement and social agencies to address street disorder, crack down on organized crime, and do all we can to ensure repeat offenders stay behind bars.

Our commitment to take action on climate change remains foundational and will be key to a healthy and prosperous BC for future generations.

Underlying all this work is our partnership with Indigenous peoples. Advancing reconciliation, implementing the *Declaration on the Rights of Indigenous Peoples Act* and working in partnership with First Nations rights-holders to advance shared interests is the responsibility of every Minister.

Over this mandate I expect you to prioritize making progress on the following:

- In order to protect key services that British Columbians rely on, work with the Minister of Finance to review all existing Ministry of Education and Child Care programs and initiatives to ensure programs remain relevant, are efficient, and improve the experience of British Columbians who access child care and education services in our province. This is important in the context of current Provincial budget constraints and overall efficiency in delivering cost effective and relevant education and child care services to British Columbians.
- Work to ensure that teachers and schools have access to additional supports in the classroom and beyond, including the expansion of education assistants and counseling resources.
- Support effective learning for students across the province by working with the Minister of Infrastructure to accelerate the delivery of new and expanded schools in a cost-effective manner, and by working with the Minister of Post Secondary Education and Future Skills to expedite the certification and deployment of new and experienced international and domestic teachers.
- Continue work to increase Indigenous graduation rates.
- Continue implementing ChildCareBC to improve access to accessible, affordable child care.

- Work with school districts to expand before- and after-school care programs across the province using cost-effective models for parents and the public that leverage existing school facilities and education workers.
- Work with key stakeholders in relation to the SOGI anti-bullying program to improve understanding, protect vulnerable children and support parents.
- Ensure that British Columbia's early interventions for children struggling with numeracy and literacy are the most effective in North America through a centre of excellence in applied research and professional development.
- Prioritize excellence in the British Columbia education system by reviewing existing inter-jurisdictional student evaluation scores post pandemic, and working with teachers, parents, and relevant stakeholders to ensure the global competitiveness of British Columbia student outcomes.

To assist you in meeting the commitments we have made to British Columbians, you are assigned a Parliamentary Secretary for Child Care whose focus will be to:

- Work with you to deliver cost-effective before- and after-school care that leverages existing school infrastructure and workers.
- Work with you to expand child care spaces in a cost-effective way so that more parents may have access to cost-effective child care for their family.
- Support you in continuing to work with Indigenous peoples and the federal government to advance jurisdiction over child care for Indigenous peoples.
- Build relationships with parents, child care service providers, early childhood educators, and advocates to ensure that government policy is responsive to the concerns and interests of these groups.

You will work closely together and ensure your Parliamentary Secretary receives appropriate support to deliver on this work.

As you are aware, we have established an accord with the BC Green Caucus that supports our shared commitment to ensuring stable governance focused on delivering progress and tangible outcomes for British Columbians. The commitments in that accord complement the direction in these mandate letters.

As a Cabinet, we will uphold the highest standards of ethics, collaboration, and good conduct in service of the public, and as a Minister of the Crown, you are expected to review, understand, and act according to the *Members' Conflict of Interest Act*. You will

establish a collaborative working relationship with your Deputy Minister and the public servants under their direction, who provide the professional, non-partisan advice that is fundamental to delivering on our government's priorities. Your Minister's Office must meet the highest standards for integrity and provide a respectful, rewarding environment for all staff.

The work we have ahead takes place in a profoundly challenging geopolitical environment. Close friends and neighbours to our south are contemplating imposing draconian tariffs on our products that would hurt both Americans and Canadians. Our allies internationally face governmental instability. Hate and racism are on the rise around the world. Artificial intelligence breakthroughs with unclear implications and astonishing potential are announced daily. Global inflation, snarled supply chains, and war are threatening global economic growth and prosperity as well as the transition to a low-carbon economy.

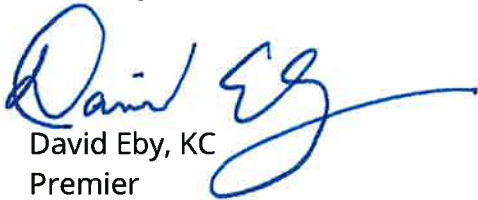
We have an obligation to protect and defend British Columbians, as well as seize opportunities, in these uncertain times.

The good news is that we have everything we need to succeed, and we will succeed. British Columbia's people – our workers, entrepreneurs, business leaders, artists, and innovators – are among the most talented in the world. We are home to world-class educational institutions and public services. Our natural beauty is unmatched, we have internationally envied resources, and we are one of the most diverse places on the planet. Your job is to help us leverage these advantages in perilous times.

Use this mandate letter to guide your work, and do not be afraid to challenge assumptions, or be innovative, bold and aggressive in achieving the goals set out for you and your Ministry by the people of this province.

Thank you for joining me in the work ahead.

Sincerely,



David Eby, KC  
Premier

cc: Rohini Arora, MLA  
Parliamentary Secretary for Child Care



January 16, 2025

Honourable Bowinn Ma  
Minister of Infrastructure  
Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Ma:

Congratulations on your appointment as Minister of Infrastructure at a critical time for our province. Serving as a member of the executive council is a privilege and responsibility which I am confident you will fulfill with integrity and a commitment to the people of our province.

British Columbians have trusted us with a mandate to deliver for them in ways that make a tangible difference in their daily lives. They expect us to listen and learn from people of different perspectives – and work together to make things better for everyone.

Specifically, we will tackle the challenges people worry about at the kitchen table:

- **Grow the economy by creating good jobs across British Columbia.** We will collaborate with businesses, workers, and communities to attract investments in both new and traditional sectors as well as emerging sectors of the economy. This approach will bring certainty for business, security for workers, and generate the wealth needed to support the essential services British Columbians rely on.
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.../2



- **Strengthen health care** by expanding access to family doctors and recruiting and training more health professionals, ensuring that every British Columbian can access the care they need, no matter where they live. We will also increase access to addictions treatment and provide help for people whose struggles require intensive supports.
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Our commitment to take action on climate change remains foundational and will be key to a healthy and prosperous BC for future generations.

Underlying all this work is our partnership with Indigenous peoples. Advancing reconciliation, implementing the *Declaration on the Rights of Indigenous Peoples Act* and working in partnership with First Nations rights-holders to advance shared interests is the responsibility of every Minister.

Over this mandate I expect you to prioritize making progress on the following:

- In order to protect key services that British Columbians rely on, work with the Minister of Finance to review all existing major infrastructure initiatives to ensure our capital program remains relevant, supports economic growth, and helps deliver high-quality services while keeping costs low for British Columbians. This is important in the context of current Provincial budget constraints and globally-driven cost inflation of key inputs.
- Recognizing BC's growing communities and aging infrastructure, ensure faster delivery of cost-effective, high-quality generational investments.
- Structure our capital plan to minimize cost inflation due to labour shortages or overlapping demands on a limited pool of bidders while prioritizing delivery of high-quality infrastructure across the province.
- Identify and implement opportunities to reduce costs for taxpayers and expedite approval and construction of projects, including standardization of infrastructure like schools, hospital patient towers, child care facilities, and drug treatment or mental health facilities, but not limited to these projects.
- Work with your ministerial colleagues to address permit delays in major infrastructure projects and identify opportunities for reduced cost and increased efficiency.

- Advocate strongly with the federal government for fair cost share related to critical infrastructure projects with national importance.
- Work with the Cabinet Committee on Community Safety to ensure that initiatives identified by the committee are prioritized and delivered by your ministry as required.

As you are aware, we have established an accord with the BC Green Caucus that supports our shared commitment to ensuring stable governance focused on delivering progress and tangible outcomes for British Columbians. The commitments in that accord complement the direction in these mandate letters.

As a Cabinet, we will uphold the highest standards of ethics, collaboration, and good conduct in service of the public, and as a Minister of the Crown, you are expected to review, understand, and act according to the *Members' Conflict of Interest Act*. You will establish a collaborative working relationship with your Deputy Minister and the public servants under their direction, who provide the professional, non-partisan advice that is fundamental to delivering on our government's priorities. Your Minister's Office must meet the highest standards for integrity and provide a respectful, rewarding environment for all staff.

The work we have ahead takes place in a profoundly challenging geopolitical environment. Close friends and neighbours to our south are contemplating imposing draconian tariffs on our products that would hurt both Americans and Canadians. Our allies internationally face governmental instability. Hate and racism are on the rise around the world. Artificial intelligence breakthroughs with unclear implications and astonishing potential are announced daily. Global inflation, snarled supply chains, and war are threatening global economic growth and prosperity as well as the transition to a low-carbon economy.

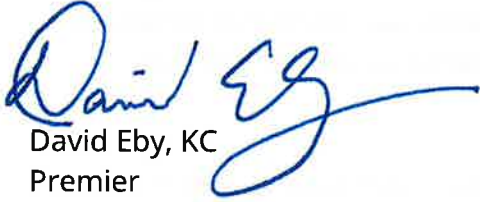
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Use this mandate letter to guide your work, and do not be afraid to challenge assumptions, or be innovative, bold and aggressive in achieving the goals set out for you and your Ministry by the people of this province.

Thank you for joining me in the work ahead.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Eby", with a long horizontal flourish extending to the right.

David Eby, KC  
Premier