COVID-19 PRECAUTIONS FOR PUBLIC BOARD MEETING

The Public Board Meeting will be held at the School District No.59 Board Office (11600-7th Street, Dawson Creek) on Wednesday, June 24, 2020. There will be limited seating in the gallery. Anyone wishing to attend the public board meeting must preregister by 12:00 pm on Tuesday, June 23, 2020.

Pre-registration is mandatory so COVID-19 protocol established for the School Board Office can be maintained. Individuals signed up for the meeting will be contacted prior to the meeting to be informed of the protocol.

Please contact Richell Schwartz to register for the meeting:

Phone: 250-782-8571, ext. 217

Email: rschwartz@sd59.bc.ca



Open Board Meeting Agenda

Date: June 24, 2020 1:00 PM

Place: School Board Office - Dawson Creek

"We acknowledge that we share this territory with the people of Treaty 8"

APPROVAL OF AGENDA

1. ITEMS FOR ADOPTION

- R1.1 Regular Board Meeting Minutes May 28, 2020
- R1.2 Excerpts Closed Meeting May 28, 2020
- R1.3 Excerpts Special Closed Meeting June 11, 2020

2. BUSINESS ARISING

- 3. ESSENTIAL ITEMS
- 4. OTHER PRESENTATIONS

5. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

- R5.1 School/Student News
- R5.2 Principal Announcements
- R5.3 Education Restart Plan Stage 3 update
- R5.4 2020-21 International Field Trips Update

6. REPORTS FROM THE SECRETARY-TREASURER

- R6.1 Finance Reports
- R6.2 2021-22 Capital Plan Intake
- R6.3 2020-21 Annual Budget & Bylaw
- R6.4 2020-21 AFG Plan

7. TRUSTEE ITEMS

- R7.1 BCSTA Update T. Ziemer
- R7.2 Strategic Plan Update C. Anderson
- R7.3 2020-21 Board Meeting Dates C. Anderson
- R7.4 Request to Review Transportation Policy C. Anderson

8. COMMITTEE REPORTS

R8.1 - Policy Committee

R8.1.2 Policies for Circulation:

- Policy 2350 Organizational Chart
- Policy 3000 Hiring of Personnel
- Policy 4050 Grade Placement of Students
- Policy 4560 Visits to the Schools
- Policy 4570 Emergency Preparedness

R8.1.2 Regulation for Adoption:

Regulation 4555 Safety of Students (Including High Risk Activities)

R8.1.3 Policies for Repeal:

- Policy 2130 Statement of Purpose for Schooling and Education
- Policy 4510 Use of Trampolines

DIARY

10. QUESTION PERIOD

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

11. FUTURE BUSINESS / EVENTS

11.1 Open Board Meeting - September TBA



BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59 11600 – 7TH Street, Dawson Creek, BC V1G 4R8

Open Session Minutes

DATE & TIME: May 28, 2020 – 1:00 PM

PLACE: School Board Office – Dawson Creek

(Note: Due to COVID-19 pandemic the meeting was scheduled using zoom for members to attend electronically.)

PRESENT: <u>Trustees</u>:

T. Ziemer

C. Hillton (Vice-Chair) - via zoom

R. Gulick - via zoom

T. Jones

C. Anderson (Chair)
B. Borton – absent

J. Lalonde

C. Clouthier, Superintendent

C. Fennell, Assistant Superintendent M. Panoulias, Secretary-Treasurer R. Schwartz, Recording Secretary

Called to Order - 1:02 PM

"We acknowledge that we share this territory with the people of Treaty 8"

APPROVAL OF AGENDA

Additions:

Deletions:

(2020-05-007)
MOVED/SECONDED – Lalonde/Jones
THAT, the Regular Meeting agenda be approved as presented.

<u>CARRIED UNANIMOUSLY</u>

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – April 23, 2020

The Chair asked for any corrections to the minutes.

(2020-05-008)

The Chair declared the minutes of the open meeting April 23, 2020 approved as presented.

R1.2 Excerpts of Special Closed Board Meeting – April 23, 2020

(2020-05-009)

The Chair declared the excerpts of the special closed board meeting April 23, 2020 approved as presented.

R1.3 Excerpts of Closed Board Meeting - April 23, 2020

(2020-05-010)

The Chair declared the excerpts of the closed board meeting April 23, 2020 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

R4.1 – French Immersion Program in Chetwynd – Parents & Students

Parents and students presented to the board requesting the board to continue the French Immersion program at Chetwynd Secondary School in some way to allow the two students the opportunity to complete their French Immersion Program and graduate with a dual dogwood.

The board acknowledge the letters received on the matter and thanked the students and parents for their presentation.

5.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R5.1 School/Student News

The Superintendent reported school/student news:

- Students continue to work from home and lots of creative activities are happening.
- Some teachers at Little Prairie Elementary created Flat Stanley avatar cutouts of themselves that were sent home to students.
- Welcome to Kindergarten events took place across the district. Many schools had a fun interaction with the students coming to pick up their package.
- Parkland intermediate students have been researching the timely topic of viruses.
- Canalta Elementary students have been creating Applied Design, Skills and Technology projects which have included building Minecraft rollercoasters, sheds and planters.

R5.2 French Immersion Program-CSS

The Superintendent brought forward the information presented at the April board meeting regarding the viability of the French Immersion program at Chetwynd Secondary School. The district has exhausted all resources to find other means of offering the program.

The option was considered to offer via zoom to link into the program at South Peace Campus, however, the following obstacles were brought forward:

- High school timetables don't match.
- Increased teacher time from South Peace.
- Oral component is being compromised.
- Can it be sustained for 3-years?
- Students may have conflict in timetable with courses from their own school.

The Superintendent reported that with only 2 students enrolled in the program, it is no longer educationally or financially sustainable.

(2020-05-011)

MOVED/SECONDED - Ziemer/Jones

THAT, the Board support the closure of the French Immersion program at Chetwynd Secondary School, effective June 30, 2020.

CARRIED (Opposed-Hillton)

R5.3 K-12 Education Re-start Plan

The Ministry of Education has released a five-stage plan for resuming in-class instruction. The focus for the K-12 sector is to increase in-class instruction in a gradual and controlled manner while ensuring health and safety measures to reduce the risk of COVID-19 transmission are in place.

School Districts in BC had to develop plans outlining their approach to delivering education during stage 3 which allows students in grades K-5 to attend school two - three days per week, and grades 6-12 one day per week. At any given time, only 50% of students enrolled in each class is allowed as long as physical distancing measures can still be attainable.

The education plans had to address:

- Health and safety measures.
- How in-person instruction will be offered.
- Support for children of essential workers and students requiring additional support.
- How remote, online and in-person learning will be delivered and balanced over the school week.
- How support for meals and technology will continue.
- Ensure staff workloads between in-class and on-line delivery are balanced and manageable.

Health and Safety protocols have been established for each phase.

R5.4 High School Graduation Plan

The Superintendent reported the graduation celebration plans for each high school.

R5.5 Principal Announcements

The Superintendent announced the following appointments, effective August 1, 2020:

- Brendan Bogle, Principal of Tumbler Ridge Secondary School
- o Stacie Deeley, Vice-Principal of Tumbler Ridge Secondary School
- Jody Bougerolle, Principal of Don Titus Elementary School

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Interim Audit Report

The auditors conducted their interim audit of School District No.59 (PRS) and found no major weaknesses in internal controls. The audit team will be back in July to conduct the full audit.

R6.2 Finance Reports

The monthly finance reports were reviewed. School based surpluses as of April 30, 2020 were presented.

R6.3 2019-20 Capital Addition

The Secretary Treasurer requested an addition to the 2019-20 capital budget for the purchase of two c-cans for additional storage in the amount of \$12,000.

(2020-05-012)

MOVED/SECONDED - Lalonde/Jones

THAT, the board approve the addition to the 2019-20 capital budget for the purchase of two c-cans.

CARRIED UNANIMOUSLY

R6.4 2020-21 Budget Recommendations

The budget recommendations for the 2020-21 budget year were presented. The base perstudent grant from the government has increased \$95, increasing the base per student funding to \$7,560.

The Secretary Treasurer provided detail about the main changes in the recommendations as compared to the previous year.

(2020 05-013)

MOVED/SECONDED - Lalonde/Jones

THAT, the board approve the 2020-21 budget recommendations as presented.

CARRIED UNANIMOUSLY

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Ziemer

Trustee Ziemer presented the latest news and events from the BCSTA.

R7.2 Retirement & Long Service Recognition – C. Hillton

The board is unable to hold the dinner event to honour the retirees and long service recipients due to the provincial restrictions to large group gatherings during the COVID-19 pandemic. Trustee Hillton asked the board to approve an exception to policy to allow an alternate recognition event.

(2020-05-014)

MOVED/SECONDED - Ziemer/Lalonde

THAT, the board approve an exception to Policy 3090 (Long Service/Retirement Recognition) to allow an alternate recognition event in lieu of holding a dinner to honour the retiree and long service award recipients.

CARRIED UNANIMOUSLY

R7.3 Strategic Plan Update – C. Anderson

The Board chair provided an update on the strategic plan process. All trustees have been involved in reviewing the SWOC data and identifying themes in the data that will be developed into goals for the plan.

R7.4 Student Led Initiatives - T. Jones

Trustee Jones presented information requesting the board to provide funds (up to \$10,000/year) to start a Student Led Initiative program. The intent of the program is to provide funds for internal student initiatives. The students would be required to present their initiative idea or concept to a panel whom would evaluate all the student presentations and select award recipients.

The trustees engaged in discussion and considered where or if the idea would align with the new strategic plan.

(2020-05-015)

MOVED/SECONDED - Jones/Lalonde

THAT, the Board approve a student led initiative program for implementation in September 2020 with funds up to \$10,000 allocated each school year to the program, whereas, District Administration will create a criteria rubric for the program.

DEFEATED (Opposed-Hillton, Gulick, Lalonde, Ziemer, Anderson)

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee brought forward the following recommendations:

R8.1.1 Policies for Circulation

The Policy Committee presented two policies for review.

(2020-05-016)

MOVED/SECONDED - Gulick/Jones

THAT, the board approve to circulate the following revised policies for feedback for a minimum period of 45 days:

- Policy 2320 School Closure;
- Policy 4500 Communicable Disease

CARRIED UNANIMOUSLY

R8.1.2 Policies for Adoption

The Policy Committee presented two policies for adoption.

(2020-05-017) MOVED/SECONDED – Gulick/Lalonde Regular Open Minutes - Board of Education of School District No.59 (PRS) May 28, 2020

THAT, the following policies be adopted as presented:

- Policy 4200 Career Development Education;
- Policy 4580 Electronic/Social Media Communication and Information Access.
 CARRIED UNANIMOUSLY

R8.1.3 Policies for Repeal

The Policy Committee recommended repealing the following policy as the determination of class sizes is set in the collective agreement.

(2020-05-018)
MOVED/SECONDED – Gulick/Jones
THAT, the board repeal Policy 4060 Determination of Class Sizes, effective immediately.

CARRIED UNANIMOUSLY

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

A question and answer period was provided.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting - June 24, 2020

ADJOURNMENT

(2020-05-019)
MOVED – Jones
THAT, the Regular Meeting be terminated. (3:21 PM)
CARRIED UNANIMOUSLY

CERTIFIED CORRECT:	
(C. Anderson) Board Chair	
(M. Panoulias) Secretary Treasurer	



MEETING: Closed Board Meeting
DATE: May 28, 2020 10:30 AM

PLACE: School Board Office - Dawson Creek

The meeting was called to order and the following was reported.

Items for Adoption

- Approval of Agenda
- Special Closed Meeting Minutes April 23, 2020
- Closed Meeting Minutes April 23, 2020

Business Arising

Trustee Items

Items discussed and reported included:

• BCPSEA Update

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters
- Restructure Plan
- Senior Administration Plan

Secretary Treasurer's Reports

Property Update

Adjournment Motion

CERTIFIED CORRECT:
C. Anderson, Board Chair
M. Panoulias. Secretary Treasurer



MEETING:	Special Closed Board Meeting	
DATE:	June 11, 2020 12:00 PM	
DI ACE.	Cohool Board Office Downer	

PLACE: School Board Office - Dawson Creek

The meeting was called to order and the following was reported.

1. Rolla Property

<u>Adjournment</u>

CERTIFIED CORRECT:
C. Anderson, Board Chair
Melissa Panoulias, Secretary Treasurer



June 19, 2019

Agenda Item: R5.2 Principal Appointments

The district is pleased to announce the following Principal and Vice Principal appointments effective August 1, 2020:

James McKechnie, Principal of McLeod Elementary School

Josh Kurjata, Principal of DCSS - South Peace and Central Campuses

The following position is yet to be hired and will be announced when the position has been filled:

Vice Principal of Dawson Creek Secondary School – Central Campus

Respectfully,

Candace Clouthier Superintendent SD 59 Peace River South



June 17, 2020

To: The Board of Education

<u>Purpose: Update on International Field Trips</u>

There are three field trips planned for the 2020-2021 school that have been given approval to proceed with planning by the Board of Education earlier this year.

<u>Dawson Creek Secondary School:</u>

- The Senior Girls Volleyball Team trip to California planned for October has been cancelled.
- The student trip to Asia (Thailand and Cambodia) planned for spring break has not been cancelled at this time. The school and the planning group will make a decision prior to October.

Tumbler Ridge Secondary School:

 The student trip to Europe (Germany, Italy and Switzerland), planned for Spring Break has not been cancelled at this time. The school and the planning group will make a decision prior to October.

Both of the international trips planned for spring break have until October to cancel without significant financial penalty. The tour companies have been in contact with the school trip organizers and have provided information on cancelation, postponement, and have also offered to adjust the trip destinations to safer locations, if needed.

Recommendation:

That the Board of Education make a decision on cancelation or postponement of the international trips to Asia and Europe in September or October, as further information becomes available.

Sincerely,

Mike Readman

Director of Instruction

SD 59, Peace River South



June 20, 2020

School District #59 Trustees

RE: May 2020 Financial Reports

Following are explanations of major variances for the May 30, 2020 Financial Reports.

REVENUES:

The only significant change from last months summary is an increase in the positive variance of the **Base Operating Grant** from \$211,000 to \$700,000. This is due to teacher collective agreement funding (\$344), support staff collective agreement funding (\$167) and the February recount adjustments (\$189).

DISTRICT EXPENSES:

In many departments the positive variances identified in April that are directly related to the COVID-19 pandemic have continued to increase into May. Many planned events and travel have been cancelled. We are also seeing a reduction in O&M expenses related to the pandemic and the suspension of in-class instruction.

- 1. **Utilities** Due to operational and process efficiencies the Ministry of Education had a \$4.2 million overall reduction in Next Generation Network costs for the 2019/20 school year. We had budgeted \$112,000 but were only invoiced \$83,301.
- 2. **District School** The retroactive 2% July 1, 2019 raise was paid out in May, this would account for the \$70,000 reduction in the positive variance as compared to April.

SCHOOL EXPENSES:

Schools saw an increase of \$62,000 in the positive variance in May. This is 2.1% of budget and therefore isn't significant when you consider the total school budgets. I continue to work with those administrators that are showing surpluses larger than 2.5% of budget.

Melissa Panoulias

Board Variance Report - Revenues Monthly Revenues (\$000's): May 31, 2020 Year-to-Date Revenues (\$000's): \$40,000 \$5,000 **BASE OPERATING GRANT** \$4,500 \$35,000 \$4,000 Year-To Date Results: \$30,000 \$3,500 <u>Budget</u> <u>Actual</u> <u>Variance</u> \$25,000 \$3,000 \$20,000 \$2,500 \$2,000 \$15,000 \$37,656 \$38,356 \$700 \$1.500 \$10,000 \$1,000 \$5,000 \$500 Overbudget 1.9% \$0 \$0 \$2,000 \$450 **OTHER MoEd GRANTS** \$1,800 \$400 \$1,600 Year-To Date Results: \$350 \$1,400 \$300 <u>Budget</u> <u>Actual</u> <u>Variance</u> \$1,200 \$250 \$1,000 \$200 \$800 \$1,481 \$1,480 \$150 \$600 \$100 \$400 \$200 \$50 **Underbudget 0.1%** \$0 \$0 \$70 **GRANTS-OTHER PROV.MINISTRIES** \$300 \$60 Year-To Date Results: \$250 \$50 <u>Budget</u> <u>Actual</u> **Variance** \$200 \$40 \$30 \$150 \$270 \$234 \$35 \$20 \$100 \$10 \$50 Overbudget 15.1% \$0 \$0 \$25 \$7 **NON-RESIDENT TUITION** \$6 \$20 Year-To Date Results: \$5 **Budget** <u>Actual</u> **Variance** \$15 \$4 \$3 \$10 \$20 \$0 \$20 \$2 \$5 \$1 On Budget \$0 \$0 \$300 \$60 SECONDED/SUBSTITUTE TEACHER \$250 \$50 Year-To Date Results: \$200 \$40 **Variance** <u>Budget</u> <u>Actual</u> \$150 \$30 \$227 -\$5 \$232 \$100 \$20 \$50 \$10 Underbudget 2.0% \$0

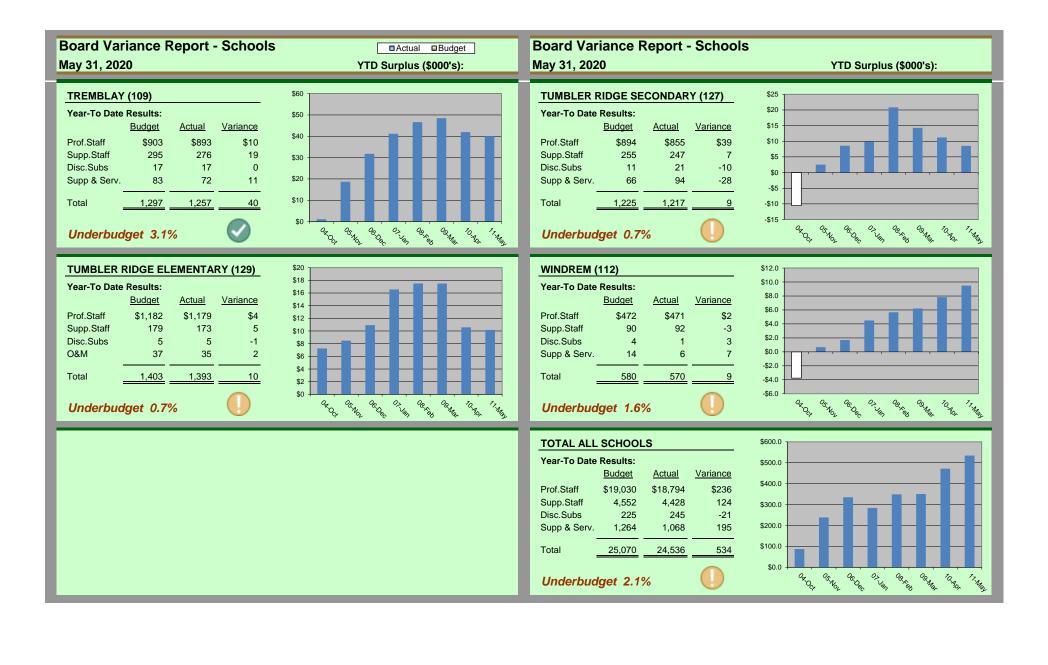
Board Variance Report - Revenues May 31, 2020 Year-to-Date Revenues (\$000's): Monthly Revenues (\$000's): \$180 \$50 **RENTALS/LEASES** \$45 \$160 \$40 \$140 Year-To Date Results: \$35 \$120 **Budget** <u>Actual</u> **Variance** \$30 \$100 \$25 \$80 \$20 \$162 \$160 -\$3 \$60 \$15 \$40 \$10 \$20 \$5 **Underbudget 1.6%** \$0 \$250 \$25.0 **INTEREST INCOME** \$200 \$20.0 Year-To Date Results: <u>Variance</u> <u>Budget</u> <u>Actual</u> \$150 \$15.0 \$100 \$10.0 \$211 \$181 -\$30 \$50 \$5.0 Underbudget 14.0% \$0.0 \$0 \$35 \$12 **OTHER REVENUE** \$30 \$10 Year-To Date Results: \$25 \$8 <u>Budget</u> <u>Actual</u> <u>Variance</u> \$20 \$6 \$15 \$17 \$21 \$4 \$4 \$10 \$2 \$5 Overbudget 21.5% \$0 \$0 \$200 **MISCELLANEOUS REVENUE** \$50 \$180 Year-To Date Results: \$160 \$40 \$140 <u>Budget</u> <u>Actual</u> **Variance** \$120 \$30 \$100 \$80 \$176 -\$9 \$20 \$60 \$40 \$10 \$20 Underbudget 5.0% \$45,000 **TOTAL REVENUE** \$5,000 \$40,000 \$35,000 Year-To Date Results: \$4,000 \$30,000 <u>Budget</u> <u>Actual</u> **Variance** \$25,000 \$3,000 \$20,000 \$40,198 \$40,890 \$692 \$2,000 \$15,000 \$10,000 \$1,000 \$5,000 Overbudget 1.7%

Board Variance Rpt. - Expenditures YTD Budget YTD Actual Compensation O&M May 31, 2020 Year-to-Date Costs (\$000's): Monthly Costs (\$000's): \$1,200 \$140 DISTRICT SPEC. ED./HELP.TCHRS \$120 \$1,000 Year-To Date Results: \$100 \$800 **Variance Budget** <u>Actual</u> \$80 885 Comp 879 6 \$600 \$60 O&M 121 92 28 \$400 \$40 \$200 \$20 1,006 971 35 Total \$0 \$0 **Underbudget 3%** \$4,000 \$450 **DISTRICT PROGRAMS-OTHER** \$3,500 \$400 \$350 Year-To Date Results: \$3,000 \$300 **Variance Budget** <u>Actual</u> \$2,500 \$250 Comp 2,900 2,767 133 \$2,000 \$200 \$1,500 O&M 631 539 92 \$150 \$1,000 \$100 3,306 225 Total 3,531 \$500 \$50 \$0 \$0 **Underbudget 6%** \$250 \$40 **BOARD OF TRUSTEES** \$35 \$200 Year-To Date Results: \$30 **Budget** <u>Actual</u> **Variance** \$25 \$150 116 140 -24 Comp \$20 \$100 \$15 O&M 98 67 31 \$10 \$50 Total 214 207 \$5 \$0 \$0 **Underbudget 3% ADMINISTRATION & OTHER** \$350 \$2,400 \$300 Year-To Date Results: \$2,000 \$250 **Budget** <u>Actual</u> **Variance** \$1,600 \$200 Comp 1,395 1,394 1 \$1,200 \$150 O&M 666 630 36 \$800 \$100 Total 2,060 2,023 37 \$400 \$50 \$0 \$0 **Underbudget 2%** \$700 \$6,000 **OPERATIONS & MAINTENANCE** \$600 \$5,000 Year-To Date Results: \$500 **Budget** <u>Actual</u> **Variance** \$4,000 \$400 Comp 3,941 3,754 187 \$300 O&M 1,003 1,042 -39 \$2,000 \$200 \$100 Total 4,944 4,796 149 \$1,000 \$0 \$0 **Underbudget 3%**

Board Variance Rpt. - Expenditures YTD Budget YTD Actual Compensation O&M May 31, 2020 Year-to-Date Costs (\$000's): Monthly Costs (\$000's): \$450 \$3,500 **TRANSPORTATION** \$400 \$3,000 \$350 Year-To Date Results: \$2,500 \$300 **Budget** <u>Actual</u> Variance \$2,000 \$250 Comp 1,546 1,431 115 \$200 \$1,500 \$150 O&M 1,648 1,390 257 \$1,000 \$100 Total 3,194 2,822 \$500 372 \$50 \$0 \$0 **Underbudget 12%** \$250 **UTILITIES** \$1,400 \$200 \$1,200 Year-To Date Results: **Budget** <u>Actual</u> **Variance** \$1,000 \$150 \$800 0 Comp 0 0 \$100 \$600 O&M 1,290 1,256 34 \$400 \$50 34 Total 1,290 1,256 \$200 \$0 \$0 **Underbudget 3%** \$100 \$50 **DISTRICT SCHOOL** \$0 \$0 -\$100 Year-To Date Results: Budget <u>Actual</u> **Variance** -\$200 -\$50 -\$300 -357 -664 307 Comp -\$100 -\$400 O&M 0 0 0 -\$500 -\$150 -\$600 -\$200 Total -357 -664 307 -\$700 -\$800 -\$250 **Underbudget 86%** \$6,000 **SPECIAL PURPOSE FUNDS** \$700.0 \$5,000 \$600.0 Year-To Date Results: \$4,000 **Budget** <u>Actual</u> **Variance** \$500.0 \$400.0 Comp 4,028 3,892 136 \$3,000 \$300.0 O&M 1,142 1,100 42 \$2,000 \$200.0 \$1,000 5,170 4,992 178 \$100.0 Total \$0.0 **Underbudget 3% DISTRICT TOTALS - EXPENDITURES** \$24,000 \$2,500 \$21,000 \$2,000 Year-To Date Results: \$18,000 <u>Budget</u> <u>Actual</u> **Variance** \$15,000 14,454 13,593 Comp 862 \$12,000 \$1,000 \$9,000 O&M 6,597 6,116 481 \$6,000 \$500 \$3,000 Total 21,052 19,709 1,343 **Underbudget 6%**







Five Year Capital Project Intake Summary

Capital Plan Year: 2021/22

District Priority	Project Title	2021/22	2022/23	2023/24	2024/25	2025/26	Total
School Ex	xpansion Program (EXP):						
	Pouce Coupe Elementary	4,000,000	-	-	-	-	\$ 4,000,000
School Re	eplacement Program (REP):		-				
1	CSS/Windrem (Potential Don Titus Amalgamation)	1,000,000	15,000,000	15,000,000	15,000,000	-	\$ 46,000,000
2	Canalta Elementary	1,000,000	10,000,000	10,000,000	10,000,000	-	\$ 31,000,000
Demolitio							
1	Rolla Elementary	640,000	-	-	-	-	\$ 640,000
School Er	nhancement Program (SEP):						
1	DCSS (South Peace) - Mechanical Upgrades	750,000	800,000	800,000	-	-	\$ 2,350,000
2	McLeod Elementary - Roof Replacement	250,000	-	-	-	-	\$ 250,000
3	Ecole Frank Ross - Plumbing	150,000	-	-	-	-	\$ 150,000
4	DCSS (Central) - Resurface Gym Floor	150,000	-	-	-	-	\$ 150,000
5	Ecole Frank Ross - Elevator	500,000	-	-	-	-	\$ 500,000
Carbon N	eutral Capital Program (CNCP):						
1	Tumbler Ridge Elementary - Mechanical Upgrades	50,000	975,000	975,000	-	-	\$ 2,000,000
2	CSS/Windrem Elementary - Boiler Upgrade	500,000	-	-	-	-	\$ 500,000
Playgrour	nd Equipment Program (PEP):						
1	Deveraux Elementary (Universally Accessible)	125,000					\$ 125,000
2	Tremblay Elementary (Universally Accessible)	125,000					\$ 125,000
3	McLeod Elementary (Universally Accessible)	125,000					\$ 125,000

Bus Rep	Bus Replacement Program (BUS):								
n/a	6590 (2005)			Cost assigne	ed by MoEd				
n/a	5593 (2004)	Cost assigned by MoEd							
n/a	A-9594 (2009)	Cost assigned by MoEd							
n/a	A-9595 (2009)	Cost assigned by MoEd							
	Capital Plan Total	\$9,365,000	\$26,775,000	\$26,775,000	\$25,000,000	\$	-	\$	87,915,000

Annual Budget

School District No. 59 (Peace River South)

June 30, 2021

June 30, 2021

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 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. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
- 2. This bylaw may be cited as School District No. 59 (Peace River South) Annual Budget Bylaw for fiscal year 2020/2021.
- 3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$55,837,492 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
- 4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE DAY OF	, 2020;	
READ A SECOND TIME THE DAY OF	, 2020;	
READ A THIRD TIME, PASSED AND ADOPTED THE	DAY OF	, 2020;
		Chairperson of the Board
(Corporate Seal)		
		Secretary Treasurer
I HEREBY CERTIFY this to be a true original of School Diston Annual Budget Bylaw 2020/2021, adopted by the Board the	•	•
		Secretary Treasurer

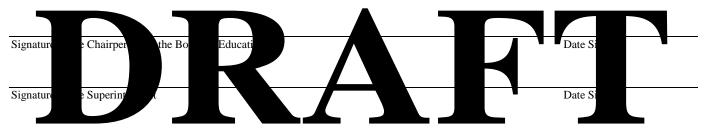
Annual Budget - Revenue and Expense Year Ended June 30, 2021

	2021	2020 Amended
	Annual Budget	Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	3,688.000	3,685.813
Total Ministry Operating Grant Funded FTE's	3,688.000	3,685.813
Revenues	\$	\$
Provincial Grants		
Ministry of Education	51,025,411	49,438,250
Other	281,932	264,348
Tuition	22,128	22,128
Other Revenue	1,141,700	1,654,204
Rentals and Leases	140,000	170,000
Investment Income	134,200	232,549
Amortization of Deferred Capital Revenue	1,623,167	1,512,460
Total Revenue	54,368,538	53,293,939
Expenses		
Instruction	39,132,495	38,465,295
District Administration	1,989,628	2,049,824
Operations and Maintenance	9,998,672	9,890,044
Transportation and Housing	3,975,697	3,890,493
Total Expense	55,096,492	54,295,656
Net Revenue (Expense)	(727,954)	(1,001,717)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,010,000	1,853,088
Budgeted Surplus (Deficit), for the year	282,046	851,371
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	282,046	851,371
Budgeted Surplus (Deficit), for the year	282,046	851,371

Annual Budget - Revenue and Expense Year Ended June 30, 2021

	2021	2020 Amended
	Annual Budget	Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	47,060,319	45,415,425
Operating - Tangible Capital Assets Purchased	741,000	1,282,000
Special Purpose Funds - Total Expense	4,831,019	5,815,760
Capital Fund - Total Expense	3,205,154	3,064,471
Total Budget Bylaw Amount	55,837,492	55,577,656

Approved by the Board



Signature of the Secretary Treasurer

Date Signed

Annual Budget - Changes in Net Financial Assets (Debt) Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(727,954)	(1,001,717)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(741,000)	(1,282,000)
From Deferred Capital Revenue	(1,611,632)	(2,199,640)
Total Acquisition of Tangible Capital Assets	(2,352,632)	(3,481,640)
Amortization of Tangible Capital Assets	2,086,321	1,945,638
Total Effect of change in Tangible Capital Assets	(266,311)	(1,536,002)
(Increase) Decrease in Net Financial Assets (Debt)	(994,265)	(2,537,719)

Annual Budget - Operating Revenue and Expense Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	45,827,559	43,675,657
Other	281,932	264,348
Tuition	22,128	22,128
Other Revenue	389,700	482,204
Rentals and Leases	140,000	170,000
Investment Income	130,000	230,000
Total Revenue	46,791,319	44,844,337
Expenses		
Instruction	34,604,971	32,997,858
District Administration	1,989,628	2,049,824
Operations and Maintenance	6,954,738	6,853,307
Transportation and Housing	3,510,982	3,514,436
Total Expense	47,060,319	45,415,425
Net Revenue (Expense)	(269,000)	(571,088)
Budgeted Prior Year Surplus Appropriation	1,010,000	1,853,088
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(741,000)	(1,282,000)
Total Net Transfers	(741,000)	(1,282,000)
Budgeted Surplus (Deficit), for the year	-	-

Annual Budget - Schedule of Operating Revenue by Source Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	43,503,835	41,854,836
Other Ministry of Education Grants		
Pay Equity	944,395	944,395
Transportation Supplement	441,458	441,458
Carbon Tax Grant		98,000
Employer Health Tax Grant		323,050
Support Staff Benefits Grant	3,933	3,333
FSA Marker Grant	8,187	8,187
Early Learning Framework Implementation		2,398
Teachers' Labour Settlement	925,751	
Total Provincial Grants - Ministry of Education	45,827,559	43,675,657
Provincial Grants - Other	281,932	264,348
Tuition		
International and Out of Province Students	22,128	22,128
Total Tuition	22,128	22,128
Other Revenues		
Miscellaneous		
Seconded Staff Recoveries	92,200	132,400
Swim Grant	10,000	10,000
Substitute Staff Recoveries	120,000	120,000
Miscellaneous	117,500	169,804
Bus Charges	50,000	50,000
Total Other Revenue	389,700	482,204
Rentals and Leases	140,000	170,000
Investment Income	130,000	230,000
Total Operating Revenue	46,791,319	44,844,337

Revenue Assumptions

Rate Changes	
K-12	\$ 333,316
Special Education	33,700
ELL/Ab Ed	59,950
Teacher's Labour Settlement	925,751
Enrollment	
K-12	\$ 31,946
Distributed Learning	-13,725
Special Education	345,500
Other Ministry Funding	
Salary Differential	\$ 340
Geographical Factors	699,310
Equity of Opportunity Grant	197,601
Supplement for Education Grant	-38,939
Carbon Tax Grant	-98,000
EHT Cost Funding	-323,050
Miscellaneous	-1,798
Other	
MCFD Contracts	\$ 17,584
Seconded Staff Recoveries	-40,200
Rental Income	-30,000
Investment Income	-100,000
Northern Opportunity Partnership	-45,000
Miscellaneous	-7,304

TOTAL \$ 1,946,982

Annual Budget - Schedule of Operating Expense by Object Year Ended June 30, 2021

	2021	2020 Amended
	Annual Budget	Annual Budget
	\$	\$
Salaries		
Teachers	16,031,167	15,251,612
Principals and Vice Principals	3,162,882	3,578,825
Educational Assistants	3,582,624	3,366,328
Support Staff	5,661,048	5,570,176
Other Professionals	1,881,610	1,554,354
Substitutes	1,655,068	1,252,435
Total Salaries	31,974,399	30,573,730
Employee Benefits	7,607,505	7,489,870
Total Salaries and Benefits	39,581,904	38,063,600
Services and Supplies		
Services	1,412,400	1,455,652
Student Transportation	1,009,625	1,042,068
Professional Development and Travel	437,257	483,507
Rentals and Leases	20,500	23,500
Dues and Fees	281,682	266,395
Insurance	169,173	154,123
Supplies	2,127,818	1,939,580
Utilities	2,019,960	1,987,000
Total Services and Supplies	7,478,415	7,351,825
Total Operating Expense	47,060,319	45,415,425

			Ne	et Revenue
	Revenue	Expenses	(1	Expenses)
Amended 19/20 Budget	\$ 44,844,337	\$ 45,415,425	-\$	571,088
Changes				
Enrollment	363,721			363,721
MoEd Funded Rate Changes	1,352,717			1,352,717
Other MoEd Funding	435,464			435,464
Other Revenues	-204,920			-204,920
District Based Wage Increases		431,360		-431,360
Staffing Changes		-213,712		213,712
Benefits		-48,468		
O&M Expenses		47,223		
Funding to Schools		1,436,777		-1,436,777
Miscellaneous		-8,286		8,286
Preliminary 20/21 Budget	\$ 46,791,319	\$ 47,060,319	-\$	269,000
Local Capital Purchases				-741,000
Transfer from Internally Restricted				
CSS Renovation				500,000
School Surpluses				510,000
Budgeted Surplus (Deficit), for the year			\$	-

Annual Budget - Operating Expense by Function, Program and Object Year Ended June 30, 2021

	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	13,291,364	809,299	53,351	539,779	119,700	917,022	15,730,515
1.03 Career Programs	70,571	91,740			123,283	5,005	290,599
1.07 Library Services	208,833		123,324			20,062	352,219
1.08 Counselling	534,263			67,194	21,719	16,664	639,840
1.10 Special Education	1,363,674		3,031,388	49,174	99,367	261,816	4,805,419
1.30 English Language Learning	44,422		58,173			4,689	107,284
1.31 Indigenous Education	506,304	310,246	294,854	116,299	40,271	13,000	1,280,974
1.41 School Administration	11,736	1,951,597		572,012		84,324	2,619,669
1.62 International and Out of Province Students							-
Total Function 1	16,031,167	3,162,882	3,561,090	1,344,458	404,340	1,322,582	25,826,519
4 District Administration							
4.11 Educational Administration				17,606	426,693	2,000	446,299
4.40 School District Governance				.,	120,831	,	120,831
4.41 Business Administration				163,070	542,309		705,379
Total Function 4	-	-	-	180,676	1,089,833	2,000	1,272,509
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				47,852	294,687	1,000	343,539
5.50 Maintenance Operations				2,461,591	,	235,426	2,697,017
5.52 Maintenance of Grounds				446,807		,	446,807
5.56 Utilities				.,			-
Total Function 5	-	-	-	2,956,250	294,687	236,426	3,487,363
7 Transportation and Housing							
7.41 Transportation and Housing Administration				51,195	92,750		143,945
7.70 Student Transportation			21,534	1,128,469	72,730	94,060	1,244,063
Total Function 7	-	-	21,534	1,179,664	92,750	94,060	1,388,008
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	16,031,167	3,162,882	3,582,624	5,661,048	1,881,610	1,655,068	31,974,399

Annual Budget - Operating Expense by Function, Program and Object Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	15,730,515	3,633,848	19,364,363	1,805,195	21,169,558	20,207,042
1.03 Career Programs	290,599	65,754	356,353	85,400	441,753	563,881
1.07 Library Services	352,219	88,292	440,511	54,150	494,661	515,722
1.08 Counselling	639,840	144,424	784,264	16,000	800,264	712,600
1.10 Special Education	4,805,419	1,331,478	6,136,897	268,655	6,405,552	6,000,135
1.30 English Language Learning	107,284	28,882	136,166	20,092	156,258	131,986
1.31 Indigenous Education	1,280,974	315,163	1,596,137	134,071	1,730,208	1,672,848
1.41 School Administration	2,619,669	547,429	3,167,098	114,724	3,281,822	3,068,199
1.62 International and Out of Province Students	-		-	124,895	124,895	125,445
Total Function 1	25,826,519	6,155,270	31,981,789	2,623,182	34,604,971	32,997,858
4 District Administration						
4.11 Educational Administration	446,299	87,869	534,168	74,850	609,018	718,220
4.40 School District Governance	120,831	7,036	127,867	85,200	213,067	230,462
4.41 Business Administration	705,379	160,764	866,143	301,400	1,167,543	1,101,142
Total Function 4	1,272,509	255,669	1,528,178	461,450	1,989,628	2,049,824
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	343,539	75,197	418,736	200,000	618,736	589,459
5.50 Maintenance Operations	2,697,017	648,422	3,345,439	892,450	4,237,889	4,221,936
5.52 Maintenance of Grounds	446,807	111,946	558,753	139,400	698,153	674,912
5.56 Utilities		111,540	550,755	1,399,960	1,399,960	1,367,000
Total Function 5	3,487,363	835,565	4,322,928	2,631,810	6,954,738	6,853,307
7 Transportation and Hausing						
7 Transportation and Housing	1.42.045	22,000	157, 052	42 200	210 152	210.705
7.41 Transportation and Housing Administration	143,945	33,008	176,953	42,200	219,153	218,705
7.70 Student Transportation	1,244,063	327,993	1,572,056	1,719,773	3,291,829	3,295,731
Total Function 7	1,388,008	361,001	1,749,009	1,761,973	3,510,982	3,514,436
9 Debt Services						
Total Function 9	-	-	-	-	-	
Total Functions 1 - 9	31,974,399	7,607,505	39,581,904	7,478,415	47,060,319	45,415,425

Annual Budget - Special Purpose Revenue and Expense Year Ended June 30, 2021

	2021	2020 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	4,079,019	4,643,760
Other Revenue	752,000	1,172,000
Total Revenue	4,831,019	5,815,760
Expenses		
Instruction	4,527,524	5,467,437
Operations and Maintenance	285,735	348,323
Transportation and Housing	17,760	
Total Expense	4,831,019	5,815,760
Budgeted Surplus (Deficit), for the year		

School District No. 59 (Peace River South)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP		Classroom Enhancement and - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year			583	750,000					
Add: Restricted Grants									
Provincial Grants - Ministry of Education Other	285,735	157,452		680,000	192,000	36,750	107,793	374,489	293,013
	285,735	157,452	-	680,000	192,000	36,750	107,793	374,489	293,013
Less: Allocated to Revenue	285,735	157,452	583	700,000	192,000	36,750	107,793	374,489	293,013
Deferred Revenue, end of year		-	-	730,000	-	-	-	-	
Revenues									
Provincial Grants - Ministry of Education	285,735	157,452	583		192,000	36,750	107,793	374,489	293,013
Other Revenue	205 725	157.452	583	700,000	192,000	26.750	107.702	274 490	202.012
Expenses	285,735	157,452	383	700,000	192,000	36,750	107,793	374,489	293,013
Salaries									
Teachers							19,747	19,747	
Educational Assistants		120,425					29,456	182,428	
Support Staff	69,101				132,365			29,075	17,999
Other Professionals Substitutes						11,759	5 000	13,745	35,829
Substitutes	69,101	120,425	_		132,365	6,000 17,759	5,000 54,203	244,995	186,548 240,376
	0,,101	120, .20			102,000	17,700	5.,205	2,,,,	2.0,570
Employee Benefits	17,930	37,027			47,378	4,128	14,403	69,243	46,332
Services and Supplies	198,704		583	700,000	12,257	14,863	39,187	60,251	6,305
	285,735	157,452	583	700,000	192,000	36,750	107,793	374,489	293,013
Net Revenue (Expense)		-	-			-		-	-
Additional Expenses funded by, and reported in, the Operating Fund					39,916	5,258			

School District No. 59 (Peace River South)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Early Learning Funds	Career Grants	TOTAL
	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		17,760	14,500	53,000	10,000	845,843
Add: Restricted Grants						
Provincial Grants - Ministry of Education Other	2,598,944	-		20,000	5,000	4,046,176 705,000
one	2,598,944	-	-	20,000	5,000	4,751,176
Less: Allocated to Revenue	2,598,944	17,760	14,500	37,000	15,000	4,831,019
Deferred Revenue, end of year		· -	-	36,000	<u> </u>	766,000
Revenues						
Provincial Grants - Ministry of Education	2,598,944	17,760	14,500			4,079,019
Other Revenue		1==10	4.500	37,000	15,000	752,000
Expenses	2,598,944	17,760	14,500	37,000	15,000	4,831,019
Salaries						
Teachers	2,102,387					2,141,881
Educational Assistants						332,309
Support Staff						248,540
Other Professionals						61,333
Substitutes	2 102 207		6,500			204,048
	2,102,387	-	6,500	-	-	2,988,111
Employee Benefits	496,557		1,123			734,121
Services and Supplies		17,760	6,877	37,000	15,000	1,108,787
	2,598,944	17,760	14,500	37,000	15,000	4,831,019
Net Revenue (Expense)		-	-		-	-
Additional Expenses funded by, and reported in, the Operating Fund						45,174

School District No. 59 (Peace River South)

Annual Budget - Capital Revenue and Expense Year Ended June 30, 2021

	2021	2021 Annual Budget			
	Invested in Tangible	Local	Fund	2020 Amended	
	Capital Assets	Capital	Balance	Annual Budget	
	\$	\$	\$	\$	
Revenues					
Provincial Grants					
Ministry of Education	1,118,833		1,118,833	1,118,833	
Investment Income		4,200	4,200	2,549	
Amortization of Deferred Capital Revenue	1,623,167		1,623,167	1,512,460	
Total Revenue	2,742,000	4,200	2,746,200	2,633,842	
Expenses					
Operations and Maintenance	1,118,833		1,118,833	1,118,833	
Amortization of Tangible Capital Assets	, ,		, ,	, ,	
Operations and Maintenance	1,639,366		1,639,366	1,569,581	
Transportation and Housing	446,955		446,955	376,057	
Total Expense	3,205,154	-	3,205,154	3,064,471	
Net Revenue (Expense)	(463,154)	4,200	(458,954)	(430,629)	
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	741,000		741,000	1,282,000	
Total Net Transfers	741,000	-	741,000	1,282,000	
Other Adjustments to Fund Balances					
Total Other Adjustments to Fund Balances	-	-	-		
Budgeted Surplus (Deficit), for the year	277,846	4,200	282,046	851,371	



School District No.59 (Peace River South)

June 16, 2020

School District #59 Trustees

RE: Capital Expenditures Included in Preliminary 2020/21 Budget

Included in the 2020/21 Preliminary Budget is an amount of \$741,000 for Capital Expenditures, funds are transferred from operating revenue to be able to purchase these capital expenditures. Following are the details of what these funds are budgeted for:

School Major Equipment Fund	50,000
Sub-total	50,000
Custodial – Compact Auto Scrubber	10,000
Bobcat Renewal Contract	14,000
Bus Radio System	52,000
Plow Truck	75,000
Work Van Replacement	40,000
CSS Renovation – Phase 2	500,000
Total Capital Budget	\$741,000

The School Major Equipment Fund - This fund is administered by the Director of Operations who solicits input from the schools on anticipated requirements. The Director of Operations ensures that only good quality equipment is installed, and would ensure that older, potentially unsafe equipment was given a priority for replacement. The fund is used to purchase items valued at higher than \$2,500 and would include shop equipment (lathes, hoists, etc.), and auditorium equipment (sound systems, curtains, etc.). For a smaller school, these types of items are a high fixed cost that our "per-student" funding model cannot capture. If there are funds leftover after the major equipment purchases they are spent on small items like desks and chairs.

<u>Custodial-Compact Auto Scrubber</u> – This would replace one existing floor machine. The existing units are over 15 years old and are experiencing frequent breakdowns. When the machines have a failure, the areas covered by them have to be done by hand. The new machines use ionizing technology (no soap) reducing our cleaning supply costs.



School District No.59 (Peace River South)

<u>Bobcat Renewal Contract</u> – This contract allows us, with annual payments of \$14,000, to replace our two new Bobcats every year. The advantage is we have new equipment and saves the cost of yearly maintenance which is approximately \$4,000 each (tires and wear bars on the bucket).

<u>Bus Radio System</u> – This will replace the obsolete radio system in our busses, we are estimating the existing system is over 20 years old. Givens its age, the range reception and transmission do not function well. The systems age is also such that repairs are no longer feasible. This replacement is required to ensure the safety of our students.

<u>Plow Truck</u> – This would replace an existing 2004 plow truck that has 263,690 kilometers.

<u>Work Van Replacement</u> - The van we would replace is over 15 years old and rear wheel drive. We now have the option of a full-size work van with front wheel drive. The improved traction of the front wheel drive vehicles will benefit us during the winter months. These new front wheel drive vans have higher interior roof heights creating more room for supplies and equipment.

<u>CSS Project</u> – This is for phase two of the CSS renovation which involves completing the corridor upgrade for the remaining hallways and the library entrance, tiling the office and a facelift to the school entrance and student lounge area.

Melissa Panoulias Secretary Treasurer



Submission Date (YYYY/MM/DD):

Ministry of Education - Capital Management Branch Annual Facility Grant (AFG) - 2020/21 Expenditure Plan

BRITISH COLUMBIA

District: 59 Peace River South

	Name	Email	Phone
Contact:	Wade Simlik	wsimlik@sd59.bc.ca	(250)784-4159

FACILITY INFORMATION	PROJECT INFORMATION			ADDITIONAL INFORMATION		
Facility Name	Description of Work		Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments
Canalta	Phase 3 Hvac	\$	290,000	Mechanical System Upgrade	Yes	upgrade furnaces to hydronic UV rms 1>4
All Schools	Painting	\$	150,000	Facility Upgrade	Yes	all schools
All Schools	Lighting upgrades	\$	150,000	Facility Upgrade	Yes	upgrade to LED fixtures
South Peace	Track refurbish	\$	80,000	Site Upgrade	Yes	Running Track and Soccer field refurbish
Windrem	Playground	\$	40,000	Site Upgrade	Yes	Replacement play Ground structure,
All Schools	Outdoor playground	\$	10,000	Site Upgrade	Yes	Safety, fall protection enhancements
South Peace	HVAC Millwork	\$	80,000	Facility Upgrade	Yes	Millwork replacement due to HVAC upgrade
Crecent Park	Cladding Gym	\$	40,000	Facility Upgrade	Yes	cladding and insulation
CMS	South Entrance Stairs	\$	10,000	Facility Upgrade	Yes	Safety item
All Schools	Mechanical, fixture upgrade	\$	70,000	Facility Upgrade	Yes	refurbish dated fixtures and washroom upgrades
SPSS	Door hardware	\$	60,000	Facility Upgrade	Yes	interior door hardware
Canalta	Windows	\$	50,000	Facility Upgrade	Yes	End of Life, energy savings
All Schools	Flooring	\$	48,000	Facility Upgrade	Yes	On going flooring replacements all schools
Crecent Park side walk	Drainage and replace side walk	\$	275,000	Facility Upgrade	Yes	upgrade to address access issues and resolve drainage issue, prep for parking lot paving

FACILITY INFORMATION		PROJE	CT INFORMATION		ADDITIO	NAL INFORMATION
Facility Name	Description of Work		Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments
McLeod	Septic field design / Eng	\$	12,000	Facility Upgrade	Yes	Safety Item, / end of life,
Various	Network switches/ ups	\$	18,286	Technology Infrastructure Upgrade	No	Layer 2 switch upgrades all schools
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FACILITY INFORMATION	PROJECT INFORMATION			ADDITIONA	L INFORMATION
Facility Name	Description of Work	Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments
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FACILITY INFORMATION	PROJECT INFORMATION		ADDITIONAL INFORMATION		
Facility Name	Description of Work	Estimated Cost	AFG Category	VFA Requirement (Yes/No)	Comments
	Total Estimated Cost	\$ 1,383,286			
	Total AFG Allocation	\$ 1,383,286			
	Variance	\$ -			



School District No.59 (Peace River South)

DRAFT - 2020-21 BOARD MEETING SCHEDULE:

Open Board Meetings will begin at 1:00 pm @ School Board Office in Dawson Creek unless stated at an alternate location.

Wednesday, September 23, 2020

Wednesday, October 21, 2020 - Chetwynd

Wednesday, November 25, 2020

Wednesday, December 16, 2020

Wednesday, January 20, 2021

Wednesday, February 17, 2021

Wednesday, March 10, 2021

Wednesday, April 21, 2021

Wednesday, May 12, 2021 - Tumbler Ridge

Wednesday, June 23, 2021

Reminder all Agenda Items must be submitted to Richell Schwartz nine (9) days prior to Board Meeting Date.

DRAFT - 2020-21 ROUND TABLE MEETING SCHEDULE:

(Note: when possible, Round table meetings will be scheduled to begin at 1:00 pm.)

Wednesday, September 16, 2020

Wednesday, October 7, 2020

Wednesday, November 4, 2020

Wednesday, December 2, 2020

Wednesday, January 6, 2021

Wednesday, February 3, 2021

MARCH - NO MEETING

Wednesday, April 7, 2021

Wednesday, May 5, 2021

Wednesday, June 9, 2021 - RETIREMENT/LONG SERVICE DINNER



School District No.59 (Peace River South)

DATE: June 24, 2020

CHAIR: Roxanne Gulick

Policies/Regulations for Discussion:

Policies/Regulations for Circulation:

- Policy 2350 Organizational Chart
- Policy 3000 Hiring of Peronnel
- Policy 4050 Grade Placement of Students
- Policy 4560 Visits to Schools
- Policy 4570 Emergency Prepardness

Policies/Regulations for Adoption:

• Regulation 4555 Safety of Students (Including High Risk Activities)

Policies/Regulations for Further Review:

Policies/Regulations for Repeal:

- Policy 2130 Statement of Purpose for Schooling and Education
- Policy 4510 Use of Trampolines

2350 Organizational Chart

Policy 2350 STATUS: UNDER REVIEW

ORGANIZATIONAL CHART

Board Approved: June 24, 1985;

Last Revised: June 19, 2013,

Description:

Recognizing the need for clearly defined reporting and staff structures for School District #59, the Board expects that the Superintendent of Schools will create an organizational chart outlining the Leadership and Management structures in the District. The organizational chart will be updated on an annual basis.

DISTRICT STAFF ORGANIZATION

• See SD59 web site under Leadership Team - Organizational Chart

SECTION 3 PERSONNEL

Part A: Hiring Employees

3000 Hiring of Personnel

Policy 3000 STATUS: UNDER REVIEW

HIRING OF PERSONNEL

Board Approved: October 29, 1997

Last Revised: June 19, 2013

Description:

The Board of Education has a single employee in the Superintendent of Schools. The selection of a new Superintendent will follow a process agreed upon by the Board as a whole.

The authority to hire all school and administrative staff for the District is delegated to the Superintendent to achieve. Trustees may participate in the selection of administrators, acting in the role of consultant. The final decision will be the responsibility of the Superintendent.

3000 Hiring of Personnel

Regulation 3000 STATUS: UNDER REVIEW

HIRING OF PERSONNEL

Board Approved: October 29, 1997

Last Revised: June 19, 2013

- 1. The selection of the Secretary Treasurer will be be achieved through a committee of the Board having no fewer than 3 trustees, the incumbent Secretary Treasurer (as is practical) and the Superintendent of Schools.
 - 1.1. The committee will consider applications and determine a short list for interviews;
 - 1.2. Interviews will be conducted by the Superintendent of Schools through a panel interview comprised of trustees and senior staff;
 - 1.3. The Superintendent will make the final decision regarding the Secretary Treasurer selection.
- 2. The selection of senior administrative staff (Assistant Superintendent, Director of Instruction, District Principal) will occur in consultation with the Board of Education. The Superintendent of Schools will:
 - 2.1. Develop a job description, with a required skills and experience profile;
 - 2.2. Consider internal candidates first. The position may be posted or, in consultation with the board, the internal candidate may be appointed to the position;
 - 2.3. If the position is posted, a short list of candidates will be developed after communicating the position vacancy and completing thorough reference checking and screening;
 - 2.4. Initiate an interview committee comprised of the Superintendent, senior staff and the Board Chairperson (or designate);
 - 2.5. Introduce the new senior administrator to the Board.
- 3. The Superintendent will be responsible for the selection and hiring of management staff, including Principals and Vice Principals. The Superintendent of Schools will:
 - 3.1. Develop a job description, with a required skills and experience profile;
 - 3.2. Consult with the current principal/manager concerning the attributes and needs for the position and maintain a profile of the attributes for the position after communicating where advisable, with the school's Parent Advisory Committee and school staff:
 - 3.3. Consider internal candidates;
 - 3.4. Engage in a thorough screening and reference checking process prior to establishing a short list;

- 3.5. Initiate an interview committee comprised of senior staff and at least one Trustee (the trustee assigned to the school). Where practical, the PAC chair should be invited to participate in principal interviews;
- 3.6. Report the selection of principal to the Board as a whole and the PAC chair.
- 4. Selection of all other staff is delegated to the Superintendent of Schools. The Superintendent of Schools shall ensure that:
 - 4.1. Processes are in place to identify the best person for the position;
 - 4.2. Staffing levels are supported by the Board approved budget;
 - 4.3. Staff have been appropriately screened; Staff hired are qualified to meet the job requirements;
 - 4.4. All staff require a criminal record check on file.

4050 Grade Placement of Students

Policy 4050 STATUS: UNDER REVIEW

GRADE PLACEMENT OF STUDENTS

Board Approved: February 14, 2002

Last Revised: June 19, 2013; April 20, 2016

Description:

The Board of Education believes that a change in the grade placement of a student should be considered only in exceptional circumstances.

Where a change in grade placement of a student is under consideration the Board expects that there will be a comprehensive review of all available information and options prior to permitting a change in grade placement to occur. The parents, student (where possible), and professional staff must work together to ensure a complete review.

The grade placement decision is made by the principal, in consultation with board office staff, and is subject to the Board's Parent/Student Appeal By-Laws. Regardless of the student's grade placement, the Board expects that the student's program will be appropriate to their educational needs.

STATUS: UNDER REVIEW

GRADE PLACEMENT OF STUDENTS

Board Approved: February 14, 2002

Last Revised: June 19, 2013; April 20, 2016

Description:

1. If a change in the grade placement of a student is under consideration, the Board expects the Principal, with the School Based Team, to:

- 1.1. Review current assessment information and other documentation concerning the student's progress and development;
- 1.2. Review intervention strategies previously attempted;
- 1.3. Consider all available options for supporting the student in an age-appropriate environment;
- 1.4. Consult with district staff.
- 2. If the decision for a change in grade placement is not in favour of the parent or student's request, the written decision, accompanied by ByLaw 3-08 Student Appeal Procedure, will be provided to the parent.

4560 Visits to the Schools

Policy 4560 STATUS: UNDER REVIEW

VISITS TO THE SCHOOLS

Board Approved and Codified: March 17, 1986

Last Revised: June 13, 2013

Description:

The Board of Education and staff of School District #59 welcome members of the public to visit schools.

The superintendent is authorized to establish administrative procedures that will:

- Maintain the safety of all staff and students;
- Provide for a welcoming environment;
- Ensure that the purpose of such visits will enhance the effect of the educational program.

All meetings with staff should be pre-arranged. It is preferable that parent-teacher conferences be held before or after instructional time so that the normal activities within the classroom are not disrupted.

For the protection of everyone, all school staff are to direct visitors to the office where sign-in and sign-out procedures will occur. Any visitor not reporting to the office will be reported to the principal.

Emergency Preparedness

Policy 4570	STATUS: REVIEW *NEW POLICY
Emergency Preparedness	
Board Approved:	
Last Revised:	

Description:

An emergency is a sudden, unexpected occurrence requiring immediate action to stabilize a situation.

The Board of Education recognizes the importance of being prepared for various types of emergencies, both natural and human caused, that could occur in the school district. There is a need to have appropriate plans and procedures in place to deal with these emergencies at school and district facilities or involving school transportation.

It is important that information is communicated and made available to students, employees and parents about emergency plans and procedures established in the district.

The Superintendent of Schools will develop the plan and procedures to guide the district through any emergency.

Emergency Preparedness	
Board Approve:	
Last Revised:	

Description:

- 1. Direct responsibility for what may occur immediately following a response to a 911 call will lie with the Prime Responders (such as the RCMP, fire department, Regional Emergency Operation Center, or NHA Medical Officer). The District's first responsibility is to ensure the immediate safety of students and staff by activating the appropriate emergency plan.
- A standardized emergency operations plan and procedures will be developed, implemented and maintained for all school, district facilities and school buses (See AP201 - <u>SD59 Peace River South School District Standardized Emergency Operations</u> Plan), and that:
 - 2.1. All employees shall be made aware of the emergency plans and procedures to be followed at their work site, to ensure their safety and the safety of others,
 - 2.2. Students and employees shall practice the emergency procedures implemented at their school or work site.
 - 2.3. Parents shall be advised of the emergency procedures developed at their child(ren)'s school(s).
 - 2.4. Plans will be posted at each school district site (Flip Chart)
 - 2.5. This policy shall be reviewed annually by the District Emergency Response Committee, and school plans shall be reviewed annually by school Joint Health & Safety Committees.
- 3. Other Supporting Documents:

SD59 Pandemic Response Plan

School Critical Event Response Protocol

4555 Safety of Students (Including Higher Risk Activities)

Policy 4555 STATUS: ADOPTED

Safety of Students (Including Higher Risk Activities)

Board Approved: February 13, 2008

Last Revised: January 2008, June 22, 2016

Description:

The Board of Education believes that the safety and well being of students is of paramount consideration in planning student activities. The Board of Education recognizes that there are inherent risks in some activities involving students. While the Board does not wish to unduly limit the nature of the activities conducted or supervised by its teaching staff, it is essential that all teachers be cognizant of the risks inherent in each planned student-related activity. Teachers must exercise "safety first" professional judgment with regard to the activities which may be appropriately and safely conducted in each learning and teaching situation where students are under the care and supervision of staff.

The Board believes that schools must work with parents, keeping them fully informed of the risks when proposed activities increase the possibility of injury. Further, that students must receive the training required to recognize and respond to the risks associated with a new activity. In addition, that the prevention of injury is achieved through the use of appropriate safety equipment, combined with the close supervision of activities and sound risk management strategies.

The Board recommends that activities be curricular in nature with appropriate learning intentions and assessment strategies inherent in the activity.

Safety of Students (Including Higher Risk Activities)

Board Approve: February 13, 2008

Last Revised: June 19, 2013, June 22, 2016,

Description:

The Board of Education requires that when schools sanction any activity which may increase the risk(s) to student safety, the following must occur:

- 1. Teachers are not to conduct high risk activities in any situation which does not allow for sufficient supervision or where trained personnel are not providing instruction and supervision. Factors which are to be considered in assessing whether an activity is of a hazardous nature include:
 - 1.1. materials, equipment or other resources to be used;
 - 1.2. the environment in which students will be working;
 - 1.3. special skills or qualifications needed by supervisors and or students;
 - 1.4. the physical speed and complexity of the planned activity;
 - 1.5. the type and degree of supervision required.
- 2. In planning for any activity or teaching situation, teachers who have reasonable cause to believe that the situation may pose uncommon risks, they shall refer the matter to their Principal for a decision.
- 3. Teachers are to exercise "safety first" professional judgment and due diligence at all times in conducting any activities involving students. Consent forms and/or Waivers must be on file for high risk activities.
- 4. In any emergent situation, teachers are to use their best professional judgment in determining whether an activity can be safely conducted. Teachers shall report the circumstances to the principal at the earliest opportunity. Where a situation does not require an immediate decision by the teacher, the matter is to be referred to the principal for a decision.
- 5. Teachers have provided the principal with a waiver and/or consent of the parent/guardian for the student to participate in the proposed activity:
 - 5.1. If the activity is part of the curriculum (has identified learning outcomes and assessment strategies) a consent is required which clearly identifies any risks;
 - 5.2. If the activity is not part of the curriculum and is high risk, a waiver and consent is required which clearly identifies any risks.

- 6. The principal has ensured that parents are completely informed of the risks associated with the activity.
- 7. Trampolines are not to be used in school programs or on school property.
- 8. Mini-trampolines are only to be used in accordance with Administrative Procedure AP302 (Mini-Trampoline Use in Schools).
- 9. The Field Trip approval process is applied where appropriate.
- 10. CSA approved helmets are worn for:
 - 10.1. alpine skiing, (required September, 2008)
 - 10.2. snowboarding, (required September, 2008)
 - 10.3. tobogganing,
 - 10.4. snowmobiling,
 - 10.5. skateboarding,
 - 10.6. climbing wall activity,
 - 10.7. cycling,
 - 10.8. hockey, ringette, broomball, etc

This regulation will apply to school sanctioned events beyond those listed here, to include events where students are exposed to high speeds, and/or the activity may lead to falls or uncontrolled movement, and/or students are exposed to moving equipment.

2130 Statement of Purpose for Schooling and Education

Policy 2130 STATUS: REPEAL

STATEMENT OF PURPOSE FOR SCHOOLING AND EDUCATION

Board Approved and Codified: June 19, 2013

Last Revised: June 19, 2013

Description:

The Board of Education believes that the schools must intentionally provide the broadest dimension of education for the students in the community. The purpose being to encompass ideals of excellence in all aspects of a child's life.

The Board of Education believes that the schools are not the sole agencies in providing educational opportunities for children and youth. Although schools exist as the major institutions for fulfilling the stated purposes, it must be acknowledged that schools are limited in what they can do. The responsibility must be shared among a variety of individuals and agencies in the community-parents, community leaders, the home, church and community services.

The Board of Education believes that the purposes of education and schooling in School District 59 (Peace River South) should be:

academic

- mastery of basic skills and processes
- development of the intellect

social, civic and cultural

- development of interpersonal skills
- development of a desire and willingness to participate in a democratic society
- development of a sense of responsibility for their environment and community

personal

- development of emotional and physical well-being
- development of creativity and aesthetic expression
- development of self-directedness, becoming life-long learners

career/vocational

- find their strenghts and passions to develop their career/vocational education options

Regulation 2130 STATUS: REPEAL

STATEMENT OF PURPOSE FOR SCHOOLING AND EDUCATION

Board Approved and Codified: June 19, 2013

Last Revised: June 19, 2013

Description:

The purposes stated are intended to guide the Board of School Trustees, administrative officers, teachers, parents and students in their efforts to achieve a common sense of direction for the schools in School District No. 59 (Peace River South).

A. ACADEMIC PURPOSES

1.0 Mastery of basic skills and processes.

Students should:

- 1.1 Learn to read.
- 1.2 Learn to write.
- 1.3 Learn to handle basic arithmetic operations and utilize mathematical concepts in solving problems.
- 1.4 Learn to acquire ideas through reading, listening and observing.
- 1.5 Learn to communicate ideas through writing, speaking and nonverbal means.
- 1.6 Develop the ability to utilize available sources of information.
- 2.0 Development of the Intellect.

Students should:

- 2.1 Develop the ability to think rationally, use problem-solving skills, apply the principles of logic, and use different methods of inquiry.
- 2.2 Develop the ability to sort and evaluate information, that is, to use critical and independent thinking processes that enable him/her to make judgments and decisions in a wide variety of life roles—student, citizen, consumer, worker.
- 2.3 Accumulate a general body of knowledge, including information and concepts in mathematics, literature, natural science and social science, and the capacity to apply these concepts to understand natural phenomena and technological processes.
- 2.4 Develop a passion for learning--an inquiring mind.
- 2.5 Develop collaboration skills that will foster effective teamwork.
- 2.6 Develop a range of communication skills and strategies.

B. SOCIAL, CIVIC, AND CULTURAL PURPOSES

3.0 Development of interpersonal understandings.

Students should:

3.1 Develop an understanding of differing value systems and their influence on the individual and society.

- 3.2 Develop an understanding of how members of a family function under different family patterns as well as within their own family.
- 3.3 Develop skill in communicating effectively in/to groups.
- 3.4 Develop the ability to identify with and advance the goals and concerns of others.
- 3.5 Learn to form productive and satisfying relationships with others based on respect, trust, cooperation and caring.
- 3.6 Develop a concern for humanity and an understanding of interpersonal relationships.
- 3.7 Develop an understanding and appreciation of cultures different from their own.
- 4.0 Development of a desire and a willingness to participate in a democratic society.

Students should:

- 4.1 Develop historical perspective.
- 4.2 Develop knowledge of basic workings of government at the municipal, provincial, federal and world levels.
- 4.3 Develop a willingness to participate in the political life of the community and of the nation.
- 4.4 Develop a commitment to the values of freedom, to government by consent of the governed, to representational government, and to one's responsibility for the welfare of all.
- 4.5 Develop an understanding of the interrelationships among complex organizations and agencies in a modern society, and learn to act in accordance with them.
- 4.6 Exercise the democratic right to dissent in accordance with personal conscience.
- 4.7 Develop the economic and consumer skills necessary for making informed choices that enhance one's quality of life, based on appropriate knowledge of products, needs and resources.
- 4.8 Develop an understanding of the basic interdependence of the biological and physical resources of the environment.
- 4.9 Develop a personal stewardship of the planet by minimizing their environmental footprint.
- 5.0 Development of a sense of identity in society.

Students should:

- 5.1 Develop insight into the values and characteristics, including language, of the civilization of which they are a member.
- 5.2 Develop an awareness and understanding of their cultural heritage and become familiar with the achievements of the past that have inspired and influenced humanity.
- 5.3 Develop an understanding of the manner in which traditions from the past are operative today and influence the direction and values of society.
- 5.4 Understand and adopt the norms, values, and traditions for the group of which they are a member.
- 5.5 Learn how to apply the basic principles and concepts of the fine arts and humanities to the appreciation of the aesthetic contributions of other cultures.
- 6.0 Development of moral and ethical character.

Students should:

- 6.1 Develop the judgment to evaluate events and situations as acceptable and unacceptable in terms of a set of values and ideals.
- 6.2 Develop a commitment to truth and values.

- 6.3 Learn to utilize values in making choices that enrich their lives.
- 6.4 Develop moral integrity.
- 6.5 Develop an understanding of the necessity for moral and ethical conduct in society.
- 6.6 Develop positions that are tolerant of differences and welcoming of others.

C. PERSONAL PURPOSES

7.0 Development of emotional and physical well-being.

Students should:

- 7.1 Develop the willingness to receive emotional impressions and to expand their affective sensibility.
- 7.2 Develop the competence and skills for continuous adjustment and emotional stability, including coping with social change.
- 7.3 Develop a knowledge of one's own body and adopt health practices that support and sustain it, including avoidance of the consumption of harmful and addictive substances.
- 7.4 Learn to use leisure time effectively.
- 7.5 Develop physical fitness and recreational skills.
- 7.6 Develop the ability to engage in constructive self-criticism.
- 8.0 Development of creativity and aesthetic expression.

Students should:

- 8.1 Develop the ability to deal with problems in original and imaginative ways.
- 8.2 Develop the ability to be tolerant of new ideas and the imaginative alternatives of others.
- 8.3 Develop the ability to be flexible and to consider different points of view.
- 8.4 Develop the ability to experience and enjoy different forms of creative expression in the visual and performing arts -- art, music, literature, film and video.
- 8.5 Develop the ability to evaluate various forms of aesthetic expression.
- 8.6 Develop the willingness and ability to communicate through creative work in an active way.
- 8.7 Seek to contribute to the cultural and social life through their own artistic, vocational and avocational interests.
- 9.0 Development of self-directedness and positive self-realization.

Students should:

- 9.1 Learn to search for meaning in their activities and develop a philosophy of life.
- 9.2 Develop the self-regulation necessary for knowing and confronting themselves and affecting change.
- 9.3 Learn to assess realistically and live with their limitations and strengths.
- 9.4 Recognize that their self-concept is developed in interaction with other people.
- 9.5 Develop skill in making decisions with purpose.
- 9.6 Learn to plan and organize the environment in order to realize their goals.
- 9.7 Develop willingness to accept responsibility for their own decisions and the consequences of those decisions.
- 9.8 Develop skill in selecting some personal, life-long learning goals and the means to attain

them.

D. CAREER/VOCATIONAL PURPOSES

10.0 Exploration of career/vocational education options.

Students should:

- 10.1 Learn how to select and pursue career opportunities that will be personally satisfying and suitable to their skills and interests.
- 10.2 Learn through a wide range of experiences and inquiries, where their interest and passion can be cultivated to bring personal learning and aptitude together.
- 10.3 Learn how to make career decisions based on an awareness and knowledge of their options.
- 10.4 Develop an entrepreneural attitude that will create opportunities for gainful employment where jobs do not exist.
- 10.5 Develop work habits and attitudes such as pride and good workmanship, that will make them productive participants in their community.
- 10.6 Develop positive attitudes toward work, including acceptance of the necessity of making a living and an appreciation of the social value and dignity of work.
- 10.7 Develop resiliency during occasions of rapid change.

4510 Use of Trampolines

Policy 4510 STATUS: REPEAL

USE OF TRAMPOLINES

Board Approved: March 24, 1980

Last Revised: June 19, 2013

Description:

The Board of Education directs that trampolines shall not be used in school programs or on school property.