



School District No.59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59

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

Open Board Meeting Minutes

DATE & TIME: January 24, 2024 – 1:00 PM

PLACE: School Board Office, Dawson Creek, BC

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

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

Called to Order – 1:04 PM

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

APPROVAL OF AGENDA

Additions: Nil

Deletions: Nil

(2024-01-004)

MOVED/SECONDED – Wards/Mounsey

THAT, the Regular Meeting agenda be approved as printed.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – December 20, 2023

The Chair asked for any corrections to the minutes. It was noted to change R. Gulick to T. Jones (page 5 agenda title R7.2).

(2024-01-005)

The Chair declared the minutes of the open meeting December 20, 2023, approved as amended.

R1.2 Excerpts of Closed Board Meeting – December 20, 2023

(2024-01-006)

The Chair declared the excerpts of the closed board meeting December 20, 2023, 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:

- The Feeding Futures programs are going well in schools.
- Grade 1 students at Canalta Elementary are setting goals, and students are writing about 'snow many ways to be kind' and posting their kind notes on the welcome bulletin board at the entrance of the school.
- Little Prairie grade 1 students are working on engineering skills; the school held a winter celebration and the public health nurse to come in and talk about germs.
- Moberly Lake Elementary students had fun swimming at the local recreation centre in Chetwynd.
- Grade 1 students at Don Titus are practicing their literacy skills and grade 5,6,7 students are working on STEM projects.
- Tumbler Ridge Secondary School students are completing some amazing artwork, the Mayor of Tumbler Ridge and MLA Bernier visited the school's fish farm.
- McLeod Elementary received a grant from Shell and the Northern Health IMAGINE grant to purchase new outdoor sporting activity equipment. The school was able to purchase new cross-country ski, skating, and curling equipment.
- Students at Crescent Park Elementary School are celebrating their learning - Mrs. Bricker's grade 3-4 class studied the book, Be a Good Ancestor and then shared their learning; Mrs. Graham's Kindergarten class learned about various jobs in healthcare and animal care and then invited parents to be patients and learn about these careers.
- Parkland Elementary students had fun completing the egg drop test.
- Tremblay Elementary School had their first visit to Bear Mountain Ski Hill.

- Chetwynd Secondary School students created a dream catcher for the grade 7 students and placed a feather in the dream catcher which represents their belonging to the school. This was an impactful and welcoming gesture by the students and very appreciated by the grade 7 students entering the building.
- Ann Sherk has been appointed as the Principal of South Peace Elementary School.
- Caron Myint has been appointed as the Principal of Peace View Elementary School.

R5.2 Student Voice Initiatives Follow-up

Mr. Chisholm presented the information and follow up report on the student voice initiative to the board.

The student voice student group completed an environmental scan and presented their findings and recommendations to the board in June 2023. Since then, the student voice group prioritized their recommendations and costing was completed by the Director of Operations.

The three priority initiatives that students would like addressed are: connectivity, washrooms and lighting.

Issues with connectivity may be related to technology and software. A technology review may be helpful to assess current issues and a systematic plan with a multi-year timeline needs to be developed to address the issues raised by the students.

Under the washroom initiative, the students identified four areas of priority: non-gender washrooms, privacy (gaps in stall partitions), feminine products and sink taps.

It was apparent the students' preference was to have non-gender washrooms. Updating washrooms to non-gender washrooms is a priority of the district as well. Three new non-gender washrooms are in the AFG plan; two will be completed by September 2024 and the third one will be completed in the 2024-25 school year. The facilities department will purchase gap fillers for all multi-stall washrooms. The district will move to plastic tampons and work with school staff and students to determine the best method to distribute them since there are no wall dispensers available for that type of tampon. The students also indicated they would like all sink taps to be sensor driven which would be environmentally sustainable as it would be saving water and increase the level of cleanliness in school washrooms by deterring mischievous behaviour. This initiative is already on the radar of the facilities department and to date approximately 75% of all washroom sinks have sensor taps and an ongoing plan to change out the remaining taps.

Lighting was the third priority of the student voice group; the students asked for consistency across the district. The district has a standard lighting protocol and is currently in the process of updating all fluorescent lights to LED fixtures. The facilities department dedicates \$150,000 per year to lighting upgrades. There is currently a five-year plan to move all fixtures to LED.

R5.3 Northern Teaching Practicum Incentive

The Northern Recruitment and Retention Pilot working group is collaborating with the Ministry of Education and Child Care to launch the Northern BC Rural Practicum Placement Awards. The \$8,000 incentive will be available to teacher candidates that complete a practicum in identified Northern School Districts. Funding for the incentive is provided through the Stronger BC Future Ready Action Plan. The program is being delivered as a pilot starting in the spring of 2024, and how the pilot does will help inform an approach for future decisions.

R5.4 Enrolment Limits for Don Titus Montessori

To help ensure students have access to their identified catchment area school, class size limits have been set at Don Titus Montessori school (a school of choice). The intent is to allow the school to have a few seats open that can be used to accommodate new student enrolment for families moving into the school's catchment area throughout the year. Due to space constraints, new classrooms will not be opened in the school. The class size limits will follow the class size adjustment averages set by the District.

R5.5 2024-25 School Calendar Draft

Director of Instruction, Jan Proulx presented the draft school calendar for the 2024-25 school year to the board. The draft calendar reflects the current collective agreement language around start, end, and break times with special provision for the two-week spring break.

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

R5.6 International Field Trip

Final approval for the March 2024 international field trip to Europe was requested by Dawson Creek Secondary School – South Peace Campus. Mr. Chisholm reviewed the documentation in place for the trip and brought forward the recommendation to come to the Board.

(2024-01-007)

MOVED/SECONDED – Hillton/Schurmann

THAT, the Board grant final approval to Dawson Creek Secondary School for the international field trip to Europe from March 18th to 29th, 2024.

CARRIED

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Secretary Treasurers Report for January 2024

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

R6.2 Financial Report for December 2023

The monthly financial report was presented by the Secretary-Treasurer.

A new format for the monthly financial report was presented. The reporting compares actual expenditure categories to budgets with a focus on the budget remaining for the rest of the fiscal year ending June 30, 2024. The new format provides more detail to the Board around revenues, expenses, and school budgets. Over time the reports will also evolve to a comparison to previous year.

R6.3 2024-2025 Preliminary Budget – Draft 1

The Secretary Treasurer presented the first draft of the 2024-2025 Preliminary Budget.

The Secretary Treasurer reviewed the budget cycle and the steps in developing a budget. The budget is developed considering enrolment projections, revenue assumptions, adjustments to accounting treatment, expense assumptions, and existing surplus and reserves. The budget

must also consider risk and other unexpected conditions such as enrolment changes, contract changes, projects, interest rate changes etc. The Secretary Treasurer will be incorporating three-year projection modelling which will assist in forecasting for future budgets and connect resource allocation to the strategic plan.

The Board is hosting an engagement opportunity this evening for budget consultation and strategic plan discussions to occur. The feedback from this opportunity will be factored into the development of the 2024-25 Preliminary Budget and the next strategic plan.

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – R. Gulick

Trustee Gulick presented the latest news and events from the BCSTA. The BCSTA Provincial Council meeting will be held on February 24, 2024.

The BCSTA Northern Interior Branch meeting will be held in Prince George on February 2-3, 2024.

The date for the BCSTA Leadership series workshop originally scheduled for May 4th in Prince George is being changed. New dates are April 27th or May 18th. Confirmation will be sent out.

8.0 COMMITTEE REPORTS

R8.1 Indigenous Education Councils

Trustee representatives for the Indigenous Education Councils reported on the latest news from the Education councils. Both Education Councils reviewed Indigenous student data from the How Are We Doing (HAWD) report. The annual report is specific to Indigenous students in BC and school districts can access data specific to their district. The report is used to identify success as well as identify areas for growth. Councils also discussed the changes in the budget process.

The Indigenous Education Council in Chetwynd had a presentation from Windrem Elementary grade 7 students who shared how their mentorship program with Chetwynd Secondary School is helping students feel confident and comfortable with the transition into the high school. Council also reflected on the enhancement meeting that was held in November.

R8.2 Policy Committee

The Policy Committee has updated Policy 2150 Trustee Roles and Responsibilities to include more specific information related to trustee code of conduct. The Policy Committee is also recommending a change to the name of the policy to Trustee Code of Conduct. The Policy Committee brought forward the policy and regulation to be circulated for review.

(2024-01-008)

MOVED/SECONDED – Gulick/Jones

THAT, the Board circulate Policy and Regulation 2150 Trustee Roles and Responsibilities (new proposed name – Trustee Code of Conduct) for feedback for a minimum of period of 45 days.

CARRIED

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

A question-and-answer period was provided.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – February 21, 2024

ADJOURNMENT

(2024-01-009)

MOVED – Jones

THAT, the Regular Meeting be terminated. (2:48 PM)

CARRIED

CERTIFIED CORRECT:



C. Anderson, Board Chair



K. Morris, Secretary Treasurer