



School District No. 59 (Peace River South)

PUBLIC BOARD MEETING

The Board of Education of School District No. 59 (Peace River South) will be holding its Public Board Meeting on Wednesday, January 22, 2025 starting at 1:00 pm at the School Board Office (11600 7 Street, Dawson Creek, BC).

Anyone wishing to attend the public board meeting may do so in person or via Zoom. Individuals must pre-register by noon (12 pm) on Tuesday, January 21, 2025 to receive the Zoom link.

Please contact Richell Schwartz to register for the meeting:

Phone: 250-782-8571, ext. 217

Email: rschwartz@sd59.bc.ca



School District No. 59 (Peace River South)

Open Board Meeting Agenda

Date: January 22, 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 January 22, 2025 Regular Board Meeting agenda as presented.*

1. ITEMS FOR ADOPTION

- R1.1 – Regular Board Meeting Minutes – December 18, 2024
- R1.2 – Excerpts Closed Meeting – December 18, 2024

2. BUSINESS ARISING

3. ESSENTIAL ITEMS

4. PRESENTATIONS

5. CORRESPONDENCE

6. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

- R6.1 – School/Student News
- R6.2 – International Field Trip

RECOMMENDED MOTION: *THAT the Board of Education of School District No. 59 (PRS) grant final approval to Dawson Creek Secondary School for the international field trip to Europe from March 19th to 30th, 2025.*

- R6.3 – Early Years Health Fair
- R6.4 – Feeding Futures Update
- R6.5 – Enhancing Student Learning Feedback
- R6.6 – 2025-26 Proposed School Calendar

7. REPORTS FROM THE SECRETARY-TREASURER

- R7.1 – Monthly Financial Report-November 2024
- R7.2 – Monthly Financial Report-December 2024
- R7.3 – Budget Change Report
- R7.4 - Capital Projects Report
- R7.5 - Secretary Treasurer Report – January 2025

8. TRUSTEE ITEM

- R8.1 – BCSTA Update – R. Gulick
- R8.2 – Northern Interior Branch Advocacy Priorities Discussion

9. COMMITTEE REPORTS

- R9.1 - Indigenous Education Councils
- R9.2 – Policy Committee
 - 4270 Policy/Regulation District Scholarship Awards
 - 4330 Policy/Regulation Dismissal of Students



School District No. 59 (Peace River South)

RECOMMENDED MOTION: *THAT the Board adopt the following policies as presented.*

- 4270 Policy/Regulation District Scholarship Awards
- 4330 Policy/Regulation Dismissal of Students

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 – February 19, 2025

ADJOURNMENT

RECOMMENDED MOTION: *THAT the Regular Board Meeting of January 22, 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: December 18, 2024 – 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 – 1:03 PM

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

APPROVAL OF AGENDA

Additions: Nil

Deletions: Nil

(2024-12-006)

MOVED/SECONDED – Schurmann/Hillton

THAT the Board of Education of School District No. 59 (Peace River South) approve the December 18, 2024 Regular Board Meeting agenda as presented.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – November 27, 2024

The Chair asked for any corrections to the minutes.

(2024-12-007)

The Chair declared the minutes of the open meeting November 27, 2024 approved as presented.

R1.2 Excerpts of Closed Board Meeting – November 27, 2024

(2024-12-008)

The Chair declared the excerpts of the closed board meeting November 27, 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:

- Winter themed activities and student artwork are evident through the schools during the month of December. Christmas Concerts and Turkey Dinners are also being held during the last week of school before Winter Break.
- Rik Leaf from Tribe of One visited many schools in the district where he led classes in music creation and video production.
- Mr. Schilds' class at Ecole Frank Ross is working on a numeracy project that tracks the weight and quantity of food donations from classes in the school for to St. Marks Food Bank.
- Students and staff at Dawson Creek Secondary School – South Peace Campus held a Fill the Bus campaign. They raised over \$10,000 in money and food donations for local families and food banks!
- Primary classes at Canalta Elementary are engaged in literacy centres that are focussing on working memory skills. The Intermediate classes are working on letter writing and focussing on building vocabulary. The Intermediate students created story displays, and the teacher used use AI to create movies from each project.
- The Tumbler Ridge Secondary School basketball team won all their games and took home 1st place in the basketball tournament held at Chetwynd Secondary. Senior athletes and Student Voice students hosted a Winter Formal for elementary students where the students were divided up by grades to participate in the dance parties.
- Little Prairie Elementary students are having fun developing projects with electromagnetic magnets, static electricity and making slime!

- Staff at Devereaux Elementary held Secret Spirit Days. It didn't take the students long to figure it out and they were excited to come to school each day to see what the staff were up to! The Spirit Days included Monochromatic Day, Anything But a Cup Day, Socks with Sandals, Mix-Match Prints, and Black-out Day.

R6.2 International Field Trips

The Superintendent provided the following international field trip updates:

The May 2025 French Immersion field trip to France, previously approved in principle by the Board of Education in March 2024, has been cancelled due to low number of students signed up for the trip.

Director of Instruction, Paul Chisholm, has granted approval for Dawson Creek Secondary School to continue planning the international student trip to Europe in March 2025. The trip fundraising is well underway, with all field trip planning requirements met. A final approval request will be brought forward to the Board in January 2025.

R6.2 Kindergarten Registration

Elementary schools will be accepting Kindergarten registrations for the 2025-2026 school year starting January 7, 2025.

7.0 REPORTS FROM THE SECRETARY TREASURER

R7.1 Statement of Financial Information

The Statement of Financial Information (SOFI) Report was provided. The annual report is required by all public institutions and publishes the names, salaries and related expenses of employees earning over \$75,000, vendors paid over \$25,000, and elected officials' income and expenses. The report is available for viewing on the school district website.

(2024-12-009)

MOVED/SECONDED – Schurmann/Wards

THAT the Board of Education of School District No. 59 (Peace River South) adopt the Statement of Financial Information as presented.

CARRIED

R7.2 Secretary Treasurer Report – December 2024

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

R7.5 Capital Projects Report

Crescent Park Elementary School Expansion

The following activities have occurred since the November board meeting:

- Receipt of tender package from Engineer for the modular construction portion of the project for staff review
- Modular construction project was posted on BC Bid
- Advised Ministry modular construction posted to BC Bid
- Director of Operations and Facilities Manager quarterly meeting with City for projects update
- Director of Facilities and Ministry scheduled project update meeting

Tentative Schedule for Tender Process:

- December 9, 2024 - Post on BC Bid
- Mid December 19, 2024 - Bidders optional site visit
- January 6, 2025 – Tender close and award

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 Elementaries

The following progress has been made since the November Board Meeting:

- A meeting was held involving Director of Operations, the Architect, and the Engineer to discuss foundation options for the project.
- For both childcare facilities, the draft Class A cost estimate for traditional stick-build construction is currently under review by the Architect.
- The Class A cost estimate for the modular construction option is still being completed by the cost estimate consultant.
- Coordination of site conditions for both facilities with the City of Dawson Creek and the District of Tumbler Ridge is still ongoing.
- Structural and civil engineering coordination remains in progress.

Next Steps:

- Review the final costing once it is received and integrate any necessary adjustments into the design plans.
- Continue with detailed design work to ensure all elements are resolved and ready for the next phase.
- Maintain open communication with city representatives to ensure regulatory compliance and alignment.
- Finalize the Class A cost estimates for both construction options.
- Confirm site-specific requirements, including fire hydrant locations, in coordination with the City of Dawson Creek.

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

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 SD59 Presentation to Tumbler Ridge Mayor and Council

Board Chair, Superintendent and Director of Instruction Chisholm attended the Tumbler Ridge Council Meeting on December 2, 2024 as a delegation to present information on teacher recruitment and retention, and to provide information on the process of the hiring incentives provided to the district from BCPSEA.

9.0 COMMITTEE REPORTS

R9.1 Indigenous Education Councils

Both Councils gathered in December for their annual celebratory lunch/dinner.

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 – January 22, 2025

ADJOURNMENT

(2024-12-010)

MOVED – Hillton

THAT the Regular Board Meeting of December 18, 2024 be terminated. (1:42 PM)

CARRIED

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris Secretary Treasurer



School District No. 59 (Peace River South)

MEETING: Closed Board Meeting
DATE: December 18, 2024 11:00 AM
PLACE: School Board Office – Dawson Creek, BC

The meeting was called to order at 11:00 a.m. and the following was reported:

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – November 27, 2024

Business Arising

Presentation

Trustee Items

Items discussed and reported included:

- BCPSEA Update

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters
- Student Appeal

Secretary Treasurer's Reports

Items discussed and reported included:

- Risk Register
- Bargaining Update

Adjournment Motion @ 12:10 p.m.

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris, Secretary Treasurer



School District No. 59 (Peace River South)

January 22, 2025

To: The Board of Education

Re: Final approval for a student field trip to Europe from March 19th to March 30th, 2025

This letter is to inform you that Dawson Creek Secondary School teacher Lauren Groff, and school vice-principal Sean Cowie are requesting final approval for the international trip to Europe in March 2025.

The trip is for 16 students in grades 9 and 10 from Dawson Creek Secondary School. The final itinerary has students traveling to Berlin, Amsterdam, Ypres, Vimy Ridge, Paris, Normandy, and London where they will take part in guided visits to historically significant sites connected to world wars such as concentration camp memorials, museums, cemeteries, and palaces. The students will also participate in a panel discussion related to the Cold War and visit significant venues such as the Eiffel Tower, Westminster Abbey and more.

The trip dates are March 19th to March 30th, 2025. The trip is organized by EF Educational Tours, a company with offices in Canada.

Based upon the paperwork received to date, this trip will be a valuable experience for our students providing them with authentic experiences and memories that will last a lifetime.

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

Thank you for considering this final request.

Sincerely,

Paul Chisholm
Director of Instruction

PLEASE JOIN US FOR THE

Early Years Health Fair 2025

Thursday, January 23
10am-1pm

Dawson Creek Mall

Connect with local early years organizations and service providers!
Discover services and activities for children and families in the early years!
Promote health and wellness to your child!
Snacks, Fun Games and Prizes!

Strengthening Early Years to Kindergarten Transitions (SEY2KT)
Project by the Ministry of Education and Child Care

FOR MORE INFORMATION CONTACT
Mary Manuel
Mmanuel@sd59.bc.ca (250-219-0430)

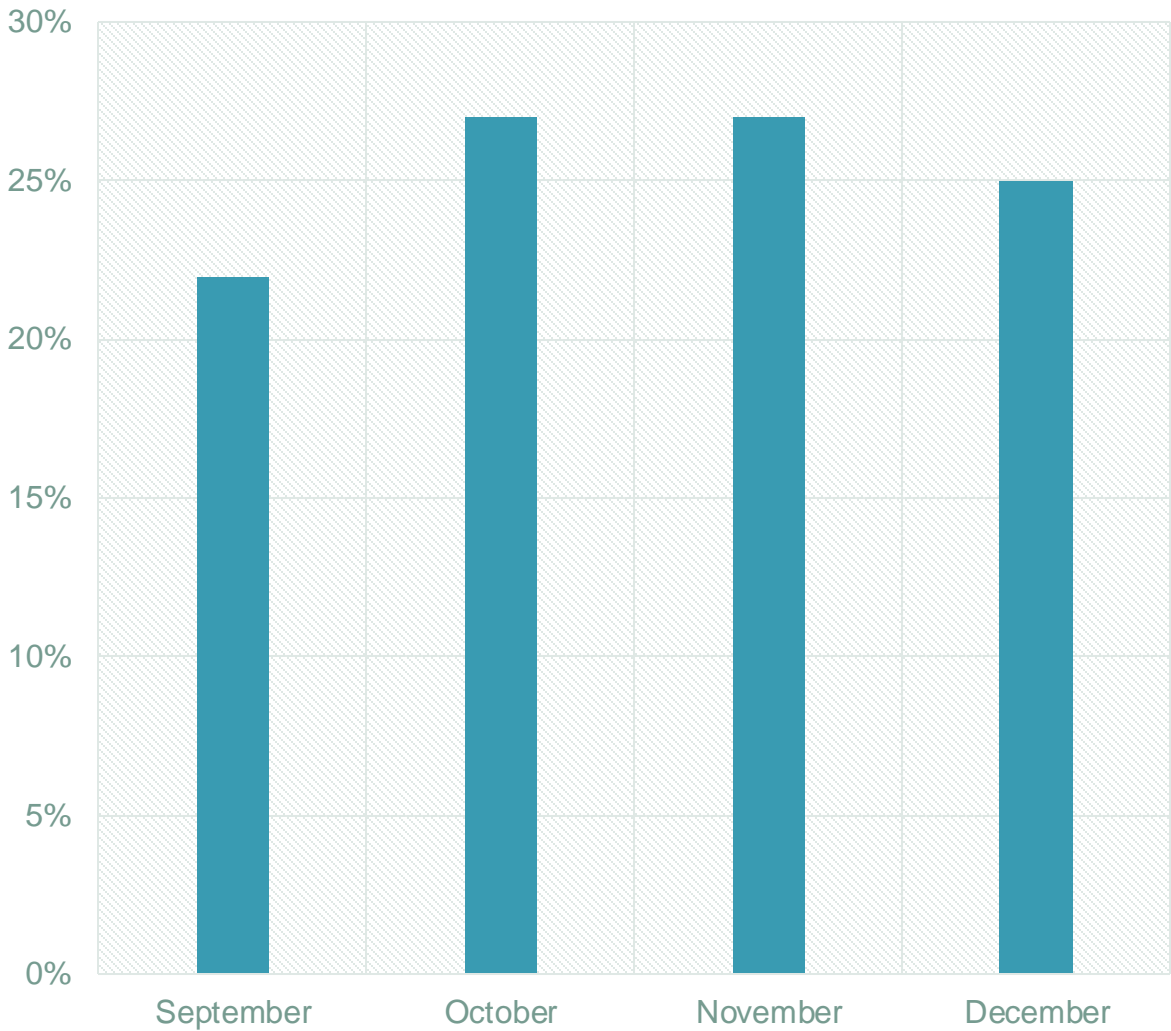
Free Admission

Public Board Meeting
Ministry of Education and Child Care



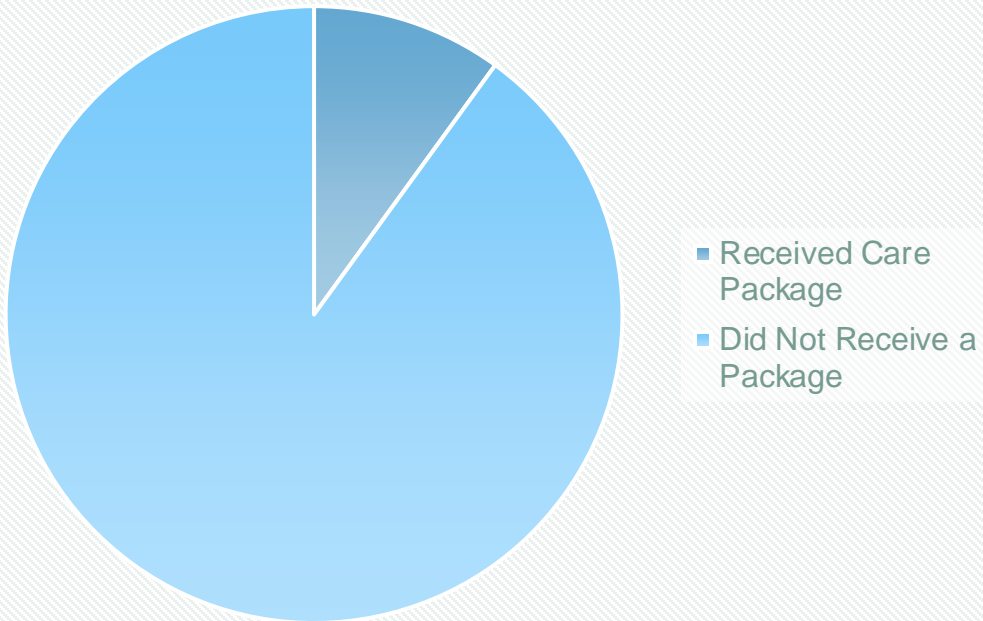
Feeding Futures Fall Data

Average Number of Students that Access Feeding Futures Daily



Feeding Futures Fall Data

Percentage of Students District Wide that Received Winter Care Packages



Packages included:

A loaf of bread

Peanut butter or wow butter

Jam

Muffins

Granola bars

Oranges



Framework for Enhancing Student Learning

2024 Annual Review Feedback

School District 59 – Peace River South

The Enhancing Student Learning Report (ESLR) is intended to fit within each district's continuous improvement cycle. It acts as an annual touchpoint for districts to reflect and report on the progress made toward the district strategic plan priorities. This allows districts to adapt strategies to focus on areas for growth on an ongoing basis, and to communicate progress with the public.

The ministry reviews ESLRs annually to monitor sector-wide progress and identify potential areas requiring support.

During the Annual Review, a team comprised of ministry and sector representatives read every district's ESLR and built consensus on strengths, considerations, and proficiency levels within five focus areas:

1. District's approach to continuous improvement
2. Ongoing data and evidence review (qualitative and quantitative data)
3. Ongoing strategic engagement focussed on student learning
4. Alignment
5. Improving equity of learning outcomes for Indigenous learners, children and youth in care, and students with disabilities or diverse abilities

For additional context during the review process, the team referred to additional district documents, including but not limited to the district strategic plan, the Aboriginal How are We Doing Report, previous feedback reports, and samples of available school plans and operational plans.

This feedback report is intended to support SD59 Peace River South's continuous improvement efforts by providing constructive feedback on the September 2024 Enhancing Student Learning Report.

Focus Area 1 – District’s Overall Approach to Continuous Improvement

To demonstrate proficiency, districts are expected to provide evidence of a comprehensive, annual continuous improvement approach in place within the district, including:

Approach Overview

- Clear descriptions, illustrations (e.g., [Continuous improvement cycles](#)), and/or other indications of the district’s annual reflective processes, including:
 - Evidence of how the continuous improvement approach connects to school-level work
 - An explanation of how the district monitors the effectiveness of implemented strategies (i.e., [Monitoring Strategy Effectiveness Worksheet](#)).
 - Artefact/template for alignment
- Evidence that feedback from the previous year’s review has been considered during district planning.

Ongoing Data and Evidence Review (Qualitative Evidence and Quantitative Data)

- An explicit connection between the outcome of the data analysis and interpretation and the selection of targeted strategies and/or explicit interventions (i.e., what is being continued, adjusted, or added and why?)

Ongoing Strategic Engagement

- An explicit description of how feedback from ongoing strategic engagement informs the selection or adjustment of strategies (i.e., what actions were taken based on the received feedback?).

Adaptations

- An explicit description of how the district has monitored and adjusted strategies based on:
 - Data analysis and interpretation
 - Feedback from ongoing strategic engagement
 - The effectiveness of implemented strategies
- Evidence that feedback from the previous year’s review has been considered during district planning.

Alignment

- An explicit description of how district departments and schools are working in tandem to achieve strategic plan priorities (i.e., how is the district building system coherence?).

2024 Feedback
The district's report shows evidence of employing selected components of continuous improvement processes, while working to build upon their application.
Strength
The report shows that the district has some components of the continuous improvement cycle in place.
Consideration
Future reports will benefit from further articulating the process for monitoring the effectiveness of implemented strategies and adjusting accordingly particularly with the school planning process.

2023 Feedback
The district's report shows evidence that the district employs selected components of continuous improvement processes while working to build upon their application.
Strength
The report shows components of a continuous improvement cycle.
Consideration
Future reports would benefit from an explicit description of the continuous improvement cycle at the district level, including the work underway in schools.

Focus Area 2 – Ongoing Data and Evidence Review (Qualitative and Quantitative Data)

To demonstrate proficiency in this focus area, districts are expected to include the following in the report:

- Clear evidence that the district has reviewed, analyzed, and interpreted both qualitative and quantitative sources of data and, where applicable, triangulated multiple sources of data to inform planning.

Required Data Template

- As provided in the "Section A: Pre-Populated Data Template," visual representations of all the student performance data required by the [Enhancing Student Learning Reporting Order](#), masked where necessary and disaggregated to show results for Indigenous learners on and off reserve, children and youth in care, and students with disabilities or diverse abilities. To reflect the [Educated Citizen](#), data is organized into three pillars:

- Intellectual Development
- Human and Social Development
- Career Development
- Concise, reflective analyses and interpretations of all presented data, including:
 - Analyses and interpretations of disaggregated student performance data for **each** priority population.
 - Explicit acknowledgement of masked or missing data points, especially for priority populations, with an explanation of how these data points have been considered in the data review.
 - An overview of key trends, learnings, and existing or emerging areas for growth (“So what?”) that the data review illustrates.
- Clear identification of any inequities illuminated by the disaggregated student performance data sets.

Additional Data Sets

- Representations of supplemental relevant local and contextual sources of information that the district is using to triangulate with provincial data. Where districts are faced with low FSA participation rates, triangulation is especially important to better gauge student performance and identify achievement gaps. Additional measures may include:
 - Additional student performance data (both qualitative and quantitative data, including How Are We Doing Reports, attendance data, report card data, results from local assessments, student voice).
 - Qualitative data, for example:
 - MDI/YDI
 - Student voice
 - BC Adolescent Health Survey (from McCreary Centre Society)
 - “Tell Them from Me” survey
 - Contextual information (i.e., Equity Action Plans, Local Education Agreements, Enhancement Agreements).
 - Data and evidence collected regarding the impact of implemented strategies (both qualitative and quantitative data).
- Clear acknowledgement of trends (minimum 3 years) and inequities that emerged from the analysis and interpretation of data sets focussed on the priority populations, including qualitative evidence where applicable.

2024 Feedback
The district’s report shows clear evidence that the district has embedded comprehensive data and evidence review processes.
Strength

The report provides a comprehensive analysis and interpretation of provincial and local data.

Consideration

Future reports will benefit from further interpretation of attendance data for staff and students.

2023 Feedback

The district's report shows evidence that the district engages in several components of comprehensive data and evidence review processes.

Strength

The report utilizes provincial and local data and connects these to the areas for growth.

Consideration

Future reports would benefit from further analysis of emerging areas for growth (e.g., grade 10 numeracy).

Focus Area 3 – Ongoing Strategic Engagement Focussed on Student Learning

To demonstrate proficiency in this focus area, districts are expected to include the following in the report:

Report Body (10 pages)

- A brief description of the district's strategic and deliberate processes for inclusive, ongoing, and meaningful engagement specific to the continuous improvement of student learning outcomes. This includes specific details on:
 - The Rightsholders and stakeholders involved (i.e. **who**), including:
 - Local First Nation(s) on whose territory the district operates schools;
 - District Indigenous Education Council;
 - First Nations, Métis, and Inuit parents/caregivers and students;
 - Existing district committees and structures (i.e., employee groups, DPAC);
 - Student groups; parents/caregivers and
 - The local community.
 - The format of the engagement process (i.e. **how**). This includes timing/frequency of engagement, level of engagement, and specific methods used to demonstrate an ongoing process.
- An explicit explanation of how the feedback gathered from engagement processes helped shape any adjustments and adaptations to strategies.

2024 Feedback

The district's report shows evidence that the district has components of broad, meaningful, and ongoing engagement processes in place.

Strength
The report shows evidence of engagement processes with specific Rightsholders.
Consideration
Future reports will benefit from additional evidence demonstrating how ongoing engagement feedback informs district actions in addressing areas for growth identified in the data and evidence review.

2023 Feedback
The district's report shows evidence that the district has components of broad and meaningful engagement processes in place.
Strength
The report shows evidence of strategic engagement with rights holders in First Nation communities.
Consideration
Future reports would benefit from articulating a plan for engaging other stakeholders and how the feedback informs next steps.

Focus Area 4 – Alignment

To demonstrate proficiency in this focus area, districts are expected to include the following in the report:

Report Body (10 pages)

- A description of the district's implementation plan and its alignment to the strategic plan.
- A description of how current school plans are aligned with the educational objectives from the district Strategic Plan. **(Vertical alignment.)**
- A description of the district's mechanism to monitor ongoing effectiveness and alignment of school plans.
- A description of how the district leveraged and/or re-allocated existing resources (i.e. finances, FTEs and staff time) to support successful implementation of new, adapted, or continued strategies.
- A description of how district operational plans/district departments (financial, human resources, information technology, engagement, communications, and long-range facilities) are aligned to support the implementation of new, adapted, or continued strategies. **(Horizontal alignment.)**

2024 Feedback
The district's report shows evidence that the district has several components of vertical and horizontal alignment processes in place.
Strength
The report provides some evidence of structures in place within the district to support overall alignment.

Consideration
Future reports will benefit from articulating the district’s approach to annually reviewing alignment of school plans for coherence.

2023 Feedback
The district’s report shows evidence that the district has several components of vertical and horizontal alignment and adaptation processes in place.
Strength
The report shows the steps to align the district resources to the strategic plan.
Consideration
Future reports would benefit from explicit details about alignment between the strategic plan and school plans.

Focus Area 5 – Improving Equity of Learning Outcomes for Indigenous Learners, Children and Youth in Care, and Students with Disabilities or Diverse Abilities

To demonstrate proficiency in this focus area, districts are expected to include the following in the report:

Report Body (10 pages)

- Descriptions of how the district uses data to track and support cohorts of priority learners, including those represented in masked data sets.
- A description of the district’s approach to address inequities in learning outcomes for identified priority populations, including:
 - District structures to address inequities identified through the data analysis and interpretation
 - Targeted, evidence-informed strategies implemented to address inequities for Indigenous learners, children and youth in care, and students with disabilities or diverse abilities.
 - Descriptions of how the district monitors the effectiveness and/or impact of currently implemented strategies.

Focus Area 5.1 – Focus on Indigenous Learners

2024 Feedback
The district’s report shows some evidence that the district focusses on cohorts of Indigenous learners and is working to further improve equity of learning outcomes.
Strength
The report includes some targeted strategies to support Indigenous learners, such as the graduation coaches.
Consideration

Future reports will benefit from an analysis of the impact of implemented strategies on Indigenous students' learning outcomes and how Indigenous students' success is a collective responsibility.

District Promising Practices

The district is benefitting from participation in the province's Equity in Action initiative.

2023 Feedback

The district's report shows some evidence that the district focusses on Indigenous students and is working to further improve equity of learning outcomes.

Strength

The report identifies some focus on Indigenous students through the data analysis and strategic plan priorities.

Consideration

Future reports would benefit from specific targeted strategies, such as those captured in the Equity in Action plan.

Focus Area 5.2 – Focus on Children and Youth in Care

2024 Feedback

The district's report shows some evidence that the district focusses on children and youth in care and is working to further improve equity of learning outcomes.

Strength

The report demonstrates a commitment to support children and youth in care.

Consideration

Future reports will benefit from describing how the district tracks and supports children and youth in care and wrap around approach in schools.

2023 Feedback

The district's report shows clear evidence that the district has focussed attention on children and youth in care.

Strength

The report shows a strong focus on children and youth in care through evidence-informed strategies.

Focus Area 5.3 – Focus on Students with Disabilities or Diverse Abilities

2024 Feedback

The district's report shows some evidence that the district focusses on students with disabilities or diverse abilities and is working to further improve equity of learning outcomes.

Strength

The report demonstrates a focus on students with disabilities or diverse abilities.

Consideration

Future reports will benefit from articulating the district's approach to reviewing school plans for tracking and planning interventions for students with disabilities or diverse abilities.

2023 Feedback

The district's report shows clear evidence that the district has focussed attention on students with disabilities or diverse abilities.

Strength

The report shows a strong focus on students with disabilities or diverse abilities through evidence-informed strategies.

Accessibility and Readability

In addition to demonstrating proficiency in the above focus areas, reports are expected to:

- Be readable and accessible (i.e., written in plain language with elements such as graphics, bullet points, and a table of contents).



School District No. 59 (Peace River South)

January 22, 2025

To: Board of Education of SD59

From: Jan Proulx, Director of Instruction

Agenda Item: 2025-2026 Proposed School Calendar

The proposed calendar was developed in accordance with the requirements of the School Act and in consultation with Peace River South Teachers' Association. The calendar reflects the current collective agreement language around start, end, and break times with special approval for the two-week spring break. This language includes that Winter Break starts on the Monday preceding December 26 and that Spring Break starts on the third Monday in March.

Notably, the 2025-2026 calendar includes two consecutive district non-instructional days in October to allow for the professional development conference which occurs every three years.

Section 87.01 (7) of the *School Act* requires consultation on school calendars. A board must make public a proposed school calendar one month before submitting it to the Ministry. During the consultation period, a board must provide parents and board employees the opportunity to comment on the proposed calendar before it is adopted by the Board of Education and submitted to the Ministry of Education and Child Care by March 31st.

Written feedback must be sent to Jan Proulx at japroulx@sd59.bc.ca before February 28, 2025 to be considered.

Jan Proulx
Director of Instruction

SD59 CALENDAR FOR 2025/2026 DRAFT

July-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Canada Day STAT	2 Break	3 Break	4 Break	5
6	7 Break	8 Break	9 Break	10 Break	11 Break	12
13	14 Break	15 Break	16 Break	17 Break	18 Break	19
20	21 Break	22 Break	23 Break	24 Break	25 Break	26
27	28 Break	29 Break	30 Break	31 Break		

August-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Break	2
3	4 BC Day STAT	5 Break	6 Break	7 Break	8 Break	9
10	11 Break	12 Break	13 Break	14 Break	15 Break	16
17	18 Break	19 Break	20 Break	21 Break	22 Break	23
24	25 Break	26 Break	27 Break	28 Break	29 Break	30
31						

September-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labour Day STAT	2 NID Curriculum Implementation District	3 First Day for Students Start 2h late End 1h early	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 National Day for Truth and Reconciliation STAT			19 Instructional Days	

October-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13 Thanksgiving STAT	14	15	16	17	18
19	20	21	22	23	24	25
26	27 NID Pro-D Conference/District	28 NID Pro-D Conference/District	29	30	31	
					20 Instructional Days	

November-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 End of Quarter Secondary Schools	8
9	10	11 Remembrance Day STAT	12	13	14	15
16	17	18	19 Early Dismissal	20 Early Dismissal	21	22
23	24	25	26	27	28 NID Pro-D School	29
30					18 Instructional Days	

December-25						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 End of Term 1 Elementary Schools	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22 Winter Break Break	23 Winter Break Break	24 Winter Break Break	25 Christmas Day STAT	26 Boxing Day STAT	27
28	29 Winter Break Break	30 Winter Break Break	31 Winter Break Break		15 Instructional Days	

LEGEND	
13 Stat	Statutory or General Holidays
61 Break	Break Days (Winter, Spring or Summer)
8 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
179	Instructional Days

SD59 CALENDAR FOR 2025/2026 DRAFT

January-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 New Year's Day STAT	2 Break	3
4	5 Schools Reopen	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29 End of Semester 1 Secondary Schools	30 NID Pro-D School	31
						19 Instructional Days

February-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Beginning of Semester 2 Secondary Schools	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Family Day STAT	17	18	19	20	21
22	23	24	25 Early Dismissal	26 Early Dismissal	27	28
						19 Instructional Days

March-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13 End of Term 2 Elementary Schools	14
15	16 Break	17 Break	18 Spring Break Break	19 Break	20 Break	21
22	23 Break	24 Break	25 Spring Break Break	26 Break	27 Break	28
29	30 Schools Reopen	31				12 Instructional Days

April-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Good Friday STAT	4
5 Easter Sunday	6 Easter Monday STAT	7	8	9	10	11
12	13	14	15	16	17 End of Quarter Secondary Schools	18
19	20	21	22	23	24	25
26	27	28	29	30		
						20 Instructional Days

May-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 NID Truth and Reconciliation	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Victoria Day STAT	19	20	21	22	23
24	25	26	27	28	29	30
31						19 Instructional Days

June-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 NID Pro-D School	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Last Day of Classes End of Sem 2 End of Term 3	26 NID Year End Admin Day	27
28	29 Break	30 Break				18 Instructional Days

LEGEND	
13 Stat	Statutory or General Holidays
61 Break	Break Days (Winter, Spring or Summer)
8 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
179	Instructional Days

School District 59 Calendar 2025/2026 DRAFT

Tuesday, September 2	Non-Instructional Day: Curriculum Implementation Day
Wednesday, September 3	First Day for Students (arrival 2 hours late, dismissal 1 hour early)
Tuesday, September 30	National Day for Truth And Reconciliation STAT
Monday, October 13	Thanksgiving Day STAT
Mon & Tues, Oct. 27 & 28	Non-Instructional Days: Professional Development (Conference/District)
Tuesday, November 11	Remembrance Day STAT
Wed & Thurs, Nov 19 & 20	Early Dismissal (1h) for Parent Interviews
Friday, November 28	Non-Instructional Day: Professional Development (School)
Dec 22 to Jan 2	Winter Break (Collective Agreement language - Winter Break starts on the Monday directly preceding Boxing Day)
Monday, January 5	Schools Reopen
Friday, January 30	Non-Instructional Day: Professional Development (School)
Monday, February 16	Family Day STAT
Wed & Thurs, Feb 25 & 26	Early Dismissal (1h) for Parent Interviews
March 16 to March 27	Spring Break (Collective Agreement language - Spring Break starts on the third Monday in March)
Monday, March 30	Schools Reopen
Friday, April 3	Good Friday STAT
Monday, April 6	Easter Monday STAT
Friday, May 1	Non-Instructional Day: Truth and Reconciliation
Monday, May 18	Victoria Day STAT
Monday, June 1	Non-Instructional Day: Professional Development (School)
Thursday, June 25	Last Day of Attendance for Students
Friday, June 26	Non-Instructional Day: Year End Administrative Day

Notes

Kindergarten - required hours of instruction 853 minimum to allow for gradual entry in September

Elementary - required hours of instruction 878 minimum required 4 hours 55 minutes per day

Secondary - required hours of instruction 952 minimum required 5 hours 20 minutes per day

Total Instructional Days: 179

Elementary Terms

Term 1	Sept 3 to Dec 5 (62 instructional days)
Term 2	Dec 8 to Mar 13 (58 instructional days)
Term 3	Mar 30 to June 25 (59 instructional days)

Secondary Semesters

Semester 1	Sept 3 to Jan 29 (91 instructional days)
Semester 2	Feb 2 to June 25 (88 instructional days)

MONTHLY FINANCIAL REPORT - OPERATING - NOVEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
6210 MOE Grant - Operating	51,803,154	-400,284	0	16,119,029	35,283,841	68%
6290 MOE Grants - Other	1,839,912	35,945	0	549,646	1,326,211	72%
6410 Other Ministries	204,594	0	0	78,456	126,138	62%
6470 Non-Resident Tuition	16,250	38,442	0	16,402	38,290	236%
6480 Local Education Agreements	1,278,023	0	0	-	1,278,023	100%
6490 Private School Bussing	50,000	1,500	0	41,620	9,880	20%
6488 NEW! JustB4	9,500	0	0	2,620	6,880	72%
6489 Careers	75,000	0	0	36,282	38,718	52%
6490 Miscellaneous	54,000	45,000	0	52,356	46,644	86%
6495 Central Stores Recovery	-	0	0	1,645	-1,645	
6496 Resource Centre Recoveries	-	0	0	8,255	-8,255	
6500 Community Use of Facilities	180,000	0	0	75,331	104,669	58%
6601 Interest	608,169	0	0	413,743	194,426	32%
6760 Surplus Internally Restricted	750,000	1,796,853	0	-	2,546,853	340%
6770 Surplus Schools	250,000	459,326	0	-	709,326	284%
GRAND TOTAL	57,118,602	1,976,782	-	17,395,385	41,699,999	73%

MONTHLY FINANCIAL REPORT - OPERATING - NOVEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
SALARIES						
1050 Principal Vice-Principal Salaries	4,491,916	7,046		1,856,124	2,642,838	59%
1100 Teacher Salaries	18,828,964	-465,071		5,560,713	12,803,180	68%
1200 Support Staff Wages	5,513,685	-116,057		1,788,436	3,609,192	65%
1204 Clerical Wages	1,216,131			474,288	741,843	61%
1208 Summer Worker Student Wages	93,197			37,013	56,184	60%
1230 Education Assistant Wages	4,972,852	1,448		1,566,445	3,407,855	69%
1300 Other Professionals Wages	1,929,366	11,772		851,341	1,089,797	56%
1303 Para Educator Wages	437,355	47,559		47,564	437,350	100%
1400 Replacement Wages - Teachers	1,305,381			576,740	728,641	56%
1400 Replacement Wages - Maintenance & Custodial	272,717			107,394	165,323	61%
1400 Replacement Wages - Transportation	97,264			37,694	59,570	61%
1404 Replacement Wages - Clerical	0			2,441	-2,441	
1411 Recoverable Wages - Casual	0			-2,358	2,358	
1430 Replacement Wages - Ed Assistants	125,965			47,791	78,174	62%
TOTAL SALARIES	39,284,793	-513,303	0	12,951,626	25,819,864	66%
BENEFITS						
2000 Benefits - Regular Employees	8,571,185			2,731,932	5,839,253	68%
2004 Benefits - Casual Employees	233,034			86,964	146,070	63%
TOTAL BENEFITS	8,804,219	0		2,818,896	5,985,323	68%
SERVICES & SUPPLIES						
3100 Professional and Technical Services	0			0	0	
3101 Legal	83,000			4,200	78,800	95%
3102 Audit	20,000			-361	20,361	102%
3103 Labour Relations	5,000			0	5,000	100%
3104 Contract Services	1,529,750	12,000		609,932	931,818	61%
3105 Telephone	93,885	550		38,924	55,511	59%
3106 Photocopy	88,700			30,861	57,839	65%
3107 Postage	23,722			6,261	17,461	74%
3108 Advertising	6,600			508	6,092	92%
3300 Student Transportation	233,700			74,800	158,900	68%
3301 Bussing Contract	841,435	121,221		233,601	729,055	87%
3303 Transportation Allowance	12,500			3,191	9,309	74%
3400 Travel	175,500	2,000		72,563	104,937	60%
3405 Recruitment Travel	0			0	0	
3406 Travel - Kilometres	148,050			53,481	94,569	64%
3409 Registration Fees	84,400			25,055	59,345	70%
3410 Recruitment Incentives	59,660			55,711	3,949	7%
3415 Professional Development	15,000	17,031		11,896	20,135	134%
3499 Meals and Meal Supplies	115,054	16,000		45,980	85,074	74%
3600 Rentals & Leases	16,000			6,389	9,611	60%
3601 Equipment Rental	12,600			2,132	10,468	83%
3700 Dues/Fees/Licenses	426,734	12,000		291,501	147,233	35%
3706 Radio Licenses	4,700			0	4,700	100%
3707 Criminal Record Checks	6,000			2,743	3,257	54%
3710 Scholarships	5,000			2,000	3,000	60%
3900 Insurance	199,900	4,676		200,767	3,809	2%
4124 Bank Service Charges	3,000			1,495	1,505	50%
5100 Supplies General	1,843,659	527,148		604,864	1,765,943	96%
5101 Books	150,039			53,284	96,755	64%
5102 Other Supplies	10,000			2,938	7,062	71%
5103 Non-Violent Crisis Intervention	5,000			5,129	-129	-3%
5400 Utilities - Electricity	465,000			202,381	262,619	56%
5401 Utilities - Natural Gas	410,000			81,582	328,418	80%
5402 Utilities - Propane	35,000			13,906	21,094	60%

MONTHLY FINANCIAL REPORT - OPERATING - NOVEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
5403 Vehicle Fuel	650,000	20,000		229,582	440,418	68%
5404 Utilities - Water & Sewer	160,000			48,526	111,474	70%
5405 Utilities - Garbage	60,000			27,180	32,820	55%
5406 Carbon Offsets	70,000			-22,593	92,593	132%
5407 Next Generation Network (NGN)	145,000	0		1,262	143,738	99%
5800 Equipment	216,000	64,000		30,865	249,135	115%
5900 Computer Replacements	450,000	45,000		130,299	364,701	81%
TOTAL SERVICES & SUPPLIES	8,879,588	841,626		3,182,835	6,538,379	74%
GRAND TOTAL	56,968,600	328,323		18,953,357	38,343,566	67%

MONTHLY FINANCIAL REPORT - OPERATING - NOVEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	YTD	Available	%
FUNCTION 1: INSTRUCTION					
102 Regular (Classroom)	24,964,886	-29,771	7,657,488	17,277,627	69%
103 Career Prep	414,956		214,650	200,306	48%
107 Library	499,806		147,548	352,258	70%
108 Counselling	830,190		290,097	540,093	65%
110 Inclusion	8,711,079	56,053	2,618,843	6,148,289	71%
130 ELL	135,814		33,125	102,689	76%
131 Indigenous Education	2,205,407	67,822	700,440	1,572,789	71%
141 School Administration	4,161,290		1,782,290	2,379,000	57%
162 Offshore Students	200,000		55,500	144,500	72%
TOTAL INSTRUCTION	42,123,428	94,104	13,499,981	28,717,551	68%
FUNCTION 4: ADMINISTRATION					
411 District Education Administration	607,349	11,772	339,515	279,606	46%
420 Early Learning & Child Care	0		0	0	
440 Governance	242,991		111,863	131,128	54%
441 Business Administration	1,566,248	12,000	670,330	907,918	58%
TOTAL ADMINISTRATION	2,416,588	23,772	1,121,708	1,318,652	55%
FUNCTION 5: OPERATIONS & MAINTENANCE					
541 Maintenance Administration	618,288	4,676	414,978	207,986	34%
550 Maintenance & Custodial	5,523,329		1,874,343	3,648,986	66%
552 Grounds	639,106		322,102	317,004	50%
556 Utilities	1,350,000		352,214	997,786	74%
TOTAL SERVICES & SUPPLIES	8,130,723	4,676	2,963,637	5,171,762	64%
FUNCTION 7: TRANSPORTATION					
741 Transportation Administration	313,130	550	138,868	174,812	56%
770 Student Transportation	3,984,731	205,221	1,229,163	2,960,789	74%
TOTAL SERVICES & SUPPLIES	4,297,861	205,771	1,368,031	3,135,601	73%
GRAND TOTAL	56,968,600	328,323	18,953,357	38,343,566	67%

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

School	Pupil Budget Ratio	Enrolment Headcount	2023-2024 Operating Budget											CEF Budget											
			Operating Budget	Expenditures Instruction	Careers	Library	Counselling	Inclusion	ELL	Indigenous	School Admin	YTD Total	Remaining	% Rem	CEF Budget	Expenditures Instruction	Library	Counselling	Inclusion	ELL	YTD Total	Remaining	% Rem		
Canalta Elementary	10,029	254	2,452,890	2,465,621	448,885	0	1,548	0	0	219,962	0	0	111,469	781,864	1,683,757	68%	81,735	176	20,945	15,694	36,815	44,920	55%		
Crescent Park Elementary	10,161	256	2,442,434	2,355,205	478,620	0	2,603	0	0	164,693	0	0	117,333	763,249	1,591,956	68%	246,033	38,526	24,011	27,559	90,096	155,937	63%		
Devereaux Elementary	12,492	73	947,068	886,412	168,374	0	828	0	0	71,054	0	0	43,211	283,467	602,945	68%	25,507	7,191	12,760	19,951	5,556	22%			
Don Titus Montessori	10,861	141	1,332,199	1,327,648	249,535	0	1,985	0	0	98,227	0	0	55,851	405,598	922,050	69%	203,686	14,664	9,690	24,354	179,332	88%			
Ecole Frank Ross Elementary	9,073	443	4,072,544	3,774,168	800,654	0	29,963	0	0	192,561	-2	52	155,200	1,178,428	2,595,740	69%	245,203	43,894	24,412	40,970	109,276	135,927	55%		
Little Prairie Elementary	9,524	181	1,716,564	1,650,868	333,360	0	3,288	0	0	74,844	0	0	104,002	515,494	1,135,374	69%	72,956	10,845	13,808	24,653	48,303	66%			
McLeod Elementary	8,753	82	597,603	562,216	152,281	0	3,380	0	0	10,350	1,471	0	20,189	187,671	374,545	67%	155,524	3,582	1,172	4,754	150,770	97%			
Moberly Lake Elementary	13,995	42	477,916	571,669	125,874	0	0	0	0	25,692	0	0	20,588	172,154	399,515	70%	16,135	3,577	2,601	6,178	9,957	62%			
Parkland Elementary	10,963	64	647,398	680,979	152,982	0	240	0	0	53,539	0	0	23,444	230,205	450,774	66%	20,643	5,516	7,657	13,173	7,470	36%			
Peace View Colony	10,675	34	273,739	339,699	86,898	0	0	0	0	0	32	0	19,096	106,026	233,673	69%	23,252	3,372	4,139	7,628	15,139	8,113	35%		
Pouce Coupe Elementary	11,943	117	1,171,961	1,233,592	215,627	0	655	0	0	106,714	0	0	61,553	384,549	849,043	69%	163,707	37,291	11,451	11,285	60,027	103,680	63%		
South Peace Elementary	10,908	39	319,990	377,744	71,800	0	0	0	0	13,487	3,347	0	37,600	126,234	251,510	67%	47,671	2,803	3,481	2,567	8,851	38,820	81%		
Tremblay Elementary	10,737	183	1,905,905	1,834,865	331,663	0	229	0	0	146,916	0	0	109,400	588,208	1,246,657	68%	129,952	42,436	18,674	0	16,724	77,834	52,118	40%	
Tumbler Ridge Elementary	9,379	211	1,869,429	1,923,979	344,228	0	1,037	0	0	113,494	0	0	108,803	567,562	1,356,417	71%	54,925	9,177	0	0	9,177	45,748	83%		
Windrem Elementary	15,083	47	724,839	692,781	126,933	0	770	0	0	30,332	0	0	39,520	197,555	495,226	71%	16,135	0	0	0	0	16,135	100%		
Elementary Total	10,236	2167	20,952,479	20,677,446	4,087,714	0	46,526	0	1,321,865	4,848	52	1,027,259	6,488,264	14,189,182	69%	1,503,064	162,323	160,220	0	167,540	10,195	500,278	1,002,786	67%	
Chetwynd Secondary	9,920	269	2,525,875	2,434,096	433,629	62,334	16,640	13,412	160,128	3,133	0	134,916	824,192	1,609,904	66%	234,409	42,547	5,801	6,428	11,068	65,844	168,565	72%		
DCSS - Central	8,569	410	3,290,847	3,251,631	654,623	0	23,701	45,181	150,776	4,611	134	210,264	1,089,290	2,162,341	67%	261,457	25,273	18,326	13,602	8,561	65,762	195,695	75%		
DCSS - South Peace	8,294	641	5,211,734	4,936,703	824,139	65,030	30,555	88,999	303,480	0	208	220,069	1,532,480	3,404,223	69%	379,651	82,792	34,495	1,329	0	118,616	261,035	69%		
Tumbler Ridge Secondary	10,725	175	1,732,769	1,724,659	376,890	7,089	499	357	59,723	450	0	131,169	576,177	1,148,482	67%	152,199	15,473	18,720	0	34,193	118,006	78%			
Secondary Total	8,946	1495	12,761,225	12,347,089	2,289,281	134,453	71,395	147,949	674,107	8,194	342	696,418	4,022,139	8,324,950	67%	1,027,716	150,612	74,095	38,750	20,958	0	284,415	743,301	72%	
Distributed Learning	5,522	116	646,091	640,568	170,101	24,009	0	0	336	0	0	35,648	230,094	410,474	64%	0	0	0	0	0	0	0	0	0	
District																	574,053	-730	37	1,688	87,726	106,385	195,106	378,947	66%
Total Total	9,733	3,778	34,359,795	33,665,103	6,547,096	158,462	117,921	147,949	1,996,308	13,042	394	1,759,325	10,740,497	22,924,606	68%	3,104,833	312,205	234,352	40,438	276,224	116,580	979,799	2,125,034	68%	

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
6210 MOE Grant - Operating	51,803,154	-400,284		21,174,044	30,629,110	59%
6290 MOE Grants - Other	1,839,912	35,945		630,571	1,209,341	66%
6410 Other Ministries	204,594	0		94,148	110,446	54%
6470 Non-Resident Tuition	16,250	38,442		16,402	-152	-1%
6480 Local Education Agreements	1,278,023			-	1,278,023	100%
6490 Private School Bussing	50,000	1,500		41,620	8,380	17%
6488 NEW! JustB4	9,500			2,620	6,880	72%
6489 Careers	75,000			36,282	38,718	52%
6490 Miscellaneous	54,000	45,000		52,356	1,644	3%
6495 Central Stores Recovery	-			1,645	-1,645	
6496 Resource Centre Recoveries	-			8,255	-8,255	
6500 Community Use of Facilities	180,000			75,331	104,669	58%
6601 Interest	608,169			413,743	194,426	32%
6760 Surplus Internally Restricted	750,000	1,796,853		-	2,546,853	340%
6770 Surplus Schools	250,000	459,326		-	709,326	284%
GRAND TOTAL	57,118,602	1,976,782	-	22,547,017	36,827,764	64%

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
SALARIES						
1050 Principal Vice-Principal Salaries	4,491,916	7,046		2,198,685	2,300,277	51%
1100 Teacher Salaries	18,828,964	-465,071		7,438,336	10,925,557	58%
1200 Support Staff Wages	5,513,685	-116,057		2,584,502	2,813,126	51%
1204 Clerical Wages	1,216,131			621,630	594,501	49%
1208 Summer Worker Student Wages	93,197			37,013	56,184	60%
1230 Education Assistant Wages	4,972,852	1,448		2,251,175	2,723,125	55%
1300 Other Professionals Wages	1,929,366	11,772		1,018,020	923,118	48%
1303 Para Educator Wages	437,355	47,559		67,183	417,731	96%
1400 Replacement Wages - Teachers	1,305,381			541,232	764,149	59%
1400 Replacement Wages - Maintenance & Custodial	272,717			132,218	140,499	52%
1400 Replacement Wages - Transportation	97,264			50,588	46,676	48%
1404 Replacement Wages - Clerical	0			3,424	-3,424	
1411 Recoverable Wages - Casual	0			-4,035	4,035	
1430 Replacement Wages - Ed Assistants	125,965			67,068	58,897	47%
TOTAL SALARIES	39,284,793	-513,303	0	17,007,039	21,764,451	55%
BENEFITS						
2000 Benefits - Regular Employees	8,571,185			3,420,442	5,150,743	60%
2004 Benefits - Casual Employees	233,034			106,845	126,189	54%
TOTAL BENEFITS	8,804,219	0		3,527,287	5,276,932	60%
SERVICES & SUPPLIES						
3100 Professional and Technical Services	0			0	0	
3101 Legal	83,000			13,773	69,227	83%
3102 Audit	20,000			-361	20,361	102%
3103 Labour Relations	5,000			0	5,000	100%
3104 Contract Services	1,529,750	12,000		691,786	849,964	56%
3105 Telephone	93,885	550		46,998	47,437	51%
3106 Photocopy	88,700			40,105	48,595	55%
3107 Postage	23,722			6,681	17,041	72%
3108 Advertising	6,600			870	5,730	87%
3300 Student Transportation	233,700			91,675	142,025	61%
3301 Bussing Contract	841,435	121,221		415,373	547,283	65%
3303 Transportation Allowance	12,500			3,977	8,523	68%
3400 Travel	175,500	2,000		74,832	102,668	59%
3405 Recruitment Travel	0			0	0	
3406 Travel - Kilometres	148,050			62,046	86,004	58%
3409 Registration Fees	84,400			34,507	49,893	59%
3410 Recruitment Incentives	59,660			64,833	-5,173	-9%
3415 Professional Development	15,000	17,031		12,864	19,167	128%
3499 Meals and Meal Supplies	115,054	16,000		67,681	63,373	55%
3600 Rentals & Leases	16,000			7,999	8,001	50%
3601 Equipment Rental	12,600			10,505	2,095	17%
3700 Dues/Fees/Licenses	426,734	12,000		314,161	124,573	29%
3706 Radio Licenses	4,700			0	4,700	100%
3707 Criminal Record Checks	6,000			3,583	2,417	40%
3710 Scholarships	5,000			2,000	3,000	60%
3900 Insurance	199,900	4,676		201,858	2,718	1%
4124 Bank Service Charges	3,000			1,809	1,191	40%
5100 Supplies General	1,843,659	527,148		738,137	1,632,670	89%
5101 Books	150,039			61,238	88,801	59%
5102 Other Supplies	10,000			6,564	3,436	34%
5103 Non-Violent Crisis Intervention	5,000			5,129	-129	-3%
5400 Utilities - Electricity	465,000			253,188	211,812	46%
5401 Utilities - Natural Gas	410,000			149,851	260,149	63%
5402 Utilities - Propane	35,000			13,906	21,094	60%

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	2024-2025 Adjustments	YTD	Available	%
5403 Vehicle Fuel	650,000	20,000		277,955	392,045	60%
5404 Utilities - Water & Sewer	160,000			57,369	102,631	64%
5405 Utilities - Garbage	60,000			32,230	27,770	46%
5406 Carbon Offsets	70,000			-22,593	92,593	132%
5407 Next Generation Network (NGN)	145,000	0		1,515	143,485	99%
5800 Equipment	216,000	64,000		54,455	225,545	104%
5900 Computer Replacements	450,000	45,000		147,482	347,518	77%
TOTAL SERVICES & SUPPLIES	8,879,588	841,626		3,945,981	5,775,233	65%
GRAND TOTAL	56,968,600	328,323		24,480,307	32,816,616	58%

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	YTD	Available	%
FUNCTION 1: INSTRUCTION					
102 Regular (Classroom)	24,964,886	-29,771	9,931,118	15,003,997	60%
103 Career Prep	414,956		252,703	162,253	39%
107 Library	499,806		186,404	313,402	63%
108 Counselling	830,190		382,783	447,407	54%
110 Inclusion	8,711,079	56,053	3,595,789	5,171,343	59%
130 ELL	135,814		54,055	81,759	60%
131 Indigenous Education	2,205,407	67,822	893,229	1,380,000	63%
141 School Administration	4,161,290		2,174,449	1,986,841	48%
162 Offshore Students	200,000		74,000	126,000	63%
TOTAL INSTRUCTION	42,123,428	94,104	17,544,530	24,673,002	59%
FUNCTION 4: ADMINISTRATION					
411 District Education Administration	607,349	11,772	376,790	242,331	40%
420 Early Learning & Child Care	0		0	0	
440 Governance	242,991		133,100	109,891	45%
441 Business Administration	1,566,248	12,000	790,006	788,242	50%
TOTAL ADMINISTRATION	2,416,588	23,772	1,299,896	1,140,464	47%
FUNCTION 5: OPERATIONS & MAINTENANCE					
541 Maintenance Administration	618,288	4,676	461,358	161,606	26%
550 Maintenance & Custodial	5,523,329		2,402,361	3,120,968	57%
552 Grounds	639,106		422,806	216,300	34%
556 Utilities	1,350,000		485,455	864,545	64%
TOTAL SERVICES & SUPPLIES	8,130,723	4,676	3,771,980	4,363,419	54%
FUNCTION 7: TRANSPORTATION					
741 Transportation Administration	313,130	550	164,724	148,956	48%
770 Student Transportation	3,984,731	205,221	1,699,177	2,490,775	63%
TOTAL SERVICES & SUPPLIES	4,297,861	205,771	1,863,901	2,639,731	61%
GRAND TOTAL	56,968,600	328,323	24,480,307	32,816,616	58%

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

School	Pupil Budget Ratio	Enrolment Headcount	2023-2024 Operating Budget													CEF Budget Expenditures								
			Operating Budget	Instruction	Careers	Library	Counselling	Inclusion	ELL	Indigenous	School Admin	YTD Total	Remaining	% Rem	Instruction	Library	Counselling	Inclusion	ELL	YTD Total	Remaining	% Rem		
Canalta Elementary	10,029	254	2,452,890	2,465,621	594,139	0	738	0	296,211	9,608	0	136,695	1,037,391	1,428,230	58%	81,735	176	28,677	23,352	52,205	29,530	36%		
Crescent Park Elementary	10,161	256	2,442,434	2,355,205	618,295	0	2,717	0	232,576	0	0	142,745	996,333	1,358,872	58%	246,033	51,368	31,774	36,245	119,387	126,646	51%		
Devereaux Elementary	12,492	73	947,068	886,412	220,439	0	1,053	0	100,959	0	0	51,496	373,947	512,465	58%	25,507	9,446	16,749	16,749	26,195	-688	-3%		
Don Titus Montessori	10,861	141	1,332,199	1,327,648	331,786	0	2,909	0	137,394	0	0	71,017	543,106	784,542	59%	203,686	19,328	12,940	12,940	32,268	171,418	84%		
Ecole Frank Ross Elementary	9,073	443	4,072,544	3,774,168	1,063,259	0	38,917	0	272,275	-2	52	186,246	1,560,747	2,213,421	59%	245,203	58,405	32,235	57,055	147,695	97,508	40%		
Little Prairie Elementary	9,524	181	1,716,564	1,650,868	452,709	0	4,364	0	103,856	0	0	128,093	689,022	961,846	58%	72,956	14,394	23,399	37,793	35,163	48%			
McLeod Elementary	8,753	82	597,603	562,216	196,621	0	5,049	0	13,897	2,008	0	25,461	243,036	319,180	57%	155,524	4,149	1,467	1,467	5,616	149,908	96%		
Moberly Lake Elementary	13,995	42	477,916	571,669	165,965	0	0	0	35,811	0	0	24,772	226,548	345,121	60%	16,135	4,700	3,419	3,419	8,119	8,016	50%		
Parkland Elementary	10,963	64	647,398	680,979	193,013	0	290	0	72,488	0	0	29,272	295,063	385,916	57%	20,643	7,285	10,072	10,072	17,357	3,286	16%		
Peace View Colony	10,675	34	273,739	339,699	110,488	0	0	0	0	32	0	21,735	132,255	207,444	61%	23,252	4,455	5,468	10,089	20,012	3,240	14%		
Pouce Coupe Elementary	11,943	117	1,171,961	1,233,592	286,027	0	874	0	147,120	0	0	76,093	510,114	723,478	59%	163,707	49,457	15,178	14,921	79,556	84,151	51%		
South Peace Elementary	10,908	39	319,990	377,744	88,821	0	0	0	16,737	0	0	47,123	156,833	220,911	58%	47,671	3,699	4,579	3,359	11,637	36,034	76%		
Tremblay Elementary	10,737	183	1,905,905	1,834,865	430,473	0	337	0	205,866	0	0	132,532	769,208	1,065,657	58%	129,952	56,224	24,382	0	22,008	102,614	27,338	21%	
Tumbler Ridge Elementary	9,379	211	1,869,429	1,923,979	460,104	0	1,269	0	162,564	0	0	132,845	756,782	1,167,197	61%	54,925	12,082	0	0	12,082	42,843	78%		
Windrem Elementary	15,083	47	724,839	692,781	165,719	0	1,314	0	47,671	0	0	48,052	262,756	430,025	62%	16,135	0	0	0	0	16,135	100%		
Elementary Total	10,236	2167	20,952,479	20,677,446	5,377,858	0	59,831	0	1,845,425	15,798	52	1,254,177	8,553,141	12,124,305	59%	1,503,064	215,630	211,784	0	231,674	13,448	672,536	830,528	55%
Chetwynd Secondary	9,920	269	2,525,875	2,434,096	574,906	78,996	21,830	18,295	214,362	4,900	0	165,360	1,078,649	1,355,447	56%	234,409	56,211	7,415	9,451	14,249	87,326	147,083	63%	
DCSS - Central	8,664	410	3,290,847	3,290,847	868,139	0	31,884	61,999	215,316	5,753	134	261,608	1,444,833	1,846,014	56%	261,457	34,182	24,325	17,969	11,280	87,756	173,701	66%	
DCSS - South Peace	8,294	641	5,211,734	4,936,703	1,116,001	75,419	40,669	115,224	430,270	0	208	269,101	2,046,892	2,889,811	59%	379,651	109,763	45,489	1,754	157,006	222,645	59%		
Tumbler Ridge Secondary	10,725	175	1,732,769	1,724,659	465,629	11,503	519	386	86,718	1,811	0	161,241	727,807	996,852	58%	152,199	18,970	24,191	0	43,161	109,038	72%		
Secondary Total	8,973	1495	12,761,225	12,386,305	3,024,675	165,918	94,902	195,904	946,666	12,464	342	857,310	5,298,181	7,088,124	57%	1,027,716	200,156	96,199	51,611	27,283	0	375,249	652,467	63%
Distributed Learning	5,522	116	646,091	640,568	213,163	30,746	0	0	336	0	0	43,284	287,529	353,039	55%	0	0	0	0	0	0	0	0	0
District																574,053	-730	37	2,241	115,469	140,551	257,568	316,485	55%
Total Total	9,743	3,778	34,359,795	33,704,319	8,615,696	196,664	154,733	195,904	2,792,427	28,262	394	2,154,771	14,138,851	19,565,468	58%	3,104,833	415,056	308,020	53,852	374,426	153,999	1,305,353	1,799,480	58%

2024-2025 BUDGET CHANGE REPORT - OPERATING

	Revenues	Expenses
2024-2025 Preliminary Budget (Board Approved May 8, 2024)	56,118,602	56,968,600
Budgeted Surplus to Balance Preliminary Budget	1,000,000	
Assets Purchase from Local Capital from Operating		150,000
	57,118,602	57,118,600
2023-2024 Financial Statement Carry Forwards		
Schools' Surpluses (in excess of \$250k prelim)	459,326	459,326
Capital Projects	1,700,000	1,700,000
Indigenous Education Surplus	67,822	67,822
Service Improvement Allocation	17,031	17,031
Art Starts Grants	12,000	12,000
	2,256,179	2,256,179
Changes:		
District Resource Centre Cost of District Events Unbudgeted		16,000
Exempt Staff Wages		11,772
Increase in Bussing Fees to Private Schools	1,500	
Telephone for Additional Employee		550
Correct Inclusion Wages and Benefits		47,559
Travel - FocusED CIO Meeting		2,000
Bus Contract Renewal		121,221
Teacher Average Salary & Benefits		-114,000
Fuel Increase based on Historical Trending		20,000
Atrieve Migration from On Prem to Hosted -Annual Fees		12,000
Bus Purchase Cost > COA Funding (x 4)		64,000
2324 Retro Grid Increase		7,046
2324 Training Retro		1,448
Ministry Labour Settlement Funding Increase	35,945	
Operating Grant/Enrolment Decline	-400,284	
Contingency Decrease		-400,284
CEF Overhead Charges credit to Operating		-116,057
Off Shore Tuition Increase (Out of Province Growth 3 students)	38,442	
Additional Teaching Staff		198,346
Contingency Decrease		-109,464
SPP Insurance Premium Increase		4,676
Teacher Staffing to Special Purpose		-39,669
Miscellaneous Revenue - Technology Donation to TRSS	45,000	45,000
Rental Revenue - Hudsons Farm Seismic Exploration	6,000	
Total Changes	-273,397	-227,856
Amended Budget	59,101,385	59,146,923
Reserve & Contingencies		
Unrestricted	5,299,919	
24-25 Contingency for Fall Enrolment Changes	0	
Benefits Contingency	40,710	
Total Reserve & Contingencies (9.0% of Expenses)	5,340,629	



School District No.59 (Peace River South)

January 22, 2025

Board of Education

RE: Capital Projects Update

Crescent Park Elementary School Expansion Project

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.

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



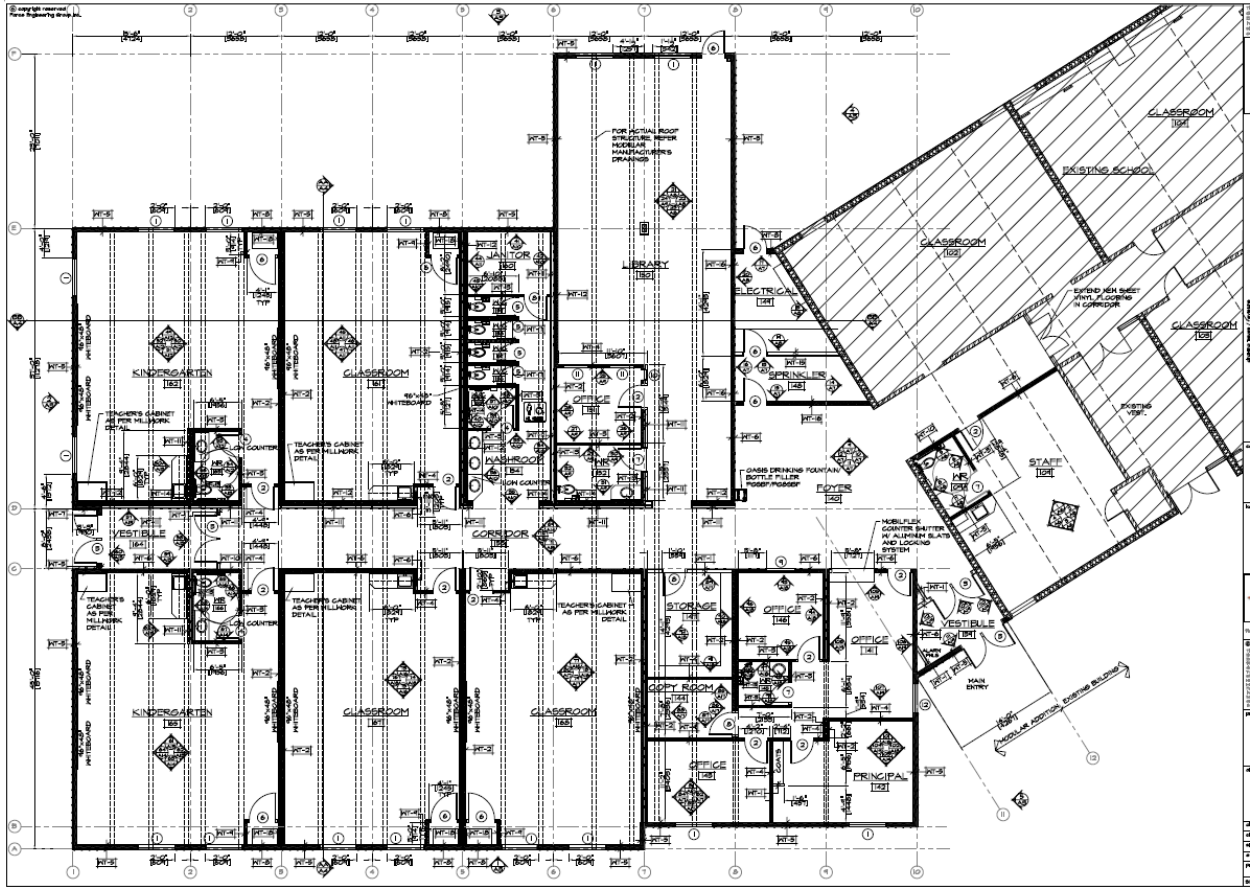
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Engineering Group Inc.



NOTES:
 All measurements shown are UNLESS OTHERWISE SPECIFIED TO THE CONTRARY.

LEGEND:

- Proposed Footprint
- Proposed Foundation
- Proposed Wall
- Proposed Floor
- Proposed Roof
- Proposed Siding
- Proposed Windows
- Proposed Doors
- Proposed Stairs
- Proposed Utility Lines
- Proposed Light Pole
- Proposed Landscape
- Proposed Parking
- Proposed Driveway
- Proposed Retention Wall
- Proposed Fencing
- Proposed Signage
- Proposed Site Lighting
- Proposed Site Furniture
- Proposed Site Amenities
- Proposed Site Access
- Proposed Site Erosion Control
- Proposed Site Stormwater Management
- Proposed Site Security
- Proposed Site Safety
- Proposed Site Compliance
- Proposed Site Sustainability
- Proposed Site Resilience
- Proposed Site Adaptability
- Proposed Site Flexibility
- Proposed Site Scalability
- Proposed Site Expandability
- Proposed Site Upgradability
- Proposed Site Maintainability
- Proposed Site Repairability
- Proposed Site Replaceability
- Proposed Site Reversibility
- Proposed Site Restorability
- Proposed Site Regenerability
- Proposed Site Resiliability
- Proposed Site Reliability
- Proposed Site Durability
- Proposed Site Longevity
- Proposed Site Endurance
- Proposed Site Strength
- Proposed Site Stability
- Proposed Site Security
- Proposed Site Safety
- Proposed Site Compliance
- Proposed Site Sustainability
- Proposed Site Resilience
- Proposed Site Adaptability
- Proposed Site Scalability
- Proposed Site Expandability
- Proposed Site Upgradability
- Proposed Site Maintainability
- Proposed Site Repairability
- Proposed Site Replaceability
- Proposed Site Reversibility
- Proposed Site Restorability
- Proposed Site Regenerability
- Proposed Site Resiliability
- Proposed Site Reliability
- Proposed Site Durability
- Proposed Site Longevity
- Proposed Site Endurance
- Proposed Site Strength
- Proposed Site Stability



ChildCareBC New Spaces – Dawson Creek & Tumbler Ridge

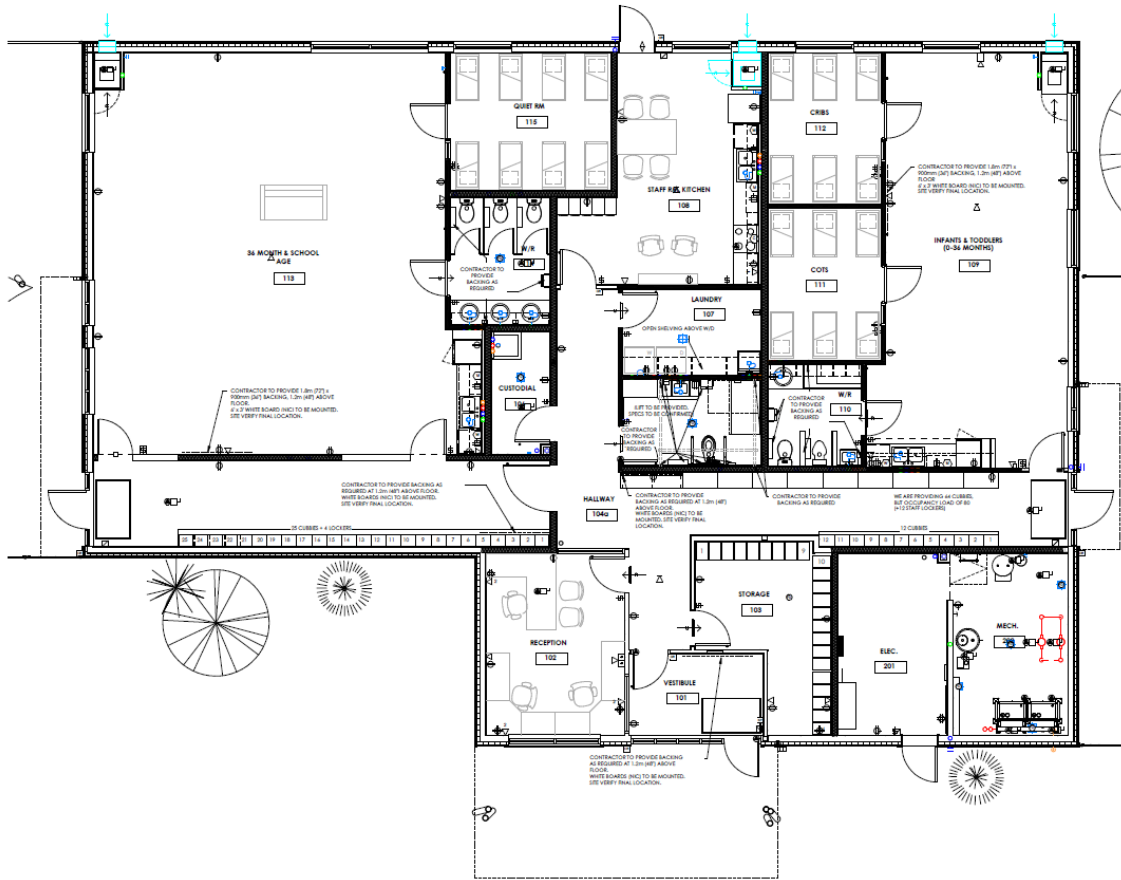
Overview: This report provides an update on the progress of key capital projects since December 18, 2024. Below are the significant developments:

Next Steps:

- 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.

Dawson Creek Child Care Centre

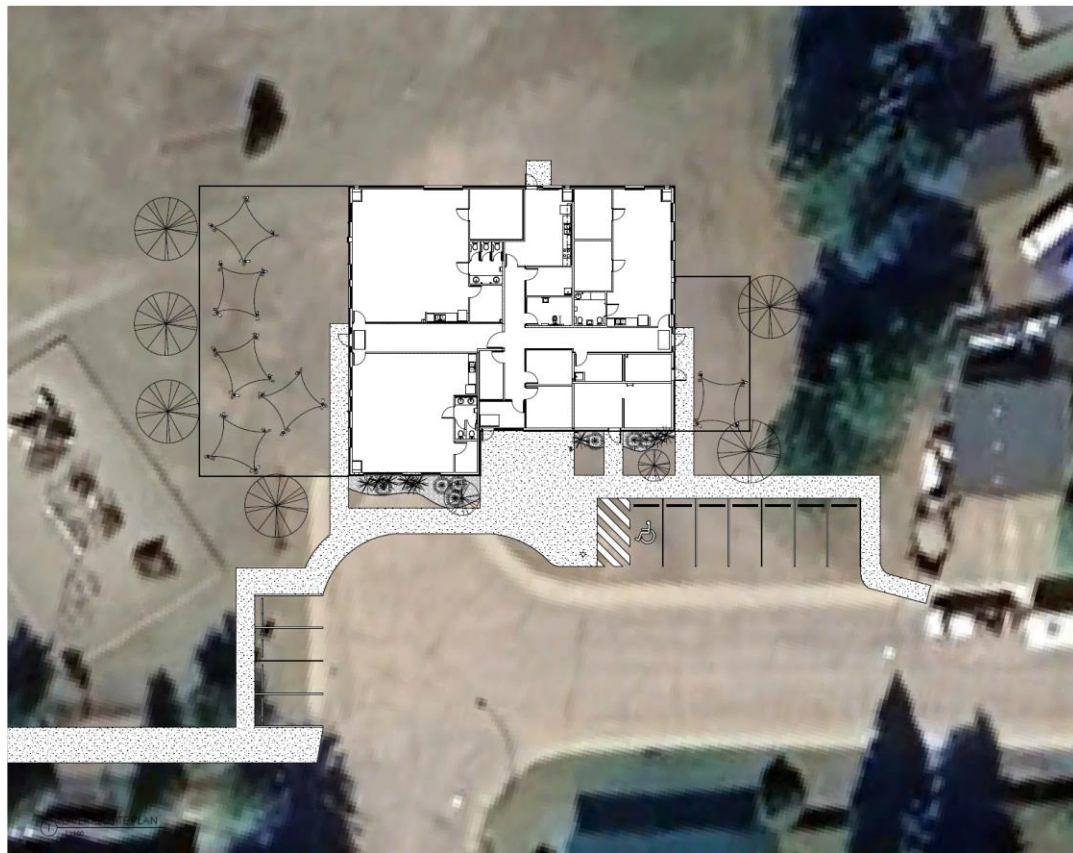


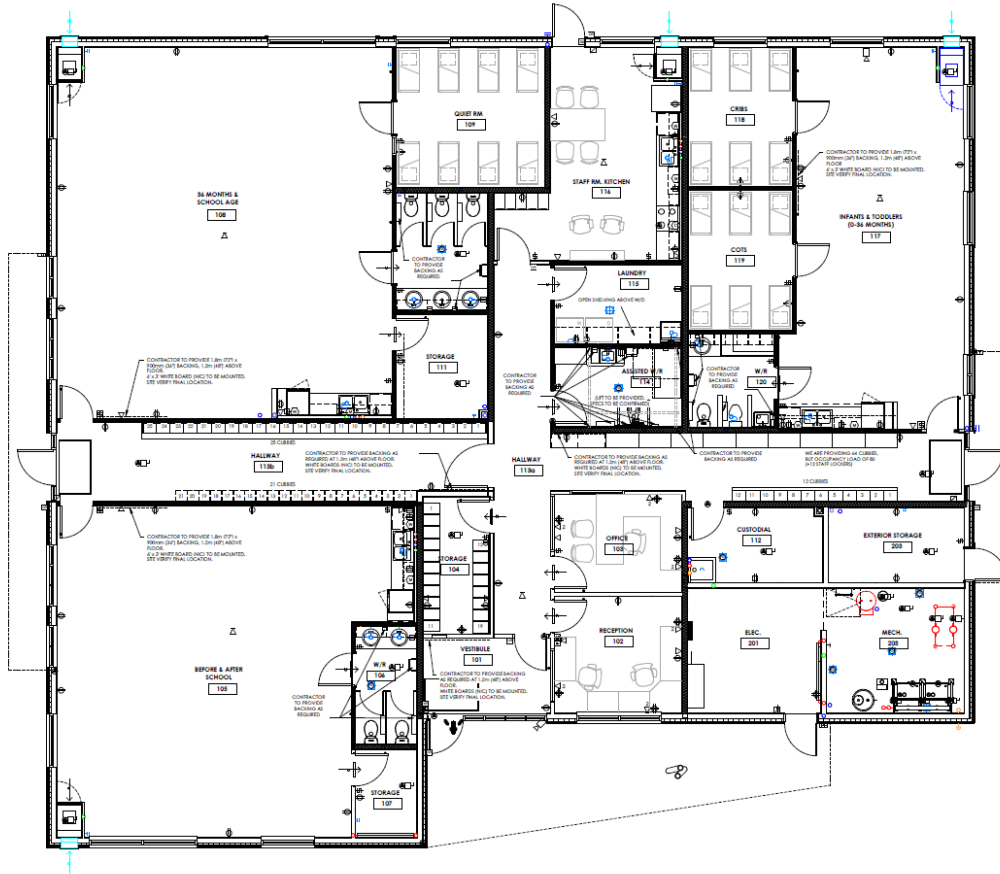


Budget

Dawson Creek	Budget	YTD Exp	Remainder	% Rem
Revenue				
Ministry	3,974,000	1,589,600	2,384,400	60%
Interest	1,000	31,730	- 30,730	-3073%
Total Revenue	3,975,000	1,621,330	2,353,670	59%
Expenses				
Audit	1,040		1,040	100%
Contract Services	385,000	142,240	242,760	63%
Building Initiatives	3,138,960	29,127	3,109,833	99%
Equipment	450,000		450,000	100%
Total Expenses	3,975,000	171,367	3,803,633	96%

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	31,555	- 30,555	-3056%
Total Revenue	3,975,000	1,621,155	2,353,845	59%
Expenses				
Audit	1,040		1,040	100%
Contract Services	397,000	146,304	250,696	63%
Building Initiatives	3,126,960	28,693	3,098,267	99%
Equipment	450,000		450,000	100%
Total Expenses	3,975,000	174,997	3,800,003	96%

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)

January 22, 2025

Board of Education

RE: Secretary-Treasurer's Report for January 2025

The purpose of this memo is to keep the Board apprised of some of the activities of the Secretary-Treasurer to January 17, 2025.

Happy new year to everyone! We are looking forward to a busy but productive winter ahead after a restful break.

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

- SD59 Technology Planning Working Group meeting
- Joint Technology and Electronics Team Meeting
- Two internal school trust account audits
- 2024-2025 Amended Budget meetings with District Principal, Director of Instruction, Human Resources and Technology Systems Manager
- Two Laserfiche workflow discovery meetings to determine next project: Paperless Accounts Payable or Paperless Student Records
- Internal Atrieve migration to hosted service implementation planning meeting
- Weekly meetings with each of the Finance Manager, the Director of Operations and Technology Systems Manager
- Weekly stand-up meetings with Finance Team
- Weekly Senior Leadership Team meetings

School Trust Account Audits

To date, Crescent Park Elementary, Devereaux Elementary , DCSS Central, Canalta Elementary, Ecole Frank Ross and DCSS South Peace schools have been audited by the Secretary-Treasurer and the Finance Manager. Schools have been welcoming, well prepared and eager to understand improvement recommendations. All schools' trust accounts will be audited in the 2024-2025 school year.

Technology

The Technology Planning Working met in January to review student:device ratio and student and staff hardware replacement refresh cycles modelling in preparation to make a recommendation for Budget 2025-2026. Verification of inventories will be complete January 31 at which time the modelling will be updated for the working group's next

meeting. The working group is also working on an administrative procedure for staff and student computer hardware in the District encompassing provision, procurement, funding, standards, inventories and decommissioning old inventory.

The Laserfiche HR On-Boarding workflow project is 95% ready to move into production later this month, just in time for 2025-2026 staffing timelines. Paperless onboarding will put modernize our process, reduce new employee processing time, track routing and completion of paperwork at various stages and simultaneously digitally file documentation in the new employees' personnel files. The Laserfiche digitizing of personnel files project had its hard launch on January 15 and going forward personal files will be found .

Following up on the IBM review, CDW's wireless survey report was received in early January 2025. Technology Systems Manager Ken McCleary is analysing the report and preparing recommendations, schedule, timeline and budget to that work can start on SD59 networks to improve speed, access and reliability for students and staff throughout the district.

January will also launch a new helpdesk application project to better support the tech team and end users. The new application will provide analytics, help the team set service level agreements and provide a better ticket monitoring and communication tool for all users.

Finance

While December saw the end of the fall reporting deadline schedule, the new year brings 2025 payroll year end processes. Payroll and Finance are busy reconciling and prepping the system for the T4 process as well as the upcoming February 1701 student data collection and 2024-2025 amended budget. Audit 2024-2025 dates have been scheduled with the District's external auditor.

Kim Morris
Secretary-Treasurer/CFO



School District No. 59 (Peace River South)

DATE: January 22, 2025

CHAIR: TBD

Policy for Discussion:

Policy for Circulation:

Policy for Adoption:

- 4270 – District Scholarship Awards
- 4330 – Early Dismissal of Students

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
- 4585 – Media in Schools (2013)

Policy/Regulation for Repeal:

Regulations for Board Information:

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

4270 District/Authority Scholarship Awards

Policy 4270

STATUS: **FOR APPROVAL**

DISTRICT/AUTHORITY SCHOLARSHIP AWARDS

Board Approved: December 8, 1975

Last Revised: June 14, 2000; January 22, 2025

Description:

The Board of Education encourages the pursuit of excellence by students, in all endeavors throughout the School District. The Superintendent (or designate) will establish a fair process for the distribution of District/Authority Scholarships. In addition the Superintendent (or designate) will oversee the scholarship criteria and selection of winners in schools.

These winners will receive their awards through a process established by the Provincial Government.

DISTRICT/AUTHORITY SCHOLARSHIP AWARDS

Board Approved and Codified: June 16, 1986

Last Revised: June 19, 2013; January 22, 2025

Description:

The purpose of District/Authority Scholarships is to acknowledge excellence in fields other than academic pursuits. District Scholarships of \$1250 each (funded by the Ministry of Education) may be awarded to grade twelve students who fulfill the provincial, district and school requirements.

The District/Authority Scholarships will be divided between the district's geographic areas based on grade 12 enrollment, and the merit of submissions.

Eligible candidates will be senior secondary students who have demonstrated excellence in a non-traditional field and intend to pursue credential in a related career.

Students who meet the above criteria will be able to demonstrate superior achievement in any of the following areas:

- Applied Design, Skills, and Technologies (e.g., Business, Technology, Home Economics, Media Arts, Tourism)
- Community Service (Volunteer Activity), which includes awareness of local, global, and cultural issues
- Fine Arts (e.g., Dance, Drama, Music, Visual Arts)
- Indigenous Languages and Culture, demonstrated at school or in the community
- Languages from the Languages Curriculum or External Assessments, including AP and IB courses
- Physical Activity (and Health) (e.g., Athletics, Dance, Gymnastics)
- Technical and Trades Training (e.g., Coding, Culinary Arts, Mechanics, Robotics, Woodwork)

Applicants must also fulfill the BC graduation requirements by August 31st of a student's graduating year.

SCHOLARSHIP COMMITTEES

Committees at the school and District levels must ensure that the winning candidates have been fairly evaluated in the areas that students have chosen for presentation to the committee and satisfy other criteria which may include factors such as attendance, punctuality, work habits and citizenship.

District Scholarship Committee

1. The District/Authority Scholarship Committee will be comprised of a minimum of 2 senior administrators.

2. Duties of the District/Authority Scholarship Committee shall include:
 - i) Annually reviewing district and provincial procedures and regulations governing district scholarships;
 - ii) Establishing dates and deadlines for District/Authority Scholarships;
 - iii) Approving local school selection procedures;
 - iv) Reporting selected candidates to the Ministry of Education;
 - v) Supporting students to receive their scholarships.

School Scholarship Committee

1. Each school shall establish a Scholarship Committee
2. The School Scholarship Committee shall be composed of at least 3 school staff.
3. Duties of the School Scholarship Committee shall include:
 - i) Establishing selection criteria and procedures for District/Authority Scholarships which comply with provincial and district procedures and regulations
 - ii) Submitting school criteria and procedures to the District/Authority Scholarship Committee for approval
 - iii) Selecting candidates for District/Authority Scholarships from the school applicants.

EARLY DISMISSAL OF STUDENTS DURING THE SCHOOL DAY

Board Approved: February 1971

Last Revised: March 14, 2001; January 22, 2025

Description:

The Board of Education recognizes that, under warranted circumstances, classes may be required to be dismissed from school prior to the completion of the regular school day.

The decision to dismiss classes will be made by the Superintendent of Schools.

EARLY DISMISSAL OF STUDENTS DURING THE SCHOOL DAY

Approved: February 24, 1986

Revisions: January 22, 2025

Description:

Individual Students:

1. Individual students may be dismissed from school prior to the completion of the normal school day when:
 - i) There is a written request from the parent or legal guardian.
 - ii) There is a request in person from the parent or legal guardian to the principal.

Classes:

1. Classes may be dismissed prior to the completion of a normal school day when there is an emergent concern for the safety and well being of the students:
 - i) where an emergency reason exists (eg; fires, natural disasters, infrastructure failures);
 - ii) where the bus fleet is called to duty during the school day (eg; severe weather);
 - iii) where the Superintendent of Schools has granted approval;
2. Re-unification processes will be implemented based on the district's emergency response plans.