



School District No. 59 (Peace River South)

Open Board Meeting Agenda

Date: February 19, 2025 @ 1:00 PM

Place: School Board Office – Dawson Creek, BC

“We acknowledge that we share this territory with the people of Treaty 8.”

APPROVAL OF AGENDA

RECOMMENDED MOTION: *THAT the Board of Education of School District No. 59 (Peace River South) adopt the February 19, 2025 Regular Board Meeting agenda as presented.*

1. ITEMS FOR ADOPTION

R1.1 – Regular Board Meeting Minutes – January 22, 2025

R1.2 – Excerpts Closed Meeting – January 22, 2025

2. BUSINESS ARISING

3. ESSENTIAL ITEMS

4. PRESENTATIONS

R4.1 SD59 Early Learning Program – M. Manual & D. Bassendowski

5. CORRESPONDENCE

6. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 – School/Student News

R6.2 – K-12 Literacy Supports – Professional Learning Grants Update

7. REPORTS FROM THE SECRETARY-TREASURER

R7.1 – Monthly Financial Report-January 2025

R7.2 – 2024-2025 Amended Annual Budget & Bylaw

RECOMMENDED MOTIONS:

THAT the School District No. 59 (Peace River South) Amended Annual Budget Bylaw for the fiscal year 2024-2025 showing the estimated revenues and expenditures and the total budget bylaw amount of \$72,096,425 for the 2024-2025 fiscal year be read a first time.

THAT the School District No. 59 (Peace River South) Amended Annual Budget Bylaw for the fiscal year 2024-2025 showing the estimated revenues and expenditures and the total budget bylaw amount of \$72,096,425 for the 2024-2025 fiscal year be read a second time.

THAT the Board allows the third reading of 2024-2025 Amended Budget Bylaw to occur in the February 19, 2025 meeting.



School District No. 59 (Peace River South)

THAT the School District No. 59 (Peace River South) Amended Annual Budget Bylaw for the fiscal year 2024-2025 showing the estimated revenues and expenditures and the total budget bylaw amount of \$72,096,425 for the 2024-2025 fiscal year be read a third time, passed, and adopted.

R7.3 – 2025-2026 Budget:

- a) Enrolment Projections
- b) [Budget Survey](#)

R7.4 - Capital Projects Report

R7.5 - Secretary Treasurer Report – February 2025

8. TRUSTEE ITEM

R8.1 – BCSTA Update – R. Gulick

R8.2 – Draft Letter to Minister of Education – C. Anderson

RECOMMENDED MOTION: *THAT the Board of Education of School District No. 59 (Peace River South) approve the letter to the Minister of Education and Child Care as presented.*

9. COMMITTEE REPORTS

R9.1 - Indigenous Education Councils

R9.2 – Policy Committee

- a) Policy & Regulation 4588 Media in Schools
- b) Regulation 5170 Reimbursement of Expenses (Staff)

10. DIARY

11. QUESTION PERIOD

Questions or comments must relate to items in this meeting's agenda.

12. FUTURE BUSINESS / EVENTS

R12.1 – Open Board Meeting – March 12, 2025

ADJOURNMENT

RECOMMENDED MOTION: *THAT the Regular Board Meeting of February 19, 2025 be adjourned.*



School District No. 59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH)

11600 – 7TH Street, Dawson Creek, BC V1G 4R8

Open Board Meeting Minutes

DATE & TIME: January 22, 2025 – 1:00 PM

PLACE: School Board Office – Dawson Creek, BC

PRESENT: Trustees:
C. Anderson (Chair)
R. Gulick (Vice-Chair)
C. Hillton
S. Mounsey
A. Schurmann
C. Wards
T. Jones

C. Fennell, Superintendent
K. Morris, Secretary-Treasurer
R. Schwartz, Recording Secretary

REGRETS: Nil

Called to Order – 1:02 PM

The Board Chair acknowledged that we share this territory with the people of Treaty 8.

APPROVAL OF AGENDA

Additions: Nil

Deletions: Nil

(2025-01-004)

MOVED/SECONDED – Wards/Hillton

THAT the Board of Education of School District No. 59 (Peace River South) approve the January 22, 2025 Regular Board Meeting agenda as presented.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – December 18, 2024

The Chair asked for any corrections to the minutes.

(2025-01-005)

The Chair declared the minutes of the open meeting December 18, 2024 approved as presented.

R1.2 Excerpts of Closed Board Meeting – December 18, 2024

(2025-01-006)

The Chair declared the excerpts of the closed board meeting December 18, 2024 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

5.0 CORRESPONDENCE

6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 School/Student News

The Superintendent reported school/student news:

- Literacy blitzes are the focus of many schools around the district. The targeted activity provides students a fun environment in which to practice literacy skills they have learned through previous literacy centre participation. The literacy blitz helps students to become fluent in their reading and writing skills.
- Schools in all communities are enjoying outdoor activities, including snowshoeing, tobogganing, cross country skiing, downhill skiing, and skating.
- Students at Ecole Frank Ross are learning Social Emotional Learning strategies by focusing on 'things in my control', which include learning about their own thoughts, emotions, reactions, behaviors, communication style, self-awareness, self-regulation, goal setting, decision-making, and how they choose to respond to situations and people around them. Students are also learning about local First Nations and has made a bulletin board all about Saulteau First Nations. The school initiated a 'Seek 'n Find' door decorating contest and Ms. Major's class is having fun with 'Beaver on the Shelf'.
- Windrem Elementary presented the ceiling tile designs they have been working on to the Chetwynd Indigenous Council.
- Tumbler Ridge StrongStart students were excited to visit the fish farm at Tumbler Ridge Secondary School. The students got to feed the fish and learn how fish can provide nutrients to plants to help them grow. Mr. Noronha's class used a 3D printer to create manipulatives to reconstruct the earth's continents to learn about how they were formed and broke apart. The students reconstructed the earth and moon which are being used in grade 7 science with the use of telescopes.

- Devereaux students had fun building inukshuks out of clay as part of their learning about Inuit communities.
- As part of a school wide initiative, students at Canalta Elementary helped set the school's goal for 2025 - 'We have Drive in 2025'. Canalta is part of the Classroom Champions program which partners the school with a world class athlete who provides mentorship to the students and encourages growth mindsets and inspire positive classroom culture. Mr. Haberstock's class is teamed up with Canadian National Ski Cross Team Athlete, Antoinette Tansley.
- McLeod Elementary and Little Prairie Elementary teamed up to play basketball. Each school hosted a basketball game allowing the teams to travel and play a game outside of their community.
- South Peace Elementary invited the RCMP for a visit. Students and families enjoyed learning about the RCMP and the services they offer.
- The District is participating in Preventure Training, an evidence-based program developed by Clinical Psychologist and Professor Dr. Patricia Conrad. The program uses personality targeted interventions to promote mental health and reduce the risk of substance use for youth.
- Dianne Lowe has been appointed as Vice-Principal at DCSS - Central Campus in a temporary position from February 3rd to June 30th.

R6.2 International Field Trip

Dawson Creek Secondary School requested final approval for their international student trip to Europe in March 2025.

(2025-01-007)

MOVED/SECONDED – Schurmann/Jones

THAT, the Board of Education of School District No. 59 (Peace River South) grant final approval to Dawson Creek Secondary School for the international field trip to Europe from March 19th to 30th, 2025.

CARRIED

R6.3 Early Years Health Fair

The District is partnering with local agencies to host an Early Years Health Fair on Thursday, January 23, 2025. The event is a project by the Ministry of Education and Child Care Strengthening Early Years to Kindergarten Transitions (SEY2KT).

R6.4 Feeding Futures Update

The Superintendent presented data for the Feeding Futures program for the September to December period.

As part of the Feeding Futures program, the District supported families and students with care packages in the month of December to provide extra support over the winter break.

R6.5 Enhancing Student Learning Feedback

The Superintendent shared the 2024 Annual Review Feedback Report from the Ministry of Education and Child Care for the Enhancing Student Learning Report (ESLR) submitted to the Ministry for the 2023-2024 school year. The feedback report provides constructive feedback allowing the district to adapt strategies to focus on areas of growth and to make continuous improvements to enhance student learning.

R6.6 2025-26 Proposed School Calendar

The Superintendent presented the proposed school calendar for the 2025-26 school year. The proposed calendar reflects the current collective agreement language around start, end, and break times with special provision for the two-week spring break. The Superintendent also noted that the 2025-26 school year will have two consecutive non-instructional days in October to allow for the professional development conference which occurs every three years.

The calendar will be circulated for feedback. The consultation period allows for public feedback before the calendar is adopted by the board and submitted to the Ministry of Education and Child Care before March 31st.

(2025-01-008)

MOVED/SECONDED – Gulick/Schurmann

That the Board of Education of School District No. 59 (Peace River South) approve to circulate the proposed 2025-2026 school calendar for feedback

CARRIED

7.0 REPORTS FROM THE SECRETARY TREASURER

R7.1 Monthly Financial Report – November 2024

The Secretary Treasurer presented the monthly finance report for November 2024.

R7.2 Monthly Financial Report – December 2024

The Secretary Treasurer presented the monthly finance report for December 2024. Twelve month budgets should have 50% remaining and ten month budgets should have 60%.

R7.3 Budget Change Report

The Secretary Treasurer presented the budget change report, indicating changes from the Preliminary Budget approved in May 2024.

R7.4 Capital Projects Report

Crescent Park Elementary School Expansion

Since December 16, 2024 the following have occurred:

- December 17, 2024
 - Addendum # 1 added to posting on BC Bid
 - Closing date of tender was extended to January 13,2025
 - Electronic bids will be accepted due to uncertainty around Canada Post strike.
- December 19, 2024
 - Optional site visit for interested contractors of which two attended.
- January 8, 2025
 - Addendum #2 added to posting on BC Bid
 - Closing date of tender extended to January 20, 2025 as per multiple contractors' requests.

Updates are posted on the district website at [Capital Projects | School District 59 \(sd59.bc.ca\)](https://www.sd59.bc.ca/Capital-Projects).

ChildcareBC New Spaces – Tremblay & Tumbler Ridge Elementary

Updates since the December Board Meeting:

- Review the final costing once it is received and integrate any necessary adjustments into the design plans.
 - awaiting civil and structural drawings from Engineer.
- Continue with detailed design work to ensure all elements are resolved and ready for the next phase.
 - proceed to building permit submission once costing completed above.
- Maintain open communication with city representatives to ensure regulatory compliance and alignment:
 - City of Dawson Creek, currently ongoing. The proposed plans for Tumbler Childcare have been coordinated with the District of Tumbler Ridge and design has been confirmed.
- Finalize the Class A cost estimates for both construction options:
 - Class A cost estimate will be completed once all documents have been reviewed.
- Confirm site-specific requirements, including fire hydrant locations, in coordination with the City of Dawson Creek:
 - Contact made; awaiting response from the City.

Updates are available on the district website at [Capital Projects | School District 59 \(sd59.bc.ca\)](https://www.sd59.bc.ca/capital-projects).

R7.5 Secretary Treasurer's Report – January 2025

The Secretary Treasurer's report for January was provided for information.

8.0 TRUSTEE ITEMS

R8.1 BCSTA Update – R. Gulick

Trustee Gulick presented the latest news and events from the BCSTA. Provincial Council in February will be held online. The AGM will be held in Vancouver from April 24-26, 2025.

R8.2 Northern Interior Branch Advocacy Priorities

The board discussed advocacy priorities in preparation for the Northern Interior Branch Meeting scheduled in Prince George on February 7-8, 2025.

Board advocacy discussion points:

- Letter of Permission to be district wide not specific to a designated school and to be approved for longer than a year.
- Representative from each branch on the BCSTA board and the member terms are staggered.
- Childcare facility maintenance funding.
- Increased capital bus replacement funding to cover 100% of cost.
- Accessibility upgrade funding.
- Move timeline of FSAs from fall to another time in the year.

- Alignment between MOECC career program initiatives such as dual credit, health career expansion/experiential projects, and other programs, and availability of post-secondary seats in related fields.
- StrongStart funding increase.
- Improving teacher education programs through transparency and process of BC Teachers Council.
- Approval of UNBC Northern Cohort Bachelor of Education Program Proposal.
- Funding for Northern Student Teacher Bursary Program.
- BCSTA board meetings open or available by recording; weighted voting on certain motions.

9.0 COMMITTEE REPORTS

R9.1 Indigenous Education Councils

The Chetwynd Indigenous Council met on January 21, 2025. Council received a presentation on the grade 7 transition experiences, including testimonials from students. Windrem Elementary presented the ceiling tile designs they have been working on. Council also received an update on the planning for the May 5th Truth and Reconciliation non-instructional day.

The Dawson Creek Indigenous Council will be holding their meeting on January 28, 2025.

R9.2 Policy Committee

The Policy Committee brought forward two policies for adoption that were being circulated for feedback.

(2025-01-009)

MOVED/SECONDED – Wards/Jones

THAT, the Board of Education of School District No. 59 (Peace River South) adopt policy and regulation 4270 District Authority Scholarship Awards as presented.

CARRIED

(2025-01-010)

MOVED/SECONDED – Gulick/Hillton

THAT, the Board of Education of School District No. 59 (Peace River South) adopt policy and regulation 4330 Dismissal of Students as presented.

CARRIED

10.0 DIARY

11.0 NOTICE OF MOTION

12.0 QUESTION PERIOD

A question and answer period was provided.

13.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – February 19, 2025

ADJOURNMENT

(2025-01-011)

MOVED – Jones

THAT the Regular Board Meeting of January 22, 2025 be terminated. (2:36 PM)

CARRIED

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris Secretary Treasurer



School District No. 59 (Peace River South)

MEETING: Closed Board Meeting
DATE: January 22, 2025 11:00 AM
PLACE: School Board Office – Dawson Creek, BC

The meeting was called to order at 11:09 a.m. and the following was reported:

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – December 18, 2024

Business Arising

Presentation

Trustee Items

Items discussed and reported included:

- BCPSEA Update
- Superintendent Contract

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters
- Student Appeal Update

Secretary Treasurer's Reports

Items discussed and reported included:

- Capital Project – Crescent Park Expansion Update

Adjournment Motion @ 11:45 a.m.

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris, Secretary Treasurer



February 5, 2025

Ref: 305374

Christy Fennell
Superintendent of Schools (School District No. 59)
11600 7 St
Dawson Creek, BC V1G 4R8
Email: cfennell@sd59.bc.ca

Dear Christy Fennell:

Re: K-12 Literacy Supports Initiative, School District Literacy Professional Learning Grants

On behalf of the Ministry of Education and Child Care (the Ministry), I am pleased to inform you that Peace River South (SD59) has been awarded a professional learning grant in the amount of \$238,867 to provide: 1) professional learning for teachers and support staff in the area of evidence-based approaches to literacy development, and 2) literacy information/resources for parents and caregivers. A payment via Electronic Funds Transfer (EFT) will follow shortly.

As a condition of accepting this grant, SD59 commits to:

- Provide professional learning opportunities to classroom teachers and support staff in the district in the areas of evidence-based: literacy instruction, early literacy screening, and/or literacy interventions.
- Develop and submit a district literacy professional learning plan to the Ministry for review by **July 15, 2025**.
 - Districts should engage with teachers, support staff, Indigenous Education Councils, parent advisory councils, and other partners in the development of these plans.
 - *Please note that Bill 40 requires Boards of Education to work with their Indigenous Education Council (87.001), specifically for the Indigenous Education Council to advise on the Board's plan in relation to any professional development relating to cultural competencies or to non-instructional time focused on enhancing Indigenous student achievement or integrating Indigenous worldview and perspectives into learning environments.*
 - Districts can elect to use the attached template for their professional learning plan or determine their own format.
 - All plans should include:
 - Information about the district's approach to providing professional learning opportunities for classroom teachers and support staff, and information/resources for parents and caregivers.

- Information on engagement activities that informed the development of the plan.
- Information on linkages to existing district literacy initiatives, plans and programming.
- A timeline for activities.
- Expected outcomes and indicators for success, including how your plan will build capacity and contribute to sustainable change in your district.
- **Please see the attached *Guide To: School District Literacy Professional Learning Grants* to help support the development of your district plan.**
- Please send completed plans to literacy.supports@gov.bc.ca. Ministry staff will verify receipt of your plan and will reach out if there are questions or requests for additional information.
- Complete required reporting on district activities via the Enhancing Student Learning Report (under the Framework for Enhancing Student Learning) in alignment with the 2025 reporting cycle.
- Participate in Community of Practice (CoP) meetings with the Ministry of Education and Child Care (up to 3 meetings per school year, from 2024/25 to 2026/27) to discuss K-12 Literacy Supports activities, challenges, and opportunities. Additional details will be provided.
- Fully expend the grant funding allocation by June 30, 2027, and provide the Ministry with summary breakdowns of grant funding expenditures based on the following reporting schedule:
 - First report due by June 30, 2026.
 - Second report (if all funds were not expended by June 30, 2026) due by July 15, 2027.

A grant of this nature requires that the Ministry outlines its standard expectations in terms of accountability and acknowledgement. In accordance with conditions placed on all government grants, SD59 must:

- Use all grant funds only for the purposes outlined above.
- At the request of the Ministry, provide updates on project status and progress.
- Be aware that the Ministry will reclaim any portion of the grant should SD59 not use the funds received for the purposes outlined in this letter.

Further, we ask that you acknowledge the Province of British Columbia's assistance on written materials related to this grant. The following acknowledgement may be used:

"We acknowledge the financial support of the Province of British Columbia through the Ministry of Education and Child Care."

Thank you for your services to support the success of all B.C. students.

Sincerely,

Mary Shaw
Assistant Deputy Minister
Learning and Education Programs Division
Ministry of Education and Child Care
Mary.Shaw@gov.bc.ca

MONTHLY FINANCIAL REPORT - OPERATING - JANUARY MONTH END

	2024-2025				2023-2024			
	Budget (Amended)	YTD	Available	%	Budget (Amended)	YTD	Available	%
6210 MOE Grant - Operating	52,061,533	26,234,232	25,827,301	50%	49,395,939	24,900,930	24,495,009	50%
6290 MOE Grants - Other	2,202,994	735,373	1,467,621	67%	2,219,394	811,386	1,408,008	63%
6410 Other Ministries	204,594	109,839	94,755	46%	125,000	115,276	9,724	8%
6460 Services	-	-	0	0%	20,000	0	20,000	100%
6470 Non-Resident Tuition	54,692	27,336	27,356	50%	16,250	18,922	-2,672	-16%
6480 Local Education Agreements	1,204,517	776,148	428,369	36%	1,278,023	425,965	852,058	67%
6490 Private School Bussing	51,500	45,317	6,183	12%	0	0	0	0%
6488 Just B4	9,500	4,255	5,245	55%	0	0	0	0%
6489 Careers	56,800	36,282	20,518	36%	75,000	37,160	37,840	50%
6490 Miscellaneous	24,000	14,250	9,750	41%	150,000	47,834	102,166	68%
6491 Seconded Teacher Recovery	-	-	0	0%	237,000	119,873	117,127	49%
6492 Substitute Staff Recovery	-	-	0	0%	85,000	53,507	31,493	37%
6495 Central Stores Recovery	-	2,633	-2,633		4,500	2,355	2,145	48%
6496 Resource Centre Recoveries	-	13,071	-13,071		0	8,721	-8,721	
6500 Community Use of Facilities	180,000	91,607	88,393	49%	213,000	88,317	124,683	59%
6601 Interest	767,699	520,941	246,758	32%	675,000	395,870	279,130	41%
6760 Surplus Internally Restricted	514,739	-	514,739	100%	1,934,077	0	1,934,077	100%
6770 Surplus Schools	709,326	-	709,326	100%	371,294	0	371,294	100%
GRAND TOTAL	58,041,894	28,611,284	29,430,610	51%	56,799,477	27,026,116	29,773,361	52%

MONTHLY FINANCIAL REPORT - OPERATING - JANUARY MONTH END

	2024-2025				2023-2024			
	Budget (Amended)	YTD	Available	%	Budget (Amended)	YTD	Available	%
SALARIES								
1050 Principal Vice-Principal Salaries	4,506,695	2,600,146	1,906,549	42%	4,167,363	1,960,572	2,206,791	53%
1100 Teacher Salaries	18,778,547	9,288,788	9,489,759	51%	18,257,838	8,057,279	10,200,559	56%
1200 Support Staff Wages	5,497,695	3,078,073	2,419,622	44%	5,278,866	2,343,212	2,935,654	56%
1204 Clerical Wages	1,149,132	726,236	422,896	37%	1,185,804	545,901	639,903	54%
1208 Summer Worker Student Wages	97,712	37,013	60,699	62%	75,833	35,319	40,514	53%
1230 Education Assistant Wages	5,407,099	2,769,930	2,637,169	49%	5,323,132	1,850,275	3,472,857	65%
1300 Other Professionals Wages	2,025,054	1,190,374	834,680	41%	2,119,435	990,541	1,128,894	53%
1303 Para Educator Wages	124,651	80,615	44,036	35%	126,893	58,081	68,812	54%
1400 Replacement Wages - Teachers	1,331,347	692,183	639,164	48%	1,624,745	760,309	864,436	53%
1400 Replacement Wages - Maintenance & Custodial	275,496	211,531	63,965	23%				
1400 Replacement Wages - Transportation	97,264	63,492	33,772	35%				
1404 Replacement Wages - Clerical		4,962	-4,962		22,469	5,209	17,260	77%
1411 Recoverable Wages - Casual		1,179	-1,179		0	40,216	-40,216	0%
1430 Replacement Wages - Ed Assistants	175,000	87,733	87,267	50%	67,753	79,881	-12,128	0%
TOTAL SALARIES	39,465,692	20,832,255	18,633,437	47%	38,250,131	16,726,795	21,523,336	56%
BENEFITS								
2000 Benefits - Regular Employees	8,373,553	4,235,471	4,138,082	49%	8,989,461	3,448,302	5,541,159	62%
2004 Benefits - Casual Employees	233,021	134,536	98,485	42%	262,081	111,458	150,623	57%
TOTAL BENEFITS	8,606,574	4,370,007	4,236,567	49%	9,251,542	3,559,760	5,691,782	62%
SERVICES & SUPPLIES								
3100 Professional and Technical Services		0	0		7,000	0	7,000	100%
3101 Legal	81,000	17,702	63,298	78%	133,000	61,225	71,775	54%
3102 Audit	23,000	-361	23,361	102%	20,000	10,775	9,225	46%
3103 Labour Relations	5,000	0	5,000	100%	5,000	0	5,000	100%
3104 Contract Services	2,097,825	845,926	1,251,899	60%	1,327,990	630,505	697,485	53%
3105 Telephone	97,025	56,761	40,264	41%	104,450	51,564	52,886	51%
3106 Photocopy	93,021	48,244	44,777	48%	90,000	38,444	51,556	57%
3107 Postage	19,706	8,724	10,982	56%	21,420	8,781	12,639	59%
3108 Advertising	5,600	1,541	4,059	72%	20,800	-4,158	24,958	120%
3300 Student Transportation	249,900	111,181	138,719	56%	233,100	110,643	122,457	53%
3301 Bussing Contract	962,656	517,767	444,889	46%	841,435	364,702	476,733	57%
3303 Transportation Allowance	12,500	4,831	7,669	61%	12,500	2,991	9,509	76%
3400 Travel	151,200	76,832	74,368	49%	195,100	106,296	88,804	46%
3405 Recruitment Travel					0	510	-510	0%
3406 Travel - Kilometres	155,200	76,216	78,984	51%	134,350	63,509	70,841	53%
3409 Registration Fees	90,730	40,694	50,036	55%	81,335	114,388	-33,053	-41%
3410 Recruitment Incentives	52,160	67,700	-15,540	-30%	59,660	35,655	24,005	40%
3415 Professional Development	15,000	4,864	10,136	68%	15,000	9,695	5,305	35%
3499 Meals and Meal Supplies	123,230	70,503	52,727	43%	112,889	49,151	63,738	56%
3600 Rentals & Leases	25,000	9,760	15,240	61%	16,000	53,298	-37,298	-233%
3601 Equipment Rental	11,400	11,091	309	3%	9,500	10,758	-1,258	-13%
3700 Dues/Fees/Licenses	549,464	348,812	200,652	37%	512,938	445,527	67,411	13%
3706 Radio Licenses	4,900	0	4,900	100%	4,700	0	4,700	100%
3707 Criminal Record Checks	6,000	3,695	2,305	38%	3,600	2,996	604	17%
3710 Scholarships	7,000	2,000	5,000	71%	5,000	1,000	4,000	80%
3900 Insurance	241,900	202,585	39,315	16%	200,000	171,042	28,958	14%
4124 Bank Service Charges	3,000	2,081	919	31%	3,000	1,467	1,533	51%
5100 Supplies General	1,890,718	881,298	1,009,420	53%	1,917,512	899,586	1,017,926	53%
5101 Books	162,659	67,626	95,033	58%	191,464	96,541	94,923	50%
5102 Other Supplies	10,000	6,590	3,410	34%	10,000	781	9,219	92%
5103 Non-Violent Crisis Intervention	5,000	5,129	-129	-3%	5,000	225	4,775	96%
5400 Utilities - Electricity	465,000	293,113	171,887	37%	465,000	118,562	346,438	75%
5401 Utilities - Natural Gas	410,000	157,852	252,148	61%	410,000	95,395	314,605	77%
5402 Utilities - Propane	35,000	22,731	12,269	35%	35,000	5,781	29,219	83%
5403 Vehicle Fuel	670,000	344,795	325,205	49%	650,000	300,796	349,204	54%
5404 Utilities - Water & Sewer	160,000	66,922	93,078	58%	160,000	55,400	104,600	65%
5405 Utilities - Garbage	60,000	38,300	21,700	36%	50,000	47,867	2,133	4%
5406 Carbon Offsets	70,000	-22,593	92,593	132%	70,000	-26,080	96,080	137%
5407 Next Generation Network (NGN)	145,000	646	144,354	100%	145,600	0	145,600	100%
5800 Equipment	348,498	63,428	285,070	82%	278,878	757,348	-478,470	-172%
5900 Computer Replacements	454,336	171,837	282,499	62%	361,100	0	361,100	100%
TOTAL SERVICES & SUPPLIES	9,969,628	4,626,823	5,342,805	54%	8,919,321	4,692,966	4,226,355	47%
GRAND TOTAL	58,041,894	29,829,085	28,212,809	49%	56,420,994	24,979,521	31,441,473	56%

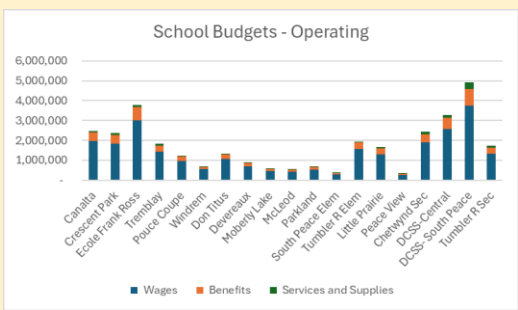
MONTHLY FINANCIAL REPORT - OPERATING - JANUARY MONTH END

	2024-2025				2023-2024			
	Budget (Amended)	YTD	Available	%	Budget (Amended)	YTD	Available	%
FUNCTION 1: INSTRUCTION								
102 Regular (Classroom)	25,481,895	12,400,720	13,081,175	51%	24,761,753	10,403,665	14,358,088	58%
103 Career Prep	536,447	291,264	245,183	46%	479,413	224,877	254,536	53%
107 Library	479,681	228,399	251,282	52%	510,975	256,395	254,580	50%
108 Counselling	914,652	474,255	440,397	48%	893,141	349,335	543,806	61%
110 Inclusion	8,841,007	4,453,465	4,387,542	50%	9,025,479	3,204,783	5,820,696	64%
130 ELL	189,905	68,005	121,900	64%	145,475	39,000	106,475	73%
131 Indigenous Education	2,258,822	1,080,372	1,178,450	52%	2,157,010	791,713	1,365,297	63%
141 School Administration	4,145,380	2,584,040	1,561,340	38%	4,113,481	2,017,861	2,095,620	51%
162 Offshore Students	200,000	92,500	107,500	54%	247,144	144,858	102,286	41%
TOTAL INSTRUCTION	43,047,789	21,673,020	21,374,769	50%	42,333,871	17,432,487	24,901,384	59%
FUNCTION 4: ADMINISTRATION								
411 District Education Administration	758,558	438,871	319,687	42%	803,640	340,569	463,071	58%
420 Early Learning & Child Care	0	0	0	0%	0	0	0	0%
440 Governance	238,725	146,313	92,412	39%	224,314	123,491	100,823	45%
441 Business Administration	1,574,574	925,127	649,447	41%	1,412,192	721,496	690,696	49%
TOTAL ADMINISTRATION	2,571,857	1,510,311	1,061,546	41%	2,440,146	1,185,556	1,254,590	51%
FUNCTION 5: OPERATIONS & MAINTENANCE								
541 Maintenance Administration	774,283	520,507	253,776	33%	731,518	427,010	304,508	42%
550 Maintenance & Custodial	5,128,045	2,835,685	2,292,360	45%	4,793,090	2,371,719	2,421,371	51%
552 Grounds	766,455	474,971	291,484	38%	744,774	430,896	313,878	42%
556 Utilities	1,350,000	558,099	791,901	59%	1,335,600	298,063	1,037,537	78%
TOTAL SERVICES & SUPPLIES	8,018,783	4,389,262	3,629,521	45%	7,604,982	3,527,688	4,077,294	54%
FUNCTION 7: TRANSPORTATION								
741 Transportation Administration	317,185	190,622	126,563	40%	309,325	39,325	270,000	87%
770 Student Transportation	4,086,280	2,065,870	2,020,410	49%	3,732,670	1,561,778	2,170,892	58%
TOTAL SERVICES & SUPPLIES	4,403,465	2,256,492	2,146,973	49%	4,041,995	1,601,103	2,440,892	60%
GRAND TOTAL	58,041,894	29,829,085	28,212,809	49%	56,420,994	23,746,834	32,674,160	58%

SCHOOLS BUDGET - OPERATING & CLASSROOM ENHANCEMENT FUND (CEF) -JANUARY MONTH END

School	Pupil Budget Ratio	Enrolment Headcount	2023-2024 Operating Budget	Operating Budget Expenditures													CEF Budget Expenditures							
				Instruction	Careers	Library	Counselling	Inclusion	ELL	Indigenous	School Admin	YTD Total	Remaining	% Rem	Instruction	Library	Counselling	Inclusion	ELL	YTD Total	Remaining	% Rem		
Canalta Elementary	10,291	254	2,452,890	2,465,621	741,309	0	1,384	358,071	11,817	0	160,463	1,273,044	1,192,577	48%	148,325	176	36,362	31,688	68,226	80,099	54%			
Crescent Park Elementary	10,095	256	2,442,434	2,355,205	767,601	0	2,848	0	267,982	0	166,714	1,205,145	1,150,060	49%	229,103	51,368	40,694	45,612	137,674	91,429	40%			
Devereaux Elementary	13,050	73	947,068	886,412	276,422	0	1,290	0	125,704	0	58,618	462,034	424,378	48%	66,226	11,854	21,013	32,867	33,359	50%				
Don Titus Montessori	9,981	141	1,332,199	1,327,648	415,229	0	3,991	0	168,610	0	85,326	673,156	654,492	49%	79,681	24,310	15,861	40,171	39,510	50%				
Ecole Frank Ross Elementary	9,214	443	4,072,544	3,774,168	1,304,258	0	51,302	0	333,689	-2	77	218,870	1,908,194	1,865,974	49%	307,620	59,770	40,602	73,977	174,349	133,271	43%		
Little Prairie Elementary	9,785	181	1,716,564	1,650,868	562,449	0	5,440	0	130,828	0	150,921	849,638	801,230	49%	120,205	17,947	33,582	51,529	68,676	57%				
McLeod Elementary	7,210	82	597,603	562,216	241,650	0	495	0	20,272	2,468	0	30,000	294,885	267,331	48%	29,028	7,178	2,340	9,518	19,510	67%			
Moberly Lake Elementary	14,101	42	477,916	571,669	208,214	0	0	0	43,063	0	0	28,519	279,796	291,873	51%	20,564	5,902	4,292	10,194	10,370	50%			
Parkland Elementary	11,310	64	647,398	680,979	235,905	0	340	0	89,561	0	0	32,294	358,100	322,879	47%	42,832	9,080	12,523	21,603	21,229	50%			
Peace View Colony	11,499	34	273,739	339,699	134,245	0	0	0	0	32	0	24,591	158,868	180,831	53%	51,266	5,613	6,888	12,720	25,221	26,045	51%		
Pouce Coupe Elementary	12,181	117	1,171,961	1,233,592	355,953	0	1,093	0	180,256	0	0	89,213	626,515	607,077	49%	191,546	60,757	18,906	18,559	98,222	93,324	49%		
South Peace Elementary	10,442	39	319,990	377,744	107,614	0	0	0	19,561	4,851	0	56,984	189,010	188,734	50%	29,482	4,660	5,757	4,195	14,612	14,870	50%		
Tremblay Elementary	11,232	183	1,905,905	1,834,865	533,187	0	337	0	256,556	0	0	155,352	945,432	889,433	48%	220,527	64,116	30,488	0	27,660	122,264	98,263	45%	
Tumbler Ridge Elementary	9,360	211	1,869,429	1,923,979	580,694	0	3,810	0	204,101	0	0	155,953	944,558	979,421	51%	50,968	16,932	1,631	1,631	18,563	32,405	64%		
Windrem Elementary	15,083	47	724,839	692,781	212,708	0	1,910	0	61,849	0	0	56,704	333,171	359,610	52%	16,135	0	0	0	0	16,135	100%		
Elementary Total	10,282	2167	20,952,479	20,677,446	6,677,438	0	74,240	0	2,260,103	19,166	77	1,470,522	10,501,546	10,175,900	49%	1,603,508	236,187	270,528	0	301,383	16,915	825,013	778,495	49%
Chetwynd Secondary	9,853	269	2,525,875	2,434,096	721,750	93,214	27,206	23,082	261,132	5,987	0	194,719	1,327,090	1,107,006	45%	216,320	70,874	9,141	12,556	16,256	108,827	107,493	50%	
DCSS - Central	8,577	410	3,290,847	3,290,847	1,074,841	0	40,302	76,577	264,494	6,501	134	309,093	1,771,942	1,518,905	46%	225,537	43,095	30,741	22,643	14,208	110,687	114,850	51%	
DCSS - South Peace	8,325	641	5,211,734	4,936,703	1,371,969	84,218	50,238	144,939	530,955	0	263	318,227	2,500,809	2,435,894	49%	399,820	138,026	57,241	0	2,208	197,475	202,345	51%	
Tumbler Ridge Secondary	10,407	175	1,732,769	1,724,659	569,987	13,368	698	417	105,265	2,725	0	189,698	882,158	842,501	49%	96,489	22,011	30,038	0	52,049	44,440	46%		
Secondary Total	8,513	1495	12,761,225	12,386,305	3,738,547	190,800	118,444	245,015	1,161,846	15,213	397	1,011,737	6,481,999	5,904,306	48%	938,166	251,595	119,134	65,237	32,672	0	469,038	469,128	50%
Distributed Learning	5,522	116	646,091	640,568	259,456	36,596	0	0	336	0	0	51,329	347,717	292,851	46%	0	0	0	0	0	0	0	0	0
District																676,918	-730	37	2,807	144,808	180,423	327,345	349,573	52%
Total Total	9,773	3,778	34,359,795	33,704,319	10,675,441	227,396	192,684	245,015	3,422,285	34,379	474	2,533,588	17,331,262	16,373,057	49%	3,218,592	487,452	389,699	68,044	478,863	197,338	1,621,396	1,597,196	50%

	Wages	Benefits	Supplies
Canalta	1,955,553	438,000	72,088
Crescent Park	1,848,642	407,208	99,355
Frank Ross	3,009,218	669,080	95,870
Tremblay	1,419,874	316,477	98,514
Pouce Coupe	975,238	219,770	38,584
Windrem	543,711	121,816	27,254
Don Titus	1,060,792	238,749	28,107
Devereaux	696,206	155,180	35,026
Moberly Lake	443,876	98,093	29,700
McLeod	433,475	96,138	32,603
Parkland	535,814	119,544	25,621
South Peace	286,473	62,530	28,741
Tumbler R Elem	1,550,771	346,308	26,900
Little Prairie	1,308,698	290,581	51,589
Peace View	269,638	57,936	12,225
Chetwynd Sec	1,891,639	419,307	123,150
DCSS-Central	2,580,882	573,277	136,688
DCSS-SP	3,746,798	823,582	366,323
Tumbler R Sec	1,341,449	295,410	87,800
Distributed Lrn	489,842	106,666	44,060
Total	26,388,589	5,855,652	1,460,198





School District No.59 (Peace River South)

February 19, 2025

Board of Education

RE: 2024-2025 Amended Annual Budget

This report provides an analysis of changes and explanation of significant variances from the 2024-2025 preliminary budget approved by the Board on May 8, 2024, to the 2024-2025 amended budget as of February 2025 for which staff is seeking the Board's approval at its February 19, 2025 Regular Open Board Meeting.

The amended budget is due to the Ministry of Education March 28, 2025. It is noted the extension of the budget submission deadline is due to the late funding re-calc announcement that came January 28, 2025 instead of the historical pre-Christmas re-calc announcement.

Where variances were less than one percent, little analysis was done unless the amount was material.

OPERATING FUND

Schedule 2 Operating Revenue and Expense

REVENUE

Changes in revenues from preliminary to amended budget are shown in the table below:

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
MOE Grant - Operating	52,061,533	51,803,154	258,379	0.5%	49,395,939	2,665,594	5.4%
MOE Grants - Other	2,202,994	1,839,912	363,082	19.7%	2,219,394	-16,400	-0.7%
Other Ministries	204,594	204,594	0	0.0%	200,000	4,594	2.3%
Non-Resident Tuition	54,692	16,250	38,442	236.6%	16,250	38,442	236.6%
Local Education Agreements	1,204,517	1,278,023	-73,506	-5.8%	1,278,023	-73,506	-5.8%
Private School Bussing	51,500	50,000	1,500	3.0%	0	51,500	
JustB4	9,500	9,500	0	0.0%	0	9,500	
Careers	56,800	75,000	-18,200	-24.3%	0	56,800	
Miscellaneous	24,000	54,000	-30,000	-55.6%	174,500	-150,500	-86.2%
Seconded Staff Recoveries					237,000	-237,000	-100.0%
Substitute Staff Recoveries					85,000	-85,000	-100.0%
Community Use of Facilities	180,000	180,000	0	0.0%	213,000	-33,000	-15.5%
Interest	767,699	608,169	159,530	26.2%	675,000	92,699	13.7%
Surplus Internally Restricted *	514,739	750,000	-235,261	-31.4%	2,305,371	-1,081,306	-46.9%
Surplus Schools	709,326	250,000	459,326	183.7%			
Total	58,041,894	57,118,602	923,292	1.6%	56,799,477	1,242,417	2.2%

Operating Grant

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Enrolment *	3,643	3,735	-92	-2.5%	3,693	-50	-1.3%
Standard Schools **	32,100,129	32,925,315	-825,186	-2.5%	31,489,336	610,793	1.9%
Online Learning	306,900	302,400	4,500	1.5%	292,320	14,580	5.0%
Home Schooling	6,500	5,250	1,250	23.8%	5,250	1,250	23.8%
Enrolment Decline	56,597	0	56,597		0	56,597	
Special Needs Level 1, 2, 3	6,171,530	6,004,880	166,650	2.8%	5,668,280	503,250	8.9%
English Language Learners	288,995	305,150	-16,155	-5.3%	272,395	16,600	6.1%
Indigenous Education	2,040,810	2,070,900	-30,090	-1.5%	2,014,380	26,430	1.3%
Equity of Opportunity Supplement	241,664	247,971	-6,307	-2.5%	201,422	40,242	20.0%
Supplement for Salary Differential ***	1,306,317	472,703	833,614	176.4%	477,608	828,709	173.5%
Unique Geographic Factors	10,159,281	10,159,281	0	0.0%	9,816,537	342,744	3.5%
Curriculum and Learning Support Fund	33,236	33,236	0	0.0%	32,755	481	1.5%
Indigenous Education Council (IEC)	136,491	136,491	0	0.0%	0	136,491	
September Enrolment	52,848,450	52,663,577	184,873	0.4%	50,270,283	2,578,167	5.1%
February Enrolment Estimate	158,400	158,400	0	0.0%	153,120	5,280	3.4%
May Enrolment Estimate	259,200	259,200	0	0.0%	250,560	8,640	3.4%
Full Year Funding	53,266,050	53,081,177	184,873	0.3%	50,673,963	2,592,087	5.1%
Less: Indigenous Services Canada	-1,204,517	-1,278,023	73,506	-5.8%	-1,278,023	73,506	-5.8%
Full Year Operating Grant from MOECC	52,061,533	51,803,154	258,379	0.5%	49,395,940	2,665,593	5.4%

Overall, the operating grant increased by 0.5%. Compared to the May 2024 budget, the operating grant:

- Decreased by \$825,186 due to a K-12 enrolment increase of 92 students. Previously reported was a 45 FTE student enrolment decline based on the data submission to the Ministry in October 2024. Further to the operating grant re-calc provided by the Ministry on January 28 (more than a month later than usual), it was discovered an error was made by including the Distributed Learning (On Line) enrolment in both the Standard School (error) and the Online (correct) enrolment counts. This error resulted in a further 47 FTE reduction in standard school enrolment and a further \$374,430 reduction in operating grant funding.
- Increased by \$166,650 due to a net of lower number of Level 1 complex needs students and higher numbers of students in Level 2 and Level 3 funding categories.
- Decreased by \$16,155 due to a lower number of English Language Learners.
- Decreased by \$30,090 due to a lower number of Indigenous Education Students.
- Increased by \$833,614 in Teacher Salary Differential. 2024-2025 is the first year of excluding Teachers on Letters of Permission (LOP's) from the Ministry's Form 2003 Educator Salaries which drives the Supplement for Salary Differential line of the operating grant. By including only certified teachers in the data submission, as instructed by BCPSEA and confirmed by the MOECC, the District's average salary compared to the provincial average changed from -968 in 2023-2024 (SD59 certified teacher and LOP average salary lower than provincial average) to + 3208 (SD59 certified teachers only average salary higher than provincial average). While

the District was expecting an increase in funding in this category, the actual increase was more than expected.

- Because of the enrolment decline of greater than 1%, the SD59 received \$56,597 in enrolment decline funding.

LEA Recovery & Funding from First Nations

The Local Education Agreement reduction in the operating grant and subsequent decrease in the LEA revenue, is due to changing demographics of students living on reserve and being billed to the Nations and the Ministry's calculation. A year-end reconciliation is completed each June to adjust revenues between Ministry of Education, the Local Education Agreement amount and the billings to the Nations.

Other Ministry of Education and Child Care Grants

Pay Equity, the Student Transportation Fund and FSA Scorer Grant did not change from Preliminary to Amended budget. Labour Settlement Funding increased by \$82,215 (18.4%) due to the overall collective agreement increases for the year. The District will also receive \$30,000 in hiring incentives to offset corresponding payments made to three new teachers. In February 2025, SD59 was granted a literacy grant for \$238,867 to be spent by June 2027.

Provincial Grants Other

This category of revenue is made up of grants from Skilled Trades BC (formerly Industry Training Authority or ITA) for SD59's careers funding, Ministry of Children and Families for physio and occupational therapies staff, and the family support contracts, the After School Sports Arts Initiative (ASSAI) which is received then paid to the City as the programmer. Careers Program funding for the access portion of the historical grant was not offered, and fluctuations in student numbers were factors in the reduced funding from preliminary .

Tuition

In 2024-2025 out of province student attending SD59 schools increased from 1 student to 5 students. The District does not have any international enrolment.

Seconded Teacher and Substitute Staff Recoveries

A change in practice in 2024-2025 to record recoveries as a reduction in expense rather than a revenue, resulted in a presentation change on the annual budget compared to the previous year. The decrease in revenue as a result of the change in accounting treatment totals \$322,000 from the previous year. In 2024-2025 the associated expenses should be eliminated because the payroll charges (expense) match the recoveries (former revenue) on the expenditure side of the budget.

Bus Charges

Private/independent school bussing contracts were increased by 3% to match the collective agreement increases.

Miscellaneous

Miscellaneous revenues are made up of JustB4 service payments, and various grants and other non-routine revenue receipts. Revenues have been adjusted for revenues received to date and estimated to the end of the year.

Rentals and Leases

Rentals remain unchanged from preliminary to amended. The 2024-2025 budget has been reduced from the previous year because targets were not met.

Investment Income

Interest rates have remained higher as a continuation of the 2023-2024 rates as well as the cash being held for capital projects: Crescent Park Expansion Project and Dawson Creek and Tumbler Ridge child care centres. The revenue has been increased by \$159,530 or 26.2% and is proving itself out in trending monthly interest payments.

EXPENSES

Changes in expenses from preliminary to amended budget are shown in the table below:

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Salaries							
Teachers	18,778,547	18,828,964	-50,417	-0.3%	18,257,839	520,708	2.9%
Principals and Vice-Principals	4,506,695	4,491,916	14,779	0.3%	4,167,363	339,332	8.1%
Education Assistants	5,531,750	4,972,852	558,898	11.2%	5,323,132	208,618	3.9%
Support Staff	6,744,539	7,260,368	-515,829	-7.1%	6,540,502	204,037	3.1%
Other Professionals	2,025,054	1,929,366	95,688	5.0%	2,246,328	-221,274	-9.9%
Substitutes	1,879,107	1,801,327	77,780	4.3%	1,714,967	164,140	9.6%
Total Salaries	39,465,692	39,284,793	180,899	0.5%	38,250,131	1,215,561	3.2%
Benefits	8,606,574	8,804,219	-197,645	-2.2%	9,251,542	-644,968	-7.0%
Total Salary and Benefits	48,072,266	48,089,012	-16,746	0.0%	47,501,673	570,593	1.2%
Services and Supplies							
Services	2,425,177	2,091,808	333,369	15.9%	1,797,320	627,857	34.9%
Student Transportation	1,225,056	1,087,035	138,021	12.7%	1,087,035	138,021	12.7%
Pro-D and Travel	587,520	613,004	-25,484	-4.2%	538,674	48,846	9.1%
Rentals and Leases	36,400	28,600	7,800	27.3%	25,500	10,900	42.7%
Dues and Fees	567,364	432,034	135,330	31.3%	521,238	46,126	8.8%
Insurance	241,900	199,900	42,000	21.0%	200,000	41,900	21.0%
Supplies	2,657,211	2,432,207	225,004	9.3%	2,763,954	-106,743	-3.9%
Utilities	2,015,000	1,995,000	20,000	1.0%	1,985,600	29,400	1.5%
Total Services & Supplies	9,755,628	8,879,588	876,040	9.9%	8,919,321	836,307	9.4%
Total Operating Expense	57,827,894	56,968,600	859,294	1.5%	56,420,994	1,406,900	2.5%
Local Capital Purchases	214,000	150,000	64,000	42.7%	378,483	-164,483	-43.5%
Total Expenses	58,041,894	57,118,600	923,294	1.6%	56,799,477	1,242,417	2.2%

Teacher Salaries

Overall, the teacher salaries budget line item has decreased by \$50,417 as a result of the combination of the decreased K-12 enrolment of 92 students and the inability to fully staff some positions. These decreases are offset by a change in the teacher average salary and teacher FTE added to Moberly Lake Elementary, South Peace and Peace View Colonies, and Chetwynd Secondary Schools for added supports. In addition, it should be noted that the teacher average salary increased by 4.2% from 2023-2024, not the 3% budgeted due to the teacher grid increments paid during the year. Additionally, there is some fluctuation in the amended budget to preliminary and previous year because of a substitute coding accounting treatment change.

In the preliminary budget and the previous year’s budget, all substitute teachers were coded to a replacement budget. Beginning in the fall of 2024 when a substitute teacher was called in for a posting or vacant position, that expense was charged to regular teacher salaries because the sub was filling in for a regularly staffed and budgeted position. This treatment should better align the budgeted teacher costs and substitute costs when the

replacement employee is in for a regularly budgeted position. In previous budgets, teacher salaries may have been understated and substitute salaries overstated.

Education Assistants

Education Assistants are staffed according to each student's complex needs. Education Assistant wages have increased by 11.2% in the amended budget (10% in the 2023-2024 preliminary to amended budget) to correspond with the \$166,000 increase in Level 1, 2, 3 funding and inclusion student enrolment. Education assistant budgets have historically trended upward from preliminary to amended to year-end financial statements. This shows growing support for students that have a designation for funding as well as supports for children that do not have a designation. The district spends in excess of its funding for students with complex needs which is a trend in the province.

Other Professionals

The amended budget increase in this salary category is associated with the performance reviews of all excluded staff and the subsequent Board approved submission to government for increases. Excluded positions were fully staffed for the year as well as some turnover of senior staff with new staff being hired at different salaries.

Included in the line item are Trustees, who received a 2.5% increase pursuant to Policy and Regulation 2205 *Trustee Remuneration Benefits & Recognition*, effective July 2024.

Substitutes

The amended budget reflects an increase of 4.3% in replacement wages. Substitute salaries are a volatile budget varying from year to year on a number of factors: changes in long and short terms leaves of regular employees, the availability of substitutes to fill vacancies, and the number of strategic plan or district and school initiatives budgets that support teacher absence and replacement.

Support Staff

Support staff salaries have decreased by 7.1% from preliminary budget primarily due to partial year unfilled vacancies in the maintenance (carpentry), grounds, bus drivers and clerical classifications. Also, maintenance labour recoveries charged to special purpose funds and school budgets were not reflected in preliminary staffing.

Benefits

Benefits have decreased by 2.2% resulting from the corresponding overall decrease in salaries as well as the first in a number of years, dental and or extended health premium holidays in December and or January. While the benefit holiday was included in the preliminary budget, it may be difficult to formulate a trend to explain the preliminary to

amended budget given that the premium holiday is used as a cost savings measure sporadically in SD59 as benefit fund surpluses with the benefit carrier vary.

Benefits in this line item include the Employer Health Tax assessment.

Services & Supplies

Services and supplies are made up of hundreds of line items that increase or decrease from preliminary budget to amended and according to the needs of each department each year. The major increases or decreases will be outlined in this section.

Services

Services are made up of legal, audit, contracts, phone, postage, photocopies and advertising. The majority of the 15.9% increase to services is made up of 2023-2024 year end carry forwards in Indigenous Education, Fine Arts (cultural arts performances) and Service Improvement Allocation (SIA), offset by reallocations within the strategic plan budgets (see Page 11), schools' allocations to contracted services and postage due to the postal strike. In February 2025, SD59 was granted a literacy grant for \$238,867 to be spent by June 2027. The grant spending plan has not yet been developed so the entire budget is allocated to services at this time. The spending plan is due by July 2025 at which time the budget allocation will be corrected. The remaining variance is made up of district and school account increases and decreases.

Student Transportation

The amended budget has increased by 12.7% and is due to 14% increase in the bussing contract renegotiation totaling \$121,000. The bus contractor had been budgeting using a rollover method for several years but zero based their budget for 2024-2025 causing a significant increase. Post covid increased supplies and supply chains costs and also contributed to this increase by the contractor. Schools also increased their transportation budgets by \$12,000

Professional Development and Travel

The amended budget has decreased by 4.2% or \$25,484 from preliminary. The change is due to schools reducing their travel budgets as well as a review of historical district travel budgets that have been unused over time.

Dues and Fees

The amended budget has increased by 31.3% or \$135,330 from preliminary. Schools have increased their budgets by \$96,000, largely as a correction or more timely allocations to the career prep program funding and offsetting costs. The remaining increase results from

strategic plan initiatives reallocation and various other department changes since preliminary

Insurance

Insurance has increased 21% or \$42,000 due to an increase of \$27,000 in School Protections Program premiums, the provincial liability insurer for school districts. The remainder is increased costs for fleet vehicle insurance on buses and white fleet.

Supplies

Supplies have increased by 9.3% or \$225,004 since the preliminary budget due almost exclusively to the increase in allowable 2023-2024 year end surpluses in schools. Included in the amended supplies amount is \$119,527 representing an estimated 5% increase in supplies between February and June for potential tariffs.

Assets Purchased from Operating

Each year the District transfers operating funds to Local Capital for asset purchases or expends money from the operating fund for the purchase of goods having a life cycle of more than a year. From year-to-year schools will also commit local capital budgets for photocopiers or other equipment purchases. The historical allocation and preliminary budget for local capital was \$150,000 which increased to \$214,000 in the amended budget in anticipation of 3 new buses' costs in excess of Ministry funding.

Schools

\$34 million of the District's \$58 million budget is allocated directly to schools for Principal and Vice-Principal, Teacher, Education Assistants and Clerical wages and benefits along with the services and supplies required to operate the school for the year.

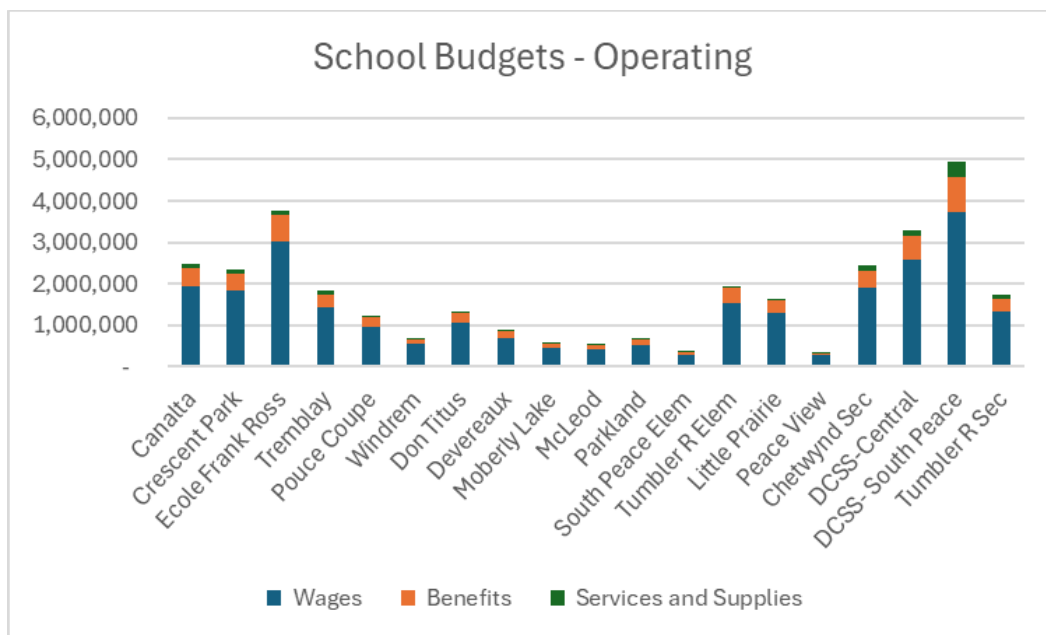
Enrolment in schools decreased by 2.5% and budgets (expenditures) decreased by 3.9%. Enrolment is not the only factor in a school's allocation. Students with complex needs, English Language learners and Indigenous students are additional supplements to a school's budget allocation that can increase or decrease from preliminary to amended. Also, school carry forwards from year-to-year impact the bottom line in schools. Given the \$900,000+ surplus in schools at June 30, 2024 year end, and in an effort to move the budget to a more sustainable model, the 2024-25 allocations to schools were analyzed and reduced to better align revenues generated to expenses and reduce the surpluses schools carry forward at year end. In total, school budgets have decreased by \$1.38m, of which \$351,000 is attributable to the decrease in enrolment and a further \$1m to reduce the carry forwards mentioned above.

The table below summarizes the enrolment and budget variance from preliminary to amended for schools.

	ENROLLMENT							BUDGET						
	2024-2025				Previous Year			2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Canalta	254.000	233.000	21.000	9.0%	260.000	-6.000	-2.3%	2,465,621	2,532,401	-66,780	-2.6%	2,431,400	34,221	1.4%
Crescent Park	256.000	257.000	-1.000	-0.4%	265.000	-9.000	-3.4%	2,355,205	2,349,932	5,273	0.2%	2,495,316	-140,111	-5.6%
Devereaux	73.000	74.000	-1.000	-1.4%	79.000	-6.000	-7.6%	886,412	913,775	-27,363	-3.0%	910,048	-23,636	-2.6%
Don Titus	141.000	154.000	-13.000	-8.4%	155.000	-14.000	-9.0%	1,327,648	1,417,514	-89,866	-6.3%	1,429,745	-102,097	-7.1%
Ecole Frank Ross	443.000	482.000	-39.000	-8.1%	461.000	-18.000	-3.9%	3,774,168	4,067,118	-292,950	-7.2%	3,984,877	-210,709	-5.3%
Little Prairie	181.000	189.000	-8.000	-4.2%	207.000	-26.000	-12.6%	1,650,868	1,742,123	-91,255	-5.2%	1,861,608	-210,740	-11.3%
McLeod	68.000	57.000	11.000	19.3%	68.000	0.000	0.0%	562,216	614,993	-52,777	-8.6%	612,136	-49,920	-8.2%
Moberly Lake	42.000	36.000	6.000	16.7%	37.000	5.000	13.5%	571,669	490,386	81,283	16.6%	480,348	91,321	19.0%
Parkland	64.000	59.000	5.000	8.5%	58.000	6.000	10.3%	680,979	692,474	-11,495	-1.7%	672,601	8,378	1.2%
Peace View	34.000	37.000	-3.000	-8.1%	31.000	3.000	9.7%	339,699	279,462	60,237	21.6%	257,084	82,615	32.1%
Pouce Coupe	115.000	125.000	-10.000	-8.0%	122.000	-7.000	-5.7%	1,233,592	1,359,894	-126,302	-9.3%	1,278,827	-45,235	-3.5%
South Peace Elem	39.000	39.000	0.000	0.0%	37.000	2.000	5.4%	377,744	361,922	15,822	4.4%	337,564	40,180	11.9%
Tremblay	183.000	180.000	3.000	1.7%	182.000	1.000	0.5%	1,834,865	1,891,240	-56,375	-3.0%	1,920,650	-85,785	-4.5%
Tumbler Ridge Elem	211.000	210.000	1.000	0.5%	217.000	-6.000	-2.8%	1,724,659	1,950,199	-225,540	-11.6%	1,841,908	-117,249	-6.4%
Windrem	47.000	44.000	3.000	6.8%	48.000	-1.000	-2.1%	692,781	743,644	-50,863	-6.8%	699,119	-6,338	-0.9%
Elementary Total	2,151.000	2,176.000	-25.000	-1.1%	2,227.000	-76.000	-3.5%	20,478,126	21,407,077	-928,951	-4.3%	21,213,231	-735,105	-3.6%
Chetwynd Sec	266.250	284.188	-17.938	-6.3%	263.563	2.687	1.0%	2,434,096	2,625,092	-190,996	-7.3%	2,576,540	-142,444	-5.5%
DCSS-Central	410.000	400.000	10.000	2.5%	378.000	32.000	8.5%	3,290,847	3,504,685	-213,838	-6.1%	3,174,491	116,356	3.7%
DCSS- South Peace	582.625	586.263	-3.638	-0.6%	585.125	-2.500	-0.4%	4,936,703	5,128,543	-191,840	-3.7%	4,933,694	3,009	0.1%
Tumbler Ridge Sec	176.813	190.798	-13.986	-7.3%	182.750	-5.938	-3.2%	1,923,979	1,758,202	165,777	9.4%	1,720,641	203,338	11.8%
Secondary Total	1,435.688	1,461.249	-25.562	-1.7%	1,409.438	26.250	1.8%	12,585,625	13,016,522	-430,897	-3.3%	12,405,366	180,259	1.4%
Distributed Learning	42.625	42.000	0.625	1.5%	42.000	0.625	1.5%	640,568	660,020	-19,452	-2.9%	628,458	12,110	1.9%
District Total	3,629.313	3,679.249	-49.936	-1.4%	3,678.438	-49.126	-1.3%	33,704,319	35,083,619	-1,379,300	-3.9%	34,247,055	-542,736	-1.6%

Another way to look at school budgets is by the types of budgets they have. Below is a budget by school by type of expenditure.

	Wages	Benefits	Services and Supplies
Canalta	1,955,553	438,000	72,088
Crescent Park	1,848,642	407,208	99,355
Ecole Frank Ross	3,009,218	669,080	95,870
Tremblay	1,419,874	316,477	98,514
Pouce Coupe	975,238	219,770	38,584
Windrem	543,711	121,816	27,254
Don Titus	1,060,792	238,749	28,107
Devereaux	696,206	155,180	35,026
Moberly Lake	443,876	98,093	29,700
McLeod	433,475	96,138	32,603
Parkland	535,814	119,544	25,621
South Peace Elem	286,473	62,530	28,741
Tumbler R Elem	1,550,771	346,308	26,900
Little Prairie	1,308,698	290,581	51,589
Peace View	269,638	57,936	12,225
Chetwynd Sec	1,891,639	419,307	123,150
DCSS-Central	2,580,882	573,277	136,688
DCSS- South Peace	3,746,798	823,582	366,323
Tumbler R Sec	1,341,449	295,410	87,800
Distributed Learning	489,842	106,666	44,060
Total	26,388,589	5,855,652	1,460,198



Strategic Plan

SD59 renewed its strategic plan in June 2024. The preliminary budget approved in May 2024 was updated and reallocated in the amended budget to realign the budget to the new strategic plan.

	2024-2025			
	Amended	Preliminary	Change	Variance
IBM Optimization Roadmap	250,000	250,000	0	0.0%
Universal Design for Learning	60,000	60,000	0	0.0%
Visible Learning - Hattie	60,000	60,000	0	0.0%
Literacy	50,000	50,000	0	0.0%
Social Emotional Learning	34,310	50,000	-15,690	-31.4%
LOP Training Days	71,309	38,093	33,216	87.2%
Numeracy	30,000	30,000	0	0.0%
Compassionate Systems	18,000	30,000	-12,000	-40.0%
Middle Years Development Instrument	0	25,000	-25,000	-100.0%
Student Voice	12,000	22,000	-10,000	-45.5%
Anti-Racism Working Group	10,000	10,000	0	0.0%
Building Capacity - Librarians	16,574	0	16,574	
MyEd Portal Training	6,900	0	6,900	
Building Capacity - Queen's Tuition	6,000		6,000	
Toal Including Capital	625,093	625,093	0	0.0%
Wages	180,047	136,083	43,964	32.3%
Benefits	29,735	17,010	12,725	74.8%
Services & Supplies	415,311	472,000	-56,689	-12.0%
	625,093	625,093	0	0.0%

SURPLUS

Use of Surplus to Balance the Operating Budget

Adjustments to Surplus	
June 30, 2024 Financial Statements	3,506,179
School Surplus Correction	-250,000
WebEx Funding Received 23-24 for 24-25	50,000
Integrated Child & Youth (ICY) Received 23	146,318
Unallocated Operating Grant	-528,432
Less Capital	-1,700,000
Revised Use of 23-24 Surplus in Amended	1,224,065

Adjustments have been made to the surplus allocation indicated above resulting in a reduction in the use of surplus for the 2024-2025 budget. The \$250,000 estimated carry forward for schools was included in both the \$1,000,000 preliminary allocation to balance the 2024-2025 budget (correct) as well as in the financial statement allocation to school carry forwards (duplicate) resulting in less surplus allocation required. Other adjustments include two grants received late in 2023-2024 for the 2024-2025 school year that were not included in the June 30, 2024 year end surplus allocation. In addition, the late Ministry funding re-calc received January 28, 2025 resulted in additional net revenue of \$528,432 for which staff has not yet formulated a plan. A plan for the funds will come forward to the Board at a future meeting, however, the additional funding as at the amended budget submission date, reduces the need for as much surplus to balance the budget as anticipated.

The use of surplus to balance the shortfall of expenses from revenue was estimated in the preliminary budget to be \$1,000,000. The financial statements on June 30 after audit, and presented to the Board in September 2024, finalized an internally restricted surplus of \$3,506,179 adjusted to \$1,224,065 as presented above. This amount remains the intended expenditure of surplus in the amended budget. The surplus in the operating grant does not include the \$1,700,000 for the Board's contribution to the Crescent Park Expansion capital project as this will be a capital expenditure in 2025-2026.

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Total Revenues	56,817,829	56,118,600	699,229	1.2%	54,494,106	2,323,723	4.3%
Less Total Expenses	57,827,894	56,968,600	859,294	1.5%	56,420,994	1,406,900	2.5%
Less Assets Purchased from Operating	214,000	150,000	64,000	42.7%	378,483	-164,483	-43.5%
Total Surplus / (Shortfall)	-1,224,065	-1,000,000	-224,065	22.4%	-2,305,371	1,081,306	-46.9%
Use of Surplus to Balance	1,224,065	1,000,000	224,065	22.4%	2,305,371	-1,081,306	-46.9%
Net	-0	0	-0	0.0%	0	-0	

The breakdown of the uses of surplus from preliminary to amended budget are provided below. Because the preliminary budget surplus is a projection in Spring before financial statements are produced, there is always a difference in the need of surplus to balance a budget or that will be actually used and expended.

	2024-2025			
	Amended	Preliminary	Change	Variance
School Surplus	709,326	250,000	459,326	183.7%
District Surplus	1,000,000	750,000	250,000	33.3%
Indigenous Education Carry Forward	67,822		67,822	
Crescent Park Capital Expansion	1,700,000		1,700,000	
Service Improvement Allocation	17,031		17,031	
Art Starts Grant	12,000		12,000	
Less: School Surplus Correction	-250,000		-250,000	
Add: WebEx Funding Received 23-24 for 24-25	50,000		50,000	
Add: Integrated Child & Youth (ICY) Received 23-24 for 24	146,318		146,318	
Less: Unallocated Operating Grant	-528,432		-528,432	
Less: Capital	-1,700,000		-1,700,000	
Total Operating	1,224,065	1,000,000	224,065	22.4%

Overall, the operating revenue has increased by 1.3% from preliminary and the operating expenses have increased by 1.6%, not including the \$1.7m allocation to Crescent Park Capital Expansion on both the revenue and expense side.

SPECIAL PURPOSE

Schedule 3A – Changes in Special Purpose Funds

The Special Purpose Funds (SPF) are utilized to track funding for designated purposes. The balances can often be deferred to subsequent years for the intended purpose. Some of the funds require ministry approval to carry forward surpluses, whereas any carry forward in the Classroom Enhancement Fund will reduce the funding allocated in the next fiscal year.

The change from preliminary to amended budget in each special purpose funds are shown on page 14, along with a variance analysis of the estimated carry forwards in each fund at the preliminary budget stage compared to the actual carry forwards on the financial statements at year end. Carry forwards impact the overall expenditure plans in the current year. While the intent is to fully spend all special purpose funds each year, carry forwards do occur, especially in the first and second year of a new fund.

In 2024-25, special purpose fund expenditures increased by 8.2% and carry forwards increased by 29.1% as indicated in the table below. The largest change in amended budget is Classroom Enhancement Fund (CEF) remedies where a change in the counting of a student inclusion designation was made to add more students to the class composition (ratio) in the calculation of remedy, resulting in additional revenue from the Ministry. Underspending in 2023-24 has increased the carry forward in 2024-2025 from preliminary as outlined in the following table.

	Preliminary Budget	Amended Budget	Variance	%	Preliminary Carry Forward	Amended Carry Forward	Variance
Ministry of Education Grants							
Annual Facility Grant	285,789	285,789	0	0.0%	0	0	0
Learning Improvement Fund	187,951	268,765	80,814	43.0%	0	80,817	80,817
StrongStart	199,500	252,902	53,402	26.8%	7,500	60,902	53,402
Ready Set Learn	36,850	49,287	12,437	33.8%	5,000	17,437	12,437
French Language	86,872	111,578	24,706	28.4%	0	11,327	11,327
Community Links	473,832	497,437	23,605	5.0%	60,000	80,756	20,756
Mental Health in Schools	55,000	102,823	47,823	87.0%	0	47,823	47,823
First Nation Student Transportation	25,897	38,453	12,556	48.5%	10,000	22,749	12,749
Classroom Enhancement Fund	4,238,929	4,552,647	313,718	7.4%	0	7,409	7,409
Early Childhood Education Dual Credit Program	150,000	113,492	-36,508	-24.3%	120,000	113,492	-6,508
Student & Family Affordability Fund	100,000	136,193	36,193	36.2%	0	136,193	136,193
Just B4	25,000	25,000	0	0.0%	0	0	0
Early Care & Learning Grant	175,000	218,962	43,962	25.1%	0	43,962	43,962
Feeding Futures	716,303	718,511	2,208	0.3%	200,000	202,208	2,208
Health Careers Grants	50,000	48,784	-1,216	-2.4%	25,000	23,784	-1,216
NEW! Health Care Experiential Learning	0	15,000	15,000		0		0
NEW! SEY2K (Early Years to Kindergarten)	0	19,000	19,000		0		0
Other Special Purpose Funds							
Work Experience Enhancement	50,000	0	-50,000	-100.0%	50,000	0	-50,000
School Generated Funds	850,000	850,000	0	0.0%	741,000	740,963	-37
Early Learning Funds	13,400	50,329	36,929	275.6%	40,000	46,329	6,329
Career Grants	17,000	18,559	1,559	9.2%	15,000	8,559	-6,441
Total	7,737,323	8,373,511	636,188	8.2%	1,273,500	1,644,710	371,210

The table below is another representation of the District's special purpose funds in comparison of preliminary to amended that details the changes in funding.

	Preliminary	Funding Change	Increased (Decreased) Carry Forward	Amended
Ministry of Education Grants				
Annual Facility Grant	285,789	0	0	285,789
Learning Improvement Fund	187,951	-3	80,817	268,765
StrongStart	199,500	0	53,402	252,902
Ready Set Learn	36,850	0	12,437	49,287
French Language	86,872	13,379	11,327	111,578
Community Links	473,832	2,849	20,756	497,437
Mental Health in Schools	55,000	0	47,823	102,823
First Nation Student Transportation	25,897	-193	12,749	38,453
Classroom Enhancement Fund	4,238,929	313,718		4,552,647
Early Childhood Education Dual Credit Program	150,000	-77,000	40,492	113,492
Student & Family Affordability Fund	100,000	0	36,193	136,193
Just B4	25,000	0	0	25,000
Early Care & Learning Grant	175,000	0	43,962	218,962
Feeding Futures	716,303		2,208	718,511
Health Careers Grants	50,000		-1,216	48,784
NEW! Health Care Experiential Learning	0	15,000	0	15,000
NEW! SEY2K (Early Years to Kindergarten)	0	422,750		19,000
Other Special Purpose Funds				
Work Experience Enhancement	50,000		-50,000	0
School Generated Funds	850,000			850,000
Early Learning Funds	13,400		36,929	50,329
Career Grants	17,000		1,559	18,559
Total	7,737,323	690,500	349,438	8,373,511

CAPITAL

Schedule 4 – Capital Revenue and Expense

The Board has one surface capital lease with Pacific Norther Gas in Pouce Coupe which generates \$1,000 in revenue annually. The lease was signed in 2020 and because it has a term of 20 years, and the Board went through a deemed disposal process as a result, the lease is a capital lease, and the income is reflected in the capital fund.

The Ministry of Education grant of \$3.2m is the capital portion of the Annual Facilities Grant and approved project funding for various HVAC, electrical, window replacement, food infrastructure projects and new buses.

Amortization of both the deferred capital revenue and capital assets are lower than anticipated by 7.0% and 4.5% respectively.

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Revenue							
Ministry of Education & Child Care	3,160,711	500,000	2,660,711	532.1%	1,503,128	1,657,583	110.3%
Rentals and Leases	1,000	1,000	0	0.0%	1,000	0	0.0%
Investment Income	2,000	1,750	250	14.3%	2,028	-28	-1.4%
Amortization of Deferred Capital Revenue	1,757,502	1,889,780	-132,278	-7.0%	1,712,580	44,922	2.6%
Total	4,921,213	2,392,530	2,528,683	105.7%	3,218,736	1,702,477	52.9%
Expenses							
Operations & Maintenance	3,374,711	500,000	2,874,711	574.9%	1,503,128	1,871,583	124.5%
Amortization of Capital Assets - Operations and Maintenance	1,833,588	2,115,956	-282,368	-13.3%	1,564,572	269,016	17.2%
Amortization of Capital Assets - Transportation & Housing	472,721	300,000	172,721	57.6%	469,476	3,245	0.7%
Total	5,681,020	2,915,956	2,765,064	94.8%	3,537,176	2,143,844	60.6%
Tangible Capital Assets Purchase from Operating	214,000	150,000	64,000	42.7%	378,483	-164,483	-43.5%
Total	-545,807	-373,426	-172,381	46%	60,043	-605,850	-1009.0%

BYLAW

Statement 2 – Revenue and Expense

The bylaw amount has increased by \$4.3m as a result of the above analysis, representing an overall increase of 6.4%.

	2024-2025				Previous Year		
	Amended	Preliminary	Change	Variance	Amended	Change	Variance
Operating - Total Expense	57,827,894	56,968,600	859,294	1.5%	56,420,994	1,406,900	2.5%
Operating - Tangible Capital Assets Purchased	214,000	150,000	64,000	42.7%	378,483	-164,483	-43.5%
Special Purpose Funds - Total Expense	8,373,511	7,737,323	636,188	8.2%	7,904,789	468,722	5.9%
Capital Fund - Total Expense	5,681,020	2,915,956	2,765,064	94.8%	3,537,176	2,143,844	60.6%
Total	72,096,425	67,771,879	4,324,546	6.4%	68,241,442	3,854,983	5.6%

It is staff's recommendation that the 2024-2025 Amended Annual Budget be given its three readings in order to submit the approved budget to the Ministry in February 2025.

Kim Morris
Secretary-Treasurer/CFO

Amended Annual Budget

School District No. 59 (Peace River South)

June 30, 2025

School District No. 59 (Peace River South)

June 30, 2025

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 59 (Peace River South) Amended Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$72,096,425 for the 2024/2025 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2024/2025.

READ A FIRST TIME THE 19th DAY OF FEBRUARY, 2025;

READ A SECOND TIME THE 19th DAY OF FEBRUARY, 2025;

READ A THIRD TIME, PASSED AND ADOPTED THE 19th DAY OF FEBRUARY, 2025;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 59 (Peace River South) Amended Annual Budget Bylaw 2024/2025, adopted by the Board the _____ DAY OF _____, 2025.

Secretary Treasurer

School District No. 59 (Peace River South)

Amended Annual Budget - Revenue and Expense
 Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	3,600,688	3,692,938
Total Ministry Operating Grant Funded FTE's	3,600,688	3,692,938
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	64,879,861	60,124,941
Other	204,594	200,000
Tuition	54,692	16,250
Other Revenue	2,265,205	2,670,832
Rentals and Leases	181,000	214,000
Investment Income	769,699	679,028
Amortization of Deferred Capital Revenue	1,757,502	1,712,580
Total Revenue	70,112,553	65,617,631
Expenses		
Instruction	51,097,058	49,897,668
District Administration	2,571,857	2,440,146
Operations and Maintenance	13,362,871	10,977,765
Transportation and Housing	4,850,639	4,547,380
Total Expense	71,882,425	67,862,959
Net Revenue (Expense)	(1,769,872)	(2,245,328)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,224,065	2,305,371
Budgeted Surplus (Deficit), for the year	(545,807)	60,043
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(545,807)	60,043
Budgeted Surplus (Deficit), for the year	(545,807)	60,043

School District No. 59 (Peace River South)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	57,827,894	56,420,994
Operating - Tangible Capital Assets Purchased	214,000	378,483
Special Purpose Funds - Total Expense	8,373,511	7,904,789
Capital Fund - Total Expense	5,681,020	3,537,176
Total Budget Bylaw Amount	72,096,425	68,241,442

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
DRAFT	
Signature of the Superintendent	Date Signed
DRAFT	
Signature of the Secretary/Treasurer	Date Signed
DRAFT	

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,769,872)</u>	<u>(2,245,328)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	<u>(214,000)</u>	<u>(378,483)</u>
Total Acquisition of Tangible Capital Assets	<u>(214,000)</u>	<u>(378,483)</u>
Amortization of Tangible Capital Assets	<u>2,306,309</u>	<u>2,034,048</u>
Total Effect of change in Tangible Capital Assets	<u>2,092,309</u>	<u>1,655,565</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>322,437</u></u>	<u><u>(589,763)</u></u>

School District No. 59 (Peace River South)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2025

	Operating Fund	Special Purpose Fund	Capital Fund	2025 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	7,188,301		5,656,386	12,844,687
Changes for the year				
Net Revenue (Expense) for the year	(1,010,065)		(759,807)	(1,769,872)
Interfund Transfers				
Tangible Capital Assets Purchased	(214,000)		214,000	-
Net Changes for the year	(1,224,065)	-	(545,807)	(1,769,872)
Budgeted Accumulated Surplus (Deficit), end of year	5,964,236	-	5,110,579	11,074,815

School District No. 59 (Peace River South)

Amended Annual Budget - Operating Revenue and Expense
 Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	54,264,527	51,615,333
Other	204,594	200,000
Tuition	54,692	16,250
Other Revenue	1,346,317	1,774,523
Rentals and Leases	180,000	213,000
Investment Income	767,699	675,000
Total Revenue	56,817,829	54,494,106
Expenses		
Instruction	43,047,789	42,333,871
District Administration	2,571,857	2,440,146
Operations and Maintenance	7,868,783	7,604,982
Transportation and Housing	4,339,465	4,041,995
Total Expense	57,827,894	56,420,994
Net Revenue (Expense)	(1,010,065)	(1,926,888)
Budgeted Prior Year Surplus Appropriation	1,224,065	2,305,371
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(214,000)	(378,483)
Total Net Transfers	(214,000)	(378,483)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Schedule of Operating Revenue by Source
 Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	53,266,050	50,673,962
ISC/LEA Recovery	(1,204,517)	(1,278,023)
Other Ministry of Education and Child Care Grants		
Pay Equity	944,395	944,395
Funding for Graduated Adults		441,458
Student Transportation Fund	441,458	
FSA Scorer Grant	8,187	4,094
Labour Settlement Funding	528,087	829,447
Just B4 Supplemental	12,000	
Recruitment Incentives	30,000	
K-12 Literacy Supports Initiative	238,867	
Total Provincial Grants - Ministry of Education and Child Care	54,264,527	51,615,333
Provincial Grants - Other	204,594	200,000
Tuition		
International and Out of Province Students	54,692	16,250
Total Tuition	54,692	16,250
Other Revenues		
Funding from First Nations	1,204,517	1,278,023
Miscellaneous		
Seconded Staff Recoveries		237,000
Substitute Staff Recoveries		85,000
Miscellaneous		174,500
Private School Bussing	51,500	
Careers	56,800	
Miscellaneous	24,000	
Just B4 Revenue	9,500	
Total Other Revenue	1,346,317	1,774,523
Rentals and Leases	180,000	213,000
Investment Income	767,699	675,000
Total Operating Revenue	56,817,829	54,494,106

School District No. 59 (Peace River South)

Amended Annual Budget - Schedule of Operating Expense by Object
 Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$
Salaries		
Teachers	18,778,547	18,257,839
Principals and Vice Principals	4,506,695	4,167,363
Educational Assistants	5,531,750	5,323,132
Support Staff	6,744,539	6,540,502
Other Professionals	2,025,054	2,246,328
Substitutes	1,879,107	1,714,967
Total Salaries	39,465,692	38,250,131
Employee Benefits	8,606,574	9,251,542
Total Salaries and Benefits	48,072,266	47,501,673
Services and Supplies		
Services	2,425,177	1,797,320
Student Transportation	1,225,056	1,087,035
Professional Development and Travel	587,520	538,674
Rentals and Leases	36,400	25,500
Dues and Fees	567,364	521,238
Insurance	241,900	200,000
Supplies	2,657,211	2,763,954
Utilities	2,015,000	1,985,600
Total Services and Supplies	9,755,628	8,919,321
Total Operating Expense	57,827,894	56,420,994

School District No. 59 (Peace River South)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	15,629,231	1,221,686	62,719	635,100	205,974	922,599	18,677,309
1.03 Career Programs	106,859	81,863	101,318		25,777		315,817
1.07 Library Services	237,444		63,920			44,904	346,268
1.08 Counselling	610,750		37,844	78,333			726,927
1.10 Inclusive Education	1,715,120		4,670,744	195,568	-	402,502	6,983,934
1.20 Early Learning and Child Care							-
1.30 English Language Learning	42,338		87,221			150	129,709
1.31 Indigenous Education	411,203	645,819	424,360	110,661	5,990	5,000	1,603,033
1.41 School Administration	25,602	2,509,607		615,804		118,282	3,269,295
1.62 International and Out of Province Students							-
Total Function 1	18,778,547	4,458,975	5,448,126	1,635,466	237,741	1,493,437	32,052,292
4 District Administration							
4.11 Educational Administration		47,720			513,559	6,000	567,279
4.20 Early Learning and Child Care							-
4.40 School District Governance					125,569		125,569
4.41 Business Administration				228,005	636,663		864,668
Total Function 4	-	47,720	-	228,005	1,275,791	6,000	1,557,516
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				55,878	327,149	7,000	390,027
5.50 Maintenance Operations				2,948,472		275,406	3,223,878
5.52 Maintenance of Grounds				500,459			500,459
5.56 Utilities							-
Total Function 5	-	-	-	3,504,809	327,149	282,406	4,114,364
7 Transportation and Housing							
7.41 Transportation and Housing Administration				55,840	184,373	3,928	244,141
7.70 Student Transportation			83,624	1,320,419	-	93,336	1,497,379
Total Function 7	-	-	83,624	1,376,259	184,373	97,264	1,741,520
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	18,778,547	4,506,695	5,531,750	6,744,539	2,025,054	1,879,107	39,465,692

School District No. 59 (Peace River South)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	18,677,309	4,182,613	22,859,922	2,621,973	25,481,895	24,761,753
1.03 Career Programs	315,817	66,356	382,173	154,274	536,447	479,413
1.07 Library Services	346,268	73,319	419,587	60,094	479,681	510,975
1.08 Counselling	726,927	164,325	891,252	23,400	914,652	893,141
1.10 Inclusive Education	6,983,934	1,552,748	8,536,682	304,325	8,841,007	9,025,479
1.20 Early Learning and Child Care	-	-	-	-	-	-
1.30 English Language Learning	129,709	29,833	159,542	30,363	189,905	145,475
1.31 Indigenous Education	1,603,033	342,296	1,945,329	313,493	2,258,822	2,157,010
1.41 School Administration	3,269,295	656,982	3,926,277	219,103	4,145,380	4,113,481
1.62 International and Out of Province Students	-	-	-	200,000	200,000	247,144
Total Function 1	32,052,292	7,068,472	39,120,764	3,927,025	43,047,789	42,333,871
4 District Administration						
4.11 Educational Administration	567,279	117,429	684,708	73,850	758,558	803,640
4.20 Early Learning and Child Care	-	-	-	-	-	-
4.40 School District Governance	125,569	8,426	133,995	104,730	238,725	224,314
4.41 Business Administration	864,668	181,811	1,046,479	528,095	1,574,574	1,412,192
Total Function 4	1,557,516	307,666	1,865,182	706,675	2,571,857	2,440,146
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	390,027	80,906	470,933	303,350	774,283	731,518
5.50 Maintenance Operations	3,223,878	674,917	3,898,795	1,079,250	4,978,045	4,793,090
5.52 Maintenance of Grounds	500,459	100,596	601,055	165,400	766,455	744,774
5.56 Utilities	-	-	-	1,350,000	1,350,000	1,335,600
Total Function 5	4,114,364	856,419	4,970,783	2,898,000	7,868,783	7,604,982
7 Transportation and Housing						
7.41 Transportation and Housing Administration	244,141	56,394	300,535	16,650	317,185	309,325
7.70 Student Transportation	1,497,379	317,623	1,815,002	2,207,278	4,022,280	3,732,670
Total Function 7	1,741,520	374,017	2,115,537	2,223,928	4,339,465	4,041,995
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	39,465,692	8,606,574	48,072,266	9,755,628	57,827,894	56,420,994

School District No. 59 (Peace River South)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2025

	2025 Amended Annual Budget	2024 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	7,454,623	7,006,480
Other Revenue	918,888	896,309
Investment Income		2,000
Total Revenue	8,373,511	7,904,789
Expenses		
Instruction	8,049,269	7,563,797
Operations and Maintenance	285,789	305,083
Transportation and Housing	38,453	35,909
Total Expense	8,373,511	7,904,789
Budgeted Surplus (Deficit), for the year	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
Deferred Revenue, beginning of year	\$ -	\$ 80,817	\$ 740,963	\$ 60,902	17,437	\$ 11,327	\$ 80,756	\$ -	\$ -
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	285,789	187,948		192,000	31,850	100,251	416,681	327,104	3,572,233
Other			850,000						
Investment Income									
District Entered									
	285,789	187,948	850,000	192,000	31,850	100,251	416,681	327,104	3,572,233
Less: Allocated to Revenue	285,789	268,765	850,000	252,902	49,287	111,578	497,437	327,104	3,572,233
Deferred Revenue, end of year	-	-	740,963	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	285,789	268,765		252,902	49,287	111,578	497,437	327,104	3,572,233
Other Revenue			850,000						
	285,789	268,765	850,000	252,902	49,287	111,578	497,437	327,104	3,572,233
Expenses									
Salaries									
Teachers						49,487	45,065	521	3,003,341
Principals and Vice Principals								39,897	873
Educational Assistants		217,362					226,705		
Support Staff	88,500			144,226			33,743	29,730	
Other Professionals					10,752		17,122	26,967	
Substitutes					6,120	5,400		184,518	8,442
	88,500	217,362	-	144,226	16,872	54,887	322,635	281,633	3,012,656
Employee Benefits	18,698	51,403		39,662	2,201	11,270	84,322	41,823	559,577
Services and Supplies	178,591		850,000	69,014	30,214	45,421	90,480	3,648	
	285,789	268,765	850,000	252,902	49,287	111,578	497,437	327,104	3,572,233
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2025

	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Early Childhood Education Dual Credit Program	Student & Family Affordability	JUST B4	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund
Deferred Revenue, beginning of year	\$ 7,409	\$ 22,749	\$ 47,823	\$ 113,492	\$ 136,193	\$ -	\$ -	\$ 43,962	\$ 202,208
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	645,901	15,704	55,000	-		25,000	19,000	175,000	516,303
Other									
Investment Income									
District Entered									
	645,901	15,704	55,000	-	-	25,000	19,000	175,000	516,303
Less: Allocated to Revenue	653,310	38,453	102,823	113,492	136,193	25,000	19,000	218,962	718,511
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	653,310	38,453	102,823	113,492	136,193	25,000	19,000	218,962	718,511
Other Revenue									
	653,310	38,453	102,823	113,492	136,193	25,000	19,000	218,962	718,511
Expenses									
Salaries									
Teachers	40,618								
Principals and Vice Principals				15,928				96,338	31,856
Educational Assistants									93,370
Support Staff						16,680			
Other Professionals									
Substitutes	199,108		50,000				4,000		
	239,726	-	50,000	15,928	-	16,680	4,000	96,338	125,226
Employee Benefits	33,127		7,179	3,096		3,900	819	19,720	21,830
Services and Supplies	380,457	38,453	45,644	94,468	136,193	4,420	14,181	102,904	571,455
	653,310	38,453	102,823	113,492	136,193	25,000	19,000	218,962	718,511
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2025

	Health Career Grants	Early Learning Grants	Career Grants	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year	23,784	46,329	8,559	1,644,710
Add: Restricted Grants				
Provincial Grants - Ministry of Education and Child Care	40,000			6,605,764
Other		2,000	12,000	864,000
Investment Income		2,000		2,000
District Entered		-		-
	<u>40,000</u>	<u>4,000</u>	<u>12,000</u>	<u>7,471,764</u>
Less: Allocated to Revenue	63,784	50,329	18,559	8,373,511
Deferred Revenue, end of year	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>742,963</u>
Revenues				
Provincial Grants - Ministry of Education and Child Care	63,784	-	-	7,454,623
Other Revenue		50,329	18,559	918,888
	<u>63,784</u>	<u>50,329</u>	<u>18,559</u>	<u>8,373,511</u>
Expenses				
Salaries				
Teachers				3,139,032
Principals and Vice Principals	15,928			200,820
Educational Assistants				537,437
Support Staff				312,879
Other Professionals				54,841
Substitutes	8,000			465,588
	<u>23,928</u>	<u>-</u>	<u>-</u>	<u>4,710,597</u>
Employee Benefits	3,729			902,356
Services and Supplies	36,127	50,329	18,559	2,760,558
	<u>63,784</u>	<u>50,329</u>	<u>18,559</u>	<u>8,373,511</u>
Net Revenue (Expense)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

School District No. 59 (Peace River South)

Amended Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2025

	2025 Amended Annual Budget			2024 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education and Child Care	3,160,711		3,160,711	1,503,128
Other			-	-
Rentals and Leases		1,000	1,000	1,000
Investment Income		2,000	2,000	2,028
Amortization of Deferred Capital Revenue	1,757,502		1,757,502	1,712,580
Total Revenue	4,918,213	3,000	4,921,213	3,218,736
Expenses				
Operations and Maintenance	3,374,711		3,374,711	1,503,128
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,833,588		1,833,588	1,564,572
Transportation and Housing	472,721		472,721	469,476
Total Expense	5,681,020	-	5,681,020	3,537,176
Net Revenue (Expense)	(762,807)	3,000	(759,807)	(318,440)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	214,000		214,000	378,483
Total Net Transfers	214,000	-	214,000	378,483
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	-
Budgeted Surplus (Deficit), for the year	(548,807)	3,000	(545,807)	60,043

- Step 1:** Enter your school district number here: **Peace River South**
 Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.
- Step 2:** Enter your district's enrolment estimates in the shaded cells of the District column for each of the three years displayed.

	2024/25 Interim Base	Estimated Enrolment						Notes
		2025/26		2026/27		2027/28		
		District	Ministry*	District	Ministry*	District	Ministry*	
July Enrolment Count								
Summer Learning: Grades 1-7 Headcount Enrolment	0		0		0		0	
Summer Learning: Grades 8-9 Course Enrolment	0		0		0		0	
Summer Learning: Grades 10-12 Course Enrolment	0		0		0		0	
Grade 8 & 9 Cross-Enrolment Courses	0		0		0		0	
September Enrolment Count - School-Age Basic Allocation								
K-12 Standard (Regular) Schools FTE (School-Age)	3,600.6875	3,624.7110	3,550.2876	3,537.2370	3,492.1338	3,489.7620	3,379.7032	
Continuing Education FTE (School-Age)	0.0000		0.0000		0.0000		0.0000	
Alternate Schools FTE (School-Age)	0.0000		0.0000		0.0000		0.0000	
Online Learning FTE (School-Age)	42.6250	40.0000	42.6250	40.0000	42.6250	40.0000	42.6250	
Total Estimated School-Age Enrolment	3,643.3125	3,664.7110	3,592.9126	3,577.2370	3,534.7588	3,529.7620	3,422.3282	
Change from Previous Year		21.3985	-50.3999	-87.4740	-58.1538	-47.4750	-112.4306	
September Enrolment Count - Unique Student Needs								
Level 1 Inclusive Education Headcount	3	3	3	3	3	3	3	
Level 2 Inclusive Education Headcount	194	195	215	200	239	205	265	
Level 3 Inclusive Education Headcount	111	112	114	115	118	120	122	
English Language Learning Headcount	161	170	181	176	203	185	228	
Indigenous Education Headcount	1,153	1,170	1,154	1,172	1,155	1,174	1,156	
Adult Education FTE (Non-Graduates only)	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
February Enrolment Count - Continuing Education, Online Learning, Special Needs Growth and Newcomer Refugees								
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000	Include only new post-September enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Online Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000	
Online Learning FTE Grades 10-12 (School-Age)	22.0000	20.0000	22.0000	20.0000	22.0000	20.0000	22.0000	Include only new post-September enrolment activity
Online Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Level 1 Inclusive Education Headcount Growth (All Schools)	0		0		0		0	
Level 2 Inclusive Education Headcount Growth (All Schools)	0		0		0		0	
Level 3 Inclusive Education Headcount Growth (All Schools)	0		0		0		0	
Newcomer Refugees FTE (Standard & Alternate only)	0.0000		0.0000		0.0000		0.0000	Include only new post-September enrolment activity
ELL Headcount (applies to Newcomer Refugees only)	0		0		0		0	
May Enrolment Count - Continuing Education and Online Learning								
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000	Include only new post-February enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Online Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000	
Online Learning FTE Grades 10-12 (School-Age)	36.0000	30.0000	36.0000	30.0000	36.0000	30.0000	36.0000	Include only new post-February enrolment activity
Online Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	

***Notes:** Ministry estimates for school-age FTE enrolment in standard (regular) schools are determined by applying the Ministry-projected percentage change in enrolment for each district to the funded school-age FTE enrolment as used in the 2024/25 operating grant autumn recalculation. Inclusive Education, ELL and Indigenous Education have been estimated using five-year enrolment trends. Continuing Education, Online Learning, Alternate Schools, Adult FTE, Summer Learning and Grade 8-9 Cross-Enrolment enrolment totals are all carried forward from the 2024/25 operating grant autumn recalculation. Enrolments for February and May are carried forward from estimates contained in the 2023/24 operating grant autumn recalculation.

- Step 3:** Enter estimates for the cause of your district's student movement for 2025/26. Include any relevant key assumptions that your district has made in its estimates in the Comments column.

September 2025 Enrolment Count - Estimated School-Age Enrolment Movement		
Please provide additional detail for the Change from Previous Year line above by indicating the reasons that your district anticipates enrolment change in the lines below:		
	2025/26	Comments:
Net provincial in-migration		
Net international in-migration		
Net migration to/from independent schools		
Net other entrances/exits (to/from other districts, graduates, Kindergarten)	21,3985	
Total Estimated School-Age Enrolment Movement	21,3985	

- Step 4:** Our district has considered all of the factors noted in the checklist provided in developing this estimate.
 Yes: No:

- Step 5:** Please provide a contact for follow-up questions:
 Name:
 Title:
 Email address:

- Step 6:** When you have completed this form, please e-mail it to Michael Lebrun, Funding Analyst, Ministry of Education at: <mailto:Michael.Lebrun@gov.bc.ca?subject=SD 59 Enrolment Estimates> no later than Friday, February 14, 2025

2025-2026 Feb 14, 2025	Total K	Total E 1-7	Total S 8-12	Grand Total	Kelly Lake	Out of Province	2025-2026	2024-2025	Variance	2026-2027	2027-2028	
Canalta	21.000	218.000	0.000	239.000			239.000	254.000	-15.000 -5.91%	226.000	207.000	Canalta
Crescent Park	30.000	227.000	0.000	257.000			257.000	256.000	1.000 0.39%	255.000	244.000	Crescent Park
CSS	0.000	0.000	277.000	277.000			277.000	266.250	10.750 4.04%	287.000	289.000	CSS
DCSS - South Peace		0.000	588.711	588.711		2.000	590.711	584.625	6.086 1.04%	571.237	521.762	DCSS - South Peace
DCSS Central		0.000	414.000	414.000			414.000	410.000	4.000 0.98%	413.000	447.000	DCSS Central
Deveraux	9.000	69.000	0.000	78.000			78.000	73.000	5.000 6.85%	72.000	69.000	Deveraux
Don Titus	13.000	123.000	0.000	136.000			136.000	141.000	-5.000 -3.55%	133.000	133.000	Don Titus
EFR	52.000	398.000	0.000	450.000			450.000	443.000	7.000 1.58%	426.000	409.000	EFR
Little Prairie	20.000	160.000	0.000	180.000			180.000	181.000	-1.000 -0.55%	160.000	159.000	Little Prairie
McLeod	7.000	57.000	0.000	64.000	13.000		77.000	82.000	-5.000 -6.10%	74.000	68.000	McLeod
Moberly Lake	1.000	40.000	0.000	41.000			41.000	42.000	-1.000 -2.38%	39.000	38.000	Moberly Lake
Parkland	6.000	54.000	0.000	60.000			60.000	64.000	-4.000 -6.25%	65.000	69.000	Parkland
Peace View Colony	0.000	24.000	8.000	32.000			32.000	34.000	-2.000 -5.88%	30.000	28.000	Peace View Colony
Pouce Coupe	16.000	104.000	0.000	120.000		3.000	123.000	118.000	5.000 4.24%	126.000	130.000	Pouce Coupe
South Peace Colony	3.000	28.000	5.000	36.000			36.000	39.000	-3.000 -7.69%	40.000	42.000	South Peace Colony
Tremblay	20.000	170.000	0.000	190.000			190.000	183.000	7.000 3.83%	181.000	183.000	Tremblay
Tumbler Ridge Elementary	35.000	181.000	0.000	216.000			216.000	211.000	5.000 2.37%	217.000	228.000	Tumbler Ridge Elementary
Tumbler Ridge Secondary		37.000	155.000	192.000			192.000	176.813	15.188 8.59%	189.000	195.000	Tumbler Ridge Secondary
Windrem	5.000	36.000	0.000	41.000			41.000	47.000	-6.000 -12.77%	37.000	33.000	Windrem
FTE Total Standard	238.000	1,926.000	1,447.711	3,611.711	13.000	5.000	3,629.711	3,605.688	24.024 0.67%	3,541.237	3,492.762	FTE Total Standard
Distributed Learning	0.000	0.000	40.000	40.000			40.000	42.625	-2.625 -6.16%	40.000	40.000	Distributed Learning
FTE Total Standard and DL	238.000	1,926.000	1,487.711	3,651.711	13.000	5.000	3,669.711	3,648.313	21.399 0.59%	3,581.237	3,532.762	FTE Total Standard & DL



School District No.59 (Peace River South)

February 19, 2025

Board of Education

RE: Capital Projects Update

Crescent Park Elementary School Expansion Project

Since January 22, 2025 the following have occurred:

- January 20, 2025
 - Tender closed. 4 bids received with prices ranging from \$3.1 to \$4.9 million
- January 23, 2025
 - Engineer, Director of Operations, Facilities Manager and Secretary-Treasurer met to review the 4 bids.
- January 24, 2025
 - Director of Operations met with the Ministry to provide an update.
 - Director of Operations and Facilities Manager met with the City of Dawson Creek to discuss the building permit process.
- January 29, 2025
 - Engineer recommended SD59 award Fort Modular for the modular portion of the project.
- January 30, 2025
 - Director of Operations, Facilities Manager and Secretary-Treasurer (SD59 Project Team) reviewed Engineer's recommendation and agreed.
- February 4, 2025
 - Modular portion of project was awarded to Fort Modular. [Our Completed Projects | Case Studies | Fort Modular](#)
- February 10, 2025
 - Project kick off meeting with Fort Modular, Engineer and SD59 project team, including Principal Richer.
- February 13, 2024
 - Director of Operations met with the Ministry to update progress.

The project budget is:	
Ministry funding	\$5,000,000
Ministry contingency funding	2,500,000
Board Contribution	<u>1,700,000</u>
Total	\$9,200,000

Spent to date: \$ 138,287



Crescent Park Elementary Modular Addition



ChildCareBC New Spaces – Dawson Creek & Tumbler Ridge

Overview: This report provides an update on the progress of key capital projects since January 22, 2025. Below are the significant developments:

Next Steps:

January 6, 2025 Architect and Engineer continued working on civil and structural drawings.

January 28, 2025 Architect completed costing for stick building the childcare facilities

Tumbler childcare stick build cost \$ 5.6m
Dawson childcare stick build cost \$ 5.0m

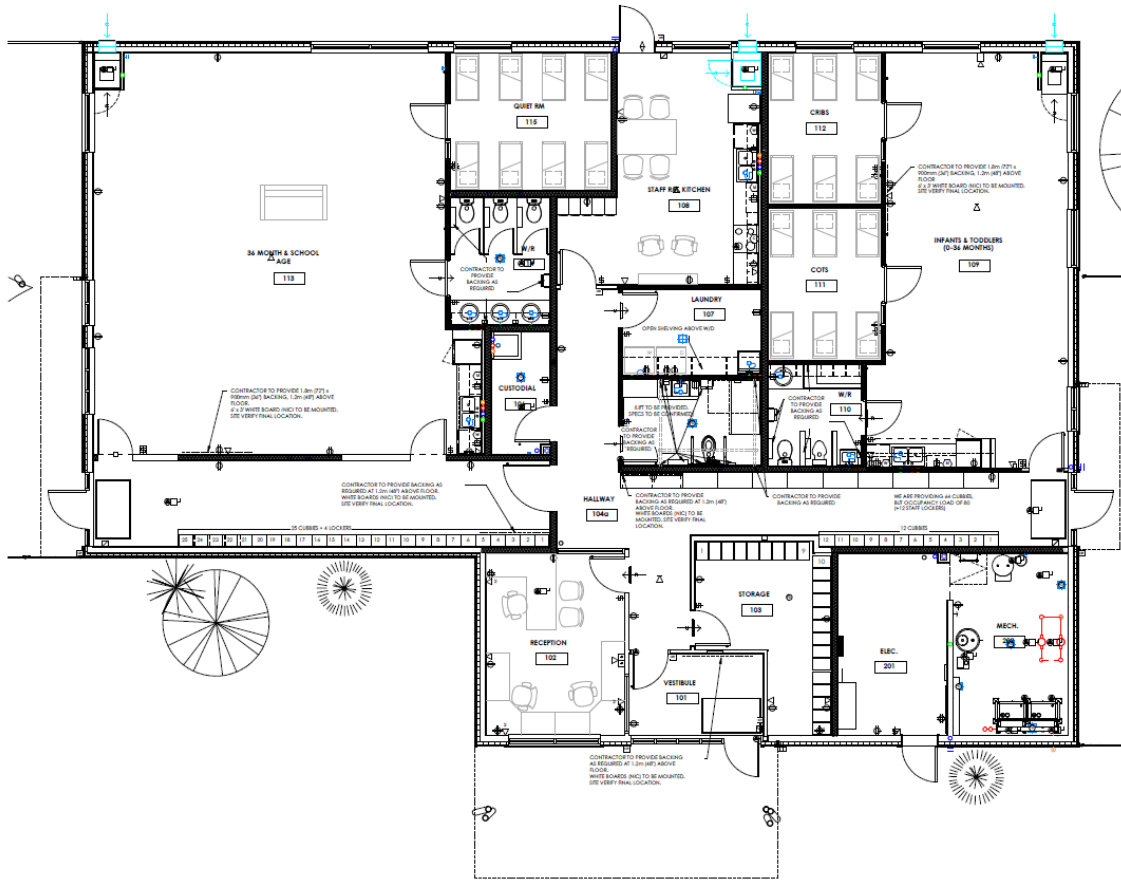
January 30, 2025 Architect and project team met to discuss costing and next steps. Architect still awaiting modular build costing to compare to stick build.

February 3, 2025 Project team begins licensing applications with Northern Health for both locations.

February 12, 2025 Architect and Director of Operations met with the City of Dawson Creek to discuss fire hydrant requirements and next steps in the building permit process.

Dawson Creek Child Care Centre

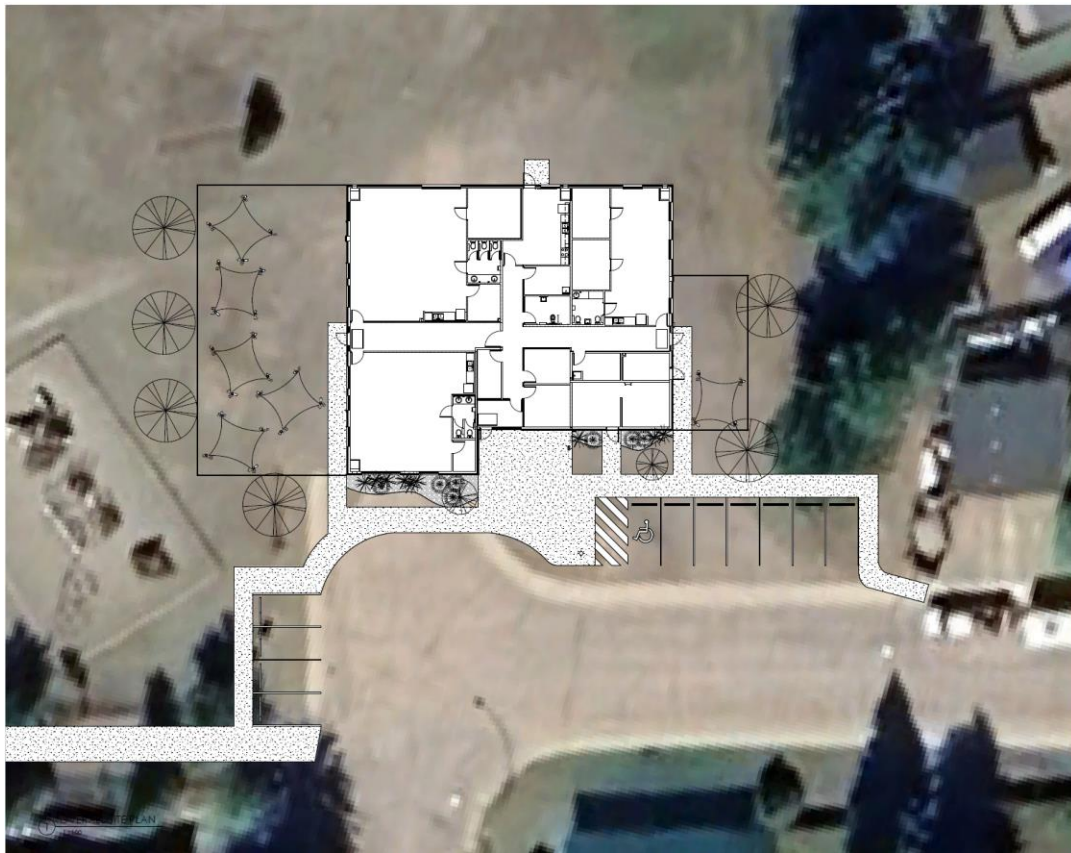


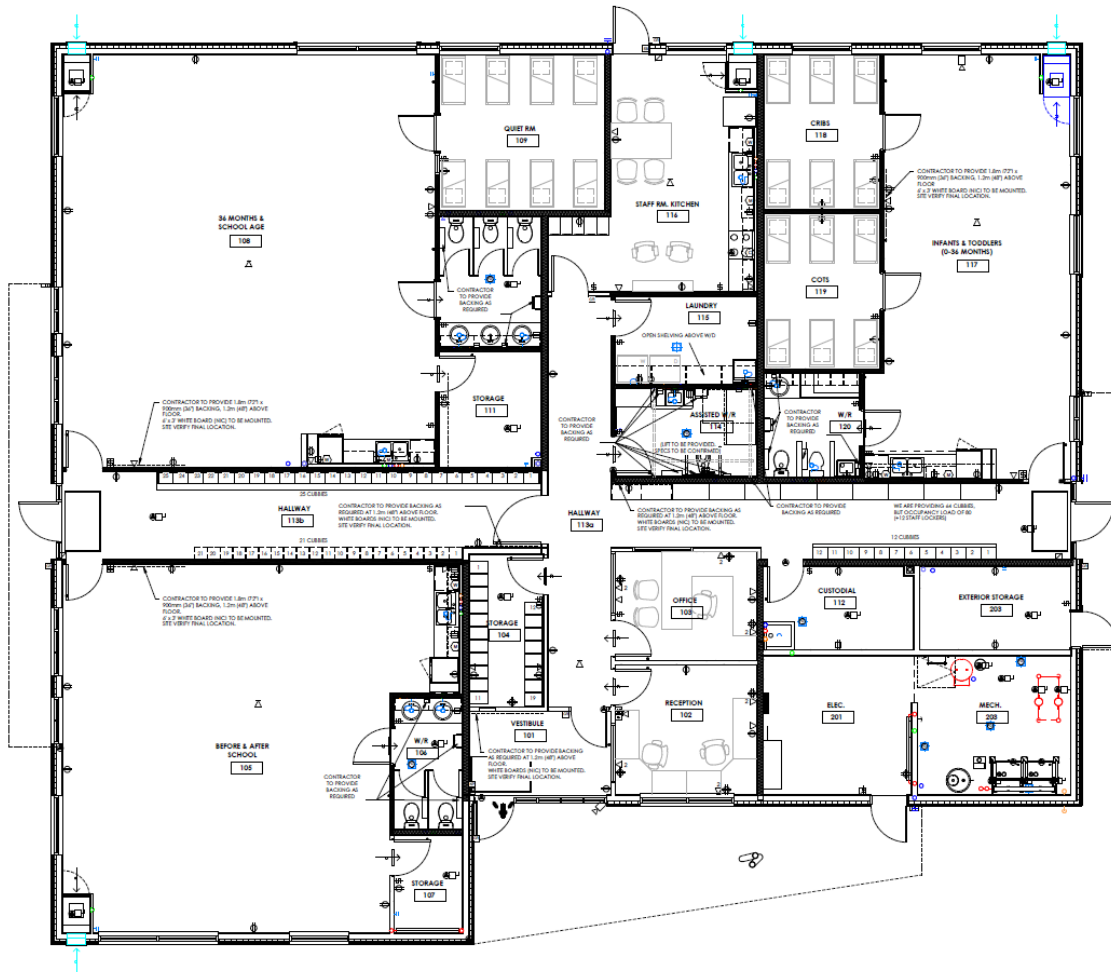


Budget

Dawson Creek	Budget	YTD Exp	Remainder	% Rem
Revenue				
Ministry	3,974,000	1,589,600	2,384,400	60%
Interest	1,000	35,089	- 34,089	-3409%
Total Revenue	3,975,000	1,624,689	2,350,311	59%
Expenses				
Audit	1,040		1,040	100%
Contract Services	385,000	184,912	200,088	52%
Building Initiatives	3,138,960	29,127	3,109,833	99%
Equipment	450,000		450,000	100%
Total Expenses	3,975,000	214,039	3,760,961	95%

Tumbler Ridge Child Care





Budget

Tumbler Ridge	Budget	YTD Exp	Remainder	% Rem
Revenue				
Ministry	3,974,000	1,589,600	2,384,400	60%
Interest	1,000	34,855	33,855	-3386%
Total Revenue	3,975,000	1,624,455	2,350,545	59%
Expenses				
Audit	1,040		1,040	100%
Contract Services	397,000	190,195	206,805	52%
Building Initiatives	3,126,960	28,693	3,098,267	99%
Equipment	450,000		450,000	100%
Total Expenses	3,975,000	218,888	3,756,112	94%

Please follow <https://www.sd59.bc.ca/district/capital-projects> for updates on these projects.

Kim Morris
Secretary-Treasurer/CFO



School District No.59 (Peace River South)

February 19, 2025

Board of Education

RE: Secretary-Treasurer's Report for February 2025

The purpose of this memo is to keep the Board apprised of some of the activities of the Secretary-Treasurer to February 14, 2025.

The focus this month has been amending the 2024-2025 budget for the Board's approval as well as kicking off the 2025-2026 budget process.

To date I have attended/initiated the following meetings and events:

- SD59 Technology Planning Working Group meeting
- Two internal school trust account audits
- Crescent Park modular tender review meeting with Engineer
- Ministry of Education and Child Care operating grant re-calc update
- Operational plan meeting with Facilities, Transportation and Technology
- Atrieve migration to hosted service implementation meeting with Powerschool
- Internal Atrieve migration to hosted service implementation meeting
- Northern Interior Branch Trustees' meeting in Prince George
- Crescent Park expansion project kickoff meeting with Fort Modular
- Principals/Vice-Principals Admin meeting
- Carbon Neutral Government 2024 Reporting Year Webinar
- Child Care New Spaces team meeting with Architect
- Weekly meetings with each of the Finance Manager, the Director of Operations and Technology Systems Manager
- Weekly meetings with Superintendent re 2025-2026 budget
- Weekly stand-up meetings with Finance Team
- Weekly Senior Leadership Team meetings

Kim Morris
Secretary-Treasurer/CFO



School District No.59 (Peace River South)

(From the office of the Board of Education)

February 19, 2025

Dear Minister Beare:

Thank you for taking on the task of leading the Ministry of Education and Child Care in what the Premier, in your mandate letter, described as “a profoundly challenging geopolitical environment” and “uncertain times.” However, challenges bring opportunities, and we’re as optimistic as ever about the future of public education in BC.

On behalf of the Board of Education of School District No. 59 (Peace River South) I would like to bring to your attention a few unnecessary costs and barriers that we believe should be removed as you complete the work described in the mandate letter, 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.”

Our suggestions relate to the most significant challenge that faces our district: the retention and recruitment of staff both in teaching positions, and across other roles in education.

Online / Hybrid Teacher Education Programs

Our Board, through the BCPSEA¹ and BCSTA², has for years advocated for online or hybrid teacher education programs in the style of the University of Calgary’s Werklund program. We would appreciate your support in accelerating the development and approval of a Made in BC online teacher education program. UNBC has been advancing a proposal for such a program to the BC Teachers’ Council (BCTC). Many potential candidates for such a program are Teachers on Letters of Permission (LOP) who are already teaching in classrooms under the supervision of northern and remote school districts. BCTC’s wish to increase in-person instructional hours would significantly drive up travel expenses and disincentivize LOPs to become certified teachers in BC, without real benefit to students and the system.

¹ BCPSEA AGM 2021, January 2021 AGM Ordinary Motion O-1, “BE IT RESOLVED that the BCPSEA Board of Directors write a letter to the Minister of Advanced Education, the Deans of Education for BC Universities and the BC Teachers’ Council to encourage development of an online teacher training program in BC.”

² BCSTA 2023 AGM Motion # 20 : A202320, “That BCSTA advocate to BC Teachers’ Council (BCTC) for an online hybrid teacher training program with increased practicum opportunities in local communities.”

Interprovincial Credential Recognition: Unnecessary TRB / TQS Delays & Costs

While we await a Made in BC online teacher education program, we implore the province of BC to recognize Canadian teaching certificates in BC without costly and redundant paperwork requirements through the Teacher Regulation Branch (TRB). Some celebrate the reduction of trade barriers between provinces for products like wine, but we believe those with a Canadian teaching degree are a much more precious resource. Someone with an Alberta teaching degree hoping to teach in BC should not have to run a regulatory gauntlet, paying hundreds of dollars for transcripts and registration processes to become a certified teacher first in Alberta, only to be required to go through the same tedious and expensive certification process again in BC, waiting months for processing at the TRB and Teacher Qualification Service (TQS).³

While provincial regulatory preferences have developed over the decades, it is to the detriment of BC students that we should so strongly discourage new certified teachers from coming to our province.⁴

Letters Of Permission Red Tape Reduction

At the Northern Interior Branch meeting in early February, our branch colleagues supported the Board's motion to advocate for a common sense streamlining of Letter of Permission (LOP) procedures. At present, a detailed application to the Teacher Regulation Branch must be filed for an LOP for each school facility to which a district has hired them. And if they are to be hired for another position in the same year in another school, or in another district, the process is duplicated again, at significant waste of money and time for our overstretched human resources staff. Additionally, if the district is unable to fill that teaching position with a certified teacher in the following year, and the district wishes to hire that same individual as an LOP again, the paperwork and fees and processing times must be endured yet again.

Our motion was passed by the Northern Interior Branch and will be going through the legislative committee process to advance to this spring's BCSTA AGM. It proposes that a single LOP application would be sufficient for an individual, and that it would be acceptable across the district and, indeed, across the province for a period of two years instead of one.

We see no value to students and the system in running the LOP process in a loop multiple times per year for the same individual. Until we see a return to an abundance of certified teachers, with improved access to teacher education with an online program, and dramatically streamlined credential recognition, LOPs are a fact of life and we can at least utilize them efficiently.

³ BCSTA 2020 Provincial Council Motion #: 9.7 : P120209.7, "That BCSTA advocate to the Ministry of Education to ensure that credential reviews by the Teacher Regulation Branch (TRB) are completed on a timelier basis."

⁴ BCSTA AGM 2023 Motion # 21 : A202321, "That BCSTA urge BC Teachers' Council (BCTC) and the Teacher Regulation Branch (TRB) to streamline the certification process for interprovincial and international applicants for BC teaching certificates."

Reducing & Coordinating Provincial Travel for Meetings

District administration human resources are already strained in small, northern, rural and remote districts.⁵ We would ask that reporting, travel and meeting responsibilities be monitored through a small-district lens that considers the fatigue and workload on district administrators who keep education functioning and thriving despite a generational labour shortage. The additional hours and days of travel required by rural and remote administrators' geographies, and their smaller teams, make frequent cycles of in-person Vancouver meetings burdensome. These meetings come at the cost of progress that can only be made when staff are present and working in-district. Coordinating in-person meeting dates and allowing hybrid online meetings, where possible, would be beneficial and would result in real cost savings.

We are inspired by the remarks with which the premier ended your mandate letter, "...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."

The Board of Education of School District No. 59 recognizes our responsibility to take a similarly thoughtful and decisive approach in our work here in Peace River South.

We would be happy to meet with you to discuss further, and we invite your staff to communicate with our district administrators to get more detail on these proposals.

Sincerely,



Chad Anderson
SD59 Board of Education, Chair

⁵ BCSTA AGM 2024 Motion #: 16 : A202416, "That the BCSTA advocate to Ministry of Education and Child Care to address the inadequate and inequitable Human Resources capacity in rural and remote Districts."

BCPSEA Annual General Meeting Disposition of Motions

Ordinary Motions 26th AGM - January 30-31, 2020

Resolution No.	Submitted by	Motion	Disposition
O-1	School District No. 59 (Peace River South)	BE IT RESOLVED that the BCPSEA Board of Directors write a letter to the Minister of Advanced Education, the Deans of Education for BC Universities and the BC Teachers' Council to encourage development of an online teacher training program in BC.	Carried
O-2	BCPSEA Board of Directors	BE IT RESOLVED that issues related to the employment relationship between principals and vice principals and their employer boards of education, including development and revision of terms and conditions of employment in alignment with the BCPSEA statutory mandate, continue to be best addressed at the local school district level in order to facilitate, enhance, and reflect each district's organizational structure and culture and that BCPSEA develop, in consultation with BCPVPA, preferred template language that districts may use at the local level.	Carried as amended
	BCPSEA Board of Directors	BE IT RESOLVED that KPMG be appointed auditors to the British Columbia Public School Employers' Association for the 2019-2022 fiscal years.	Carried
	BCPSEA Board of Directors	BE IT RESOLVED that the membership approve the proposed BCPSEA budget for April 1, 2020 through March 31, 2021 as presented.	Carried

Online Teacher Program

20.

Category: Teachers/Personnel and Employee Relations

Motion #:	20 : A202320	Sponsor:	Northern Interior Branch
Meeting:	AGM 2023	Action:	<i>not specified</i>
Category:		Outcome:	COMPLETE/On-going work with MECC
Disposition:	Carried		

Motion as Adopted:

BE IT RESOLVED:

That BCSTA advocate to BC Teachers' Council (BCTC) for an online hybrid teacher training program with increased practicum opportunities in local communities.

Motion as Presented:

BE IT RESOLVED:

That BCSTA advocate to BC Teachers' Council (BCTC) for an online hybrid teacher training program with increased practicum opportunities in local communities.

Rationale:

Many districts have teachers on Letters of Permission or staff working in support roles that would like to become fully certified teachers. These individuals need to work and stay in community while working towards certification and completion of practicums.

Supports and opportunities are needed for Indigenous language and culture specialists to attain certification.

Fully online programs with practicums in local schools are offered in other jurisdictions and is something we need to strive for in British Columbia.

This would support current recruitment and retention initiatives.

Reference(s):

University of Alberta Aboriginal Teacher Education Program
Aboriginal Teacher Education Program (ualberta.ca)

BCSTA Motion #9.1: P120219.1 Provincial Teacher Shortage

BCSTA Motion #30 A201830 Local Teacher Education Program

Select Standing Committee on Finance and Government Services Report on the 2023 Consultation pg. 77-84

<https://www.leg.bc.ca/content/CommitteeDocuments/42nd-parliament/3rd-session/fgs/budget-consultation/Budget-2023-Consultation-Report.pdf>

Select Standing Committee on Finance and Government Service Report on the 2022 Consultation Nov. 2021 pg. 70-76

https://www.leg.bc.ca/content/CommitteeDocuments/42nd-parliament/2nd-session/fgs/budget-consultation/42-2-2_FGS-Report_Budget-2022-Consultation.pdf

This relates to Foundational Statement 6.1.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

9.7. Timelier Response from Teacher Regulation Branch

Category: Teachers/Personnel and Employee Relations

Motion #: 9.7 : P120209.7

Sponsor: Peace River North

Meeting: PC Oct 2020

Action: *not specified*

Category:

Outcome:

This motion was originally submitted for consideration at the 2020 AGM. As the 2020 AGM was canceled due to COVID-19, the motion was referred to the October 2020 Provincial Council meeting. The BCSTA Board of Directors will bring this request forward to the new Minister of Education in December 2020, both in writing and through face-to-face meetings. This specific concern will also be raised with the Executive Director of the TRB as well as the BC Teachers Council.

Disposition: Carried

Motion as Adopted:

BE IT RESOLVED:

That BCSTA advocate to the Ministry of Education to ensure that credential reviews by the Teacher Regulation Branch (TRB) are completed on a timelier basis.

Motion as Presented:

BE IT RESOLVED:

That BCSTA advocate to the Ministry of Education to ensure that credential reviews by the Teacher Regulation Branch (TRB) are completed on a timelier basis.

Rationale:

This motion is needed because the current wait times contribute to recruitment and retention challenges. 25% of the province's new teachers are coming from out of province. The TRB website indicates that people wanting to come to the province should apply six months to one year ahead of when they want to teach in BC. This wait is not an attractant.

As a northern district, we recruit heavily out of province (46% of our new teachers). In some cases, it is taking the TRB more than one year to complete credential reviews for teachers.

Once the TRB process is complete, documentation goes to the Teacher Qualification Service (TQS). While new hires are waiting for these processes to complete, they are paid at a base scale that is not consistent with their training and experience. In some cases, the teacher will not get retroactive pay back to the date when they started working.

In addition to being frustrating for the teachers, the workload for school district's human resources and accounting departments is increased by the delays.

Ideally, the TRB can complete most credential reviews within three months.

Reference(s):

- [Government of BC – Applying for a B.C. Teaching Certificate](#)

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

21. Interprovincial/International Certification Barriers

Category: Teachers/Personnel and Employee Relations

Motion #:	21 : A202321	Sponsor:	Northern Interior Branch
Meeting:	AGM 2023	Action:	<i>not specified</i>
Category:		Outcome:	COMPLETE/On-going work with MECC
Disposition:	Carried		

Motion as Adopted:

BE IT RESOLVED:

That BCSTA urge BC Teachers' Council (BCTC) and the Teacher Regulation Branch (TRB) to streamline the certification process for interprovincial and international applicants for BC teaching certificates.

Motion as Presented:

BE IT RESOLVED:

That BCSTA urge BC Teachers' Council (BCTC) and the Teacher Regulation Branch (TRB) to streamline the certification process for interprovincial and international applicants for BC teaching certificates.

Rationale:

Provincial post-secondary institutions do not graduate enough teachers to fill the available positions in the province. Teachers from other jurisdictions must be hired to fill BC vacancies. The work force is aging, and retirements will increase the number of teachers needed.

Teachers seeking certification from other areas find the process difficult and the time the process can be lengthy. In other areas such as health care, the government is looking at streamlining processes for credentials of internationally trained workers as well as providing supports to navigate the process. The Teacher Regulation Branch (TRB) and Teacher Qualification Service (TQS) are separate applications that need the same information, one application form could serve both bodies.

Reference(s):

BCSTA Motion #9.7P120209.7 Timelier Response from Teacher Regulation Branch

Select Standing Committee on Finance and Government Services Report on the 2023 Consultation pg. 77-84

[Budget 2023 Consultation - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/budget/2023/consultation)

Select Standing Committee on Finance and Government Service Report on the 2022 Consultation Nov. 2021 pg. 70-76

[42-2-2_FGS-Report_Budget-2022-Consultation.pdf \(leg.bc.ca\)](https://www2.gov.bc.ca/gov/content/leg/42-2-2_FGS-Report_Budget-2022-Consultation.pdf)



This relates to Foundational Statement 6.1.

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

Human Resources Capacity in Northern Districts

16.

Category: Teachers/Personnel and Employee Relations

Motion #: 16 : A202416

Sponsor: Northern Interior Branch

Meeting: AGM 2024

Action: *not specified*

- May 2024: Meeting with Ministry staff re: motion
- Jun 2024: Meeting with BCPSEA staff to discuss the two new ministry funded positions for recruitment and retention of staff in rural and remote districts (18 month positions).
- Jun 2024: Joint meeting with BCPSEA and BCSTA boards. Reiterated the need in rural and remote districts and acknowledged the BCPSEA CEO is attending an upcoming Rural and Remote Network Meeting (RRN).
- Aug 2024: letter sent to ECC, Parliamentary Sec Rural Health (Jennifer Rice), Parliamentary Sec Rural Development (Roly Russell) - copy BCPSEA (see attached letter)
- Nov 2024: Presentation to RRN by Linda Beddouche (ECC Recruitment and Retention)
- Dec 2024: Update by Linda Beddouche to CEO and President at ECC meetings in Victoria

Category:

Outcome:

Disposition: Carried as amended

Motion as Adopted:

BE IT RESOLVED:

That the BCSTA advocate to Ministry of Education and Child Care to address the inadequate and inequitable Human Resources capacity in rural and remote Districts.

Motion as Presented:

BE IT RESOLVED:

That the BCSTA advocate to Ministry of Education and Child Care to address the inadequate and inequitable Human Resources capacity in Northern Districts.

Rationale:

It is important to recognize the increased efforts for human resources departments recruiting qualified and high-caliber staff in northern districts.

Northern districts continue to face a significant increase in investigations, support and mental health needs, mentorship needs and professional development needs for our new teachers, teachers on Letter of Permission, uncertified TTOC's and other educational staff.

Northern districts have a small number of senior leaders who take on a plethora of responsibilities, including this ever-increasing human resources load. While larger districts may have departments, many districts rely on their experienced senior staff to manage the ever evolving human needs in districts.

Support needs to be **systemic and ongoing** in order to keep strong leaders in northern districts which will support the path to recruit qualified and talented employees for the education sector.

It is clear, supporting recruitment and retention in all areas of district operations remains a challenge. Northern districts have been managing shortages for a number of years now and this is at a critical point which must be addressed.

Reference(s):

[Draft British Columbia Rural Education Report Results and Recommendations Developed Through Citizen Engagement. 2017 pg 10 and pg 40](#)



School District No. 59 (Peace River South)

DATE: February 19, 2025

CHAIR: Roxanne Gulick

Policy for Discussion:

Policy for Circulation:

- 4585 – Media in Schools (2013)

Policy for Adoption:

Policy/Regulation Under Review:

- 4660 - Retention and Destruction of Records (2000)
- 4180 – Grading Practices (2013) - review to make sure it aligns with reporting order and includes a section on fair assessment

Policy/Regulation for Repeal:

Regulations for Board Information:

- 5170 Reimbursement of Expenses (Staff)

11600-7th Street,
Dawson Creek, B.C. V1G 4R8
Phone: (250) 782-8571 Fax: (250) 782-3204

4585 Media in Schools

Policy 4585

STATUS: FOR REVIEW

MEDIA IN SCHOOLS

Approved: November, 1993

Last Revised: June 19, 2013

Description:

~~The Board Recognizing~~ recognizes the need for appropriate and full communication and ~~recognizing~~ the need for an appropriate process to ensure the interests of education, as well as students, and staff, and education are maintained. The Board of Education directs that the management of communication in ~~District~~ schools and at the district level, with all media (i.e. Newspaper, Magazine, Digital, and TV and Radio reporters) be ~~delegated~~ directed to the ~~Principal~~ Superintendent or designate to be approved. All communication shall be undertaken in accordance with Board policy and regulations.

MEDIA IN SCHOOLS

Approved: November, 1993

Last Revised: June 19, 2013

Description:

MEDIA CONTACT AT THE SCHOOL LEVEL:

1. School Principals ~~shall establish a procedure in keeping with this policy determining the process by which media personnel obtain~~ **will obtain approval from the superintendent or designate to allow** pictures, or information for publication or broadcast. The work of staff and the learning of students must not be unduly interrupted.
2. The ~~Principal~~ **Superintendent or designate** shall determine the purpose of media requested interviews.
3. ~~A~~**a)** Media may not interview students or staff on District property about issues that are:
 - i) before a judicial or quasi judicial body;
 - ii) matters of grievance between the Board and union;
 - iii) confidential to families or relate to student records or discipline;~~B~~**b)** Parent or guardian permission must be obtained prior to interviewing students and;
~~C~~**c)** Media Consent Forms will be on file, signed by parent or Guardian permitting any photographs or video of students to occur.
4. Interviews relating to personal issues or issues not relating to education shall not take place during hours of operation or on District property, unless specifically approved by the Principal.
5. Media are invited to attend and cover functions for the purpose of reporting to the public. Invitations shall be issued with the ~~Principal's~~ **Superintendent or designate's** approval.
6. Media are invited to contact the ~~Board's Media Relations Officer~~ **Superintendent or designate** for information on any issue or for clarification about protocol.
7. **In the event of a crisis, media will connect with the Superintendent or designate. The communication process in the SD 59 Peace River South Standardized Emergency Operations Plan (page 24/25), "Responsibilities of the Public Information Officer" will be followed.**

5170 Reimbursement of Expenses (Staff)

Policy 5170 STATUS: ADOPTED

STAFF - REIMBURSEMENT OF EXPENSES

Board Approved and Codified: October 11, 1988

Last Revised: September 2013

Description:

The Board of Education authorizes the payment of reasonable travelling and living expenses necessarily incurred by staff in the discharge of their duties for School District No. 59.

STAFF - REIMBURSEMENT OF EXPENSES

Board Approved and Codified: October 11, 1988

Last Revised: June 19, 2013; January 21, 2015, **February 19, 2025**

Description:

1. To support the out of District or in District costs, staff will be required to submit appropriate receipts and/or invoices for travel, accommodation, registration(s), telephone and other out-of-pocket expenses that were necessary to incur. Informing families of arrival and departure plans is considered a legitimate business expense.
2. Transportation/Vehicle expenses will be paid to the lesser amount of:
 - i) air fare;
 - ii) air fare equivalency (The calculation for air fare reimbursement shall be based on the best fare available at that time.);
 - iii) kilometerage at a rate equal to the current rate paid by the BCSTA;
 - iv) The actual costs of taxis, rental cars, ferry charges, **tips, (up to 18% - in situations where 18% is not available, 20% would be acceptable; any amount higher needs to be approved by the secretary-treasurer)** etc. may be reimbursed. Receipts are required.
3. Per Diem: The per diem rate for out-of-district business is at a rate equal to the current Board of Education rate for SD 59 for meals (Breakfast \$15, Lunch \$20 and Supper \$25).
4. Accommodation: The actual cost of the hotel/motel will be permitted. Receipts are required. Where accommodation costs are paid directly by the administration office, any charges for ~~room service or personal telephone~~ **incidental** costs incurred by the staff will be repayable by the person.
5. Business Use Insurance: A staff person who uses his/her private vehicle on Board business ~~in excess of 1600 km per year~~ shall be reimbursed the cost differential in upgrading his/her private vehicle insurance from pleasure to business/work. Where a vehicle is insured under a "Personal Use" policy with ICBC, that vehicle may be used for no more than 6 trips per calendar month to conduct work activities. It is important to note that a round trip constitutes 2 of the permissible trips. If an employee is likely to exceed 6 occasions (or 3 round trips) using their personal vehicle, they are advised to upgrade their insurance to a Business Use policy. The ~~school~~ **district** will pay the difference in cost between Personal and Business Use policies. A letter describing the differential cost is available upon request from the insurance agent.
6. If a staff person resigns, the individual shall reimburse the Board on a pro rata basis for the remainder of the insurance period.

7. All expense claims shall be reviewed by the Secretary-Treasurer, or designate. Any expense claim that does not comply with the regulations will require ~~Board~~ approval from the Secretary-Treasurer for payment.
8. Staff are required to obtain the prior approval of their supervisor for out-of-district travel.