



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: September 20, 2023 – 1:00 PM

PLACE: School District 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
M. Panoulis, Secretary-Treasurer
R. Schwartz, Recording Secretary

The Organizational Meeting was called to order by the Secretary Treasurer at 1:04 PM

The Secretary-Treasurer acknowledged that we share this territory with the people of Treaty 8.

Election of Chair & Vice-Chair

The Secretary Treasurer called for nominations for the position of Board Chair.

Trustee Hillton nominated Trustee Anderson (accepted)

The Secretary Treasurer made a second and third call for further nominations.

(2023-09-004)

MOVED to cease nominations – Jones

Congratulations to Trustee Anderson to hold position as Board Chair by acclamation.

The Secretary Treasurer turned the gavel over to the Board Chair.

The Board Chair called for nominations for the position of Vice-Chair.

Trustee Schurmann nominated Crystal Hillton. (accepted)

The Board Chair made a second and third call for further nominations for the position of Vice-Chair of the Board.

(2023-09-005)

MOVED to cease nominations – Wards

Congratulations to Trustee Hillton to hold position as Vice-Chair by acclamation.

The following declarations were made:

- Trustee Hillton declared employment with District of Chetwynd.
- Trustee Anderson declared conflict with family member belonging to BCNU.
- Trustee Mounsey declared conflict with family member belonging to BCPVP Association.
- Trustee Wards declared conflict with family member belonging to CUPE local 2403.
- Trustee Schurmann declared no conflicts.
- Trustee Gulick declared conflict as a Councillor with District of Tumbler Ridge.
- Trustee Jones declared conflict with family member belong to BCTF.

APPROVAL OF AGENDA

Additions:

Deletions:

(2021-09-006)

MOVED/SECONDED – Mounsey/Jones

THAT, the Regular Meeting agenda be approved as presented.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – June 28, 2023

The Chair asked for any corrections to the minutes.

(2023-09-007)

The Chair declared the minutes of the open meeting June 28, 2023 approved as presented.

R1.2 Excerpts of Closed Board Meeting – June 28, 2023

(2023-09-008)

The Chair declared the excerpts of the closed board meeting June 28, 2023 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

R4.1 Artwork Presentation – W. Lariviere, J. McKechnie

Mr. Lariviere was on hand to present the artwork that was created at the Leadership Retreat. The artwork is a representation of connectedness, leadership and stewardship of the land and is a collective work of five groups. All the groups started with a discussion about “Who we are”, and then decided as a group what they would paint. The process allowed the individuals to come together and make a connection with themselves, their group and the land.

Mr. McKechnie thanked Mr. Lariviere for his work with the district and his ability to bring people together with purpose, connections, and artwork.

R4.2 Auditors Report – J. Neufeld, Sander Rose Bone Grindle, LLP

Mr. Neufeld from Sander Rose Bone Grindle accounting firm presented the audit report to the Board. The auditor found the financial statements to present fairly, in all material aspects, in accordance with all required regulations.

(2023-09-009)

MOVED/SECONDED - Wards/Jones

The Board accept the Auditors Report as presented.

CARRIED

5.0 REPORTS FROM THE SECRETARY TREASURER

R5.1 Audited Financial Statements 2022-23

The Secretary-Treasurer reviewed the 2022-23 Audited Financial Statements with the Board. The district was in an Accumulated Operating Surplus position as at June 30, 2023 and ended the year with a total Operating Deficit of \$591,680.

An operating reserve balance of \$9,493,672 is available, of which \$2,305,371 million is internally restricted.

(2023-09-010)

MOVED/SECONDED – Wards/Hillton

THAT, the Board approve the 2022-23 Audited Financial Statements as presented.

CARRIED

R5.2 Audit Management Letter

The Board reviewed the audit letter provided to management. The audit letter indicates any concerns, observations, and recommendations. The auditors found no major issues and no additional internal controls were recommended.

R5.3 2022-23 Financial Statement Discussion & Analysis Report

The Secretary Treasurer reviewed the 2022-23 Financial Statement Analysis Report. The report is an overview of the financial statement discussion with the Board.

R5.4 Preliminary Enrollment

The preliminary enrolment is currently being reported at 3739 FTE (an increase of 54 FTE from projected enrollment). Don Titus Montessori, Tremblay Elementary and Tumbler Ridge Secondary school have seen significant increases to their enrollment. Dawson Creek Secondary School, Windrem Elementary and Little Prairie Elementary had the largest decreases in enrollment. Final enrollment numbers for ministry funding will be determined as of September 29th and will be reported in the October board meeting.

R5.5 Minor Capital Submission

The Secretary Treasurer reviewed the 2024-25 Minor Capital Plan initiatives to be submitted to the Ministry.

(2023-09-011)

MOVED/SECONDED – Hillton/Wards

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No.59 (*Peace River South*) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

CARRIED

6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 School/Student News

The Superintendent reported school/student news:

- A Leadership Retreat for Administrators and Senior Leadership was held at the district's outdoor education site at Gwillim Lake in late August.
- Schools are welcoming students, staff, and parents back for another exciting school year.
- Schools and classrooms are decorated with welcome back bulletin boards; bulletin board are an important staple in schools as they create a welcoming culture for everyone.
- Little Prairie Library has been transformed into Hogwarts School of Reading.
- Canalta Elementary is excited about their new universally accessible playground and buddy bench.
- Chetwynd Secondary School has started their School Spirit Days – students and staff participated in Jersey Day with the winning classroom receiving ice cream vouchers from the local Bistro Café.
- Schools are preparing for the annual Terry Fox Run; Canalta Elementary School received their special Terry Fox shirt that was designed with input from Ryan Reynolds.
- Moberly Lake Elementary School has been actively involved in the Caribou Recovery Project that has seen a local herd of caribou grow from 16 to 128 over 10 years.

R6.2 Feeding Futures

The Feeding Futures program will address the immediate need of feeding students and builds on the progress made with Student and Family Affordability Fund to help reduce the challenges of rising food costs for families who need it most. The district has created a staffing position to assist schools in managing this program.

R6.3 New Reporting Order

The New Reporting Order came into effect starting this school year.

The goal of communicating student learning is to ensure that:

- students take part in meaningful conversations that help them develop responsibility for engaging deeply with their learning
- parents and caregivers are well informed, are involved in decisions and dialogue about their child's learning, and understand ways to support and further their child's learning

The use of the Provincial Proficiency Scale (Grades K-9) or letter grades and percentages (Grades 10-12) gives students, parents, and caregivers a clear understanding of what students can already do and areas for future growth. Classroom assessment and reporting that is focused on student proficiency in relation to the established learning standards, rather than on marks, leads to increased student engagement and deeper learning that transfers into life outside the classroom. Descriptive feedback provides students, parents, and caregivers with a clear understanding of both what students can already do and areas for future growth.

R6.4 New Strategic Plan Timeline

The Board of Education is in the final year of their 2020-2024 Strategic Plan. A strategic plan sets priorities of the Board and establishes goals and accountability that fosters student success in aligning with the Ministry of Education and Child Care's mandate to develop the "**Educated Citizen**," through support of the BC school system to enable learners to develop their individual potential and to acquire the knowledge, skills, and attitudes needed to contribute to a healthy society and a prosperous and sustainable economy

The Board will work with the Superintendent to complete environmental scans to be completed by mid-year. The scans will be reviewed to pull out common themes to be used along with the data from the Enhanced Student Learning Plan to develop priorities for the Strategic Plan. Once a new Strategic Plan is complete, an Operational Plan will be developed.

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – R. Gulick

Trustee Gulick presented the latest news and events from the BCSTA. Provincial Council in October. BCSTA is hosting a Board Chair's Advocacy day in Victoria.

R7.2 Recognition, Appreciation, Condolence Practices – C. Anderson

Trustee Anderson brought forward a motion to revoke the previous process for recognition, appreciation, and condolence practices on behalf of the board to allow the Board Chair the responsibility as spokesperson of the Board.

(2023-09-011)

MOVED/SECONDED – Hillton/Schurmann

That the board agrees to revoke motion 2021-06-018 with regard to recognition, appreciation and condolences practices, returning the responsibility for such communications to the Chair, acting as spokesperson of the Board of Education.

Trustee Jones made a motion for amendment:

(2023-09-012)

MOVED/SECONDED – Jones/Hillton

Add the following to the main motion:

WHEREAS, the board will be notified of such communication from the Board Chair.

CARRIED

The amendment was added to the main motion and a vote was called.

(2023-09-011)

MOVED/SECONDED – Hillton/Schurmann

That the board agrees to revoke motion 2021-06-018 with regard to recognition, appreciation and condolences practices, returning the responsibility for such communications to the Chair, acting as spokesperson of the Board of Education;

WHEREAS, the board will be notified of such communication from the Board Chair.

CARRIED

R7.3 2023-24 Board Committees & Reps

The Board assigned trustees to standing committees and schools for the 2023-24 school year, effective October 1, 2023.

An vote was held when more than one trustee was running for the same committee.

(2023-09-013)

MOVED to destroy all ballots – Schurmann

CARRIED

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee brought forward the following recommendations:

R8.1.1 Policies for Adoption

The Policy Committee brought back Policy 5140 Moving Assistance for adoption. No changes were made during the feedback period.

(2023-09-014)

MOVED/SECONDED – Gulick/Wards

THAT, the Board adopt Policy 5140 Moving Assistance as presented.

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 – October 25, 2023 - Chetwynd

ADJOURNMENT

(2023-09-015)

MOVED – Schurmann

THAT, the Regular Meeting be terminated. (4:02 PM)

CARRIED

CERTIFIED CORRECT:



(C. Anderson) Board Chair



(M. Panoulis) Secretary Treasurer