



Open Board Meeting Agenda

Date: March 12, 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 – February 20, 2020
- R1.2 – Excerpts Closed Meeting – February 20, 2020

2. BUSINESS ARISING

3. ESSENTIAL ITEMS

4. OTHER PRESENTATIONS

5. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

- R5.1 – School/Student News
- R5.2 - Student Discipline Report – February 2020
- R5.3 – Proposed 2020-21 School Calendar
- R5.4 – Before and After School Care Legislation
- R5.5 - Coronavirus Update

6. REPORTS FROM THE SECRETARY-TREASURER

- R6.1 – Finance Reports
- R6.2 – 2020-21 Capital Budget & Bylaw
- R6.3 – Funding Model Update

7. TRUSTEE ITEMS

- R7.1 – BCSTA – T. Ziemer
- R7.2 – SWOC – C. Anderson

8. COMMITTEE REPORTS

- R8.1 – Policy Committee

- R8.1.1 Policies for Adoption:

- Policy 2205 Trustee Remuneration, Benefits and Recognition
 - Policy 2260 Communication with the Public

- R8.1.2 Policies for Circulation:

- Policy 4200 Career Development Education
 - Policy 4580 Electronic/Social Media Communication and Information Access – Students
 - Bylaw 3-08 Student Appeals

9. 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 – April 23, 2020



School District No.59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

Open Session Minutes

DATE & TIME: February 20, 2020 – 1:00 PM

PLACE: School Board Office – Dawson Creek

PRESENT: Trustees:
T. Ziemer - absent
C. Hillton (Vice-Chair)
R. Gulick
T. Jones
C. Anderson (Chair)
B. Borton - absent
J. Lalonde

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

Called to Order – 1:00 PM

APPROVAL OF AGENDA

Additions: R5.6 – Public Health

Deletions:

(2020-02-004)

MOVED/SECONDED – Hillton/Gulick

THAT, the Regular Meeting agenda be approved as amended.

CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

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

The Chair asked for any corrections to the minutes.

(2020-02-005)

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

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

(2020-02-006)

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

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

5.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R5.1 School/Student News

The Superintendent reported school/student news:

- DCSS-Central Campus held a Valentine's Day dance, a group of students are participating in an equine program and some students have been skiing. Students from the French Immersion program just returned from their trip to Quebec and the Junior Boy's Basketball Team placed 1st at zones and are off to Provincials.
- The Industry Training Authority recognized SD59 for their commitment to training youth apprentices and being a top performer in the Youth Work in Trades program.
- The BC Skills Regional Competition was held on February 14, 2020. High school students competed in Junior Skills and Trades Competitions. SD59 students walked away with 14 medals. Gold medal winners will be competing at the Provincial Competition in Abbotsford, BC on April 15, 2020.

R5.2 Student Discipline Report

The student discipline summary report for the month of January 2020 was presented. A total of 36 suspensions were reported. Following is a breakdown of the main offences:

- | | |
|--------------------|----|
| ○ Bullying | 11 |
| ○ Fighting | 7 |
| ○ Safety of Others | 7 |
| ○ Non-Compliance | 6 |

R5.3 Field Trip Request

The DCSS-SP Campus has put in a field trip application for the Senior Girls Volleyball Team to travel to San Diego, California in October 2020 to participate in an invitational volleyball tournament.

(2020-02-007)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board give approval of intent for the DCSS-SP Campus Senior Girls Volleyball Team to proceed with planning an international field trip to San Diego, California in October 2020.

CARRIED UNANIMOUSLY

R5.4 2020-21 School Calendar-DRAFT

The Assistant Superintendent presented the proposed 2020-21 school calendar. The proposed calendar was developed in accordance within the requirements of the School Act and consultation with PRSTA. The calendar reflects the current collective agreement language around the start, end and break times with special approval for the two-week spring break.

The school calendar regulation requires that a board must make the proposed school calendar publicly available prior to submission to the minister. The consultation period allows for the public to provide input on the school calendar before it is adopted by the Board of Education and submitted to the Ministry of Education by March 31st.

Written feedback can be sent to Christy Fennell at cfennell@sd59.bc.ca before March 5th to be considered.

R5.5 Tripartite Transportation Funding Update

The Assistant Superintendent informed the Board that transportation funding as part of the tripartite agreements is significantly less than expected. Both bands have agreed to use the funding to provide busing on an as needed basis for students on reserve to attend extra curricular activities.

R5.6 Public Health

Public Health has been providing information on the Coronavirus outbreak, including prevention and control services, which the schools have been sending home to parents.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The monthly finance reports were reviewed.

R6.2 2019-20 Amended Operating Budget and Bylaw

The Secretary-Treasurer presented a balanced 2019-20 Amended Operating Budget.

(2020-02-008)

MOVED/SECONDED – Hillton/Jones

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2019-20 showing the estimated revenues and expenditures for the 2019-20 fiscal year and the total budget bylaw amount of \$55,577,656 for the 2019-20 fiscal year be read a first time.

CARRIED UNANIMOUSLY

(2020-02-009)

MOVED/SECONDED – Lalonde/Gulick

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2019-20 showing the estimated revenues and expenditures for the 2019-20 fiscal year and the total budget bylaw amount of \$55,577,656 for the 2019-20 fiscal year be read a second time.

CARRIED UNANIMOUSLY

(2020-02-010)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board allows the third reading of Amended 2019-20 Budget Bylaw to occur in this meeting.

CARRIED UNANIMOUSLY

(2020-02-011)

MOVED/SECONDED – Hillton/Jones

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2019-20 showing the estimated revenues and expenditures for the 2019-20 fiscal year and the total budget bylaw amount of \$55,577,656 for the 2019-20 fiscal year be read a third time, passed and adopted.

CARRIED UNANIMOUSLY

R6.3 2020-21 Enrolment Projections

The Secretary Treasurer presented the 2020-21 projected enrolment numbers. The district is conservative in projecting their numbers for next year to the Ministry and is projecting for a slight increase. The preliminary budget is based on the projected enrolment FTE submitted to the Ministry.

R6.4 CSS Renovation

At the previous board meeting, the Secretary Treasurer reviewed the current status of the CSS renovation and submitted an alternate renovation plan. Costs incurred to date are \$657,000 and current estimated costs to complete the original plan total \$1.3 million. This is an increase from the original budget which was approved not to exceed \$1.75 million.

The alternate option proposed upgrading the other two hallway corridors and the library entrance area and tiling the office area to match the rest of the school. This plan does not include moving/upgrading the school office or developing a new student lounge. This alternate plan is estimated to cost \$943,000 and would allow for a larger science lab classroom. The alternate plan would be completed in the summer of 2020 which would allow for the science lab upgrade to be started in the 2021/22 fiscal year.

(2020-02-012)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board approve the alternate CSS renovation plan as presented and the Director of Operations may move forward with the tender process;

WHEREAS, the Board will review the renovation plan if the tender submissions are beyond the expected budget.

CARRIED UNANIMOUSLY

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Ziemer

No Report. Trustee Absent.

R7.2 BCPSEA – R. Gulick

Trustee Gulick reported the motion put forward by the Board encouraging the development of an online teacher education program was passed unanimously at the BCPSEA AGM.

No further dates have been set for mediation between BCTF and BCPSEA.

In a letter from the Minister of Education to the BCSTA Northern Interior Branch the Ministry of Education supports a teacher education program delivered through an online model.

R7.3 Board Evaluation/Trustee Self-Assessment – J. Lalonde

Trustee Lalonde suggested the board complete an evaluation process provided by BCSTA as well as individual self-assessments that are available to trustees through the BCSTA HUB. Trustee Lalonde believes the evaluation process is a great learning tool to evaluate how the board is operating and receive feedback for improvement.

The Board was in agreement this process would be beneficial.

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee brought forward the following recommendations:

R8.1.1 Policies for Adoption

(2020-02-013)

MOVED/SECONDED – Gulick/Hillton

THAT, the Board adopt the following policies as presented:

- Policy 4310 Accidents and Insurance
CARRIED UNANIMOUSLY

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – March 12, 2020

ADJOURNMENT

(2020-02-014)

MOVED – Jones

THAT, the Regular Meeting be terminated. (2:30 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(C. Anderson) Board Chair

(M. Panoulis) Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Closed Board Meeting
DATE: February 20, 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
- Closed Meeting Minutes – January 23, 2020

Business Arising

Trustee Items

Items discussed and reported included:

- BCPSEA Update
- Notice of Conflict of Interest

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters

Secretary Treasurer's Reports

- Property Update

Adjournment Motion

CERTIFIED CORRECT:

C. Anderson, Board Chair

M. Panoulas, Secretary Treasurer



School District No.59 (Peace River South)

March 4th, 2020

**SD59 Peace River South
February 2020
Student Discipline Report**

February Suspensions:	
Bullying	1
Controlled Substance	9
Fighting	7
Non-Compliance	5
Profanity	2
Safety of Others	12
Smoking	1
Total	37

Submitted by:

Mike Readman
Director of Instruction

School and Month

suspensions this year ----->

3/5/2020

[illegible]

School District 59 Discipline Report for February, 2020.

Legend

	Bullying	<----- suspension category
suspensions this month ----->	2 6	<----- suspension days this month
suspensions this year ----->	5 12	<----- suspension days this year

3/5/2020

School and Month

Parkland Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date	0 0	0 0	2 2	0 0	0 0	0 0	0 0	0 0	1 1	0 0	0 0	0 0	0 0	0 0	3 3

Peace View Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date															

Pouce Coupe Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date	0 0	0 0	3 7	0 0	0 0	2 4	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	5 11

South Peace Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date															

Tate Creek Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date															

Tremblay Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020	0 0	0 0	2 2	0 0	0 0	0 0	0 0	2 3	2 2	0 0	0 0	0 0	0 0	0 0	6 7
	Totals To Date	0 0	0 0	8 8	0 0	0 0	0 0	6 6	2 3	23 31	1 1	0 0	0 0	0 0	0 0	40 49

Tumbler Ridge Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date															

Windrem Elementary		Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancv	Vandal- ism	Weapons	Total
February	2020															
	Totals To Date	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 1	0 0	0 0	0 0	0 0	1 1

School District 59 Discipline Report for February, 2020.

Legend

	Bullying	<----- suspension category
suspensions this month ----->	2 6	<----- suspension days this month
suspensions this year ----->	5 12	<----- suspension days this year

3/5/2020

School and Month

Group Sub Total	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	0 0	0 0	6 8	0 0	0 0	0 0	0 0	2 3	6 7	0 0	0 0	0 0	0 0	0 0	14 18
FTEs Totals To Date	0 0	0 0	25 43	0 0	0 0	5 8	11 13	4 7	50 74	6 8	0 0	0 0	0 0	1 1	102 153

Chetwynd Secondary	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 3	0 0	0 0	0 0	0 0	0 0	1 3
Totals To Date	0 0	5 15	2 10	0 0	0 0	0 0	0 0	0 0	2 6	0 0	0 0	0 0	0 0	1 5	10 36

DCSS-Central Campus	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	1 2	3 3	0 0	0 0	0 0	0 0	5 8	0 0	3 3	1 1	0 0	0 0	0 0	0 0	13 17
Totals To Date	12 24	7 10	9 37	0 0	0 0	4 4	26 63	1 3	18 63	7 11	0 0	0 0	0 0	2 8	86 223

DCSS-South Peace Campus	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	0 0	3 15	0 0	0 0	0 0	0 0	0 0	0 0	1 5	0 0	0 0	0 0	0 0	0 0	4 20
Totals To Date	0 0	10 50	7 33	0 0	0 0	0 0	3 5	0 0	3 13	8 24	0 0	0 0	0 0	0 0	31 125

Tumbler Ridge Secondary	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	0 0	3 7	1 3	0 0	0 0	0 0	0 0	0 0	1 5	0 0	0 0	0 0	0 0	0 0	5 15
Totals To Date	4 8	5 10	8 22	0 0	0 0	0 0	4 13	0 0	3 11	0 0	0 0	0 0	0 0	0 0	24 64

Group Sub Total	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	1 2	9 25	1 3	0 0	0 0	0 0	5 8	0 0	6 16	1 1	0 0	0 0	0 0	0 0	23 55
FTEs Totals To Date	16 32	27 85	26 102	0 0	0 0	4 4	33 81	1 3	26 93	15 35	0 0	0 0	0 0	3 13	151 448

ALL SCHOOLS SUMMARY	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
February 2020	1 2	9 25	7 11	0 0	0 0	0 0	5 8	2 3	12 23	1 1	0 0	0 0	0 0	0 0	37 73
FTEs Totals To Date	16 32	27 85	51 145	0 0	0 0	9 12	44 94	5 10	76 167	21 43	0 0	0 0	0 0	4 14	253 600



School District No.59 (Peace River South)

March 6, 2020

To: Board of Education of SD59

From: Christy Fennell, Assistant Superintendent

Agenda Item: R5.3 Proposed 2020-21 School Calendar

The draft school calendar was circulated for feedback. The consultation period allowed for the public to provide input on the school calendar before it is adopted and submitted to the Ministry of Education by March 31st.

In total, seven people provided feedback. Six of those requested moving spring break further in March to combine with Easter. Due to our collective agreement with the PRSTA – Peace River South Teacher's Association, it states that spring break must begin on the third Monday in March, thus spring break cannot be moved.

No changes were made to the draft calendar; therefore, I recommend the proposed 2020-21 School Calendar be adopted as presented.

Christy Fennell
Assistant Superintendent

SD59 CALENDAR FOR 2020/2021 PROPOSED

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

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

September-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Break	2 Break	3 Break	4 Break	5
6	7 LABOUR DAY STAT	8 Curriculum Implement. NID district	9 FIRST Day Students start 2h late End 1h early	10 First Full Day	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 NID Pro-D District	29	30			

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

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

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

LEGEND	
12 Stat	Statutory or General Holidays
63 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

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

SD59 CALENDAR FOR 2020-2021-PROPOSED

January-21						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 NEW YEAR'S DAY STAT	2
3	4 First Day of Classes	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 Semester 1 Ends	30
31						

February-21						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 NID Pro-D School	2 Semester 2 Begins	3	4	5	6
7	8	9	10	11	12	13
14	15 FAMILY DAY STAT	16	17 Early Dismissal	18 Early Dismissal	19	20
21	22	23	24	25	26	27
28						

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

April-21						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 GOOD FRIDAY STAT	3
4	5 EASTER MONDAY STAT	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	

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

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

LEGEND

12 Stat	Statutory or General Holidays
63 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

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

To: Board of Education

Agenda Item: R5.4 Daycare Capacity

Resource: Ministry of Education

B.C. families to benefit from school-age child care on school grounds

News Release

Victoria

Wednesday, February 26, 2020 1:50 PM

More options for before- and after-school care are on the way for parents with the introduction of new legislation that will make it easier for boards of education to deliver licensed child care for students.

“Having child care on school grounds is a win for everyone – children remain in familiar surroundings throughout their day, parents save time and money, and it keeps costs down by using facilities already enriched for learning and play,” said Rob Fleming, Minister of Education. “Our government is committed to accelerating affordable, quality licensed child care spaces so families no longer have to face long wait-lists to access services that are often far from home and almost as expensive as their monthly rent.”

This legislation puts into the School Act – for the first time – recognition that school boards can directly operate before and after school care. Currently, if boards want to offer child care they must offer it through a separate, licensed provider. Boards will be required to have a child care policy in place that addresses reconciliation and inclusive education commitments, while prioritizing available space on their properties not being used for K-12 students.

To ensure families continue to have services they can count on, the legislation will allow a minister’s order to protect any spaces funded specifically for child care on school property.

“I’ve heard from too many parents and experienced first-hand as a family with a school-age child, that the lack of affordable before- and after-school care in our province has meant that they cannot return to work, even after their kids start kindergarten,” said Katrina Chen, Minister of State for Child Care. “Studies show having child care at schools ensures smoother transitions for children and better educational outcomes, and it also helps parents with a single drop off and pick-up location.”

These improvements build on work underway that will make it easier for school boards to work with licensed child care providers, share professional development and create inclusive, welcoming spaces for children to learn.

“Almost every parent has experienced the challenge of finding good quality before and after school care for their child,” said Stephanie Higginson, president, BC School Trustees Association. “This amendment to the School Act enables boards of education to offer that care directly, creating a natural alignment with the educational programming already offered during the school day. We applaud the government for taking this important step in ensuring more child care options for school-age children.”

Families throughout B.C. have benefited from the fastest creation of child care spaces in the province’s history, with more than 10,400 being funded in 15 months. Since launching in February 2018, the Childcare BC plan has also helped parents save more than \$320 million through the Affordable Child Care Benefit and Child Care Fee Reduction Initiative. Through these initiatives, nearly 29,000 families have received child care for no more than \$10 a day, since September 2018.

When a board of education wants to operate its own child care, it is eligible for operating and capital grants from the Ministry of Children and Family Development. Boards can use this funding to create non-profit child care programs based on the unique needs of their communities, with priority for culturally-relevant services for Indigenous families and support for students with special needs.

As part of the move towards making child care more accessible for families, personal education numbers (PENs) will also be expanded so children can be assigned a number before they formally start school – which is typically when they begin kindergarten at age 5. This change will reduce the paperwork that parents face and help provide seamless services from child care and early learning, to K-12 and post-secondary education throughout B.C.

To ensure children have access to high-quality learning opportunities and smooth transitions throughout their entire educational journey, the Ministry of Education also updated its Early Learning Framework in November 2019 after consulting with over 600 early child care and education stakeholders. The revised framework focuses – for the first time – on reconciliation and inclusive education, while expanding its scope to include infancy to eight years of age (formerly birth to five years of age).

“Before- and after-school care should be seen as part of a child's comprehensive educational experience, and this change supports child care providers in that aspect of their work,” said Sonia Furstenu, MLA for Cowichan Valley. “When we begin to tap into the full potential of B.C.’s underutilized educational infrastructure, our schools will be transformed into centres with the remarkable ability to transform not just our youth but entire communities.”

Investing in child care and early childhood education is a shared priority between government and the BC Green Party caucus and is part of the Confidence and Supply Agreement.

Quotes:

Andrea Sinclair, president, BC Confederation of Parent Advisory Councils (BCCPAC) —

“Parents are pleased that the government will now allow licensed child care to be operated by school boards. More than at any other time, parents are in need of strong before- and after-school, pre-school and daycare programs. These legislative changes will provide school communities the ability to work together to create better local child care solutions. BCCPAC believes the extension of the personal education number into early child care programs will help the transition of all students, but especially those with unique learning needs.”

Paul Faoro, president, CUPE BC —

“In addition to our long-time support for a quality, affordable public child care system in B.C., CUPE BC has long advocated that public schools are a natural home for child care spaces. It’s great to work with a government that sees the enormous potential here, all over the province.”

Sharon Gregson, provincial spokesperson, Coalition of Child Care Advocates of BC —

“We welcome this move to ensure school boards can run their own quality school-age child care programs. Schools are public assets and it makes sense they include before- and after-school care. This move aligns with the popular \$10-a-day child care plan and it’s a significant step towards meeting the urgent need for affordable, high-quality child care in communities throughout B.C.”

Quick Facts:

- The Education Statutes Amendment Act, 2020, will also include amendments to improve how public K-12 education is delivered and funded in B.C.
- Since 2017, the Province has approved over 2,600 new child care spaces on school grounds.
- As part of funding for new, replacement or upgraded schools, the Ministry of Education also provides extra dollars for school districts to create neighbourhood learning centres, with child care as a top priority.
- The Province has also made investments to improve supports to B.C.’s early care and learning professionals, investing more than \$19 million to provide over 11,500 early childhood educators with a \$1-per-hour wage enhancement. Another \$1-per-hour lift is to come in April 2020.
- To help with recruitment and retention, the B.C. government has also created 600 new early childhood education seats at post-secondary institutions, with 4,500 post-secondary students benefiting from bursaries to pursue a career as a child care professional.
- Funding for child care spaces and services, including before- and after-school care for school-age children, is separate from funding for K-12 education.

Learn More:

For more about Childcare BC, visit: www.gov.bc.ca/childcare

To learn more about the Childcare BC New Spaces Fund and to apply, visit: www.gov.bc.ca/childcare/newspacesfund

To find child care in a community, view the online child care map:
<https://maps.gov.bc.ca/ess/hm/ccf/>

Child care factsheet: <https://news.gov.bc.ca/18430>



School District No.59 (Peace River South)

March 3, 2020

Re: Attached Letter from BC Ministry of Health

Dear Parents/Guardian:

The BC Ministry of Health has provided the attached update for parents and guardians in regard to the COVID-19 outbreak.

In the unlikely event that the outbreak spreads to schools in our District, we would work closely with Northern Health in order to provide a response that focuses on student, staff, and public safety.

Respectfully,

Mike Readman
Director of Instruction

Dear parents, guardians, and families,

This week all school districts in the province received guidance from the Provincial Health Officer and the BC Centre for Disease Control regarding measures for preventing and controlling respiratory viruses, including COVID-19, in schools and childcare facilities.

The Provincial Health Officer, Dr. Bonnie Henry has recently stated to the public on [February 25](#) that, “the risk of spread of this virus within British Columbia continues to remain low at this time.” We wanted to ensure you had up to date information about the measures for preventing and controlling respiratory viruses and how they are being implemented in our district. The information will also let you know what steps you can take at home.

Prevention

There are two important ways to prevent and control respiratory viruses in school settings.

The first is for students and staff who are ill with respiratory illness symptoms (fever, cough, fatigue, and/or muscle aches) to stay home from school. If your child is not feeling well, we ask that you keep them home so that they can rest and recover. As always, remember to inform the school of the absence.

The second way to prevent and control respiratory viruses is the consistent practice of *good respiratory etiquette* and *hand hygiene*. *Good respiratory etiquette* includes covering the mouth and nose during coughing or sneezing with a tissue or a flexed elbow and disposing of used tissues in a plastic-lined waste container, followed by hand hygiene. *Hand hygiene* is the washing of hands with plain soap and water, which is effective at removing visible soil as well as viruses.

Children in the school setting should clean their hands:

- before leaving home and on arrival at school
- after using the toilet
- after breaks and sporting activities
- before food preparation
- before eating any food, including snacks
- before leaving school

If you have a younger child, help them with hand hygiene. In schools, this supervision will be provided by teachers.

REMINDER: Masks are not necessary for people who are not experiencing symptoms. In children in particular, masks can be irritating and may increase touching of the face and eyes, which increases the risk of infection.

Cleaning and Disinfecting

Regular cleaning and disinfecting of objects and high-touch surfaces (e.g. door handles, water fountain push buttons) helps prevent the transmission of viruses.

The school district ensures daily cleaning of high-touch surfaces at all of its school sites.

NOTE: Although water fountain knobs and push buttons will be cleaned daily, consider providing your child with a filled water bottle so that they do not have to drink directly from the mouthpiece of the fountain.

Food Sharing

Students should not be sharing food, utensils, dishes, and water bottles or drink containers. Although this practice is important for preventing exposures to allergens, it is equally important in reducing virus transmission between children.

Psychological Considerations

A new virus such as the COVID-19 can create anxiety and be difficult for students/children to understand, especially if someone in their school or family is sick, or they see or hear troubling messages on the radio, internet or television. It is normal for children to feel worried and nervous and have questions.

You can reassure your children that they are safe and that there are many things they can do to stay healthy:

- Wash hands often with soap and warm water for at least 20 seconds, or use an alcohol-based hand sanitizer, especially after coughing or sneezing.
- Cough and sneeze into arm or tissue.
- Stay home if they are not feeling well.
- Keep hands away from face and mouth.
- Stay healthy by eating healthy foods, keeping physically active, and getting enough sleep.

Board Variance Report - Schools

February 29, 2020

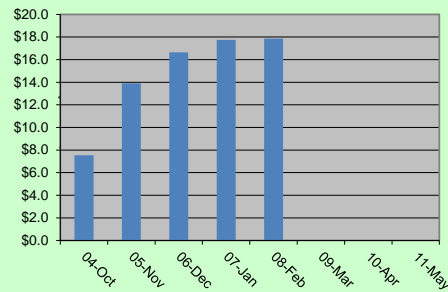
YTD Surplus (\$000's):

CANALTA (101)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$811	\$811	\$1
Supp.Staff	288	284	4
Disc.Subs	14	11	3
Supp & Serv.	37	27	10
Total	1,151	1,133	18

Underbudget 1.6%

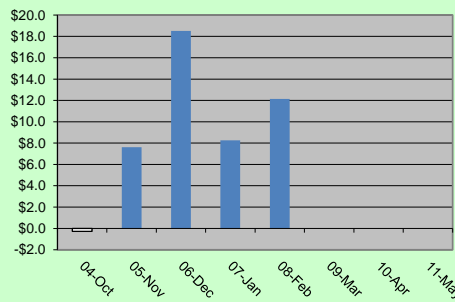


CHETWYND SECONDARY (111)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$994	\$946	\$48
Supp.Staff	222	209	13
Disc.Subs	4	21	-17
Supp & Serv.	56	87	-31
Total	1,275	1,263	12

Underbudget 1.0%

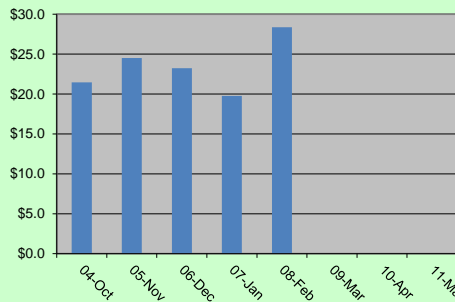


CRESCENT PARK (103)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$760	\$741	\$19
Supp.Staff	213	205	7
Disc.Subs	10	12	-2
Supp & Serv.	26	22	4
Total	1,008	980	28

Underbudget 2.8%

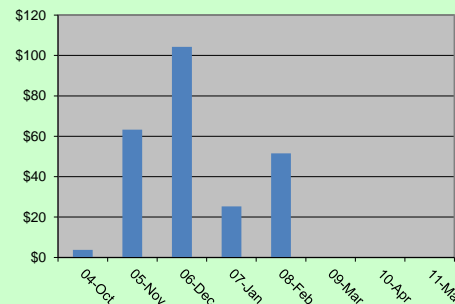


DAWSON CREEK SECONDARY (108)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,908	\$1,842	\$66
Supp.Staff	470	446	24
Disc.Subs	27	33	-6
Supp & Serv.	271	303	-32
Total	2,676	2,624	52

Underbudget 1.9%



Board Variance Report - Schools

February 29, 2020

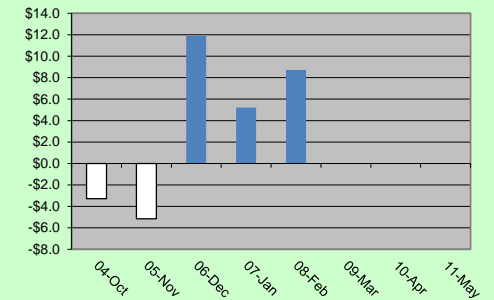
YTD Surplus (\$000's):

DEVEREAUX (114)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$328	\$311	\$17
Supp.Staff	83	84	-1
Disc.Subs	3	14	-11
Supp & Serv.	21	18	3
Total	435	426	9

Underbudget 2.0%

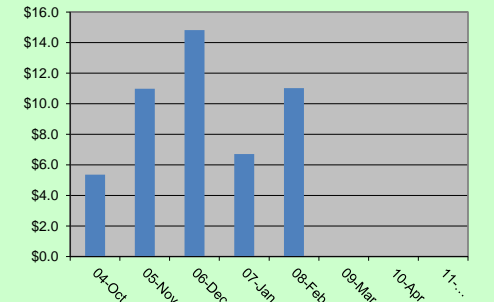


DON TITUS (113)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$393	\$393	\$0
Supp.Staff	131	141	-10
Disc.Subs	8	2	6
Supp & Serv.	36	20	15
Total	568	557	11

Underbudget 1.9%

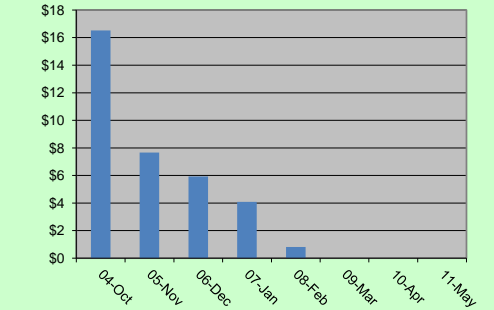


FRANK ROSS (105)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,716	\$1,708	\$8
Supp.Staff	284	274	11
Disc.Subs	20	25	-5
Supp & Serv.	35	48	-12
Total	2,056	2,055	1

Underbudget 0.0%

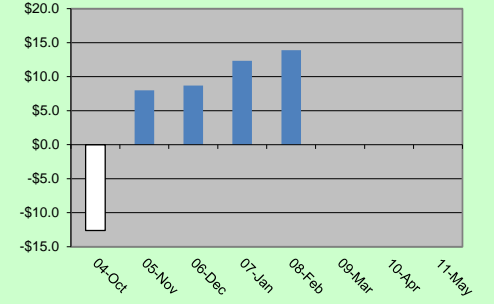


LITTLE PRAIRIE (131)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$809	\$813	-\$4
Supp.Staff	123	117	6
Disc.Subs	5	9	-4
Supp & Serv.	42	26	16
Total	979	965	14

Underbudget 1.4%



Board Variance Report - Schools

February 29, 2020

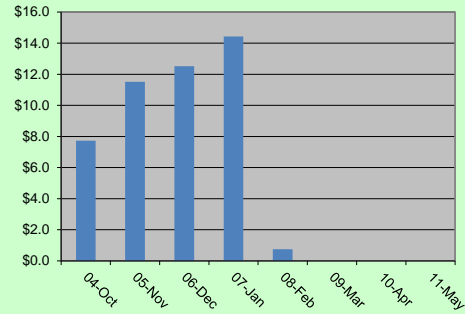
YTD Surplus (\$000's):

MCLEOD (119)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$254	\$251	\$2
Supp.Staff	31	28	3
Disc.Subs	2	0	2
Supp & Serv.	15	22	-7
Total	302	301	1

Underbudget 0.2%

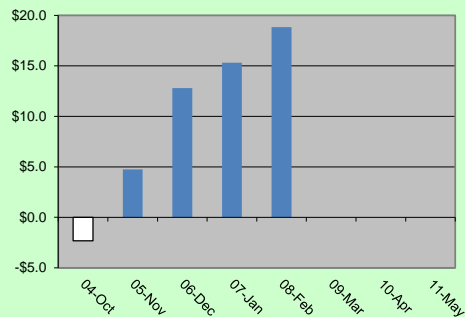


MOBERLY LAKE (118)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$179	\$180	\$0
Supp.Staff	51	50	1
Disc.Subs	4	1	2
Supp & Serv.	22	6	16
Total	255	236	19

Underbudget 7.4%

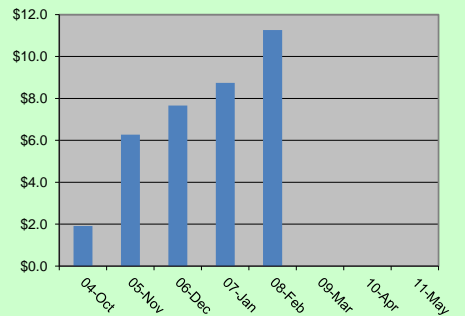


PARKLAND (124)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$224	\$218	\$7
Supp.Staff	31	28	3
Disc.Subs	4	6	-2
Supp & Serv.	10	7	3
Total	269	258	11

Underbudget 4.2%

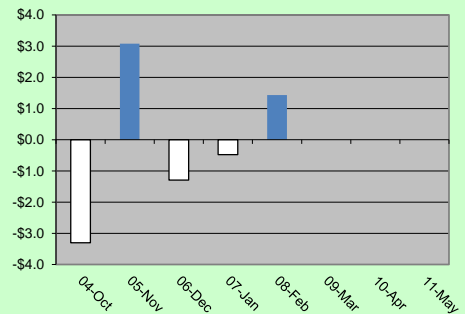


PEACEVIEW (132)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$97	\$97	\$0
Supp.Staff	0	0	0
Disc.Subs	1	0	1
Supp & Serv.	11	10	1
Total	109	108	1

Underbudget 1.3%



Board Variance Report - Schools

February 29, 2020

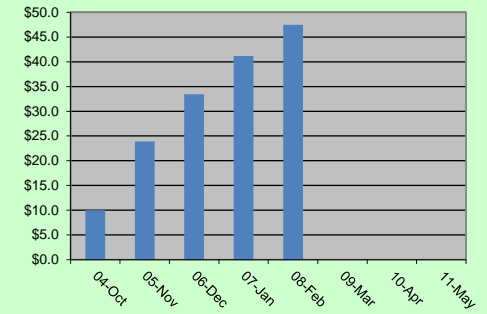
YTD Surplus (\$000's):

POUCE COUPE (110)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$485	\$479	\$6
Supp.Staff	98	60	38
Disc.Subs	5	13	-8
Supp & Serv.	23	12	11
Total	611	563	47

Underbudget 7.8%

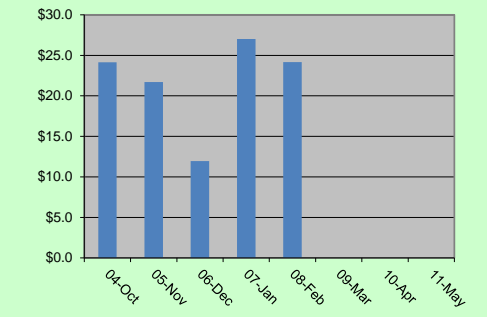


CENTRAL MIDDLE (102)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,224	\$1,219	\$5
Supp.Staff	\$390	\$373	17
Disc.Subs	\$16	\$29	-12
Supp & Serv.	\$85	\$70	15
Total	1,715	1,690	24

Underbudget 1.4%

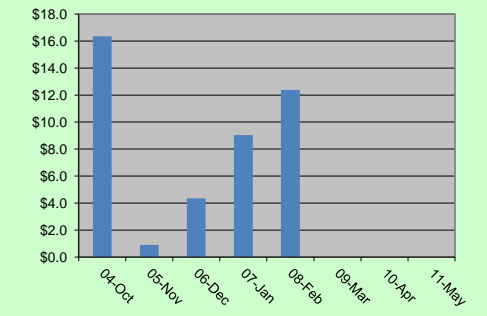


SP DIST LEARNING (138)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$257	\$258	-\$1
Supp.Staff	28	26	2
Disc.Subs	3	0	3
Supp & Serv.	16	8	8
Total	304	292	12

Underbudget 4.1%

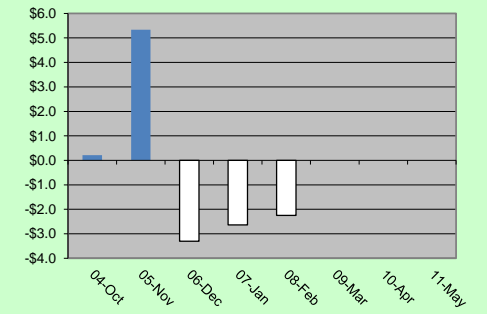


SOUTH PEACE ELEMENTARY (125)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$96	\$96	\$0
Supp.Staff	22	22	0
Disc.Subs	1	1	0
Supp & Serv.	4	7	-2
Total	123	126	-2

Overbudget 1.8%



Board Variance Report - Schools

February 29, 2020

YTD Surplus (\$000's):

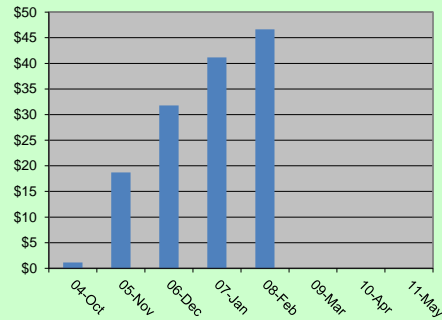
Actual Budget

TREMBLAY (109)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$612	\$602	\$10
Supp.Staff	195	164	31
Disc.Subs	11	16	-5
Supp & Serv.	55	45	10
Total	873	827	47

Underbudget 5.3%

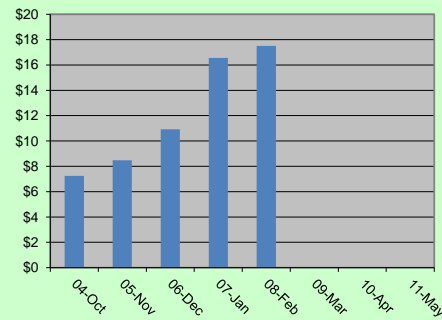


TUMBLER RIDGE ELEMENTARY (129)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$796	\$793	\$3
Supp.Staff	118	109	9
Disc.Subs	3	6	-3
O&M	25	17	8
Total	942	925	18

Underbudget 1.9%



Board Variance Report - Schools

February 29, 2020

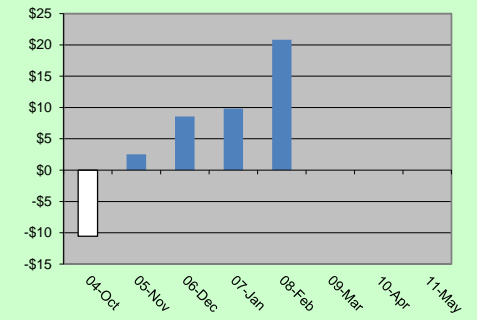
YTD Surplus (\$000's):

TUMBLER RIDGE SECONDARY (127)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$608	\$590	\$18
Supp.Staff	168	148	21
Disc.Subs	7	16	-9
Supp & Serv.	44	54	-10
Total	828	807	21

Underbudget 2.5%

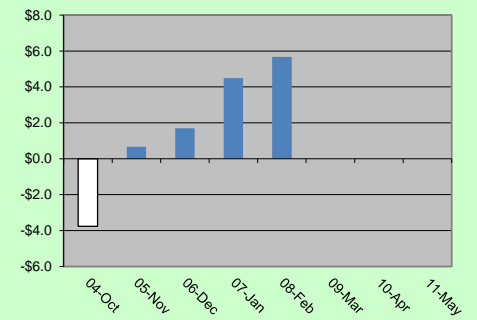


WINDREM (112)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$320	\$319	\$1
Supp.Staff	59	61	-2
Disc.Subs	3	1	2
Supp & Serv.	9	4	5
Total	391	385	6

Underbudget 1.5%

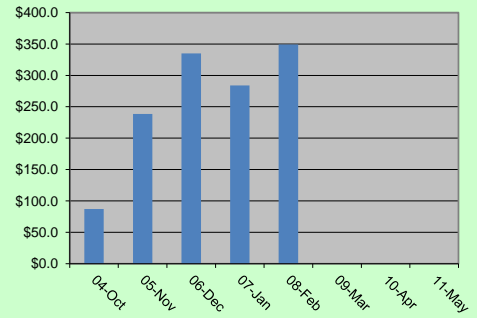


TOTAL ALL SCHOOLS

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$12,873	\$12,667	\$206
Supp.Staff	3,006	2,828	177
Disc.Subs	150	215	-65
Supp & Serv.	842	812	31
Total	16,871	16,521	349

Underbudget 2.1%



Board Variance Report - Revenues

February 28, 2020

Year-to-Date Revenues (\$000's):

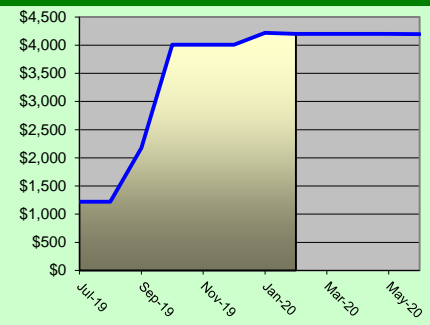
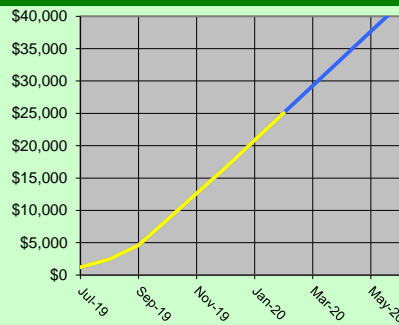
Monthly Revenues (\$000's):

BASE OPERATING GRANT

Year-To Date Results:

Budget	Actual	Variance
\$25,057	\$25,057	\$0

On Budget

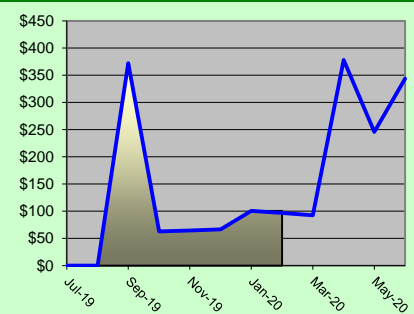
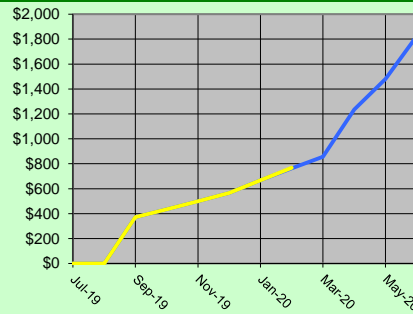


OTHER MoEd GRANTS

Year-To Date Results:

Budget	Actual	Variance
\$764	\$768	\$4

Overbudget 0.5%

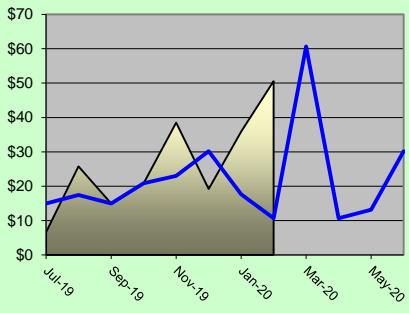
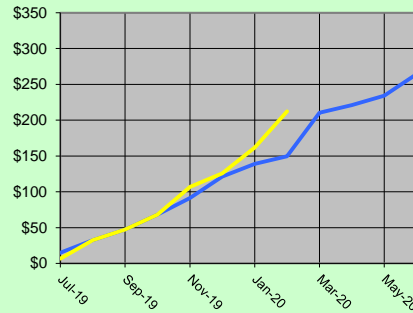


GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

Budget	Actual	Variance
\$150	\$212	\$63

Overbudget 41.8%

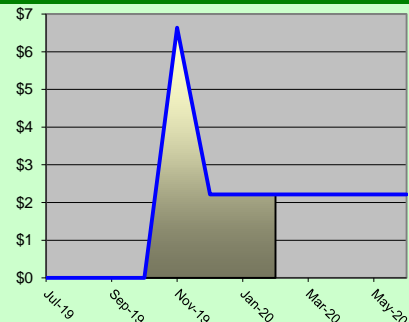
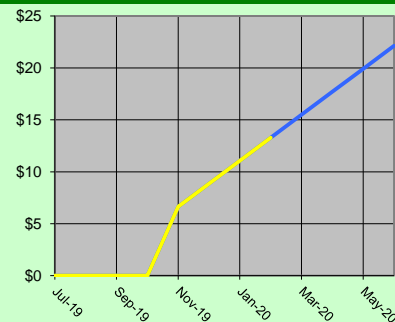


NON-RESIDENT TUITION

Year-To Date Results:

Budget	Actual	Variance
\$13	\$13	\$0

On Budget

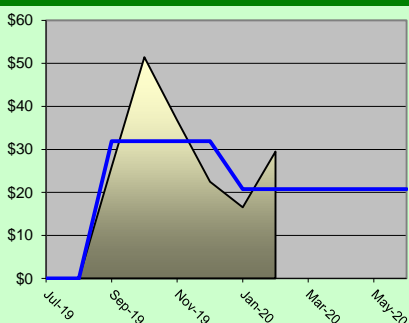
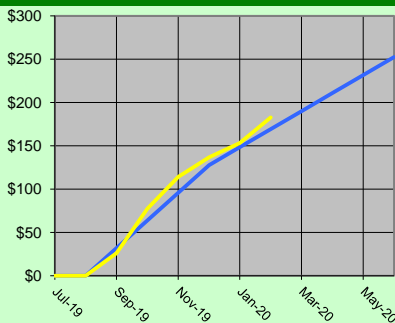


SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

Budget	Actual	Variance
\$169	\$183	\$14

Overbudget 8.0%



Board Variance Report - Revenues

February 28, 2020

Year-to-Date Revenues (\$000's):

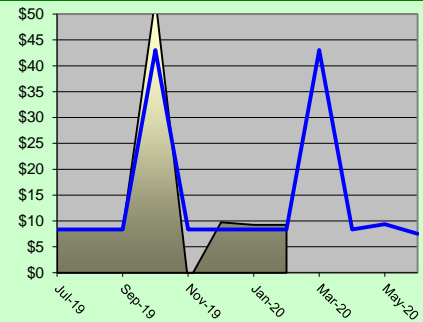
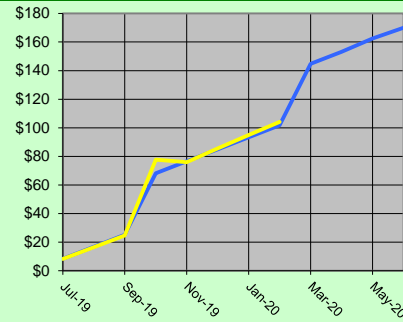
Monthly Revenues (\$000's):

RENTALS/LEASES

Year-To Date Results:

Budget	Actual	Variance
\$102	\$104	\$2

Overbudget 2.4%

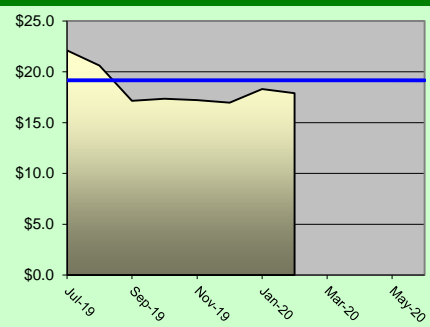
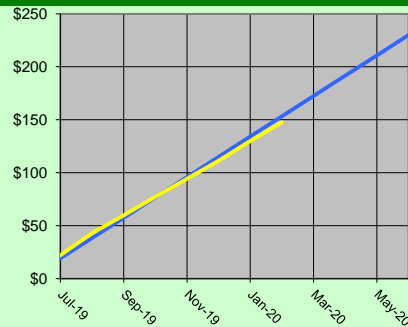


INTEREST INCOME

Year-To Date Results:

Budget	Actual	Variance
\$153	\$148	-\$6

Underbudget 3.7%

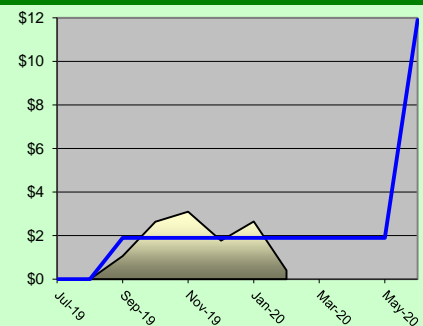
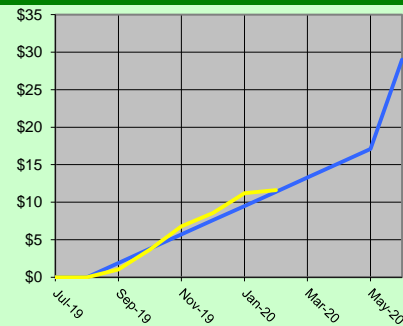


OTHER REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$11	\$12	\$0

Overbudget 1.9%

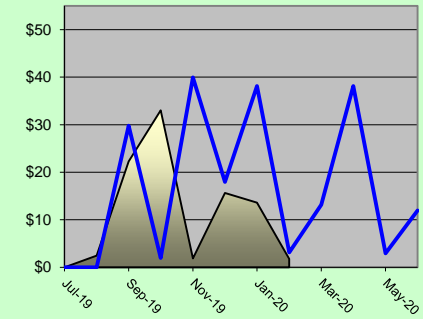
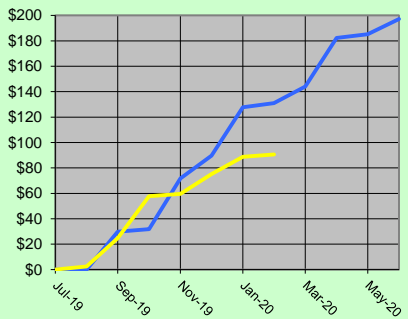


MISCELLANEOUS REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$131	\$91	-\$40

Underbudget 30.8%

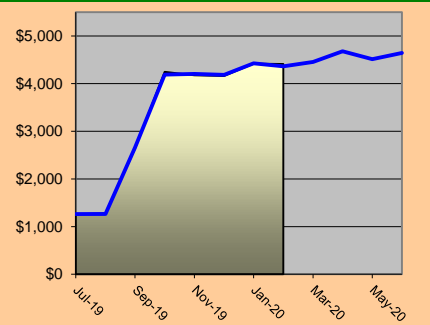
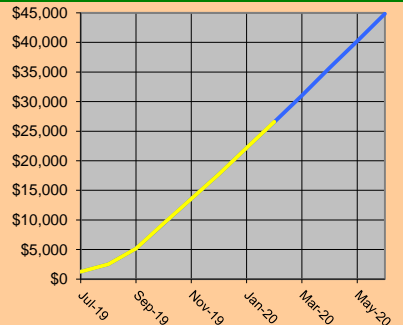


TOTAL REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$26,551	\$26,587	\$37

Overbudget 0.1%



Board Variance Rpt. - Expenditures

February 29, 2020

YTD Budget YTD Actual

Compensation O&M Budget

Year-to-Date Costs (\$000's):

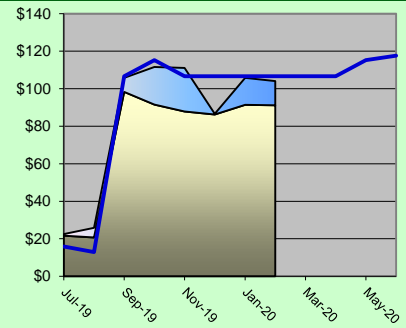
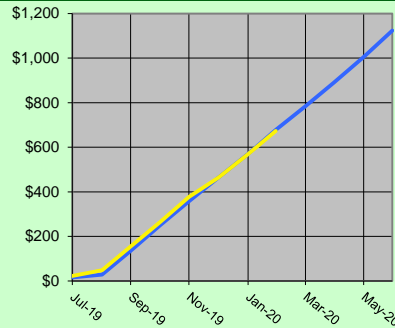
Monthly Costs (\$000's):

DISTRICT SPEC. ED./HELP.TCHRS

Year-To Date Results:

	Budget	Actual	Variance
Comp	597	589	8
O&M	81	84	-4
Total	677	673	4

Underbudget 1%

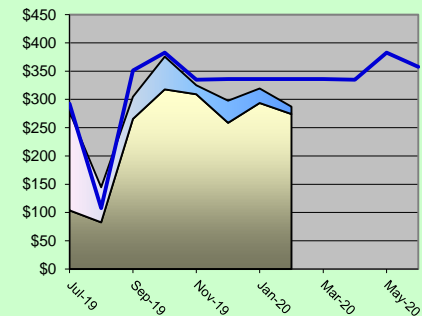
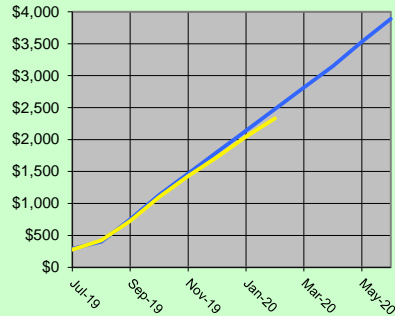


DISTRICT PROGRAMS-OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	1,992	1,905	86
O&M	485	427	59
Total	2,477	2,332	145

Underbudget 6%

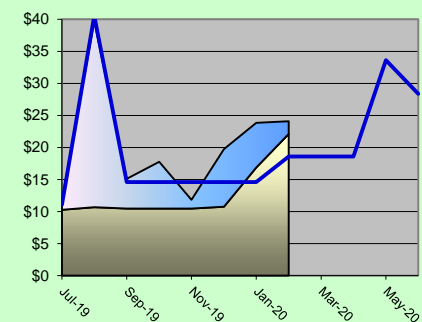
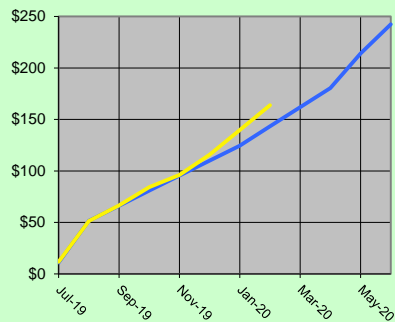


BOARD OF TRUSTEES

Year-To Date Results:

	Budget	Actual	Variance
Comp	84	102	-18
O&M	59	62	-3
Total	143	164	-21

Overbudget 14%

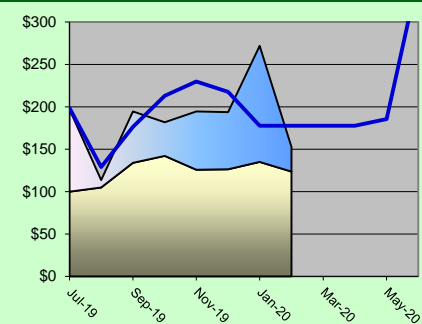
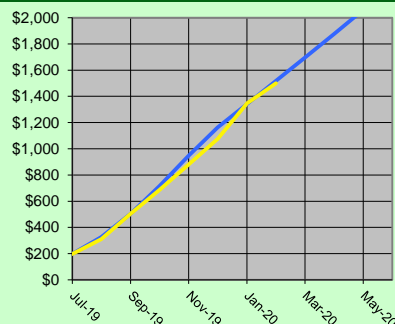


ADMINISTRATION & OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	1,022	991	31
O&M	497	508	-11
Total	1,519	1,499	20

Underbudget 1%

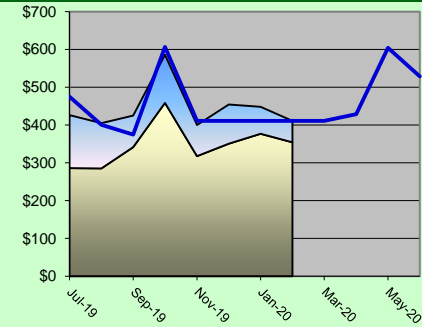
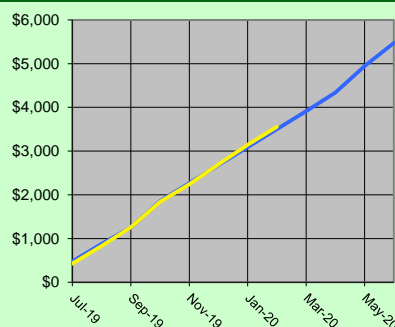


OPERATIONS & MAINTENANCE

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,749	2,771	-22
O&M	752	786	-33
Total	3,501	3,557	-56

Overbudget 2%



Board Variance Rpt. - Expenditures

February 29, 2020

Year-to-Date Costs (\$000's):

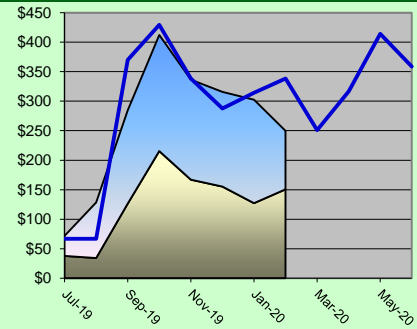
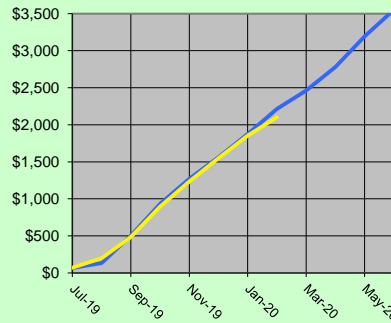
Monthly Costs (\$000's):

TRANSPORTATION

Year-To Date Results:

	Budget	Actual	Variance
Comp	1,048	1,014	34
O&M	1,165	1,088	77
Total	2,212	2,102	111

Underbudget 5%

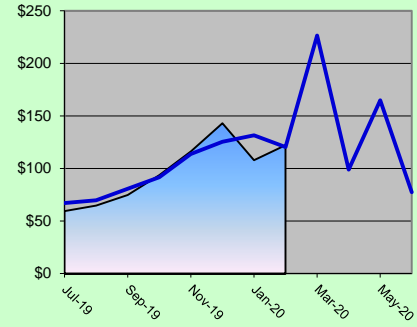
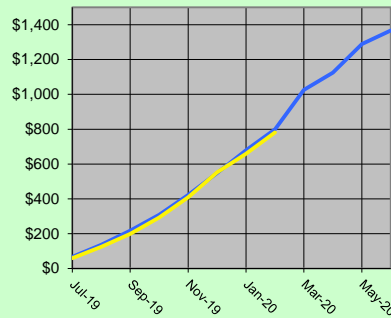


UTILITIES

Year-To Date Results:

	Budget	Actual	Variance
Comp	0	0	0
O&M	800	781	18
Total	800	781	18

Underbudget 2%

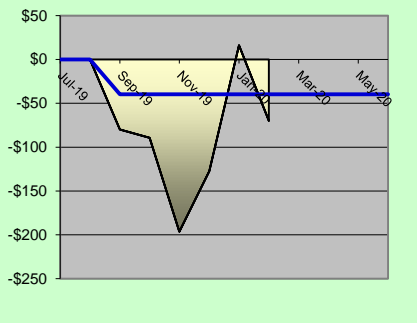
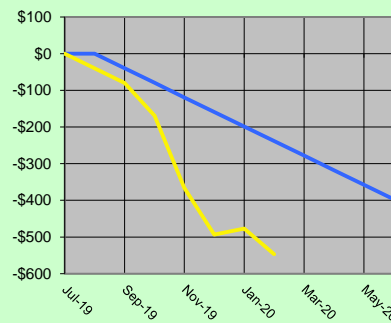


DISTRICT SCHOOL

Year-To Date Results:

	Budget	Actual	Variance
Comp	-238	-547	309
O&M	0	0	0
Total	-238	-547	309

Underbudget 129%

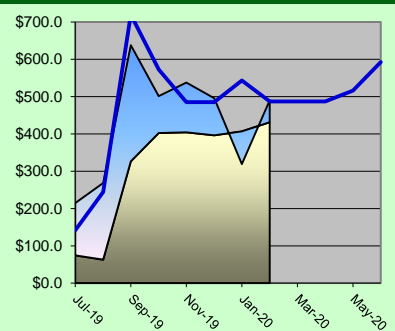
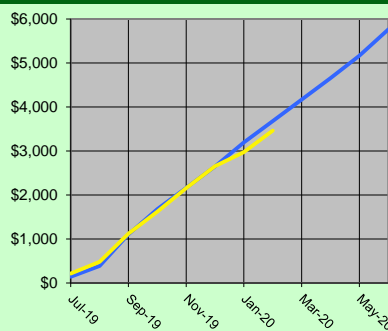


SPECIAL PURPOSE FUNDS

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,742	2,504	238
O&M	938	961	-23
Total	3,680	3,465	215

Underbudget 6%

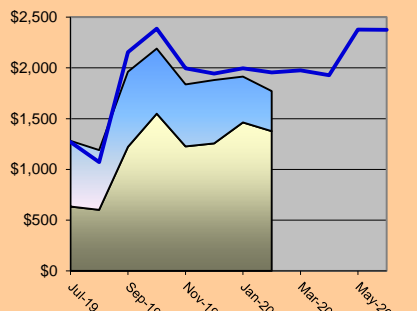
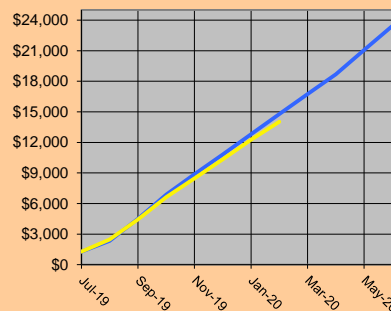


DISTRICT TOTALS - EXPENDITURES

Year-To Date Results:

	Budget	Actual	Variance
Comp	9,995	9,330	665
O&M	4,777	4,696	81
Total	14,772	14,026	746

Underbudget 5%





March 5, 2020

Ref: 218161

To: Secretary-Treasurer and Superintendent
School District No. 59 (Peace River South)

Capital Plan Bylaw No. 2020/21-CPSD59-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2020/21

This letter is in response to your School District's 2020/21 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2019, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Below you will see the major capital projects supported to proceed with Concept Plans* as well as minor capital projects from the Ministry's 2020/21 annual capital programs that are approved for funding and are able to proceed to procurement.

*Concept Plan approval is a new step required before a Project Definition Report (PDR) will be supported. Your respective Regional Director or Planning Officer will provide you with more information if you have major capital projects supported to proceed to a Concept Plan.

MAJOR CAPITAL PROJECTS (SMP, EXP)

New Projects

Project #	Project Name	Project Type	Next Steps
128112	Pouce Coupe Elementary	Addition	Provide draft concept plan by July 31, 2020
128104	Rolla Elementary	Demolition	Provide draft business case by May 31, 2020

Note: Follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above including steps regarding the preparation of the PDR. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

If you do not see your major capital project(s) listed in the table(s) above the Ministry does not support the development of a concept plan or business case.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Dawson Creek Secondary	SEP - Mechanical Upgrades - HVAC upgrades	\$850,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Devereaux Elementary	SEP - Building Enclosure Upgrades - Roof replacement	\$230,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.
Ecole Frank Ross	SEP - Flooring Upgrades - Flooring upgrades	\$110,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2021.

New projects for BUS

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
A-9591	C (70-75) with 0 wheelchair spaces	\$140,544	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbcc.org
A-9596	C (70-75) with 0 wheelchair spaces	\$140,544	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbcc.org
A-9597	C (70-75) with 0 wheelchair spaces	\$140,544	Proceed to ordering the school bus(es) between March 4, 2020 and May 4, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbcc.org

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2020/21 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this document) for its approved 2020/21 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2020/21 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2021/22 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2020.

Please contact your respective Regional Director or Planning Officer as per the Capital Management Branch Contact List with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joel Palmer', with a large, sweeping flourish above the name.

Joel Palmer, Executive Director
Capital Management Branch

pc: Rachelle Ray, Director, Capital Projects Unit, Capital Management Branch
Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Rob Drew, Regional Director, Capital Management Branch
Rosa Cutler, Planning Officer, Capital Management Branch

CAPITAL BYLAW NO. 2020/21-CPSD59-01
CAPITAL PLAN 2020-21

A BYLAW by the Board of Education of School District No. 59 (Peace River South) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to sections 143 (2) and 144 (1) of the *School Act*.

WHEREAS in accordance with provisions of the *School Act*, the Minister of Education (hereinafter called the "Minister") has approved the Capital Plan of the Board.

NOW THEREFORE the Board agrees to do the following:

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

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2020-21 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 5, 2020, is hereby adopted.
- 2. This Bylaw may be cited as School District No.59 (Peace River South) Capital Bylaw No.2020/21-CPSD59-01.

READ A FIRST TIME THE 12th DAY OF MARCH, 2020;

READ A SECOND TIME THE 12th DAY OF MARCH, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE 12th DAY OF MARCH, 2020;

Chad Anderson, Board Chair

Melissa Panoulis, Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 59 (Peace River South) Capital Bylaw No.2020/21-CPSD59-01 adopted by the Board the 12th day of March, 2020..

Melissa Panoulis, Secretary-Treasurer

To: Board of Education

Agenda Item: 6.3 Funding Model Review Update

Resource: Ministry of Education website

K-12 Public Education Funding Model Implementation

For the first time, B.C.'s children and youth in care will be recognized through a new supplement when funding is announced for school districts in March, 2020. This change will also expand priority funding to more children with mental-health challenges and those living in low-income families.

This is part one of a two-phase plan to improve the way education is delivered in B.C., following the completion of a comprehensive review that examined the ways in which the education funding system can help ensure every child has equal and consistent access to a quality education.

The Ministry of Education's annual operating fund for K-12 public education is more than \$6 billion and is distributed among 60 Boards of Education in B.C.

In 2018, the Province appointed an Independent Review Panel to undertake a review of how public education is funded for the first time in almost 30 years. The review involved input and consultation from all 60 school districts and over 350 education stakeholders.

The Panel presented a [final report \(PDF\)](#) on December 18, 2018, with 22 recommendations along three themes: equity, accountability and financial management. To understand what these recommendations would mean for students in the classroom, working groups were established in spring 2019 and members included parents, teachers, inclusive education advocacy groups and Indigenous education partners.

Final Working Group reports were completed in October 2019, and partners noted that some of the recommendations would be relatively straightforward to implement, while others – like how Government funds inclusive education or online learning – would require extensive work to ensure there would be no negative, unintended consequences for students

Next Steps

Following the completion of the review, the Ministry will implement recommendations with a two-phase plan, beginning with 12 of the 22 recommendations (specifically, 2, 3, 12, 13, 14, 15, 16, 17, 19, 20, 21 and 22).

Money allocated for the new priority student supplement will be provided to school boards to deliver services based on local needs and is intended for supports like trauma counselling, school breakfast or lunch programs, additional support in the classroom, transportation services or tutoring.

Recognizing these students for priority funding will ensure that the more than \$6 billion in operating funding is distributed in a way that better represents the number of vulnerable students in B.C. schools. The amount of money allocated for the supplement will be announced following Budget 2020.

Indigenous students will continue to benefit from targeted funding for culturally-appropriate support and services. There will also be added accountability through formal processes, so Indigenous parents, communities and governments can provide input into how educational services are delivered to their children.

Immediate action is also being taken to meet all of the Panel's recommendations to improve public accountability, including ensuring school districts:

- Engage parents, caregivers and community members in the development of school district strategic plans well in advance of setting their budgets to meet student needs.
- Continuously monitor and publicly report on student outcomes, such as numeracy, literacy and graduation rates, so gaps in student achievement are identified and services can be planned based on proven strategies.
- Ensure strategic plans and financial decisions are focused on improving student outcomes and meeting all students' needs, especially students with diverse abilities/disabilities, Indigenous students, children and youth in care, students from low income families and other students that require additional supports in order to be successful.

These new accountability and transparency measures will give parents and caregivers a stronger voice, while making sure students' needs are put first.

Phase Two

During phase two, the Ministry will continue working with partners to:

- Modernize inclusive education policies and the way services are delivered and funded, so all students have a level playing field.
- Modernize the delivery of online learning programs over the next three school years to better support the new curriculum and ensure every student has consistent access to a quality education, no matter where they live.
- Support students' transition to post-secondary and the world of work with expanded career-focused programs in their graduation years.

The Ministry is committed to collaborating with education partners to monitor progress, ensuring the strategies that are proven to work best to improve student outcomes are identified and implemented.

PROVINCIAL COUNCIL MEETING: February 22, 2020

8.1 BCSTA 2020/2021 Draft Budget

SUBMITTED BY: *Board of Directors*

BE IT RESOLVED:

That Provincial Council receive the BCSTA Draft 2020/2021 Budget and provide feedback to the Finance & Audit Committee prior to March 20, 2020.

BACKGROUND:

At the October 2019 Provincial Council meeting, the Finance & Audit Committee reviewed several factors expected to impact BCSTA's 2020/2021 operating budget and requested input for development of the budget draft. As shown on page seven of the budget draft, factors that have impacted the development of the 2020/2021 draft budget are as follows:

- Audio-visual, speaker and meal costs for AGM 2021 have increased approximately \$6,000.
- Audio-visual, pre-conference, speaker and meal costs for the 2020 Trustee Academy have increased approximately \$18,000.
- Board of Director honouraria, in total, has increased approximately \$1,000, based on Vancouver's CPI.
- A total projected increase of \$8,000 is recommended for the *Board Chairs' Meeting* budget line to support speaker costs and rising hotel and meal costs.
- Lease costs will increase by \$1,000 in 2020/2021.
- The *Equipment Maintenance* budget line has been increased \$5,000 to accommodate an increase in hardware and software costs, including replacement of BCSTA's network switches in 2020/2021.
- The *Salaries/Benefits* budget line has been increased \$29,000 to offset a projected salary-grid increase of two percent, movement on the salary grid, a projected increase in benefit costs and an increase to the contract support budget line.

The 2020/2021 cost pressures noted above have been offset as follows:

- FTE Student enrollment, based on interim data provided by the Ministry of Education in December 2019, increased by 5,179 FTE students as of September 30, 2019. Member fees, which are based on FTE student enrollment, are increased \$7,128 as a result.
- The inflationary member fee increase for 2020/2021, based on the most recent five-year average of the Vancouver Consumer Price Index of 1.67 percent, totals \$34,531 for 2020/2021. This inflationary increase will be fully funded from the 2018/2019 year-end surplus, per Provincial Council resolution.
- BCSTA has signed contracts with conference hotels for events through to December 2022. This has enabled the Association to mitigate the effects of inflation on hotel room and meal costs.
- The interest revenue budget line has been increased by \$4,000 to reflect a slight improvement in interest rates.

8.1 BCSTA 2020/2021 DRAFT BUDGET

- The Association reduced its projected salary costs by opting to hire a Media Relations & Design Specialist in 2018/2019 rather than a Director, Strategic Initiatives. Net savings as a result of 2018/2019 and 2019/2020 staffing changes total approximately \$32,000.
- An allocation of \$10,000 in government grant funds has been allocated to each of the *AGM* and *Academy* revenue budget lines.

The Finance & Audit Committee, Board of Directors and staff remain committed to the prudent fiscal management of member dollars and while being focused on cost-saving measures, continue to look for ways to enhance services and improve support provided to member boards of education.

For instance, in 2019/2020 (the current fiscal year) BCSTA changed its online meeting platform to Zoom, which has improved BCSTA's ability to hold online meetings as well as mixed-format meetings where some of the attendees join meetings remotely. This has enabled BCSTA to maintain existing budget lines for the Board of Directors and standing committees despite increased travel, hotel, and meal costs. It has also kept costs for ad hoc committees and working groups to a minimum.

In 2019/2020, BCSTA also implemented an online [Motion and Resolution Database](#), enabling boards of education and branches to research past Provincial Council and Annual General Meeting (AGM) motions. Similarly, the Association is developing an expense claim submission database that will streamline the expense submission process, enabling trustees to submit expense claims and copies of receipts online. The Association anticipates that use of an online expense submission process will be of benefit not only to trustees, but to the Association as well. With an easier submission process, expense claims are expected to be submitted earlier and/or more often, resulting in more accurate financial data which the Board of Directors, standing committees and staff use for decision-making purposes, including management of individual budget lines, throughout the fiscal year.

Additionally, BCSTA has been able to support the work of Boards of Education by providing a Leadership Development Series, which has been fully funded by the Ministry of Education. BCSTA received funding for a Leadership Development Series in 2018/2019 and is currently building on the work conducted in the last fiscal year with additional funds secured from the Ministry in 2019/2020.

In response to member feedback, the Association has also created a number of working groups, including a Mental Health Working Group, a Capital Working Group and an Inclusive Education Working Group. Ad hoc committees created in 2019/2020 include the Ad Hoc Committee on BCSTA Branch Structures and the Ad Hoc Committee on BCSTA Directors' Terms of Office.

In 2019/2020, the Legislative Committee has taken on the additional tasks of reviewing BCSTA's bylaws with regard to establishing BCSTA's standing committees, as well as a review of the timing of BCSTA's events. In 2019/2020, the Finance & Audit Committee is undertaking a carbon footprint audit of the Association using the services of an external consultant. The purpose of the audit is to determine what steps BCSTA can take to reduce its carbon footprint and to investigate the feasibility of purchasing carbon offsets. This work is currently underway.

8.1 BCSTA 2020/2021 DRAFT BUDGET

Consistent with its responsibility to develop a budget that meets the needs of member boards balanced with consideration for the value of member board investment, the Finance & Audit Committee has developed a balanced budget draft for 2020/2021, with the entire annual inflationary member fee increase funded from BCSTA's 2018/2019 year-end surplus. As shown in Appendix I, changes in member fees for 2020/2021 are therefore solely the result of changes in FTE students.

The *BCSTA 2020/2021 Draft Budget* has been submitted to the February 2020 Provincial Council for receipt only. The final budget will be adopted by the April 2020 Provincial Council. Councillors are encouraged to provide the Finance & Audit Committee with any feedback they may have on the budget draft prior to March 20, 2020. Feedback can be submitted to:

BCSTA Finance & Audit Committee
c/o Jodi Olstead, Director, Finance & Human Resources
BC School Trustees Association
4th Floor, 1580 West Broadway
Vancouver, BC V6J 5K9

jolstead@bcsta.org



School District No.59 (Peace River South)

DATE: March 12, 2020

CHAIR: Roxanne Gulick

Policies/Regulations for Discussion:

Policies/Regulations for Adoption:

- Policy 2205 Trustee Remuneration, Benefits and Recognition
- Policy 2260 Communication with the Public

Policies/Regulations for Circulation:

- Policy 4200 Career Development Education
- Policy 4580 Electronic/Social Media Communication and Information Access
- Bylaw 3-08 Student Appeals

Policies/Regulations for Further Review:

Policies/Regulations for Repeal:

2205 Trustee Remuneration, Benefits and Recognition

Policy 2205 STATUS: **FOR ADOPTION**

TRUSTEE REMUNERATION, BENEFITS AND RECOGNITION

Board Approved and Issued: November 9, 1981

Last Revised: June 19, 2013; March 12, 2020 (Combined 2200,2230,2231,2235)

Description:

The Board of Education recognizes in order to carry out their duties of office, that trustees need to be reimbursed for expenses, have the equipment and education required for the role of trustee and that it is important to recognize their service to SD 59.

The following will be provided to trustees as they carry out the duties of their office:

1. Trustees of School District No. 59 (Peace River South) shall be paid an annual stipend.
2. Trustees shall be reimbursed for expenses incurred in the discharge of their duties at rates established by the Board.
3. Trustees will have access to the appropriate technological devices necessary to carry out their duties.
4. Trustees will have access to individual professional development that benefits them in their role.
5. Trustees will be recognized for their public service on leaving the Board.

TRUSTEE REMUNERATION, BENEFITS AND RECOGNITION

Board Approved and Issued: September 9, 1985

Last Revised: June 19, 2013; August 2014; September 2016; February 2017; March 12, 2020
(Combined 2200,2230,2231,2235)

Description:

1 A stipend shall be paid to members of the Board of Education as follows:

- 1.1 All Trustees will receive a base amount that will be adjusted annually based on the Canadian Consumer Price Index (CPI) established in July of each year. (The base amounts and any further remuneration for each member of the Board of Education will be reflected in the SOFI Report and can be found on the School District #59 website);
- 1.2 The Vice Chair will receive \$1,000 annually in addition to the base amount;
- 1.3 The Chair shall receive \$2,000 annually in addition to the base amount;
- 1.4 The annual stipend shall be paid to each Board member in twelve equal installments. Remuneration shall commence the month immediately following an official school trustee election.

2 Reimbursement of Trustee Expenses:

- 2.1 To claim reimbursement for in-district or out-of-district costs, the Trustees will be required to file a completed "Travel Expenses" form supported by appropriate receipts or invoices for travel, accommodation, registration(s) and other out-of-pocket expenses necessarily incurred. Whenever, possible and practical, car pooling will be used.
- 2.2 Travel expenses will be calculated as follows:
 - 2.2.1 Kilometers or airfare (The calculation for airfare reimbursement shall be based on the best rate available at that time, including transportation to and from the airport and parking);
 - 2.2.2 A kilometer rate that shall be equal to the current rate paid by the BCSTA;
 - 2.2.3 The actual costs of taxis, rental cars, ferry charges, tips (up to 15%) etc. may be reimbursed. Receipts are required.
- 2.3 The per diem rate for out-of-district business is \$60/day for meals (\$15 for breakfast, \$20 for lunch and \$25 for dinner).

- 2.4 Other incidental expenses as approved by the Secretary-Treasurer will be reimbursed upon the submission of receipts.
- 2.5 The actual cost of the hotel/motel may be claimed. Receipts are required. Any charges for room service or personal telephone costs incurred by the Trustee will be payable by the Trustee.
- 2.6 Trustees may claim actual expenses for in-district travel which will be reimbursed upon presentation of receipts. A per diem will not be issued.
- 2.7 Trustees who use their private vehicle while on board business shall be reimbursed the cost differential in upgrading their private vehicle insurance from pleasure to business/work as required.
- 2.8 The Trustee expenses shall cover those expenditures incurred in the normal day-to-day business of the Board and which are part of the Board's normal expectations of all Trustees. The day-to-day business of the Board includes travel to and attendance at:
- 2.8.1 Board meetings;
 - 2.8.2 Board committee meetings;
 - 2.8.3 PAC meetings and school events;
 - 2.8.4 Negotiation/arbitration sessions and meetings;
 - 2.8.5 Board delegations;
 - 2.8.6 Any other Board supported activity.
- 2.9 Administration of reimbursements will ensure the following:
- 2.9.1 To ensure that Trustee expenses are accounted for in the fiscal year in which they are incurred, claims must be submitted within 30 days after the close of the fiscal year. Claims submitted after the accounts are closed for audit purposes shall not be honoured;
 - 2.9.2 All Trustee expense claims shall be reviewed by the Secretary-Treasurer, or in their absence, the Superintendent of Schools. Any expense claim that does not comply with the regulations will require Board approval for payment.

3 Benefits will be considered as follows:

3.1 Technology:

- 3.1.1 At the beginning of each term in office, Trustees will be provided with a new computer or i-pad, and cell phone with the option of using their personal cell phone (with a reimbursement determined annually by the Secretary-Treasurer);
- 3.1.2 If an increased cost is incurred between the basic cost of internet at home and internet required to conduct trustee business at home, the district will reimburse the difference.
- 3.1.3 Use of the technology will fit within the District Network Use Agreement;
- 3.1.4 The technology provided at the beginning of each term, remains the property of the school district unless the Trustee exercises his or her option to purchase the computer/i-pad when they leave office of trustee

with SD 59. The original software with purchase will be included. Any software that is part of a district license will not be included.

- Cost of the computer/i-pad will be:
 - 1 year – 80% of original cost
 - 2 years – 50% of original cost
 - 3 years – 25% of original cost
 - 4 years – 15% of original cost

4 Individual Professional Development

4.1 Board of Education Trustees are able to access individual professional development opportunities as follows:

- 4.1.1 The individual professional activity must be related to the duties of a trustee and fall within at least one of the following guidelines:
 - Conference or Seminar;
 - Post Secondary Course and/or Program;
 - Professional Organization Course;
 - Resources;
- 4.1.2 Requests for individual professional development are to be submitted to the Board Chair for approval. If the Chair is to make a request, they will submit the request to the Vice Chair for approval;
- 4.1.3 An individual trustee may appeal in writing, a decision of the Chair or Vice Chair to the Board of Education;
- 4.1.4 The trustee is expected to submit a report to the Board of Education on the professional development activity;
- 4.1.5 Trustees will be allotted individual professional development funds in the amount of \$2000.00 per year;
- 4.1.6 Trustees may carry over professional development funds from one year to the next to a maximum of \$3000.00.

5 Trustee Recognition

5.1 Trustees leaving the Board will be honoured by the Board at a dinner with the presentation of an appropriate gift, the value of which will be commensurate with the years of service. (1 term = gift value \$150.00, plus \$50.00 for each additional term).

2260 Communication with the Public

Policy 2260

STATUS: **FOR ADOPTION**

COMMUNICATION WITH THE PUBLIC

Board Approved and Codified: March 17, 1986

Last Revised: June 19, 2013; March 12, 2020 (Combined 2260, 2270, 2280)

Description:

The Board of Education recognizes that matters of SD 59 are public unless attention to privacy and confidentiality is required.

It is important to provide opportunities both for the Board of Education to provide communication to the public and for the public to have opportunities to provide information to the Board of Education.

COMMUNICATION WITH THE PUBLIC

Board Approved and Codified: March 17, 1986

Last Revised: June 19, 2013; March 12, 2020 (Combined 2260, 2270, 2280)

Description:

1. The Board of Education will hold regular meetings of the Board in a public setting.
 - 1.1. Agendas will be available before the scheduled meeting;
 - 1.2. Minutes of the meetings will be published on the district website;
 - 1.3. Opportunities will be made available for staff and community to make general presentations to the Board of Education:
 - 1.3.1. The Board of Education reserves the right to limit presentations both in number and in length;
 - 1.3.2. There will be no undue interruption of a presentation unless it is by the chair person advising time limitations or if the presentation is out of order;
 - 1.3.3. Procedures for presentations at open board meetings:
 - The Board of Education may request a presentation from groups within the district or community;
 - Outside organizations may request a presentation by completing Form 2260 - Request for Presentation, and submit to the Secretary Treasurer (ST) a minimum of two weeks in advance of the requested meeting date
 - If the presentation is accepted, the ST will communicate the location and time of the meeting and the length of time allotted for the presentation;
 - Questions from the Board of Education may occur following the presentation;
 - 1.3.4. Recognition from the floor in the case of no previous request having been made may be granted under special circumstances with unanimous consent of the Trustees. Such requests must be arranged by speaking to the Secretary Treasurer before the meeting commences.
 - 1.3.5. The Board of Education will respond to any requests made through a presentation in writing at a future time.
2. A trustee will be assigned to schools and will:
 - 2.1. Attend PAC meetings when possible;
 - 2.2. Provide the PAC with, at a minimum, the highlights of regular open board meetings.



School District No.59 (Peace River South)

FORM 2260

Request for Presentation

Organization: _____

Contact Name: _____

Mailing Address: _____

City: _____

PC: _____

Phone: _____

Fax: _____

Email: _____

Subject of Presentation: _____

Will you be presenting with any audio, visual,
or other software/equipment? _____

Yes

No

If yes, do you require any equipment? _____

Do you require any special set up? _____

People Attending: _____

Requested Meeting Date: _____

Signature of Applicant: _____ Date: _____

Please fax, mail, drop off, or email your request to make a presentation at a Board Meeting to the Secretary-Treasurer (mpanoulis@sd59.bc.ca) at least 14 days prior to the meeting date requested. Please provide any additional information (handouts, brochure, etc.) at the time the request is made.

If you have any questions, please contact Richell Schwartz at 250-782-8571 ext. 217.

4200 Career Development Education

Policy 4200 STATUS: **FOR REVIEW**

Career Development Education

Board Approved: September 11, 1996

Last Revised: June 19, 2013; March 2020

Description:

The Board of Education believes students should be provided with opportunities to develop employability skills and investigate and experience a variety of career pathways through career programs/options in the district in helping them to make informed choices for future work possibilities. Student safety, safety training and workplace orientation will be key requirements to these programs/options. The district will communicate the programs/courses available outside of the regular career education curriculum.

Career Development Education

Board Approved: September 11, 1996

Last Revised: June 19, 2013; March 2020

Description:

1. **Career Education Programs/Courses:**

1.1. Schools will make available to students and encourage participation in the following career programs/courses that will include but not be limited to:

1.1.1. Youth Train in Trades (YTT) Programs:

The district will work with Northern Lights College and the Industry Training Authority (ITA) to facilitate students to enter trades and technical programs prior to graduation. Students will receive credits toward their graduation from secondary school, while also receiving credit for post-secondary training and/or coursework

2.1.2 Dual Credit Programs:

The district will work with Northern Lights College to facilitate students to enter academic and vocational programs prior to graduation. Students will receive credits toward their graduation from secondary school, while also receiving credit for post-secondary training and/or coursework.

2.1.3 Youth Work in Trades (YWT) Program:

The district will participate in programs jointly administered and approved by the Minister of Education and the Industry Training Authority, that registers high school students as apprentices in an occupation. Youth Work in Trades courses will be conducted to conform with the requirements described in the Ministry of Education's ITA/Youth Work in Trades Program Guide.

2.1.4 Work Experience (WEX 12A and WEX 12B):

Schools will provide opportunities for students to develop exposure to a career area through spending time within the work environment of that career. Students enter this course(s) with the desire to test their interest in a career path and to develop further skills. Work Experience courses will be conducted to conform with the requirements described in the Ministry of Education's Work Experience Program Guide.

4580 Electronic/Social Media Communication and Information Access - Students

Policy 4580

STATUS: **FOR REVIEW**

Electronic/Social Media Communication and Information Access - Students

Adopted: March 26, 1997

Last Revised: June 19, 2013; December 4, 2019; March 2020

Description:

The Board supports access by students to information resources along with the development by staff of appropriate skills to analyze and evaluate such resources. The intent of the Board is to enhance educational opportunities, remain committed to responsible digital citizenship and to minimize the risks associated with the use of electronic and social media communications, digital storage and resources.

The district will ensure that schools develop:

- Specific policies for access to electronic/social media communications, digital storage and resources. School policies must adhere to Board policy and regulations;
- Plans for staff to provide guidance and instruction to students in the appropriate use of electronic and social media communications, digital storage and resources;
- Appropriate standards for the protection of students and student information.

Electronic/Social Media Communication and Information Access - Students

Adopted: March 26, 1997

Last Revised: June 19, 2013; March 2020

Description:

1. Definitions

1.1. Digital Citizenship

Digital citizenship is defined as appropriate, responsible behaviour with regard to technology use.

1.2. Digital Footprint

A digital footprint is the data trace or trail left by someone's activity in a digital environment.

1.3. Educational Purposes

Educational purposes are those purposes which directly support student learning as outlined in the curriculum mandated by the Ministry of Education.

1.4. Electronic Communications Systems

Electronic communications systems include all electronic devices and related processes used for the purposes of transmitting, retrieving and storing of data, voice, or graphic images. These devices include but are not limited to computers, servers, local area networks, intranets, the Internet, electronic mail systems, online conferences, chats, blogs, videoconferences, cell phones, digital cameras, video cameras, fax machines, electronic tablets and handheld devices.

1.5. Social Media

Social media is the use of web-based and mobile technologies to turn communication into interactive dialogue.

1.6. Digital Resources

Resources available online, such as websites, blogs, apps, and programs for digital portfolios.

1.7. Digital Storage

Storage refers to District computers and tablet devices, District servers and District cloud storage accounts.

2. School staff shall provide instruction on appropriate use of electronic communication, social media communication and digital storage and resources. Standards of behavior and the consequences of inappropriate behavior will be communicated.

3. In accessing electronic and social media communications, and digital storage and resources, it is expected that students will:
 - 3.1. Sign the district-developed Student Responsible Use Agreement used by all schools on an annual basis, in order to gain access to and use of the district's electronic communications systems and understand that compliance is a condition of access. Elementary and Secondary students must have returned a signed parent consent form prior to network access.
 - 3.2. Demonstrate digital citizenship by conducting all related activities in a responsible, ethical, legal and respectful manner in accordance with the District and School's Codes of Conduct and the Student Responsible Use Agreement.
 - 3.3. Practice safe online behaviour and report any inappropriate communication (e.g. distribution of information harmful to others or information regarding a potentially dangerous situation that may threaten the safety of others).
 - 3.4. Protect access to their individual network accounts by the use of a personal password, ensure their personal password is not shared, and agree not to use the password of any other individual.
 - 3.5. Respect the privacy of others (e.g. students, staff, parents and community members), including but not limited to, the sharing of photos, videos, and personal information, without informed consent.
 - 3.6. Ensure that personal use of electronic and social media communications, and digital storage and resources neither interferes with, nor distracts from, their learning or the learning of others.
4. Use of electronic and social media communication and digital storage and resources which violates the terms outlined in policy, the Student Responsible Use Agreement or the District or School Code of Conduct, may result in consequences including loss of access, suspensions and/or when applicable, police involvement may be warranted.
 - 4.1. The following activities are not permitted:
 - 4.1.1. Sending or displaying offensive messages or pictures;
 - 4.1.2. Sending personal information such as address, telephone number, etc.;
 - 4.1.3. Sending other people's personal information;
 - 4.1.4. Using obscene language;
 - 4.1.5. Harassing, insulting or attacking others;
 - 4.1.6. Damaging computers, computer systems or computer networks;
 - 4.1.7. Violating copyright laws;
 - 4.1.8. Using others' passwords;
 - 4.1.9. Trespassing in others' folders, work or files;
 - 4.1.10. Uploading or downloading any files for personal use;
 - 4.1.11. Employing the network for commercial purposes unless the activity is directly related to a school based program and receives prior authorization from the school.

Bylaw 3-08 Student Appeals

Bylaw 3-08

STATUS: **FOR REVIEW**

STUDENT APPEAL PROCEDURE

Board Approved: March 26, 2008

Last Reviewed: June 19, 2013; March 2020

Description:

The Board of Education supports the right of a student who is entitled to an educational program and/or the parent/guardian of the student to appeal decisions to the board that significantly affect the education, health or safety of the student.

The Board of Education encourages complaints and disputes to be dealt with at the point closest to where the dispute arises. When a dispute that significantly impacts the education, health or safety of a student cannot be resolved, the student and/or parent will be referred to the appeals procedure.

The Board may deem the employee and appellant have not participated in required preliminary discussions to resolve the dispute and may refuse to hear an appeal until the appellant meets with the employee, supervisor to the employee and/or the superintendent, to facilitate resolution to the dispute.

The Board of Education enacts the following appeal procedure:

1. Appeal to Employee:
 - 1.1. An appeal must be made first to the employee making the initial decision. This appeal may be oral or in writing.
2. Appeal to Employee Supervisor:
 - 2.1. If the appellant disagrees with the employee's decision, the appellant may appeal to the employee's immediate supervisor. The supervisor will review the information from both the employee and appellant. The supervisor's decision shall be in consultation with district staff. If the decision is not in favour of the appellant, the decision, in writing, shall be accompanied by a copy of this Bylaw.
3. Appeal to Superintendent:
 - 3.1. If the appellant is not satisfied, the appellant may appeal to the superintendent within thirty (30) calendar days.
 - 3.2. The superintendent will review the decisions by the employee and supervisor and will meet with the appellant to ensure due process was followed. A decision will be made by the superintendent within ten (10) calendar days or receiving the appeal.

3.3. Failure of any employee to make a decision shall be deemed to be a decision for the purpose of bringing an appeal to the next level.

4. Appeal to the Board of Education:

4.1. An appeal to the board will only be considered by the board after the superintendent has rendered a decision which the appellant finds unacceptable.

4.2. An appeal to the board will only be heard where the employee's decision significantly affects the education, health or safety of the student (hereafter referred to as "EHS"). Where an appeal does not affect the EHS of a student, the board has no jurisdiction to hear the appeal, and therefore no capacity to overturn the employee's decision.

4.3. Every appeal to the board must begin by a written Notice of Appeal to the secretary-treasurer (attached as Appendix A). It must be received within 20 days after the decision by the superintendent. Once the appeal is received, the secretary-treasurer will inform the board within seven (7) days.

4.4. The board will appoint a sub-committee of 3 trustees to be the Student Appeals Committee (hereafter referred to as the "SAC").

4.4.1. A senior staff will work with the SAC to ensure the hearing is conducted in a fair manner and to facilitate a clear understanding of the views of the appellant and the employee.

4.4.2. The SAC may refuse to hear an appeal when:

- a) the Notice of Appeal is filed outside of the twenty (20) day limit for making an appeal, starting from the date the superintendent's decision affecting the student was made;
- b) They deem the appellant and employee have not participated in required preliminary discussions;
- c) the SAC determines that the employee's decision does not significantly affect the student's education, health or safety;
- d) the board is informed by the appellant in writing that there has been a resolution to the dispute and the Notice of Appeal is withdrawn.
- e) A decision made under the above circumstances is final. Decisions that do not meet SAC criteria may be appealed to the provincial Ombudsman.

4.4.3. Decisions not applicable for appeal:

- a) Which school a student attends;
- b) A short-term suspension of fewer than five (5) days;

4.4.4 If the SAC decides not to hear the appeal, the decision of the superintendent stands, and the appellant is advised within five (5) days of the decision with the reasons for the decision in writing.

4.4.5 If the SAC decides to hear the appeal:

- a) The SAC is charged with hearing the views of the appellant and the superintendent. Where additional information is required to understand the circumstance, the SAC may request informed persons to attend.
- b) The SAC will conduct the hearing with the following guidelines:
 - i. the appeal meeting will be considered a "Special Meeting" and will not be open to the public;
 - ii. the agenda will deal exclusively with the Notice of Appeal;
 - iii. The SAC will set a time, date and place for the hearing and shall give notice to the student and/or parent/guardian bringing the appeal. The

appellant will be advised they may bring an advocate of their choice to the hearing. If the appellant chooses to bring legal counsel, the SAC must be notified in advance, if no notice is given, the meeting may be delayed enabling the board's counsel to attend.

- iv. The superintendent may invite the employee and/or immediate supervisor whom rendered the decision being appealed.
- v. The district office will offer to assign a senior administrator to assist the appellant to navigate the appeal process.
- vi. The superintendent will prepare a report to the SAC containing all relevant information at least forty-eight (48) hours prior to the hearing. A copy of the information will be provided to the appellant.
- vii. The appellant may provide further information beyond the Notice of Appeal by providing a written submission. Written submissions must be provided to the SAC at least forty-eight (48) hours prior to the hearing. A copy of the information will be provided to the superintendent.

4.5. The hearing will proceed as follows:

- 4.5.1. The SAC Chair will chair the meeting;
- 4.5.2. The appellant will present their information;
- 4.5.3. The superintendent and staff will present their information;
- 4.5.4. The appellant and superintendent will have an opportunity to address or clarify information provided by the other party;
- 4.5.5. The floor will be opened for additional comments or discussions;
- 4.5.6. At the conclusion of the hearing, the chair will advise the appellant that the board will reach a decision within forty-five (45) days from the date the appeal was filed to the board;
- 4.5.7. The SAC will deliberate on the information and provide a recommendation to the board;
- 4.5.8. In a closed meeting of the board, the chair of the SAC will bring forward a report of the hearing, together with the recommendation of the SAC regarding the appeal to the board;
- 4.5.9. The board may ask questions of the SAC as needed and will vote on the recommendation.
- 4.5.10. The decision of the board will be presented in writing to the appellant and the superintendent.

4.6. Where the decision of the board is not in favor of the appellant, he or she will be informed of the option to make their appeal to the Superintendent of Appeals (SoA) at the Ministry of Education:

- 4.6.1. A senior officer will be offered to assist the appellant to work through the procedures necessary to bring forward their appeal to the SoA.
- 4.6.2. Information on appeals to the SoA and the Notice of Appeal forms to the SoA are available online at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/support/student-disputes-and-appeals>

- 4.6.3. A copy of the Board of Education decision must be attached to this appeal.



School District No.59 (Peace River South)

SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) APPENDIX “A”

NOTICE OF APPEAL

This form is to be used when filing an appeal as identified through the School District No. 59 Student Appeal Bylaw 3-08. An advocate will be assigned to assist you through this process.

This form must be submitted within 20 days of the decision being appealed. If you require assistance in completing this form, please contact the Secretary-Treasurer to have a senior officer assigned to assist you through this process.

Appellant Information:			
Name of Appellant:			
Address of Appellant:		Postal Code:	
Phone Number:			
Email:			
Student Information:			
Student Name:		Grade:	
School Name:			
Description of decision being appealed:			
What affect does the above decision have on the student’s education, health or safety?			
Desired outcome you are seeking:			

Steps taken to resolve the issue to date:	
<input type="checkbox"/> Step 1: Parent/Student Meeting with Employee Employee Name:	Date:
<input type="checkbox"/> Step 2: Parent/Student Meeting with Supervisor Supervisor Name:	Date:
<input type="checkbox"/> Step 3: Parent/Student Meeting with Superintendent	Date:
Description of meetings, conversations and communications to resolve the decision:	

Appellant Signature _____

Date Submitted: _____

Please forward this form within 20 days of the decision made by the Superintendent.

Board of Education of School District No.59 (PRS)
c/o Secretary-Treasurer
11600-7th Street
Dawson Creek, BC
V1G 4R8
Ph (250) 782-8571

For Internal Use Only:	
Date Received:	
Notified Board:	
SAC Meeting:	
Appeal Meeting:	
Decision to Appellant:	