

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

REGULAR MEETING

APRIL 20, 2026
5:33 p.m.

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

Stephen Petrucci, Superintendent of Schools
Wade Hart, Assistant Superintendent
Angela Telford, Secretary-Treasurer
Londa Livingstone, Recording Secretary



(Guests/Media) Ruth Albert – Moose Media
Gwenn Bourdon

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

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

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

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

Call to Order Chair Gilbert called the meeting to order at 5:33 p.m.

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

Agenda

Approval of the Agenda

Motion # 24-26 Whitton/Snow
THAT the agenda be accepted as presented.

CARRIED.

Presentations/Delegations

None

Trustee Engagement/Celebrations

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

Trustee Campbell (Area 4)

- Attended Indigenous Education Council Meeting, April 9
- Attended 2 Pac Meetings; Duncan Cran and Taylor Elementary
 - Raised concerns about the snow melting quickly

Vice-Chair Gilliss (Area 3)

- COTW Meeting and Grand Opening at Wonowon Elementary School
- Attended interviews for VP Positions available in District
- Meeting for Superintendent Job Posting

Trustee Lehmann (Area 1)

- COTW Meeting and Grand Opening at Wonowon Elementary School
- Attended BCSTA AGM in Vancouver
- BCPSEA Sector zoom meeting regarding CUPE bargaining

Trustee Scott-Moncrieff (Area 2)

- Meeting with Prespatou – staffing is good for next year
- Upper Pine – all staff staying next year
- Wonowon – Enrollment looks good
- Upper Halfway – Staffing good for next year

Trustee Snow (Area 5)

- COTW Meeting and Grand Opening at Wonowon Elementary School
- Attended BCSTA Preconference & AGM in Vancouver
- Provincial Council Meeting in Vancouver

Trustee Whitton (Area 5)

- Petroleum association meeting
- Foundry Bowling Night
- World Fair planning meeting

Chair Gilbert (Area 5)

- Labour Management Meeting
- Electronic voting training for BCSTA
- COTW Meeting and Grand Opening at Wonowon Elementary School
- Rural & Remote Meeting
- Attended BCSTA AGM in Vancouver

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion # 25-26

Scott-Moncrieff/Gilliss

THAT the Regular Meeting Minutes of March 9, 2026 be adopted.

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes: None

Approval of Excerpts

Motion # 26-26

Campbell/Snow

THAT the excerpts from the February 17, 2026 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.

CARRIED

Announcements & Reminders

April 24	NID Day (Pro-D)		
April 28	SUP-PAC Meetings (<i>Gilbert</i>)	12:00 p.m.	Board Office
April 28/29	Elementary Badminton Tournament		MMM & ARYES
May 4	COTW Meetings	2:30 p.m.	Robert Ogilvie
May 4 & 11	Elementary Cross Country Runs		
May 5	Public Budget Consultation	5:30 p.m.	Board Office
May 7	Xplorefest	10:00 – 1:00	Pomeroy Sports Ctr
May 8	NID Day (Indigenous Learning)		
May 11	NPAA Meeting	4:45 p.m.	Dr. Kearney
May 18	Victoria Day		
May 19 (Tues)	Board Meetings		
May 26	SUP-PAC Meeting	12:00 p.m.	Board Office
May 27	District Speech Contest	9:00 a.m.	ARYES
May 28	Doig Days	10:00 a.m.	DRFN
June 1	COTW Meetings	1:00 p.m.	Buick Creek
June 3	Indigenous Education Council Meeting		
June 5	District Track Meet		Bert Bowes
June 10	Long Service Banquet	5:00 p.m.	Northern Grand
June 11	Indigenous Graduation	5:00p.m.	Lido Theatre
June 15	Board Meetings		
June 23	SUP-PAC Meeting	12:00 p.m.	Board Office
June 19	Graduation Day	1:30 p.m.	NPSS
June 25	Last Day for Students		
June 26	Hudson's Hope Graduation	1:00 p.m.	HH School
June 26	Administrative Day – Schools Close		

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

- Discussion about Emergency plans going out that evening. A letter had been sent to schools regarding remaining diligent with emergency protocols.
- Meetings are planned to review potential door changes with control of exterior access as the priority.

Ministry Framework & Feedback

- *See motion below*

Community Coaches

- *See motion below*

Out-of-District Field Trips

- See motion below

Motion # 27-26

Thomas/ Snow

THAT the Board accept the Superintendent’s Report with the exception of Community Coaches, Out-of-District Field Trips.

CARRIED.

Motion # 28-26

Snow/Scott-Moncrieff

That the Board of Education approve the attached Community Coaches as presented

CARRIED

Motion # 29-26

David Scott-Moncrieff/Campbell

That the Board of Education accept the MECC comments on the District FESL.

CARRIED

Secretary-Treasurer’s Report

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

Finance Update to March 31, 2026

- For information purposes

Human Resources Summary Report

- For information purposes

Motion # 30-26

Gilliss/Lehmann

THAT the Board accept the Secretary-Treasurer’s Report

CARRIED.

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – April 7, 2026

Approval with Change on Page 17 – change name from “Scota” to “Cota”

Motion # 31-26

Lehmann/Gilliss

THAT the Board accept the Regular Committee of the Whole minutes of April 7, 2026 and its recommendations

CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

Policy Committee (Attachments)

5007 – District Health & Safety Committee

Motion # 32-26

Lehmann/

That the Board of Education issue a Notice of Motion for the adoption of Policy 5007 District Health & Safety Committee

Motion # 33-26

Bylaw 4/26 – Trustee Election

Campbell/Snow

That the Second and Third Readings be read in short form.

CARRIED

<u>Motion # 33-26</u>	<u>Bylaw 4/26 – Trustee Election</u> Whitton/Snow That the Board of Education adopt the Second Reading of Trustee Bylaw 4/26	CARRIED
<u>Motion # 34-26</u>	<u>Bylaw 4/26 – Trustee Election</u> Campbell/Snow That the Board of Education adopt the Third Reading of Trustee Bylaw 4/26	CARRIED

Indigenous Education Council (IEC) Updates

Chair Gilbert - Reached out to the Chair today the Board will request one representative from Prophet River to join the IEC

Other Reports

BCSTA

Chair Gilbert spoke about the following forwarded motions that were passed at the AGM.

- Motion 3 Review of remuneration for Board of Directors
- Motion 16 Academic dual credit
- Motion 19 Expand Canada Student Loan Forgiveness to include EA's
- Motion 20 Provincial Loan Forgiveness
- Motion 21 Early Years Education/Childcare
 - *Approved funding for the next 2 years for Early Learning Lead. Structures need to be in place after the 2 years.*
- Motion 22 Dedicated Funding for School District Housing

BCSTA Sessions

- Chair Gilbert – Attended information session on elections; information should be put on the portal soon
 - Preconference well attended – going through scenarios that will be part of Leadership Series.
- Trustee Snow – Attended Security in schools
- Trustee Lehmann – Attended school security information session and media training
- Keynote speaker: Clara Hughes was excellent

BCPSEA – Trustee Lehmann

- Provincial Framework Agreement has been signed.

Board Pro-D Committee

- Chair Gilbert – at 4:30 before our next meeting – Child Youth in Care with Ayza Fountain, Jarrod Bell & Laurie Petrucci

Correspondence

None

Capital Plan Bylaw No. 2026/27 – CPS60-1 (attachment)

- Motion # 35-26 Scott-Moncrieff / Whitton
THAT in accordance with Section 68(4) of the *School Act*, all three readings of the Capital Bylaw No. 2026/27-CPSD60-01 be given at this meeting
CARRIED.
- Motion # 36-26 Whitton / Snow
THAT the Board adopt the First Reading of Capital Bylaw No. 2026/27-CPSD60-01
CARRIED.
- Motion # 37-26 Snow / Campbell
THAT the Second and Third Reading be read in short form
CARRIED.
- Motion # 38-26 Campbell / Snow
THAT the Board adopt the Second Reading of Capital Bylaw No. 2026/27-CPSD60-01
CARRIED.
- Motion # 39-26 Scott-Moncrieff / Gilliss
THAT the Board adopt the Third and Final Reading of Capital Bylaw No. 2026/27-CPSD60-03
CARRIED.

Unfinished Business

Financial Standing Committee
Chair Gilbert - Submitted an application to present/ Current funding is not covering inflationary pressures; there will not be a cushion if we are fully staffed with certified teachers. Districts similar to ours are facing structural deficits due to inflation.

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 – Athena Andritz, President

No report, not present

Questions from Press/Public

None

Suspension & Move into In-Camera Meeting

- Motion # 41-26 Scott-Moncrieff/Whitton
THAT the Board suspend the Regular Meeting and move into the In-Camera Meeting.
CARRIED.

Motion # 48-26

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

CARRIED.

Adjournment

Motion # 49-26

Snow/Ida
THAT the meeting be adjourned. 8:21 p.m.)

CARRIED.

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

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

REGULAR MEETING

**March 9, 2026
5:30 p.m.**

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

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



(Guests/Media) Ruth Albert – Moose Media

Regrets: Tom Whitton, Trustee (Area 5)

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

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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 5:32 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 #37-26 Scott-Moncrieff/Snow
THAT the agenda be accepted as presented with the addition of the following:

Presentations/Delegations: Trustee Presentation

CARRIED.

Presentations/Delegations

Welcome to the new Executive Assistant to the Secretary-Treasurer and Board of Trustees – Londa Livingstone

Farewell to Leah Reimer, Executive Assistant to the Secretary-Treasurer & Board of Trustees for the last 14 years.

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
- IEC Meeting
- Robert Ogilvie – made brass bracelets and looked at the Spaghetti Bridge Challenge
- SUPAC Meeting

Vice-Chair Gilliss (Area 3)

- COTW Meetings @ Bert Bowes
- Hudson's Hope School – Trivia Night by Student Council
- Volleyball coaching

Trustee Lehmann (Area 1)

- IEC Meeting
- BCPSEA Q & A session before the BCTF Ratification vote
- Policy Meeting and COTW
- Clearview AGM
- BCTF Ratification vote on Friday
- Knowledge Keepers Pro-D

Trustee Scott-Moncrieff (Area 2)

- COTW Meetings @ Bert Bowes
- Career Day – Duncan Cran

Trustee Snow (Area 5)

- Visited the ELC, Bert Ambrose, NPSS and Bert Bowes for the Entrepreneurial Fair
- Basketball games and tournament
- DPAC/SUPAC Meetings
- Provincial Council Meeting & Training Session
- Knowledge Keepers Pro-D

Trustee Whitton (Area 5)

- *Regrets – no report*

Chair Gilbert (Area 5)

- Board Chair Call
- Provincial Council as an “observer”
- Agenda setting meetings
- EFAP Meeting

- Joint Sector Call re: Policy Review
- COTW Meetings Bert Bowes
- Basketball tournaments (briefly)
- Knowledge keepers Pro-D

Minutes of the Regular Board Meeting

Approval of the Minutes

Motion #38-26

Gilliss/Lehmann
 THAT the Regular Meeting Minutes of February 17, 2026 be adopted.
 CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:

- Hudson's Hope Calendar numbers have been corrected from the previous board meeting

Approval of Excerpts

Motion #39-26

Gilliss/Campbell
 THAT the excerpts from the January 19, 2026 In Camera Meeting Minutes be approved and appended to these Regular Meeting Minutes.
 CARRIED.

Announcements & Reminders

March 11/12	Early Dismissal Day		
March 16 – March 27	Spring Break		
April 3 & 6	Good Friday/Easter Monday		
April 7	COTW Meetings	2:30 p.m.	Wonowon
April 7	Wonowon Grand Opening	1:00 p.m.	Wonowon
April 8	Regional Science Fair		NP Curling Club
April 11-13	BCSTA AGM		Vancouver
April 13	NPAA Meeting	4:45 p.m.	Dr. Kearney
April 16	Indigenous Council Meeting		
April 20	Board Meeting	5:30 p.m.	Board Room
April 24	NID Day (Pro-D)		
April 28	SUP-PAC Meetings (<i>Gilbert</i>)	12:00 p.m.	Board Office
April 30/May 1	Elementary Badminton Tournament		
May 4	COTW Meetings	2:30 p.m.	Robert Ogilvie
May 4 & 11	Elementary Cross Country Runs		
May 8	NID Day (Indigenous Learning)		
May 11	NPAA Meeting	4:45 p.m.	Dr. Kearney
May 18	Victoria Day		
May 19 (Tues)	Board Meetings		
May 21	Indigenous Education Council Meeting		
May 27	District Speech Contest	9:00a.m.	ARYES
May 28	Doig Days	10:00 a.m.	DRFN

Senior Staff Reports

Superintendent's Report

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

Human Resources Summary for Teachers & AO's

- For information purposes

Superintendent's Report

<https://togetherwelearn.prn.bc.ca/2026/03/05/superintendents-report-march-2026/>

- For information purposes

Community Coaches

- *See motion below*

Out-of-District Field Trips

- *See motion below*

Motion #40-26

Snow/Scott-Moncrieff

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

CARRIED.

Motion #41-26

Campbell/Gilliss

THAT the Board approves the Community Coaches as presented.

CARRIED.

Motion #42-26

Lehmann/Scott-Moncrieff

THAT the Board approves the Out-of-District Field Trips as presented.

CARRIED.

Secretary-Treasurer's Report

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

Finance Update to February 28, 2026

- Will still see variances in the Ministry of Education Grants throughout the year
- Miscellaneous Expense is higher due to bus insurance
- Capital purchase is the same as prior month; it's updated quarterly. Expenses are captured in Services & Supplies
- LEA's reflects 6 months

Preliminary Operating Budget Update

- Funding announcement coming out this Thursday and then will start putting numbers in
- Surveys will go out on Friday
- Meetings with different departments are booked after Spring Break; gave a list of questions to fill in

Human Resources Summary Report

- For information purposes

Motion #43-26

Snow/Scott-Moncrieff
THAT the Board accept the Secretary-Treasurer's Report
CARRIED.

Reports of Regular Committee of the Whole Meeting

Approval of the Minutes – March 2, 2026

Motion #44-26

Campbell/Lehmann
THAT the Board accept the Regular Committee of the Whole minutes of March 2, 2026 and its recommendations
CARRIED.

Business Arising from the Minutes

The following business arose from the above noted Minutes:
None

Policy Committee

Indigenous Education Council (IEC) Updates

None

Other Reports

BCSTA Trustee Snow

Provincial Council Report – Trustee Snow

- Tumbler Ridge events were a top agenda item
- CSBA Conference
- Status of school boards across Canada
- Indigenous Council
- Voting went well

Board Chair Calls - Chair Gilbert

- Regular Call – spoke about learning resource guides and asked to update our policy to provide alignment
 - Superintendent– we have received it and we're working on drafts to bring back to the board; there will be no further guidance from the Ministry on this.

Rural and Remote Network Year Two Report – Chair Gilbert

- Under "Stories" – Buick Creek is featured as a rural and remote story
- The Rural & Remote Committee will continue in some form. Working on what still remains to be done and will go to the Board of Directors for follow-up

BCPSEA – Trustee Lehmann

- 99.7% approval by the Boards of Education
- 91% approval by the BCTF

Board Pro-D Committee - Chair Gilbert
Knowledge Keepers Pro-D took place before today's meeting

Proposed Three Year Calendars 2026-2027, 2027-2028, 2028-2029

Stephen Petrucci, Superintendent

- Chair Gilbert reviewed the feedback from the public that was attached in the agenda
- Asking District Staff to provide a thank you to these individuals
- Regarding adding another Friday adds to an attendance concern as there is a tendency to extend it to an even longer weekend.
- Regarding the name change to Winter Break, it was felt this had already been discussed in the past

ACTION: District Staff to provide a thank you to these individuals

Motion #45-26

Scott-Moncrieff/Campbell
That the Board of Education adopt the proposed three-year calendars 2026-2027, 2027-2028, 2028-2029 as presented.

CARRIED.

Correspondence

None

Unfinished Business

The following unfinished business arose from the previous meeting minutes:

School District 5 (SE Kootenay) Support for Education Assistant Loan Forgiveness – Chair Gilbert

- Letter will become part of the rationale for the motion already going forward and was included in the BCSTA Weekly

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 – Athena Andritz, President

No report, not present

Questions from Press/Public

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

Ruth Albert, Energeticcity.ca - can you provide more information on the three-year calendar. Chair Gilbert – Ministry gives the option to create a three-year calendar. All stakeholders are invited to come to an initial planning meeting to provide feedback. Once passed calendars are then sent

to ministry and then it is posted on our district website as well as sent out throughout the schools.

Suspension & Move into In-Camera Meeting

Motion #46-26 Snow/Campbell
 THAT the Board suspend the Regular Meeting and move into the In-Camera Meeting.

CARRIED.

Motion #47-26 Campbell/Lehmann
 THAT the Board resume the Regular Meeting and those Motions made In Camera be brought forward for implementation.

CARRIED.

Adjournment

Motion #48-26 Campbell/Gilbert
 THAT the meeting be adjourned. 6.44 p.m.

CARRIED.

HELEN GILBERT, CHAIR,
BOARD OF EDUCATION

ANGELA TELFORD,
SECRETARY-TREASURER

2025-2026 Community Coaches

for BOARD APPROVAL – April 20th, 2026

School / Department	Name of Coach	Coaching
Hudson's Hope Elem-Secondary	Miah Phelps	Floor Hockey

*Approved by Superintendent by email on
April 8th, 2026*



SCHOOL DISTRICT NO. 60 (PEACE RIVER NORTH)

OUT-OF-DISTRICT SPORTS / FIELD TRIPS

April to May

FOR BOARD APPROVAL

SCHOOL: North Peace Secondary

Sports/Activity & Grade/Team:	Dates of Travel	Destination	Transportation	Description of Activities: (names of chaperones, dates & description of activities) Description of Sports: (name of coach, chaperones & locations)
Rugby - Girls and Boys - Grade 10,11,12 - 36 Athletes	Thursdays April 30- June 11	Grande Prairie and/or Sexsmith	School Bus	Rugby League Play - The schedule has not been shared out yet but the teams will travel 4 out of 6 Thursdays. Dates may shift due to field access /weather. Coaches: Boys: Kenneth Peters, Craig Peters Devon Lee Girls: Jason Dutchak, Marko Pajor Teachers:

				Cole Morash & female chaperone TBD
Track and Field (Grade 10-12)	May 2-3	Prince George	School Bus/ Bus Share with BBMS	Sub Zero Track Meet Coaches: Tyson Collier & Cole Morash Hotel: TBD
Badminton (Grade 10-12)	May 8-9	Prince George	School Bus	Zones Badminton Coaches: Cat Imray & Andrew Ly (All SD 60 Staff) Hotel: TBD
Girls Soccer	May 10-11	Prince George	School Bus	Zones Tournament Coach: Dan Turner Teacher Sponsor: TBD Hotel: TBD
Golf (Grade 10-12- 5 athletes)	May 18th- 21st	100 Mile House	Request to travel Van for Ryan Galay to drive. Paper work was submitted this year for Driver Abstract.	Zones qualifications for provincials Coaches: Aiden Craig Steele (SD60 employee) & Ryan Galay Hotel: Days Inn
Track and Field (Grade 10-12)	May 12-14	Prince George	School Bus	Track and Field Zones Meet Coaches: Tyson Collier & Cole Morash Hotel: TBD



March 18, 2026

Ref: 315997

Stephen Petrucci
Superintendent
School District No. 60, Peace River North
Email: spetrucci@prn.bc.ca

Dear Stephen:

On behalf of the Ministry of Education and Child Care, I would like to thank you and your team for your work on and submission of School District No. 60, Peace River North's 2025 Enhancing Student Learning Interim Progress Report in the first year of the new three-year submission cycle.

This continuous improvement work is foundational to our shared purpose and collective responsibility of developing educated citizens, supporting student success, and addressing persistent inequities in opportunities and outcomes for Indigenous learners, children and youth in care, and students with disabilities or diverse abilities.

The Ministry acknowledges that one year is not enough time to realize changes within a district between submissions of the annual Enhancing Student Learning Report. The shift to a three-year cycle increases time between full reports for changes to be made. It is also meant to reduce the administrative burden of annual reporting for district teams and annual review for the Ministry. The 2025 Interim Progress Reports were reviewed to ensure district teams had reviewed data and evidence and provided information on the approach to continuous improvement of student achievement, as required in the Enhancing Student Learning Reporting Order (Reporting Order).

It is important to note that the Ministry approached this process with the awareness that one report, especially an Interim Progress Report, cannot provide a full and accurate picture of a given district. The review outcomes reflect the contents of the Report and are not firm conclusions about district performance. Feedback for the Interim Progress Reports acknowledges the inclusion of required content within the Report and does not include specific input on the targeted strategies, adjustments, or adaptations identified within the Report.

.../2

The intent of this feedback is to acknowledge the work that is in progress to support continuous improvement and to build upon a recognized commitment to improving student outcomes. Where recommendations are included, the intent is to support district teams to ensure their processes are clearly reflected in future reporting. In this light, the Ministry is pleased to share the following feedback with you:

The submitted Interim Progress Report includes the required information and provides evidence that the district team has a continuous improvement approach in place to enhance student learning outcomes. This includes processes to review data and evidence, reflect on and adjust targeted strategies, and focus on priority learners.

As we work together on continuous improvement, the Ministry recognizes that district teams are identifying areas for growth and refining annual reports to best reflect district processes, successes, and opportunities. Similarly, the annual review process for both full Enhancing Student Learning Reports and Interim Progress Reports will continue to be refined to best support overall system improvement. The intention of a three-year cycle that includes Interim Progress Reports is to be 'lighter touch' for both the sector and the Ministry. We have received some feedback that we didn't strike the right balance this year. We will be sending a survey to districts teams soon and your feedback will be essential as we look at adjustments for next year.

Thank you for your ongoing leadership and collaboration in improving outcomes for all students. I look forward to continuing this work alongside you.

Sincerely,



Mary Shaw
Assistant Deputy Minister

cc: Helen Gilbert, Chair, Board of Education, School District No. 60, Peace River North

School District #60

Operating Financial Report - July 1, 2025 to March 31, 2026

Operating Revenue	Actual Spending	2025/26 Amended Budget	% of budget received	# of Months	Expected %	Explanations
Ministry of Education Grants	\$ 58,630,071	\$ 83,800,468	70.0%	12	75%	Payments from Ministry will start to align as the year goes on; The Ministry has not updated the tables after the February count as of this report.
LEA Revenue	-\$ 753,125	-\$ 1,075,893	70.0%	10	70%	On Track
Provincial Grants - SAT	\$ 91,139	\$ 121,524	75.0%	12	75%	On Track
Offshore Tuition	\$ 402,536	\$ 591,874	68.0%	10	70%	On Track
Childcare Fees	\$ 675,800	\$ 962,000	70.2%	10/12	73%	On Track
Alberta Students, DL, 3rd Party Billings	\$ 51,196	\$ 51,196	100.0%	10	100%	Complete
Miscellaneous Revenue	\$ 300,171	\$ 227,465	132.0%	12	75%	This includes miscellaneous funds that come into the District and ITA funds, insurance proceeds, and Skills BC funds; varies throughout the year; Supasses amended budget estimate
Rentals	\$ 109,029	\$ 144,889	75.3%	10/12	73%	Includes Daycare Rental, Teacherage Rentals, Cameron Lake Rentals & Indigenous Rent and SWIS rent
Interest	\$ 325,518	\$ 425,000	76.6%	12	75%	Interest rates for end of March 2026 is 2.45%; higher than expected
Total Operating Revenue Before LEA Adjustment	\$ 59,832,335	\$85,248,523	70.2%			
LEA Revenue	\$ 753,125	\$ 1,075,893	70.0%	10	70%	On Track
Total Operating Revenue	\$60,585,460	\$86,324,416	70.2%			

Operating Expense	Actual Spending	2025/26 Preliminary Annual Budget	% of budget expended	# of Months	Explanations	
Salaries						
Teachers	22,607,608	32,341,173	69.9%	10	70%	On track
Principals and Vice-Principals	4,366,271	5,852,419	74.6%	12	75%	On Track
Educational Assistants	4,623,715	6,855,286	67.4%	10	70%	Slightly lower than expected but spring break wages are lower than throughout the year
Support Staff	6,693,640	9,782,345	68.4%	10/12	73%	Slightly lower than expected but spring break wages are lower than throughout the year
Other Professionals	1,763,046	2,387,936	73.8%	12	75%	On Track
Substitutes (TOC's)	1,581,689	2,314,536	68.3%	10	70%	On Track
Total Salaries	41,635,969	59,533,695	69.9%			
Employee Benefits	9,901,638	14,610,467	67.8%	10/12	73%	Lower than expected but starting to see alignment; CPP, EI and WCB are maxed out for many staff
Total Salaries and Benefits	\$51,537,607	\$74,144,162	69.5%			
Services and Supplies	7,702,513	13,091,129	58.8%	12	75%	Purchases vary through year
Total Operating Expenses	\$59,240,120	\$87,235,291				
Capital Purchases (Operating)	\$382,969	\$490,585	78.1%	12	75%	Purchases vary through year
Total Operating Expenses and Capital Purchases	\$59,623,089	\$87,725,876				
Operating Net Revenue (Expense)	\$962,371	-\$1,401,460				
Application of Reserves to Date	\$505,453	\$1,401,460	0	12	75%	
Operating Net Revenue (Expense) After Surplus Allocation	\$1,467,824	\$0				



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

5000 Health and Safety

5007 District Health and Safety Committee

Adopted: 2001-09

Revised: 1992-08; 1995-04; 1998-12; 2001-06

Reviewed: 2026-01

Reference: District Joint Health and Safety Committee Terms of Reference (District Website)

Policy

A District Health and Safety Committee shall be established. **It is a committee made up of worker and employer representatives who collaboratively and cooperatively consult and plan to address health and safety topics, issues and opportunities in support of the district's occupational health and safety program.**

Guidelines/Principles:

Regulations

1. The District Health and Safety Committee will consist of persons representing all worker groups:
 - Two (2) individuals from CUPE Local 4653
 - Two (2) individuals from Peace River North Teachers' Association.
 - One (1) Administrative Officer Representative
 - One (1) Trustee.
 - ~~One (1)~~ **Safety Supervisor/Manager or designate**
 - Secretary-Treasurer [or designate]
 - **The District will provide a Recording Secretary who will be a non-voting attendee of the committee whose sole responsibility is the meeting minutes.**

2. ~~Each member will sit on the committee for a two (2) year term except the Secretary-Treasurer [or designate] and the Supervisor of Safety Services who will be standing members. Committee members representing each Union group shall~~

~~commence their two-year term in alternating years. Committee members representing the Administrative Officers and the Trustees shall commence their two-year term in alternating years.~~

2. The District Health and Safety Committee will meet the second Thursday of October, January and April. Copies of the minutes of the meetings of the District Health and Safety Committee will be sent to:
 - ~~Prevention Services Department of WorkSafeBC.~~
 - The Board of School Trustees, School District No. 60;
 - ~~Labour Organization involved;~~
 - **Peace River North Teachers' Association**
 - **CUPE Local 4653**
 - All work sites

3. Where general training is required, the ~~Supervisor of Safety Services~~ **Safety Manager**, after consulting with the District Joint Health and Safety Committee Members, will approach people to conduct the training.



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

BY-LAW 4/26

TRUSTEE ELECTIONS

“A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections”

Adopted: 1993-08
Revised: 4/02 – 2002; 4/05 – 2005; 4/14 – 2013; 4/18 – 2018; 5/24 - 2022
Reviewed: 4/22 – 2022; 1/19 - 2026

Reference: School Act
[Local Government Act](#)
Local Elections Campaign Financing Act
Miscellaneous Statutes Amendments Act (Bill 13)

Preamble:

Under the *School Act*, a board of education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District No. 60 (Peace River North), trustee elections are held in the following trustee electoral areas:

TEA #	General description of each Trustee Electoral Area	# of Trustees
Area 1	Includes Cecil Lake, Goodlow and Clayhurst	One (1)
Area 2	Includes Prespatou, Buick, Rose Prairie, Doig River First Nation, Blueberry River First Nations, North Pine, Montney and Wonowon (east)	One (1)
Area 3	Includes the District of Hudson’s Hope, Upper Cache, Tsay Keh Dene Nation and Williston Lake	One (1)
Area 4	Includes the District of Taylor, Baldonnel and Two Rivers	One (1)
Area 5	Includes the City of Fort St. John, the Upper Halfway, Halfway River First Nation, Wonowon (west), Charlie Lake, Pink Mountain and north to Mile 225 on the Alaska Highway	Three (3)

and as illustrated in ~~Appendix 1~~ **Policy 1005 Zonal Boundaries within School District 60 (Peace River North)** attached to and forming part of this bylaw.

The Board wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The Board, in an open meeting assembled, enacts as follows:

Definitions

1. The terms used in this bylaw shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act*, except as the context indicates otherwise.

“*Board*” means the Board of Education of School District No. 60 (Peace River North);

“*by-election*” means a trustee election to fill a vacancy on the Board in any of the circumstances described in section 36 of the *School Act*;

“*election*” means a trustee election;

“*general voting day*” means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election;

“*Minister*” means the Minister of Education and Child Care;

“*Regional District*” means the Peace River Regional District; and

“*TEA*” is the acronym for Trustee Electoral Area.

“*School District*” means the School District No 60 (Peace River North)

Application

2. (1) This bylaw applies to both general school elections and by-elections, except as otherwise indicated in this bylaw.

Required Advance Voting Opportunities

3. (1) Unless the Board is exempted from the requirement by Order of the Minister of Education, the required advance voting opportunity will be held on the tenth day before general voting day.

(2) An additional advance voting opportunity will be held on:

i. in TEA #5, the date specified in the bylaws of the City of Fort St. John;
and

ii. for by-elections in TEA #5, 3 days before general voting day unless that day is a holiday, in which case the required advance voting opportunity will be held on the 4th day before general voting day.

Order of Names on the Ballot

4. The order of names of candidates on the ballot will be alphabetical by last name.

Resolution of Tie Vote after Judicial Recount

5. In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

Website Access to Candidate Nomination Documents and Campaign Financing Disclosure Statements

6. (1) The Board authorizes public access, during the regular office hours at the Board's office, to nomination documents of trustee candidates by internet or other electronic means until 30 days after declaration of the election results.

(2) In accordance with the *Local Elections Campaign Financing Act*, the Board will make available to the public for inspection during the regular office hours of the Board's head office, the trustee candidates' campaign financing disclosure statements and supplementary reports, other than a mailing address or residential address of a significant contributor, by internet access until 5 years after general voting day for the election to which the trustee's campaign financial disclosure statements and supplementary reports relate.

(3) Before providing the services under section 6, the Board, requires the person requesting the service to
 - (a) certify that any purpose for which personal information is to be used is permitted by section 63 of the *Local Elections Campaign Financing Act*, and
 - (b) certify that
 - (i) the individual, and
 - (ii) if applicable, any individual or organization on whose behalf the first individual is accessing, inspecting or obtaining the copy or other recordwill not use personal information included in the copy or other record except for a purpose permitted under the *Local Elections Campaign Financing Act*.

Application of Local Government Bylaws

7. (1) In TEA #3, the District of Hudson's Hope conducts part of the trustee election, the elections bylaws of the District of Hudson's Hope, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

(2) In TEA #4, the District of Taylor conducts part of the trustee election, the elections bylaws of the District of Taylor, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

(3) In TEA #5, if the City of Fort St. John conducts part of the trustee election, the elections bylaws of the City of Fort St. John, as they may be amended from time to time, apply to that part of the trustee electoral area, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

Additional Advance Voting Opportunities

8. The chief election officer is authorized to establish additional advance voting opportunities for each election and to designate the voting places, establish the date and the voting hours for these voting opportunities in all TEA areas where the Board conducts the trustee election on its own behalf.

Additional General Voting Opportunities

9. The chief election officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours, within the limits set out in the *Local Government Act*, for such voting opportunities in all TEA areas where the Board conducts the trustee election on its own behalf.

Special Voting Opportunities

10. In all TEA areas where the Board conducts the trustee election on its own behalf, in order to give electors who may otherwise be unable to vote an opportunity to do so, special voting opportunities may be established by the chief election officer for each election for hospital patients, seniors in a retirement home or persons subject to a disability who will be qualified to vote at the special voting opportunity, and the chief election officer is authorized to establish the location, date, voting hours and procedures, within the limits set out in the *Local Government Act*, for each special voting opportunity. The chief election officer is authorized to limit the number of candidate representatives who may be present at the special voting opportunity.

Number of Scrutineers at Voting Places

11. The maximum number of scrutineers for each candidate that may attend at an election is one per ballot box for each candidate.

12. Public Notices

(1) The Board identifies the following places as “public notice posting places” for the purposes of section 50 of the Local Government Act, and section 94 of the Community Charter:

- The Board office entryway
- City of Fort St. John Office
- District of Taylor Office
- Hudson’s Hope Municipal Building

(2) Public notices will be published in the public notice posting places, as well as:

1. in local newspaper(s) at least once each week for two consecutive weeks in accordance with sections 94 and 94.1 of the Community Charter
2. on the school district website
3. on school district social media pages (e.g. Facebook)

13. Voters’ List

(1) Voting in a trustee election shall be limited to only those electors registering to vote at the time of voting

(2) Registration as an elector under paragraph (13.1) is effective only for the election or other voting for which the voting is being conducted at the time.

Title

124. This bylaw may be cited as “School District No. 60 (Peace River North) Trustee Elections Bylaw No. 4/22 26.”

Repeal

135. School District No. 60 (Peace River North) Trustees Elections By-Law No. 4/22 is hereby repealed.

Read a first time this ___ day of ___ 2022~~6~~.

Read a second time this ___ day of ___ 2022~~6~~.

Read a third time, passed and adopted this ___ day of ___ 2022~~6~~.

Helen Gilbert, Board Chair

Angela Telford, Secretary-Treasurer

3. Review of Remuneration for Board of Directors

Sponsor: Northern Interior Branch

Motion as Presented:

BE IT RESOLVED:

That the British Columbia School Trustees Association undertake a review of the total remuneration of its Board of Directors required to fulfill director responsibilities and report back with a range of options and associated implications.

Rationale:

The role of a BCSTA Board Director has expanded significantly in scope, complexity, and time commitment. Directors are expected to attend regular and special meetings, prepare extensively in advance, participate in committee work, and represent the organization across the province, often during regular working hours. These responsibilities require a sustained and professional level of engagement.

A review of total remuneration, including realistic time expectations, is necessary to ensure transparency and fairness, and to assess whether current compensation reflects the work reasonably required to fulfill director duties. Examining comparable provincial benchmarks—such as Crown corporations and other provincial governance bodies—provides an objective basis for this assessment.

Undertaking this review does not presume a particular outcome. Rather, it ensures that decisions about remuneration are informed, evidence-based, and aligned with good governance practices. Reporting back with a range of options and associated implications allows members to consider sustainability, accessibility of board service, and the long-term ability to attract and retain qualified trustees willing to serve at the provincial level.

The last time the Honoraria Committee, comprised of members not on the board, reviewed the Board of Director compensation was 2011. As a result, the Finance and Audit committee calculates the 5 year average of CPI when building the budget and recommend increases if applicable. No formal policy has been adopted by the membership but is acknowledged through the budget process and presented to Provincial Council annually. This undertaking could be reviewed by the Legislative Committee who are responsible for policy in accordance with BCSTA bylaws.

Reference(s):

[BCSTA 2025/2026 budget](#)

16. Academic Dual Credit

Sponsor: Northern Interior Branch

Motion as Presented:

BE IT RESOLVED:

That the British Columbia School Trustees Association advocate to the Ministry of Education and Childcare and the Ministry of Post Secondary Education to expand and properly fund academic dual credit programs that are accessible to every student in British Columbia, including dual credit pathways for students interested in becoming certified teachers.

Rationale:

The demand for certified teachers continues to grow. Work BC lists elementary and secondary teachers as high demand occupations. Dual credit programs are a proven mechanism for workforce development by enabling secondary students to begin post-secondary course work while still enrolled in the K-12 system. Students who participate in dual credit program are able to complete post-secondary certification requirements more efficiently and are better prepared for the academic and social transition to post-secondary education.

The Dual Credit Program Expansion grant represents a positive step toward increasing post-secondary dual credit opportunities. However, the scope and pace of implementation may not fully address the scale of the teacher shortage or ensure equitable access for all students across the province. In particular, limited eligibility criteria may negatively affect student enrolment, cost effectiveness, and program viability in rural and remote communities where enrolment thresholds are already challenging.

The motion seeks to address gaps in the current initiative and to advocate for broader, more inclusive access to academic dual credit pathways that support students interested in pursuing careers in teaching.

Reference(s):

Dual Credit <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/dual-credit>

Dual Credit Policy Statement <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/dual-credit#dualcredit>

Work BC <https://www.workbc.ca>

19. Expand Canada Student Loan Forgiveness to Include Educational Assistants

Sponsor: Northern Interior Branch

Motion as Presented:

BE IT RESOLVED:

That the British Columbia School Trustees Association advocate to the Federal Government to have National Occupational Classification 43100 Elementary and Secondary Teacher Assistants covered under the newly expanded Canada Student Loan Forgiveness Program.

Rationale:

Recently the federal Canada Student Loan Forgiveness program was expanded to include many needed occupations relevant to the public school system. Forgiveness of student loans applies to someone working in a rural area or a population centre with no more than 30,000 people living in it. Therefore, the expanded Canada Student Loan Forgiveness program applies to much of BC.

The newly listed occupations of teacher, early childhood educator, physiotherapist, psychologist and social worker represent occupations in demand in our school districts. Although personal support worker is also listed as a new area of loan forgiveness, the National Occupational Classification description for the role of personal support worker is not connected to the school system. Personal support workers typically work with the elderly or those with diverse needs in the home setting. The loan forgiveness program is tied to the definitions within the National Occupational Classification system

Educational assistants are in short supply through out the province. Work BC confirms this need. The purpose of the federal Canada Student Loan Forgiveness program is to assist with retention and recruitment in underserved areas. Adding student loan forgiveness for National Occupational Classification 43100 Elementary and Secondary Teacher assistants would be beneficial for retention and recruitment. The inclusion of this occupational area in the program is consistent with the spirit of the program.

Reference(s):

Canada Student Loan Forgiveness <https://www.canada.ca/en/services/benefits/education/student-aid/grants-loans/repay/assistance/student-loan-forgiveness.html>

WorkBC <https://www.workbc.ca>

20. Provincial Loan Forgiveness

Sponsor: Northern Interior Branch

Motion as Presented:

BE IT RESOLVED:

That British Columbia School Trustees Association advocate for provincial student loan forgiveness as a workforce recruitment and retention strategy for public education sector roles, with a focus on addressing shortages in rural and remote areas.

Rationale:

Boards of Education across British Columbia, particularly in rural and remote regions, continue to experience persistent challenges recruiting and retaining teachers and other school-connected professionals. These shortages affect program continuity, student support services, and boards' ability to meet student learning and well-being needs.

The federal government has already expanded student loan forgiveness for professionals working in underserved rural and remote communities, including teachers, early childhood educators, social workers, psychologists, and personal support workers. Eligible individuals may receive up to \$30,000 in federal loan forgiveness over five years. This approach recognizes student loan forgiveness as an effective workforce recruitment and retention tool.

The federal program applies only to the federal portion of student loans. British Columbia does not currently offer a complementary provincial program aligned with this framework. As a result, boards lack an additional policy tool that could help stabilize the education workforce in high-need communities.

Advocacy by BCSTA for provincial student loan forgiveness would support Boards of Education in addressing recruitment and retention challenges, strengthen workforce stability in rural and remote districts, and align provincial policy with an existing federal approach that supports student learning and well-being.

Reference(s):

Canada Student Loan Forgiveness

<https://www.canada.ca/en/services/benefits/education/student-aid/grants-loans/repay/assistance/student-loan-forgiveness.html>

WorkBC <https://www.workbc.ca>

21. Early Years Education and Childcare

Sponsor: Coast Mountains *and* Northern Interior Branch

Motion as Presented:

BE IT RESOLVED:

That the British Columbia School Trustees Association urge the Ministry of Education and Childcare, in collaboration with relevant provincial ministries, to develop a clear, coordinated and financially sustainable provincial framework for early learning services including childcare delivered through public school districts.

Rationale:

School districts across British Columbia are increasingly involved in delivering early years education and childcare services that support positive outcomes for children and families. However, many districts are experiencing growing financial and operational pressures due to insufficient, inconsistent, and short-term funding models.

Responsibility for early years education and childcare is currently fragmented across multiple provincial ministries. This fragmentation has resulted in unclear accountability, inequitable access for families, and challenges in sustaining programs delivered through public school districts. In addition, several initiatives rely on grant-based or time-limited funding that does not adequately reflect ongoing operational and staffing costs.

A coordinated provincial framework is necessary to provide clarity, reduce fragmentation, support equitable access across the province, and ensure sustainable funding for early years education and childcare services delivered through the public education system.

In considering this work, does the current Ministry name adequately reflect the role of early years education, or would *Ministry of Education and Early Learning* be more appropriate?

Reference(s):

Please note School Districts 52 and 54 support this motion.

References:

Human Early Learning Partnership. (n.d.). *Early childhood development and learning: Selected literature reviews.* Faculty of Medicine, University of British Columbia.

<https://help.ubc.ca>

Children First. (n.d.). *Children First: Early childhood development literature.*

<https://www.childrenfirst.ca>

Provincial Office for Early Years. (n.d.). *Early years planning framework.* Government of British Columbia.

<https://www2.gov.bc.ca>

Department of Education and Early Childhood Development. (2016). *Putting children first: Positioning early childhood for the future.* Government of New Brunswick.

<https://www2.gnb.ca>

22. Dedicated Funding for School District Housing Accommodation

Sponsor: Vancouver Island Branch *and* Southeast Kootenay

Motion as Presented:

BE IT RESOLVED:

That the British Columbia School Trustees Association urge the provincial government to establish dedicated funding programs to support the development, replacement, and maintenance of school district-owned housing accommodations in British Columbia.

Rationale:

School districts across British Columbia are facing increasing challenges in recruiting and retaining qualified educators and staff due to high housing costs, shortages of rental accommodation, and limited availability of suitable housing in many regions. These pressures are particularly acute in rural, remote, and high-cost communities, including those represented by VISTA boards.

Pacific Rim School District's Board of Education has already engaged in advocacy with the provincial government to address this concern:

- On June 11, 2025, the Board of Education of School District No. 70 (Pacific Rim) wrote to the Ministry of Infrastructure requesting that funding programs for staff housing be established to support recruitment and retention;
- On June 12, 2025, the same board wrote to BCSTA and the VISTA Branch to seek broader advocacy support on this matter;
- In response on July 4, 2025, the Ministry of Infrastructure acknowledged the concern but confirmed that no dedicated funding program currently exists, with only limited upgrade funding available under the Annual Facility Grant; and
- In a letter dated July 9, 2025, the BCSTA President confirmed the importance of this issue and encouraged member Boards to advance the matter through resolution at the AGM, highlighting opportunities for collaboration with partner organizations such as the Union of BC Municipalities (UBCM).

Given the urgency of the staffing and housing crisis and the demonstrated lack of a provincial funding mechanism, it is essential that BCSTA formally adopt this advocacy priority. Dedicated funding for staff housing will support equitable access to qualified staff across the province, ensuring that all students—regardless of where they live—benefit from stable, well-supported educators.

School districts across British Columbia are facing a growing backlog of deferred capital maintenance that cannot be sustainably addressed through the current level of Annual Facility Grant funding alone. While districts are responsibly prioritizing AFG toward essential life-cycle repairs, the scale and cost of aging infrastructure now exceed available resources, creating increased operational risk and long-term cost pressures.

Reference(s):

References

- Letter: [SD70 to Ministry of Infrastructure](#), June 11, 2025
- Letter: [SD70 to BCSTA and VISTA](#), June 12, 2025
- Response: [Ministry of Infrastructure to SD70](#), July 4, 2025
- Response: [BCSTA President to SD70](#), July 9, 2025

**CAPITAL BYLAW NO.2026-27-CPSD60-01
CAPITAL PLAN 2026/27**

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 60 (Peace River North) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2026-27 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated Mar 27, 2026, is hereby adopted.
- 2. This Capital Bylaw may be cited as *School District 60 (Peace River North) Capital Bylaw No.2026/27 – CPSD60-01*.

READ A FIRST TIME THE 20th DAY OF April 2026;
READ A SECOND TIME THE 20th DAY OF April 2026;
READ A THIRD TIME, PASSED THE 20th DAY OF April 2026.

APPLY CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original *School District 60 (Peace River North) Capital Bylaw No. 2026/27-CPSD60-01* adopted by the Board the 20th day of April 2026.

Secretary-Treasurer



March 27, 2026
Our Ref. 27120

Stephen Petrucci
Superintendent
Peace River North School District (SD60)

Email Address: spetrucci@prn.bc.ca

Dear Stephen Petrucci:

Thank you for your organization's Capital Plan Submission, which was provided last year to the Ministry of Infrastructure.

This letter provides:

- 1) Direction for advancing supported capital projects in your submission (Appendix A).
- 2) Important information regarding your upcoming Capital Planning submission (Appendix B).

If you have questions about the information provided, please reach out to me or the contacts provided in the attached materials.

Sincerely,

A handwritten signature in black ink, appearing to read "Bobbi Plecas".

Bobbi Plecas
Deputy Minister

pc: Angela Telford, Secretary-Treasurer, Peace River North School District (SD60)

Education and Child Care Capital Branch

Appendix A: Direction for advancing supported capital projects

Capital Bylaw No.: 2026/27-CPSD60-01

Projects in Business Case Development

New Projects

There are no new projects identified at this time to proceed to business case development.

Minor Capital Projects

The table below reflects minor capital projects that are approved for funding and can proceed to procurement in the following program areas:

- School Enhancement Program (SEP)
- Food Infrastructure Program (FIP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Funding allocation for minor capital projects

Facility Name	Program Project Description	Amount funded by Ministry
Bert Ambrose	SEP - HVAC Upgrades	\$300,000
Dr Kearney Middle	SEP - Roofing Upgrades	\$500,000
Ecole Central Elem School Of The Arts	SEP - Roofing Upgrades	\$285,000
Bert Ambrose	CNCP - HVAC Upgrades	\$400,000
Clearview Elem-Jr Secondary	PEP - Universally Accessible Playground	\$200,000
A2605	INTERNAL COMBUSTION ENGINE - Type C with 0 wheelchair space(s)	TBD

These projects are now to proceed to design, tender and construction and to be completed by March 31, 2027.

School bus purchase approvals will have funding amounts confirmed after school districts place their order(s) with bus vendors through the upcoming Bus Standing Offer process.

Note the Ministry will provide funding for Type A2 and Type C buses, however, will not provide funding towards new or replacement Type D buses. School districts that wish to purchase a Type D bus may do so, however will be required to pay the difference in cost between the Type D bus and the Type C funding provided by the Ministry.

Bus funding amounts will be as identified in the Bus Standing Offer for the base cost of the chosen Type A2 or Type C bus, plus up to \$20,000 per bus in options, plus cost of wheelchair spaces (if applicable), plus cost of seat belted seats (if applicable), plus GST and PST.

The Ministry will not provide additional funding or compensation for any costs or fees associated with the Bus Standing Offer.

Please refer to the attached 2026/27 School Bus Purchasing Letter for additional details.

An Annual Programs Funding Agreement (APFA) accompanies this Letter which outlines specific Ministry and Board-related obligations associated with the approved Minor Capital projects for the 2026/27 fiscal year. Please email a signed/dated copy of the Annual Programs Funding Agreement to the Ministry at CMB@gov.bc.ca.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw. A Capital Bylaw identifies the Board's acknowledgement of the approved project and its responsibility to meet capital projects scope, schedule, and budget. The template for the Capital Bylaw can be found on the Ministry's website in the [Publications and Resources](#) section. Please use the Capital Bylaw Number provided at the top of Appendix A for the supported and/or approved 2026/27 Five-Year Capital Plan projects as identified in this letter. The Capital Bylaw must be adopted by your Board and uploaded onto your School District's online MyCAPS portal in order for the Ministry to issue Certificates of Approval. A step-by-step guide of this process is attached for your reference.

Note on Public Announcements

Prior to any public announcements pertaining to any of the projects identified in this document, please have your communications staff contact the Ministry of Infrastructure's communications lead - Preet Grewal, Communications Director, Ministry of Infrastructure Government Communications and Public Engagement, at preet.grewal@gov.bc.ca.

Project Signage

Projects proceeding to construction require a BC Government '[StrongerBC](#)' construction sign. Signs should be affixed once fencing is up. Please connect with your Ministry of Infrastructure contact when you are ready to begin design work on the construction sign for the project.

Terms on Management of Capital Projects

Existing terms and conditions for capital projects remain in effect. For more information and resources, please visit the [Capital Management Site](#).

Capital Procurement

Please ensure that all procurement is undertaken in accordance with the [Capital Asset Management Framework \(CAMF\)](#) for public sector bodies. Specifically, procurement must be fair, open, competitive, transparent, and must effectively manage budget and schedule risk. This includes conducting conflict of interest checks to identify any business or professional relationships between members of the capital project procurement team (and their advisors) and the proponents.

All priority investment projects require a procurement options analysis and may be audited to confirm that all procurement activities have been undertaken in accordance with CAMF.

School Site Acquisition Charge

As part of the Board's 2026/27 approved capital plan, the eligible school site requirement set out in the final resolution of the Board of Education in accordance with s. 574(5) of the *Local Government Act*, is accepted by the Ministry.

The local government may commence the collection of an applicable per dwelling unit charge from residential developers on behalf of a Board after the Board's adoption of a bylaw setting the School Site Acquisition Charges for the School District as s. 575(3) of the *Local Government Act* prescribes. The School Site Acquisition Charge may only come into effect 60 days (including weekends and holidays) after that bylaw is adopted by a Board of Education.

Please contact CMB@gov.bc.ca with any questions regarding School Site Acquisition Charges.

Appendix B: Information for Annual Five-Year Capital Planning submissions

Updated Capital Plan Instructions for the Annual Five-Year Capital Plan submission process will be available on the Ministry's [Capital Management Site](#) in early April 2026.

School districts' capital plan submission deadlines are:

- **May 15, 2026**
 - 2026/27 Child Care Capital Program (SASG)
- **May 15, 2026**
 - 2026/27 Minor Capital Programs (AFG)
- **June 30, 2026**
 - 2027/28 Major Capital Programs (SMP, EXP, REP, RDP)
- **September 29, 2026**
 - 2027/28 Minor Capital Programs (SEP, CNCP, PEP, BUS, FIP, BEP)

For school district project planning purposes, the Annual Facility Grant (AFG) Allocation Table will be available on the Ministry's website in the [K-12 Capital Planning Resources](#) section in early April 2026.

The Ministry recommends school districts discuss draft versions of their intended capital projects requests with Child Care, Minor and Major [Capital Branch Staff](#) well in advance of the submission deadlines noted above.

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the current and next budget cycle, while enabling school districts additional time and flexibility to plan over the summer.