



PUBLIC BOARD MEETING

The Board of Education of SD59 (PRS) will be holding their Public Board Meeting on Wednesday, April 19, 2023 starting at 1:00 pm in Dawson Creek as the School District Board Office (11600-7th Street, Dawson Creek, BC).

Anyone wishing to attend the public board meeting may do so in person or via Zoom. Individuals must pre-register by noon (12 pm) on Tuesday, April 18, 2023 to receive the Zoom link.

Please contact Richell Schwartz to register for the meeting:

Phone: 250-782-8571, ext. 217

Email: rschwartz@sd59.bc.ca



School District No.59 (Peace River South)

Open Board Meeting Agenda

Date: April 19, 2023 1:00 PM

Place: School District Board Office – Dawson Creek, BC

“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 – March 15, 2023
 - R1.2 – Excerpts Closed Meeting – March 15, 2023
2. **BUSINESS ARISING**
3. **ESSENTIAL ITEMS**
4. **PRESENTATIONS**
 - R4.1 – International Field Trip to Europe - DCSS-Central Campus
5. **REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**
 - R5.1 – School/Student News
 - R5.2 – Field Trips
 - R5.3 – Gwillim Lake Adventure Race
 - R5.4 – Supporting School Food Programs
 - R5.5 – Indigenous Focus Professional Development
6. **REPORTS FROM THE SECRETARY-TREASURER**
 - R6.1 – Finance Reports
 - R6.2 – Capital Addition
 - R6.3 – 2023-24 Preliminary Operating Grant
 - R6.4 – BCSTA Trustee Compensation Survey Results
 - R6.5 – Trustee Conflict of Interest Update
7. **TRUSTEE ITEM**
 - R7.1 – BCSTA Update – R. Gulick
 - R7.2 – Board Meeting Date Changes – C. Anderson
8. **COMMITTEE REPORTS**
 - R8.1 - Indigenous Councils

 - R8.2 – Policy Committee
9. **DIARY**
10. **QUESTION PERIOD**

Questions or comments must relate to items in this meeting's agenda.
11. **FUTURE BUSINESS / EVENTS**
 - R11.1 – Open Board Meeting – May 31, 2023* New Date



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: March 15, 2023 – 1:00 PM

PLACE: School District Board Office, Dawson Creek, BC

PRESENT: Trustees:

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

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

The meeting was called to order at 1:03 pm.

“We acknowledge that we share this territory with the people of Treaty 8.”

APPROVAL OF AGENDA

Additions:

Deletions:

(2023-03-004)

MOVED/SECONDED – Hillton/Mounsey

THAT, the regular meeting agenda be approved as printed.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – February 15, 2023

The Chair asked for any corrections to the minutes.

(2023-03-005)

The Chair declared the minutes of the open meeting February 15, 2023 approved as printed.

R1.2 Excerpts of Closed Board Meeting – February 15, 2023

(2023-03-006)

The Chair declared the excerpts of the closed board meeting February 15, 2023 approved as printed.

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:

- Schools across the district celebrated Pink Shirt Day on February 22, 2023. Pink Shirt Day is a day students come together to take a stand against bullying and be an advocate for kindness and inclusion.
- DCSS – SP Campus Penguin Periodical focuses on art and writing from students.
- Students in the grade 12 English class at Chetwynd Secondary School are mentoring grades 3-5 students at Windrem Elementary. The older students are helping the younger students with their story writing and a creation of illustrated books. The high school students learn leadership skills and social responsibility.
- Devereaux Elementary students are learning dance taught by Dana Hiebert, a grade 12 student from DCSS-South Peace Campus as part of her capstone project. School wide assemblies are also really fun at Devereaux Elementary as the students participate in assembly challenges. The challenges build school spirit and culture.
- Students across the district participated in the Regional Skills Canada Competitions. The day was jam packed with events that included Junior and Senior Skill Competitions, Try-A-Trade and a Women in Trades conference. The gold medal students will be heading to Abbotsford in April to compete in provincial competitions.
- Moberly Lake Elementary School celebrated National Trapping Day. The students had fun snowshoeing, ice fishing and other trapping related activities including a scavenger hunt in the woods to find hidden stuffed animals. The students were able to trade in their pelts for Moberly bucks.
- TRSS students in the BC First Peoples class have been learning about Metis and Cree language and culture through beading. The TRSS basketball team had a great year!
- Crescent Park Elementary invited Aboriginal Family Services to the school to have a group of dancers perform in their full regalia. The dancers then shared their regalia with the students so they could dress up and perform as well.

- Little Prairie Elementary school students are enjoying participating in elective courses (drumming, claymation, cartoons and filming, chess, art, pickleball, weaving, and cooking).
- Ecole Frank Ross students have been working on their science fair projects and Canadian Parents for French held their annual Tombola event. Tombola is a cultural celebration to fundraise for scholarships, speaking contests, and other French cultural activities.
- May 1st is the Indigenous focused professional development day in the district. Monique Gray smith and Kevin Lamoureux will be presenting.
- Karen Edwards has been appointed Vice-Principal of Tumbler Ridge Elementary School.

R5.2 Graduation Ceremonies

The high school graduation ceremonies are set as follows:

Tumbler Ridge Secondary School – June 16, 2023 (Graduation dinner to follow the ceremony)

Dawson Creek Secondary School – South Peace Campus – June 16, 2023 @ Ovintiv Centre. Red Carpet & Prom will be on June 17, 2023.

Chetwynd Secondary School – June 24, 2023.

R5.3 Recruitment – Discover59.com

The district has created a recruitment website with brochures and media materials to promote School District No. 59 (PRS). The website has information on current teaching postings, the application process, resources and supports for staff in the district, as well as community connections for prospective teachers to learn more about the communities the district serves.

BCPSEA is spearheading a new Northern Teacher Recruitment and Retention Pilot, the goals of which are to provide recruitment and human resources expertise for select northern school districts and to coordinate targeted incentive programs to attract candidates to northern school districts. The 14 northern districts are part of the pilot, but the Northern Recruitment/Talent Acquisition Specialist will initially be working with four specific northern districts that are facing the most challenges.

R5.4 2023-24 School Calendar

The final draft of the 2023-24 School Calendar was presented. Based on the feedback received two non-instructional days were changed from the draft calendar that was circulated. The final calendar was recommended to the board for adoption.

(2023-03-007)

MOVED/SECONDED – Wards/Hillton

THAT, the Board approve the 2023-24 School Calendar as presented.

CARRIED

R5.5 Early Learning Programs Update

The district had an opening ceremony for the Just B4 program. The program is in a pilot phase and is operating in conjunction with existing StrongStart BC (SSBC) program by using the same space in Tremblay Elementary School. This partnership maximizes the use of SSBC staff, space and resources. There are seven StrongStart programs operating in the district.

School District No. 59 (PRS) is excited to partner with YMCA BC to open a before and after school care program in Tumbler Ridge. The centre opened on March 1st and offers 20 school-age child care spaces. The program is housed at Tumbler Ridge Elementary School and allows students to have a seamless transition to and from before and after school care.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The finance reports as of February 28, 2023 were presented.

R6.2 2023-24 Capital Plan Bylaw

The Secretary Treasurer announced Ministry approval of the following 2022-23 minor capital projects:

| | Project: | Funding: |
|-----------------------|--|-------------|
| DCSS SP Campus | SEP – Interior Construction Upgrades | \$150,000 |
| Canalta Elementary | SEP - Electrical Upgrades | \$125,000 |
| DCSS-SP Campus | SEP – HVAC Upgrades | \$620,000 |
| Windrem Elementary | CNCP - HVAC Upgrades | \$250,000 |
| Canalta Elementary | PEP – Accessible Playground Equipment | \$195,000 |
| Bus Fleet | 2 - C(70-75) with 0 Wheelchair Space 1 - C(64-69) with 0 Wheelchair Space | \$549,844 |
| Total: | | \$1,889,844 |

Capital Bylaw No. 2023/24-CPSD59-01 was presented to the Board for approval.

(2022-03-008)

MOVED/SECONDED – Hillton/Mounsey

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 15, 2023 be read a first time.

CARRIED

(2022-03-009)

MOVED/SECONDED – Wards/Hillton

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 15, 2023 be read a second time.

CARRIED

(2022-03-010)

MOVED/SECONDED – Hillton/Wards

THAT, the Board allows the third reading of Capital Project Bylaw No. 2023/24-CPSD59-01 to occur in this meeting.

CARRIED

(2023-03-011)

MOVED/SECONDED – Monsey/Hillton

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 15, 2023 be read a third time, passed and adopted.

CARRIED

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update

The BCSTA Provincial Council meeting was held in Vancouver on February 24-26, 2023. The BCSTA AGM is scheduled to be held from April 27-30, 2023.

8.0 COMMITTEE REPORTS

R8.1 Indigenous Councils

The Indigenous Councils in Dawson Creek and Chetwynd discussed grad planning and the training for teachers for the Indigenous focused courses that are part of the new graduation requirement. The councils received an overview of activities that have been happening at the schools that promote a sense of belonging for Indigenous students. Highlighted was the Bring a Valentine to School event held at Moberly Lake Elementary School. The event was very well attended and allowed the students a chance to share their school experience and showcase their achievements. The successful partnership between the district, West Moberly First Nations and Saulteau First Nations supports a late bus that provides transportation services for high school students from Moberly Lake. The late bus service allows students to stay after school to participate in extra-curricular events. The anti-racism action plan developed by the Ministry of Education and Child Care was presented and an update was provided to councils about the events planned on the Indigenous focused professional development day scheduled on May 1, 2023.

R8.2 – Policy Committee

The Policy committee made the following recommendations:

(2023-03-012)

MOVED/SECONDED – Wards/Hillton

THAT, the Board approve the following recommendations from the policy committee:

- adopt Policy 4115 Function of School Libraries as presented;
- repeal Policy 3110 Responsibilities of School Personnel, effective immediately;
- increase the gift card value noted in Regulation 3090 Long Service/Retirement Recognition to \$150, effective immediately.

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 – April 19, 2023

ADJOURNMENT

(2023-03-013)

MOVED – Hillton

THAT, the Regular Meeting be terminated. (2:24 PM)

CARRIED

CERTIFIED CORRECT:

(C. Anderson) Board Chair

(M. Panoulis) Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Closed Board Meeting
DATE: March 15, 2023 9:45 AM
PLACE: School Board Office – Dawson Creek

The meeting was called to order at 9:50 a.m. and the following was reported:

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – February 15, 2023

Business Arising

Trustee Items

Items discussed and reported included:

- BCPSEA Update

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters

Secretary Treasurer's Reports

Items discussed and reported included:

Nil

Adjournment Motion @ 9:50 a.m.

CERTIFIED CORRECT:

C. Anderson, Board Chair

M. Panoulas, Secretary Treasurer



School District No. 59 (Peace River South)

Field Trip Application - Approval to Proceed

To the Board of Education

This letter is to inform you that a teacher, Lauren Groff at DCSS-Central Campus, has begun the formal planning process for a student trip to Europe in March of 2024.

Ms. Groff has asked for **approval to proceed with planning** for international travel with approximately 18 students. The trip is being planned for grade 9 & 10s with travel to Berlin, Netherlands, France and England with a focus on History of Canada in the World Wars. Travel will coincide with Spring Break to minimize days missed at school. Of the 12-day trip, tentatively, all the days should fall within Spring Break.

The trip is being organized with the tour company EF Tours (Education First), a reputable tour company for educational tours.

Ms. Groff is expecting a ratio of 1 adult to every 6 students. The total cost to each student is \$5522.00.

The initial application for **approval to proceed** was submitted in April of 2023, within the suggested timeline for applications of this type.

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

Recommendation:

That the Board of Education provide **approval to proceed with planning** the trip as described in this letter.

Sincerely

Caron Jones
District Principal



DCSS - Central Campus

Central Campus: 10701 - 10th St. – Dawson Creek, B.C. – V1G 3V2
Cynthia Percy Principal
(250) 784 -7676

JoAnne Malkinson Vice-Principal
dcss.ca@sd59.bc.ca

April 11, 2023

SD59 Peace River South
11600 – 7th Street
Dawson Creek, BC V1G 4R8

Dear Ms. Jones:

In accordance with SD59 Policy, DCSS: Central Campus School is requesting approval from the Board of Education for an Out-of-Province field trip. The trip involves grade 9 and 10 students who will be travelling to Europe during March break of 2024.

The purpose of this field trip is to engage students in learning about Canada's history as part of the World Wars by visiting historical sites such as Vimy Ridge and Juno Beach.

The parents have been consulted and have indicated their support and approval for this trip. Although the plans for this trip continue to be finalized, I have attached a preliminary planning checklist for the Board's consideration. I will continue to work closely with Lauren Groff to ensure that all policy requirements and conditions for this class of field trip will be met.

Thank you for your consideration of our request.

Sincerely,
Cynthia Percy
Principal
Dawson Creek Secondary School: Central Campus

E) TRANSPORTATION

1) Transportation is by

- a) School District bus _____
- b) Charter bus _____
- b) Parent drivers _____ ✓
- d) Staff volunteer drivers _____
- e) Other _____

F) COMMUNICATION WITH ADMINISTRATION

- 1) Board of Education, District Field Trip Coordinator and Principal give initial approval to proceed with planning _____ ✓
- 2) District Field Trip coordinator and Principal give approval in principle _____
- 3) Board of Education, District Field Trip Coordinator, and Principal give final approval _____
- 4)) Principal receives list of:
 - a) Field trip participants _____
 - b) Signed permission forms for each student _____
 - c) Home and emergency telephone numbers _____
 - d) Volunteer Driver Forms for staff or parents _____





School District No.59 (Peace River South)

April 11, 2023

To: The Board of Education

Re: Final approval for a field trip to Quebec from May 28 – June 7, 2023

This letter is to inform you that the French Immersion Quebec trip planned by Jordan Simao (teacher at Dawson Creek Secondary – Central Campus) and Cynthia Percy (Principal at Dawson Creek Secondary – Central Campus) and the French Immersion Parent Committee for grade 8 and 9 French Immersion students at Dawson Creek Secondary is ready for your final approval.

The itinerary will have students visit Quebec City, Montreal and Ottawa. The trip will be a rich, engaging learning experience for students as they interact and connect with the people and places in French Canada. This trip is supported through an agreement with EF (Education First) Educational Tours, a reputable organization with years of successfully organizing and hosting student travel programs in Canada and abroad.

There will be 5 male and 15 female students involved with four supervisors. This keeps the ratio of students/supervisors within the district guidelines.

Recommendation:

That the Board of Education provide final approval to proceed with this trip as planned.

Thank you for considering this final request.

Sincerely,

Caron Jones - District Principal

*11600-7th Street
Dawson Creek, B.C. V1G 4R8
Phone: (250) 782-8571 extension 172*

www.sd59.bc.ca

Adventure Race

AT GWILLIM LAKE

May 26-27 2023

GRADE 6 TO 12 STUDENTS
REGISTER APRIL 3RD TO MAY 1ST 2023

The Gwillim Lake Adventure Race is the challenge of a lifetime! 20 Km of trekking, biking and paddling. Show your school spirit as you compete against teams from across the District. Limited entries available so **REGISTER NOW!**

- Form a team of 3 racers
- Find an SD59 Staff sponsor
- Register

Take Back the Outdoors

Receive a registration packages at your school office or send us an email.

Biking

Paddling

Trekking



gwillim-adventure-race@sd59.bc.ca



Pat O'Reilly Outdoor Environmental Studies Centre, Gwillim Lake, BC



School District No.59 (Peace River South)

April 13, 2023

School District #59 Trustees

RE: Supporting School Food Programs

The BC 2023 Budget announced \$214 million over three years through the new Feeding Futures fund, it will support districts to expand existing school food programs and increase the capacity to address student hunger. This funding builds on the progress made with the Student and Family Affordability Fund that was allocated for the 2022/23 school year.

School District #59 has been allocated \$521,677 for the 2023/24 school year, this is an increase from the \$459,079 received this school year through the Student and Family Affordability Fund. As compared to the affordability fund, this new funding comes with increased flexibility to hire dedicated staff to coordinate providing meals and snacks to students.

The Ministry of Education and Child Care has committed to working with the Ministry of Agriculture and Food to include the Feed BC program in school food programs. The province is working on criteria and reporting requirements for the funding.

The ministry realizes there is going to need to be a phased approach to developing sustainable food programs in schools. Senior Administration is waiting on the criteria for the new fund to fully develop a transitional plan that will benefit the increased food programs that were offered during this school year with the Student and Family Affordability Fund.

The district is appreciative of this new funding that will support feeding our students and ensuring they are ready to learn.

Christy Fennell
Superintendent



School District No.59 (Peace River South)

April 12, 2023

School District #59 Trustees

RE: March 2023 Financial Reports

Following are explanations of major variances for the March 31, 2023 Financial Reports.

REVENUES:

The favourable variance of \$376,000 in Other Ministry of Education and Child Care Grants is because of the funding primarily related to the Support Staff Labour Settlement. The funding was not yet announced by the time the amended 2022/23 budgets were due and districts are not supposed to budget for grants not yet announced; therefore, the estimated amount of \$473,616 was funded from reserves. As at June 30, 2023 the variance will increase to \$523,264, of which \$493,580 is related to the Support Staff Labor Settlement.

DISTRICT EXPENSES:

1. **District Special Ed/Helping Teachers** – This positive variance remains consistent with previous months.
2. **District Programs Other** – The majority of the \$286,000 favourable variance is from Indigenous Education. The variance will decrease as one position within in the department has been hired, while a second position continues to be posted. As well, planning is underway for the May 1st Indigenous Education Professional Development Day and the June 21st Indigenous Peoples Day Celebration. Additional contracts have also been secured for presenters and cultural activities that schools in the district will get to participate in over the next few months.
3. **Administration & Other** – This positive variance remains consistent with the previous months.
4. **Operations & Maintenance** – The favourable variance in compensation (wages and benefits) continues to support the unfavourable variance in supplies and services expenses within the operation and maintenance departments. In supplies and services, the mechanical department is overbudget \$75,000 and the custodial department is over \$34,000. We have seen the rising costs of supplies due to inflation.



School District No.59 (Peace River South)

5. **Transportation** – The favourable variance decreased from 8% in February to 6% in March, this is as a result of expenses being slightly higher than budget in March.
6. The **District School** saw another large increase this month which brought the deficit reported last month to \$0, which would mean the average cost charged to the schools is matching exactly the actual cost. March can cause fluctuations (as seen in March 2022 financial reports) given the ability of BCGEU employees to take time off with (vacation time) or without pay over spring break.

The previous variances in the District School account could be attributed to retroactive pay to unionized staff which was fully paid in February 2023, in looking at the change since then (\$146,000) it is 0.7% of the total salaries flowing through the account (\$21 million).

7. **Special Purpose** variance saw a large decrease this month (\$979,000 in February 2023) due to increased spending in March of \$663,000 from the Annual Facilities Grant.

SCHOOL EXPENSES:

Tumbler Ridge Secondary is the only school in a small deficit position (1% of budget); therefore, I have no concerns in relation to school deficits.

Melissa Panoulas

Board Variance Report - Revenues
March 31, 2023

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

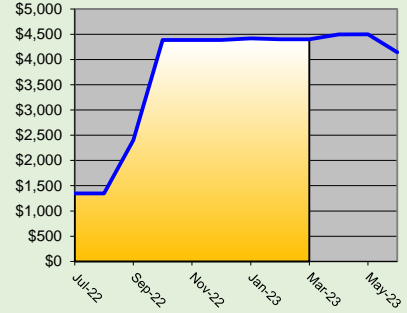
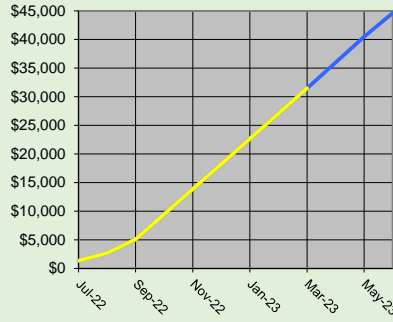
Monthly Revenues (\$000's):

BASE OPERATING GRANT

Year-To Date Results:

| Budget | Actual | Variance |
|----------|----------|----------|
| \$31,482 | \$31,482 | \$0 |

On Budget

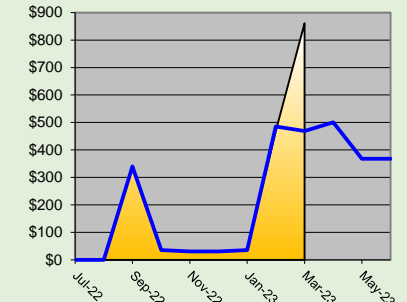
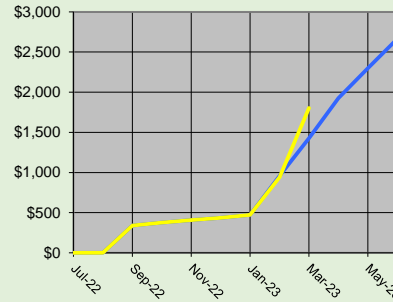


OTHER MoEd GRANTS

Year-To Date Results:

| Budget | Actual | Variance |
|---------|---------|----------|
| \$1,427 | \$1,803 | \$376 |

Overbudget 26.3%

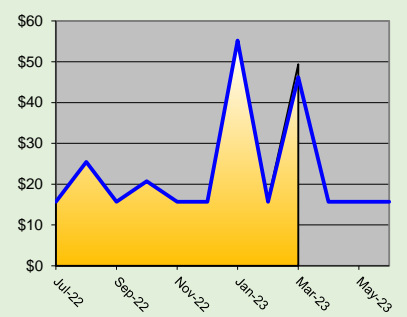
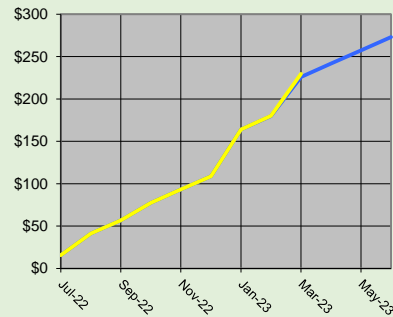


GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$226 | \$230 | \$4 |

Overbudget 1.6%

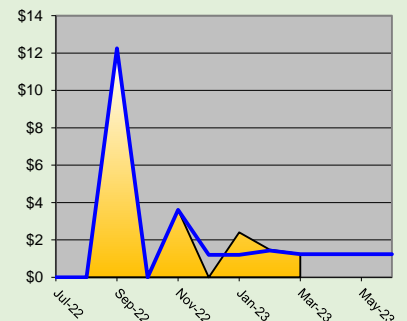
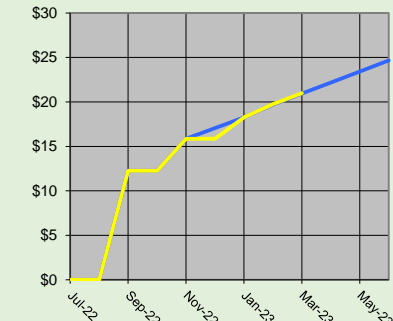


NON-RESIDENT TUITION

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$21 | \$21 | \$0 |

Overbudget 0.2%

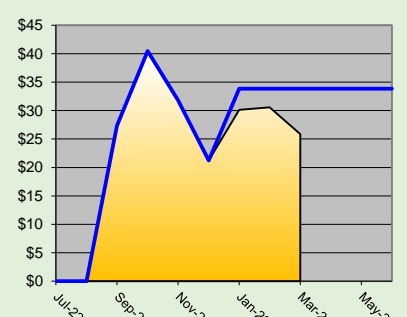
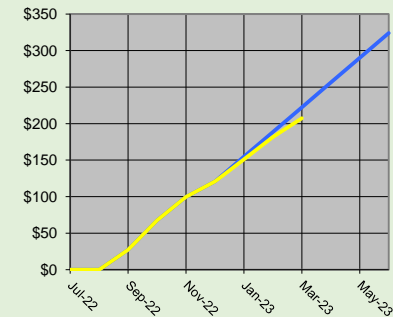


SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$222 | \$207 | -\$15 |

Underbudget 6.8%



Board Variance Report - Revenues

March 31, 2023

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

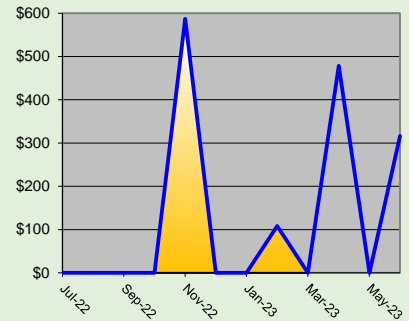
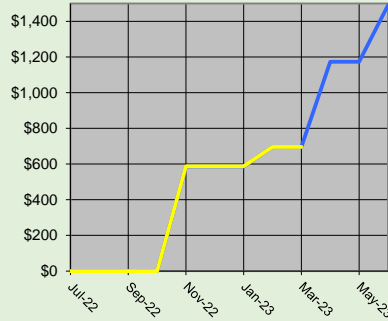
Monthly Revenues (\$000's):

FUNDING FIRST NATION

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$695 | \$696 | \$1 |

Overbudget 0%

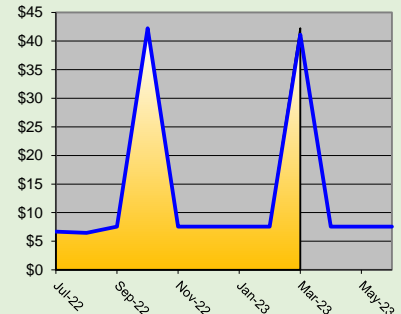
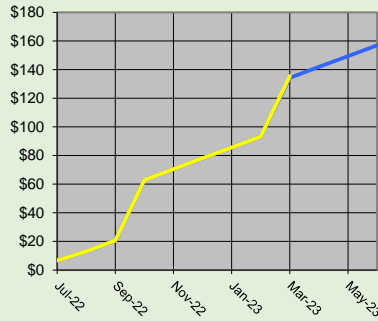


RENTALS/LEASES

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$134 | \$135 | \$1 |

Overbudget 0.9%

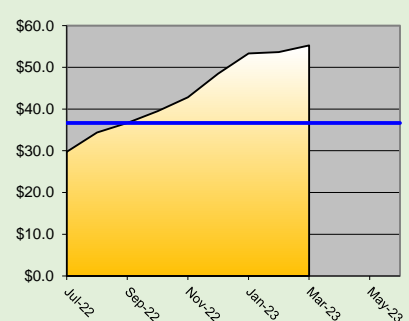
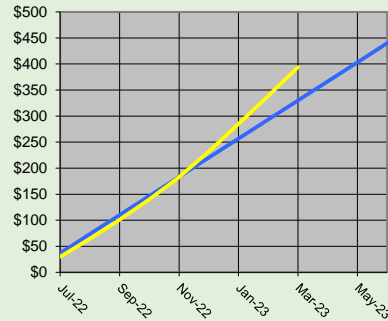


INTEREST INCOME

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$330 | \$394 | \$64 |

Overbudget 19.3%

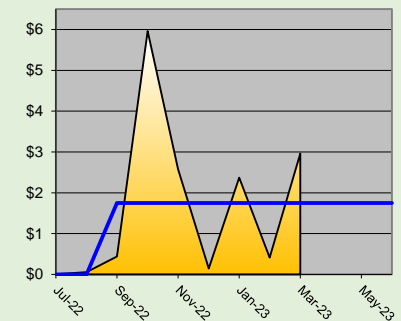
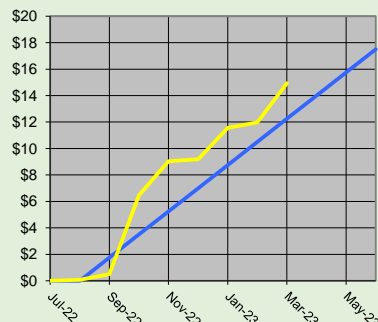


OTHER REVENUE

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$12 | \$15 | \$3 |

Overbudget 21.9%

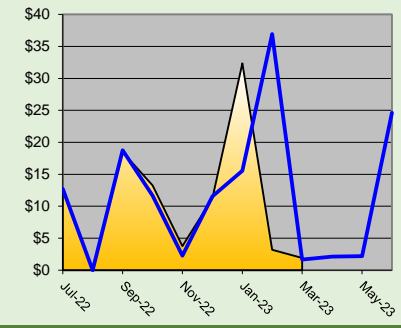
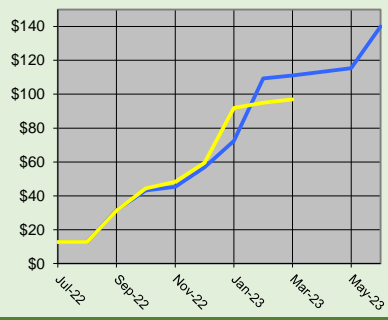


MISCELLANEOUS REVENUE

Year-To Date Results:

| Budget | Actual | Variance |
|--------|--------|----------|
| \$111 | \$97 | -\$14 |

Underbudget 12.7%



Board Variance Report - Revenues
March 31, 2023

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

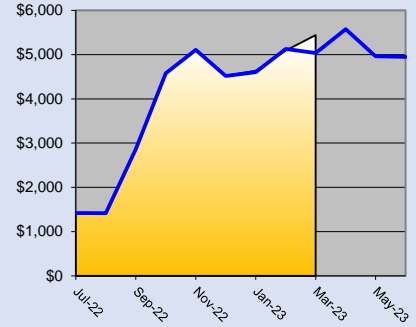
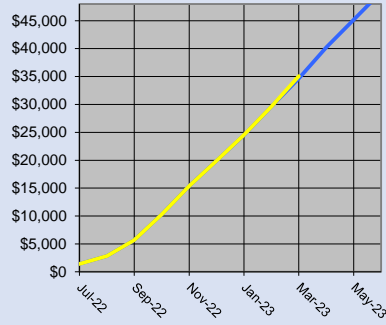
Monthly Revenues (\$000's):

TOTAL REVENUE

Year-To Date Results:

| <u>Budget</u> | <u>Actual</u> | <u>Variance</u> |
|-----------------|-----------------|-----------------|
| <u>\$34,662</u> | <u>\$35,081</u> | <u>\$419</u> |

Overbudget 1.2%



Board Variance Rpt. - Expenditures

March 31, 2023

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

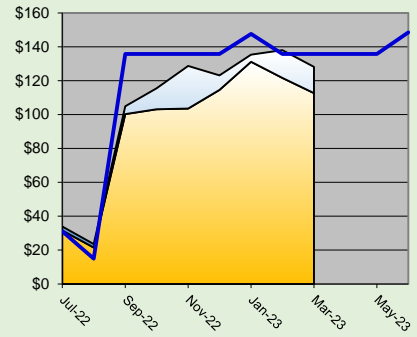
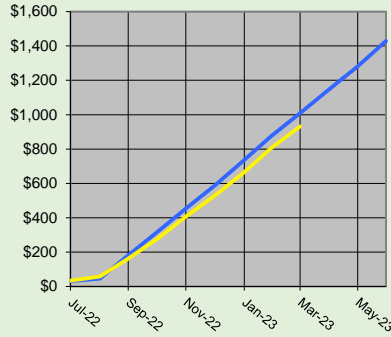
Monthly Costs (\$000's):

DISTRICT SPEC. ED./HELP.TCHRS

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|------------|-----------|
| Comp | 902 | 840 | 61 |
| O&M | 107 | 91 | 16 |
| Total | 1,009 | 932 | 77 |

Underbudget 8%

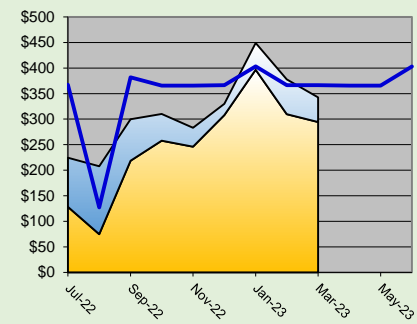
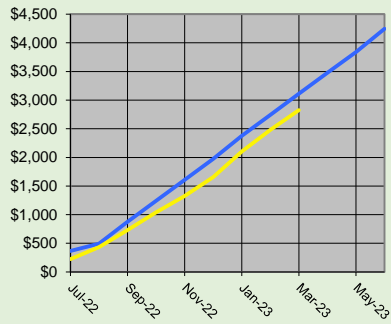


DISTRICT PROGRAMS-OTHER

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Comp | 2,249 | 2,234 | 14 |
| O&M | 862 | 590 | 272 |
| Total | 3,111 | 2,825 | 286 |

Underbudget 9%

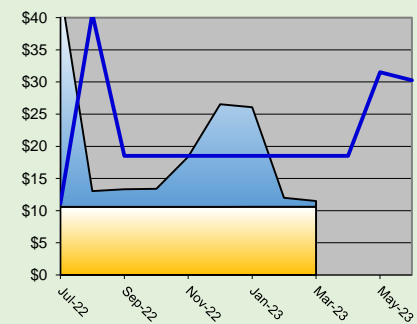
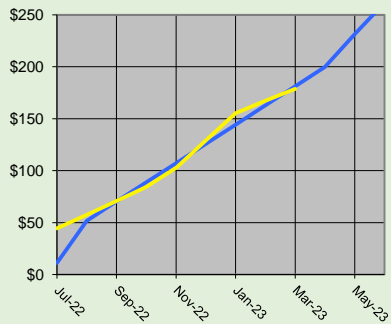


BOARD OF TRUSTEES

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|----------|
| Comp | 95 | 95 | 0 |
| O&M | 86 | 83 | 3 |
| Total | 181 | 179 | 3 |

Underbudget 1%

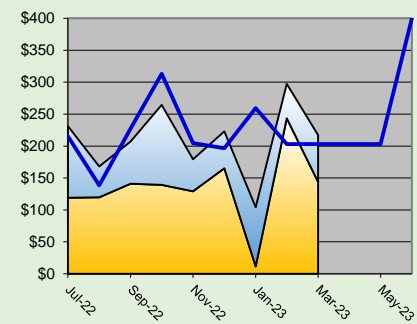
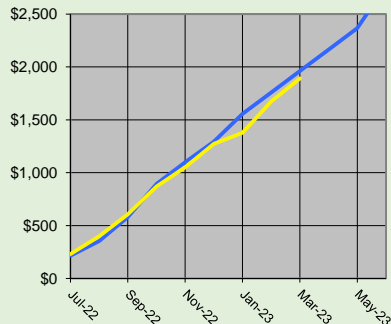


ADMINISTRATION & OTHER

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Comp | 1,223 | 1,213 | 11 |
| O&M | 738 | 679 | 59 |
| Total | 1,962 | 1,892 | 70 |

Underbudget 4%

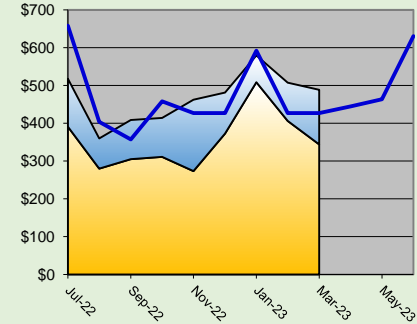
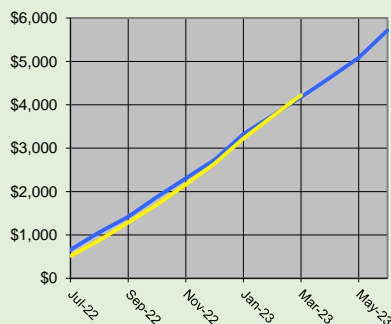


OPERATIONS & MAINTENANCE

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Comp | 3,271 | 3,193 | 77 |
| O&M | 907 | 1,027 | -120 |
| Total | 4,178 | 4,220 | -42 |

Overbudget 1%



Board Variance Rpt. - Expenditures

March 31, 2023

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

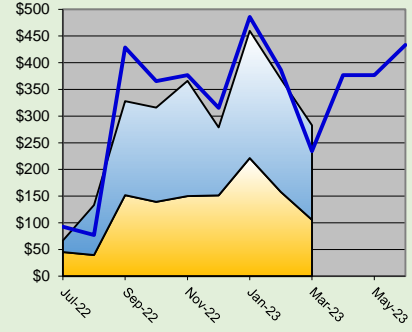
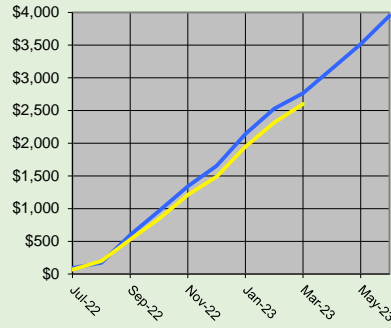
Monthly Costs (\$000's):

TRANSPORTATION

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Comp | 1,219 | 1,161 | 57 |
| O&M | 1,544 | 1,438 | 105 |
| Total | 2,763 | 2,600 | 163 |

Underbudget 6%

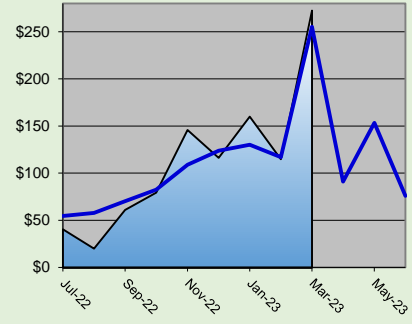
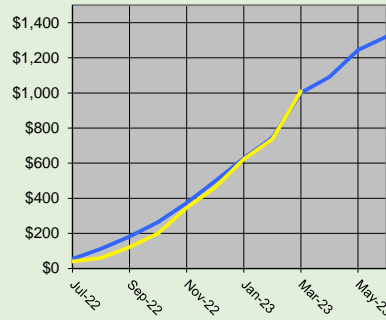


UTILITIES

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Comp | 0 | 0 | 0 |
| O&M | 1,000 | 1,010 | -9 |
| Total | 1,000 | 1,010 | -9 |

Overbudget 1%

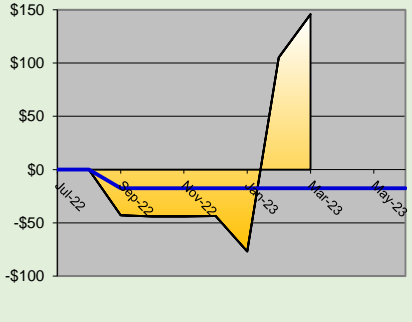
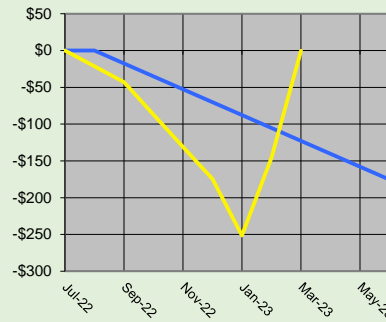


DISTRICT SCHOOL

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|-------------|----------|-------------|
| Comp | -123 | 0 | -123 |
| O&M | 0 | 0 | 0 |
| Total | -123 | 0 | -123 |

Overbudget 100%

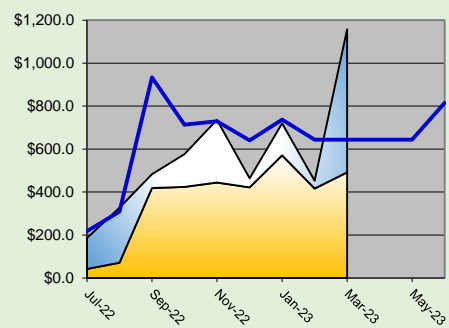
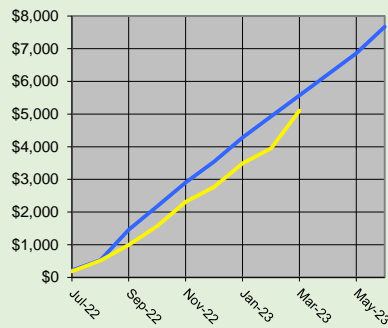


SPECIAL PURPOSE FUNDS

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Comp | 3,864 | 3,303 | 562 |
| O&M | 1,706 | 1,802 | -96 |
| Total | 5,570 | 5,104 | 466 |

Underbudget 8%

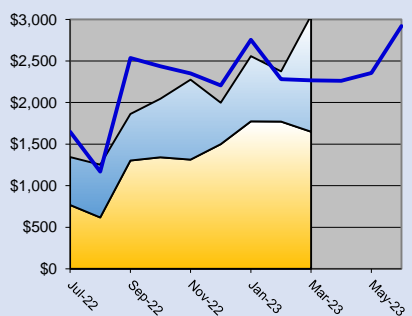
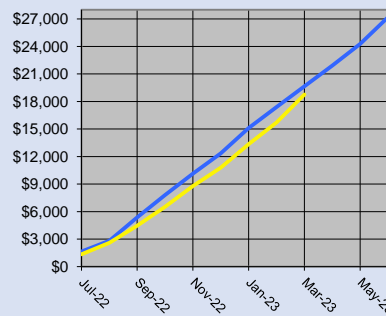


DISTRICT TOTALS - EXPENDITURES

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|---------------|---------------|------------|
| Comp | 12,700 | 12,040 | 660 |
| O&M | 6,950 | 6,721 | 229 |
| Total | 19,650 | 18,761 | 890 |

Underbudget 5%



Board Variance Report - Schools

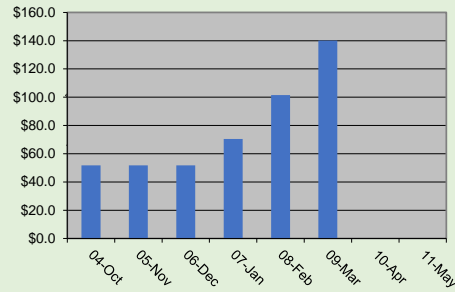
March 31, 2023

Actual Budget
YTD Surplus (\$000's):

CANALTA (101)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Prof.Staff | \$1,144 | \$1,097 | \$47 |
| Supp.Staff | 528 | 441 | 87 |
| Disc.Subs | 20 | 27 | -7 |
| Supp & Serv. | 68 | 54 | 13 |
| Total | 1,759 | 1,619 | 140 |

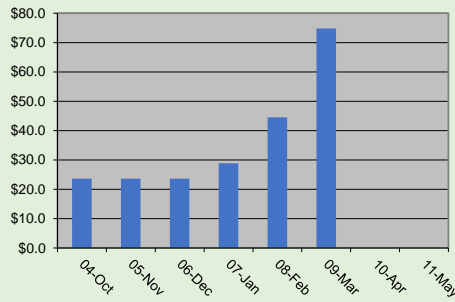


Underbudget 8.0%

CHETWYND SECONDARY (111)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$1,281 | \$1,243 | \$38 |
| Supp.Staff | 418 | 360 | 58 |
| Disc.Subs | 23 | 20 | 3 |
| Supp & Serv. | 83 | 108 | -25 |
| Total | 1,805 | 1,731 | 75 |

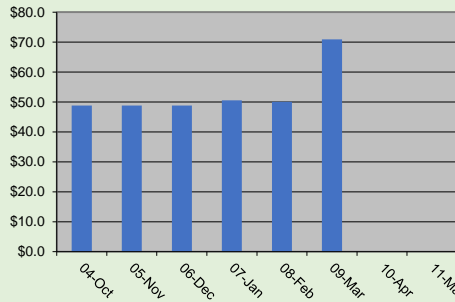


Underbudget 4.1%

CRESCENT PARK (103)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$1,127 | \$1,117 | \$10 |
| Supp.Staff | 429 | 386 | 43 |
| Disc.Subs | 13 | 13 | 0 |
| Supp & Serv. | 66 | 48 | 18 |
| Total | 1,635 | 1,564 | 71 |

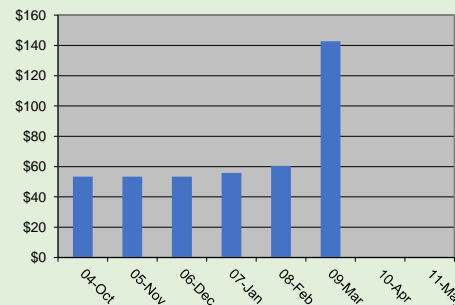


Underbudget 4.3%

DAWSON CREEK SECONDARY (108)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|------------|
| Prof.Staff | \$2,428 | \$2,392 | \$36 |
| Supp.Staff | 738 | 658 | 80 |
| Disc.Subs | 24 | 26 | -2 |
| Supp & Serv. | 245 | 216 | 29 |
| Total | 3,435 | 3,292 | 143 |



Underbudget 4.2%

Board Variance Report - Schools

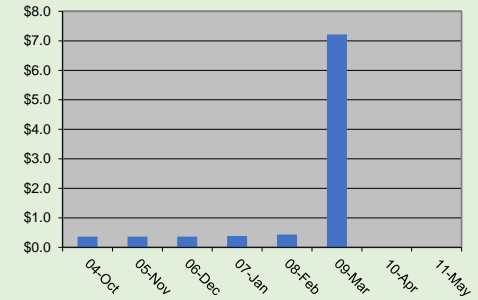
March 31, 2023

YTD Surplus (\$000's):

DEVEREAUX (114)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|----------|
| Prof.Staff | \$415 | \$416 | -\$1 |
| Supp.Staff | 140 | 136 | 4 |
| Disc.Subs | 5 | 6 | -1 |
| Supp & Serv. | 24 | 19 | 5 |
| Total | 584 | 577 | 7 |

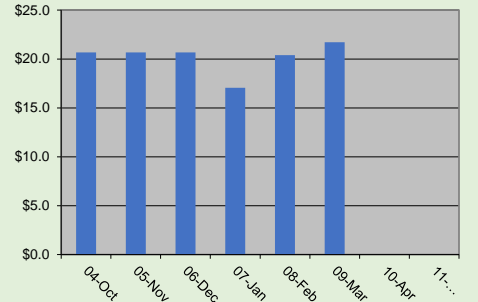


Underbudget 1.2%

DON TITUS (113)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$502 | \$504 | -\$2 |
| Supp.Staff | 240 | 217 | 23 |
| Disc.Subs | 7 | 11 | -4 |
| Supp & Serv. | 28 | 23 | 5 |
| Total | 777 | 756 | 22 |

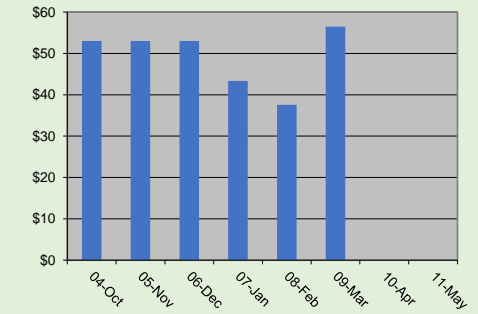


Underbudget 2.8%

FRANK ROSS (105)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$2,140 | \$2,142 | -\$3 |
| Supp.Staff | 476 | 408 | 69 |
| Disc.Subs | 22 | 19 | 2 |
| Supp & Serv. | 51 | 63 | -12 |
| Total | 2,689 | 2,632 | 56 |

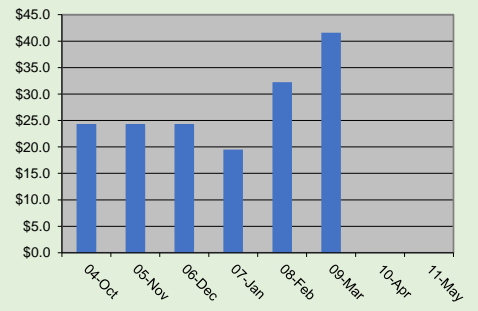


Underbudget 2.1%

LITTLE PRAIRIE (131)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$1,013 | \$1,014 | -\$1 |
| Supp.Staff | 218 | 184 | 34 |
| Disc.Subs | 2 | 1 | 1 |
| Supp & Serv. | 31 | 23 | 8 |
| Total | 1,264 | 1,222 | 42 |



Underbudget 3.3%

Board Variance Report - Schools

March 31, 2023

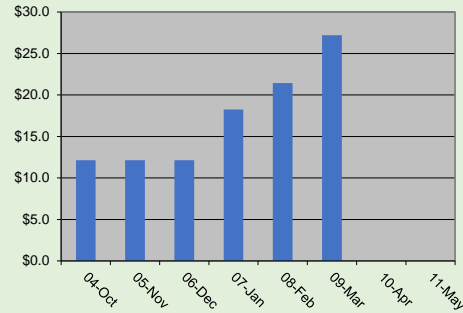
Actual Budget
YTD Surplus (\$000's):

MCLEOD (119)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$322 | \$320 | \$1 |
| Supp.Staff | 34 | 34 | 0 |
| Disc.Subs | 5 | 2 | 3 |
| Supp & Serv. | 40 | 18 | 23 |
| Total | 401 | 374 | 27 |

Underbudget 6.8%

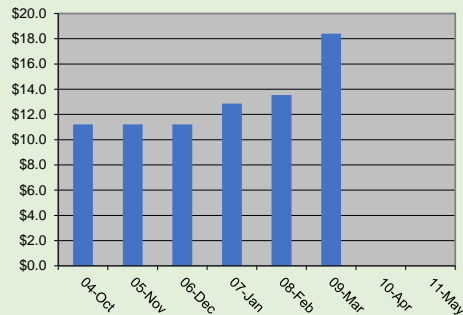


MOBERLY LAKE (118)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$230 | \$232 | -\$2 |
| Supp.Staff | 72 | 58 | 14 |
| Disc.Subs | 2 | 2 | 0 |
| Supp & Serv. | 18 | 11 | 6 |
| Total | 322 | 303 | 18 |

Underbudget 5.7%

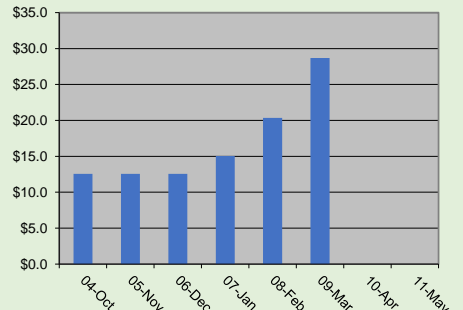


PARKLAND (124)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$325 | \$325 | \$0 |
| Supp.Staff | 85 | 84 | 1 |
| Disc.Subs | 7 | 2 | 5 |
| Supp & Serv. | 36 | 13 | 23 |
| Total | 452 | 423 | 29 |

Underbudget 6.3%

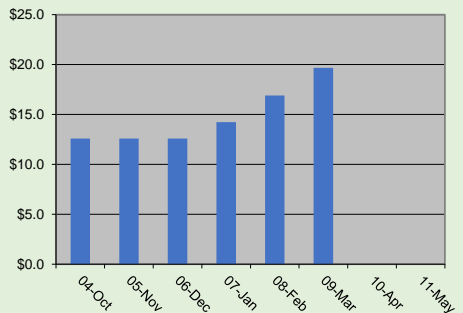


PEACEVIEW (132)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$109 | \$94 | \$15 |
| Supp.Staff | 0 | 0 | 0 |
| Disc.Subs | 1 | 6 | -5 |
| Supp & Serv. | 19 | 10 | 9 |
| Total | 129 | 109 | 20 |

Underbudget 15.2%



Board Variance Report - Schools

March 31, 2023

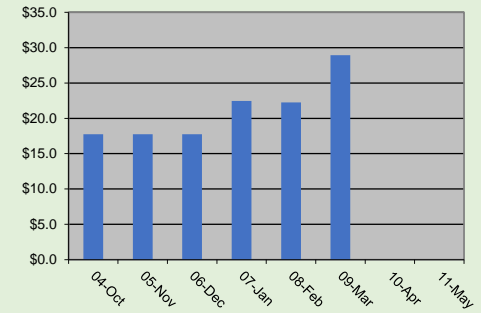
YTD Surplus (\$000's):

POUCE COUPE (110)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$613 | \$613 | \$0 |
| Supp.Staff | 213 | 182 | 31 |
| Disc.Subs | 6 | 8 | -2 |
| Supp & Serv. | 11 | 11 | 0 |
| Total | 843 | 814 | 29 |

Underbudget 3.4%

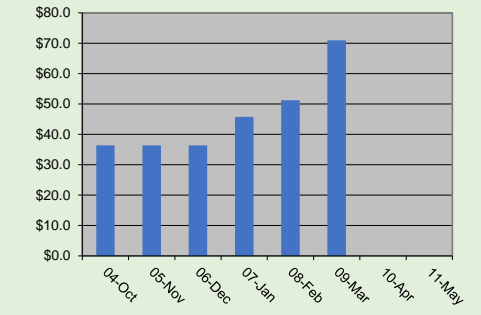


CENTRAL MIDDLE (102)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$1,689 | \$1,699 | -\$10 |
| Supp.Staff | 435 | 377 | 58 |
| Disc.Subs | 8 | 14 | -6 |
| Supp & Serv. | 110 | 81 | 29 |
| Total | 2,241 | 2,170 | 71 |

Underbudget 3.2%

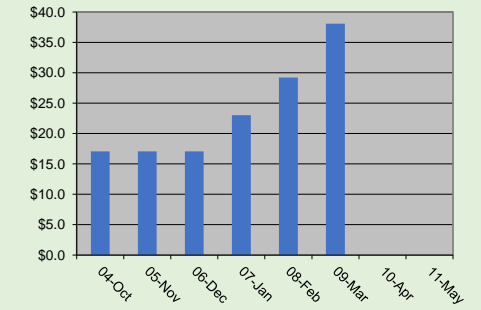


SP DIST LEARNING (138)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$328 | \$331 | -\$3 |
| Supp.Staff | 79 | 50 | 28 |
| Disc.Subs | 0 | 0 | 0 |
| Supp & Serv. | 31 | 18 | 13 |
| Total | 437 | 399 | 38 |

Underbudget 8.7%

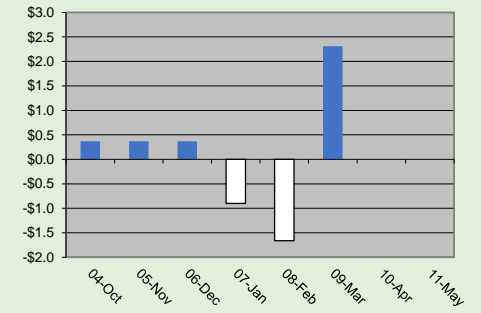


SOUTH PEACE ELEMENTARY (125)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|----------|
| Prof.Staff | \$138 | \$142 | -\$3 |
| Supp.Staff | 29 | 27 | 2 |
| Disc.Subs | 1 | 3 | -2 |
| Supp & Serv. | 18 | 12 | 5 |
| Total | 186 | 183 | 2 |

Underbudget 1.2%



Board Variance Report - Schools

March 31, 2023

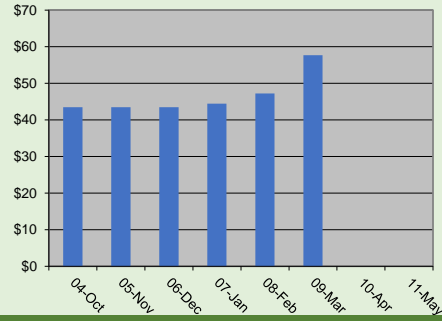
■ Actual
 ■ Budget
YTD Surplus (\$000's):

TREMBLAY (109)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$769 | \$776 | -\$7 |
| Supp.Staff | 262 | 213 | 49 |
| Disc.Subs | 14 | 13 | 0 |
| Supp & Serv. | 62 | 46 | 16 |
| Total | 1,106 | 1,048 | 58 |

Underbudget 5.2%

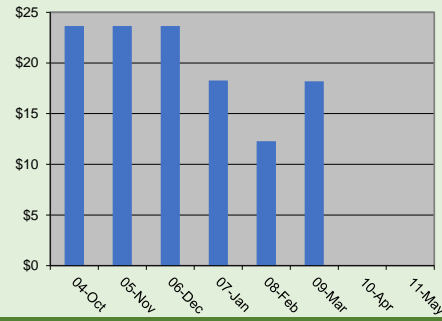


TUMBLER RIDGE ELEMENTARY (129)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$928 | \$935 | -\$7 |
| Supp.Staff | 205 | 205 | 0 |
| Disc.Subs | 6 | 7 | -1 |
| O&M | 54 | 28 | 26 |
| Total | 1,194 | 1,175 | 18 |

Underbudget 1.5%



Board Variance Report - Schools

March 31, 2023

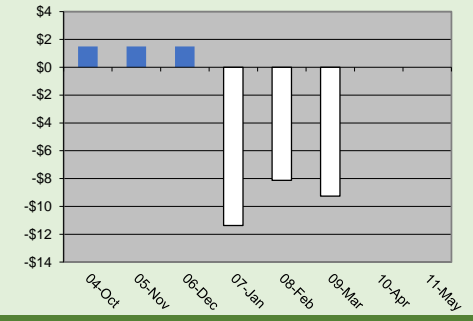
YTD Surplus (\$000's):

TUMBLER RIDGE SECONDARY (127)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|--------------|--------------|-----------|
| Prof.Staff | \$810 | \$804 | \$5 |
| Supp.Staff | 237 | 221 | 16 |
| Disc.Subs | 13 | 19 | -6 |
| Supp & Serv. | 42 | 65 | -24 |
| Total | 1,101 | 1,110 | -9 |

Overbudget 0.8%

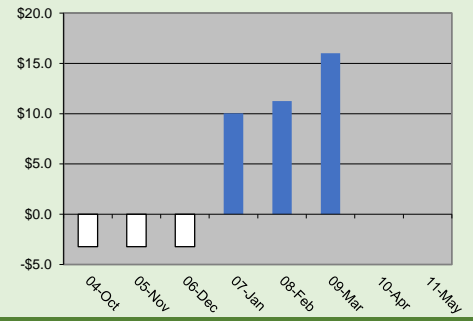


WINDREM (112)

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|------------|------------|-----------|
| Prof.Staff | \$325 | \$323 | \$2 |
| Supp.Staff | 99 | 90 | 9 |
| Disc.Subs | 4 | 2 | 2 |
| Supp & Serv. | 17 | 13 | 3 |
| Total | 445 | 428 | 16 |

Underbudget 3.6%

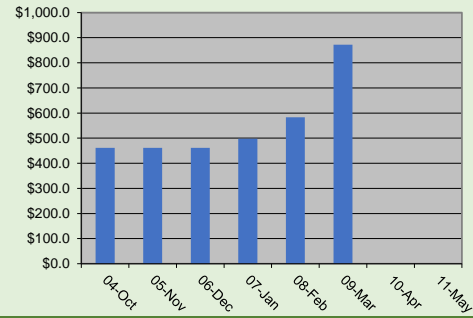


TOTAL ALL SCHOOLS

Year-To Date Results:

| | Budget | Actual | Variance |
|--------------|---------------|---------------|------------|
| Prof.Staff | \$16,635 | \$16,522 | \$114 |
| Supp.Staff | 4,935 | 4,330 | 605 |
| Disc.Subs | 183 | 201 | -17 |
| Supp & Serv. | 1,051 | 880 | 171 |
| Total | 22,805 | 21,932 | 872 |

Underbudget 3.8%





School District No.59 (Peace River South)

April 13, 2023

School District #59 Trustees

RE: Capital Addition

I am requesting that the board approve an addition to the 2022/23 capital budget of \$15,000.

The Bobcat renewal contract was budgeted for \$15,000 but is going to cost over \$22,000 due to the district having the existing Bobcats for two years. Normally the Bobcats are replaced each year, but with procurement difficulties during the pandemic new units were not available during the 2021/22 year.

The facilities department would like to purchase a new snow bucket for the bobcat at a cost of \$4,500. Additionally other overages were incurred on the ½ ton pickup.

I am requesting that the board support the addition of \$15,000 to the 2022/23 capital budget. The funding would come from unrestricted operating reserves if there are not enough savings from the facilities department to cover this additional cost.

Melissa Panoulias
Secretary Treasurer



School District No.59 (Peace River South)

April 12, 2023

School District #59 Trustees

RE: 2023-24 Preliminary Grant

The 2023-24 Preliminary Grants were announced on March 15, 2023. The total Preliminary Operating Grant for the district is \$50,067,243, this is an increase of \$3.96 million. This increase is a culmination of changes in enrollment, as well as, increases in the per student rates because of additional funding for labour settlements with teachers and support staff and wage lifts for exempt staff.

| | 2022/23 Amended | 2023/24 Preliminary | \$ Change | % Change |
|-----------------------------------|--------------------|------------------------|--------------|-------------|
| <u>Per Student Rate Increases</u> | | | | |
| Student Base Allocation | \$7,885 | \$8,625 | \$740 | 9.4% |
| Online Learning | \$6,360 | \$6,960 | \$600 | 9.4% |
| Level 1 Unique Needs | \$44,850 | \$49,070 | \$4,220 | 9.4% |
| Level 2 Unique Needs | \$21,280 | \$23,280 | \$2,000 | 9.4% |
| Level 3 Unique Needs | \$10,750 | \$11,760 | \$1,010 | 9.4% |
| English Language Learning | \$1,585 | \$1,735 | \$150 | 9.5% |
| Indigenous Education | \$1,565 | \$1,710 | \$145 | 9.3% |
| <u>Other Grants</u> | | | | |
| Unique Geographic Factors | \$9,455,872 | \$9,816,537 | \$360,665 | 3.8% |
| Learning Improvement Fund | \$162,608 | \$189,511 | \$26,903 | 16.5% |
| Community Links | \$390,125 | \$404,801 | \$14,676 | 3.8% |
| Annual Facility Grant | \$1,441,105 | \$1,764,594 | \$323,489 | 22.4% |

Per student funding rates have increased by an average of 9.4%. This increase is a result of the 3.24% increase and additional \$427 to each step of the teacher compensation grid effective July 1, 2022 and the 5.5% increase effective July 1, 2023. The increases related to July 1, 2022 were allocated through a special grant and therefore two years of increases are being added to the per student rates.

Labour settlement funding related to the Cost of Living Adjustment (COLA) for teachers and support staff will be allocated as a special grant at a later date. It was announced on March 21, 2023, public-sector employees with ratified collective agreements will get the maximum cost-of- adjustment living (1.25%) for their year 2 wage increase, therefore the general wage increase for the second year will be 6.75% (5.5% + 1.25%).



School District No.59 (Peace River South)

Confirmation of funding support for any exempt staff wage lifts will be announced at a later date, if any funding is received it will be allocated as a special grant at a later date.

Increases to the Learning Improvement Fund, Community Links, Unique Geographical Factors (specifically Small Community Supplement, Low Enrolment Factor and Student Location Factor) and Annual Facility Grant were also announced.

Melissa Panoulis

SCHOOL DISTRICT 59 - PEACE RIVER SOUTH

COMPARISON OF BASE OPERATING GRANT FUNDING

| | <u>2018/19</u> | <u>2019/20</u> | <u>2020/21</u> | <u>2021/22</u> | <u>2022/23</u> <u>Amended</u> | <u>2023/24</u> <u>Preliminary</u> | <u>Change</u> | <u>%</u> |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------------------|--------------------------------------|--------------------|-------------|
| Student Base Allocation | \$26,839,149 | \$27,434,400 | \$27,287,533 | \$28,923,186 | \$29,059,412 | \$31,654,175 | \$2,594,763 | 8.9% |
| Supplements: | | | | | | | | |
| Enrolment Decline | 0 | 0 | 104,071 | 0 | 0 | 0 | \$0 | |
| ESL | 157,620 | 149,500 | 129,200 | 142,650 | 155,330 | 182,175 | \$26,845 | 17.3% |
| Aboriginal Education | 1,435,410 | 1,666,050 | 1,716,000 | 1,856,090 | 1,863,915 | 2,034,900 | \$170,985 | 9.2% |
| Special Education | 2,932,400 | 3,593,800 | 4,180,200 | 4,810,360 | 4,966,900 | 5,785,640 | \$818,740 | 16.5% |
| Adult Education | 5,870 | 1,193 | 0 | 0 | 0 | 0 | \$0 | |
| Equity of Opportunity Supplement | | 0 | 195,520 | 222,552 | 204,751 | 200,187 | (\$4,564) | -2.2% |
| Salary Differential | 694,819 | 636,264 | 456,804 | 789,699 | 372,626 | 360,874 | (\$11,752) | -3.2% |
| Unique Geographic Factors | 7,785,934 | 8,302,094 | 9,001,404 | 9,271,072 | 9,455,872 | 9,816,537 | \$360,665 | 3.8% |
| Funding Protection | 83,723 | 0 | 0 | 0 | 0 | 0 | \$0 | |
| Curriculum and Learning Support | 69,755 | 71,535 | 32,596 | 32,023 | 32,619 | 32,755 | \$136 | 0.4% |
| Total Funding | \$40,004,680 | \$41,854,836 | \$43,103,328 | \$46,047,632 | \$46,111,425 | \$50,067,243 | \$3,955,818 | 8.6% |
| Student Enrolment | 3,645.8 | 3,685.8 | 3,622.1 | 3,688.4 | 3,701.4 | 3,685 | (16.4) | -0.4% |
| Per Student Funding | \$10,973 | \$11,356 | \$11,900 | \$12,485 | \$12,458 | \$13,587 | \$1,129 | 9.1% |

SUMMARY:

| | | | | | | | | |
|-------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|-------------|
| Enrolment Based Funding | 31,370,449 | 32,844,943 | 33,508,453 | 35,954,838 | 36,250,308 | 39,857,077 | 3,606,769 | 9.9% |
| Geographic & Other | 8,550,508 | 9,009,893 | 9,490,804 | 10,092,794 | 9,861,117 | 10,210,166 | 349,049 | 3.5% |
| Enrolment Decline | 0 | 0 | 104,071 | 0 | 0 | 0 | 0 | |
| Sub-total | 39,920,957 | 41,854,836 | 43,103,328 | 46,047,632 | 46,111,425 | 50,067,243 | 3,955,818 | 8.6% |
| Funding Protection | 83,723 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL FUNDING | \$40,004,680 | \$41,854,836 | \$43,103,328 | \$46,047,632 | \$46,111,425 | \$50,067,243 | \$3,955,818 | 8.6% |



School District No.59 (Peace River South)

April 13, 2023

School District #59 Trustees

RE: 2023 BCSTA Trustee Compensation Survey Results

The BCSTA conducts an annual survey of BC school district for trustee stipend and per diems.

The attached graphs show the district comparison to the 2023 survey results.

As well, the following table provides a summary of the results:

| | Provincial | | | | SD59 Rate | % of Average | % of Median |
|---------|------------|----------|----------|----------|-----------|--------------|-------------|
| | High Rate | Low Rate | Average | Median | | | |
| Mileage | \$ 0.68 | \$ 0.57 | \$ 0.65 | \$ 0.68 | \$ 0.68 | 104% | 100% |
| Meals | \$ 97.00 | \$ 50.00 | \$ 59.68 | \$ 55.00 | \$ 60.00 | 101% | 109% |

| | Provincial | | | | SD59 Rate | % of Average | % of Median |
|------------|------------|-----------|-----------|-----------|-----------|--------------|-------------|
| | High Rate | Low Rate | Average | Median | | | |
| Trustee | \$ 55,505 | \$ 9,440 | \$ 19,579 | \$ 16,369 | \$ 16,618 | 85% | 102% |
| Vice-Chair | \$ 58,281 | \$ 10,389 | \$ 21,020 | \$ 17,681 | \$ 17,618 | 84% | 100% |
| Chair | \$ 61,056 | \$ 11,678 | \$ 22,829 | \$ 19,398 | \$ 18,618 | 82% | 96% |

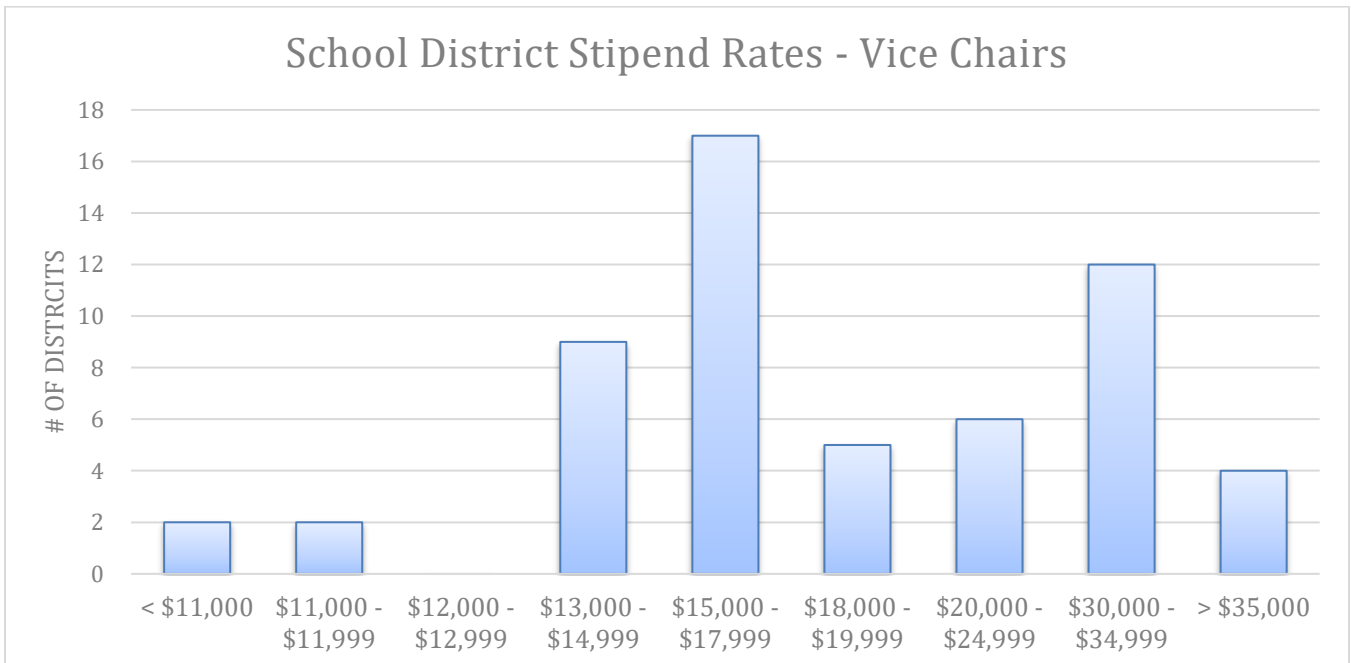
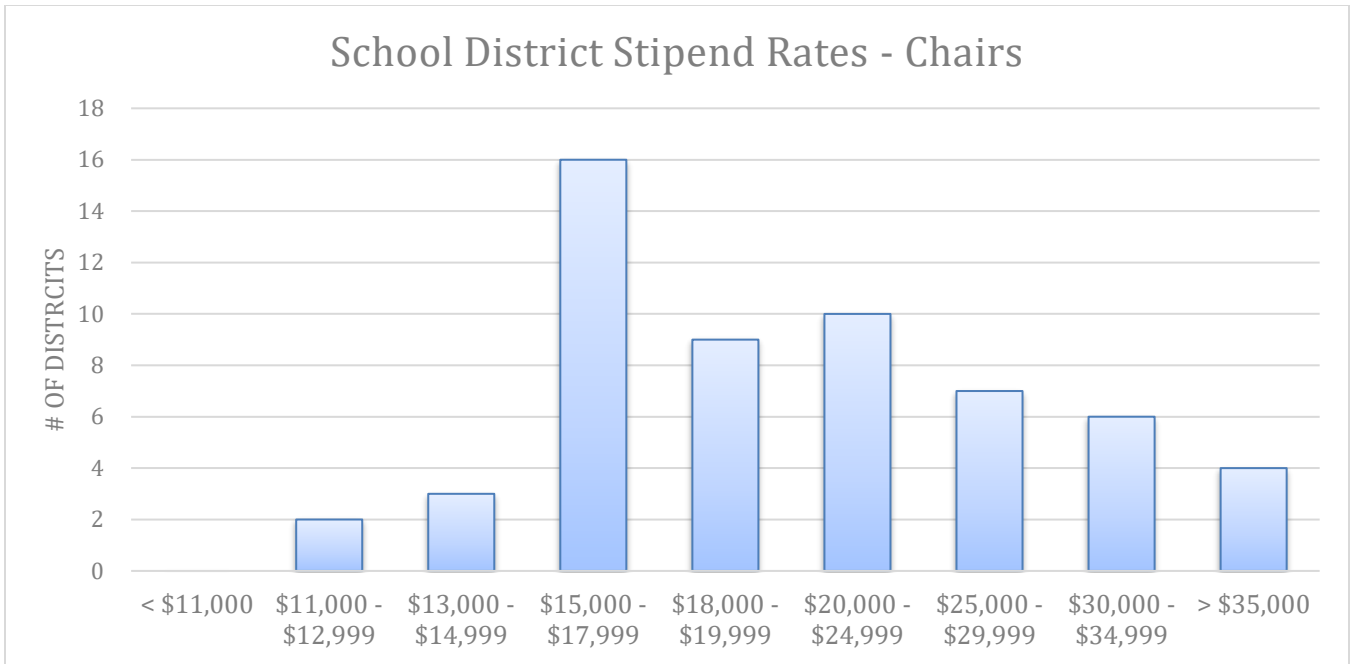
For the 10 Similar Sized Districts:

| | Similar Sized Districts | | | | SD59 Rate | % of Average | % of Median |
|------------|-------------------------|-----------|-----------|-----------|-----------|--------------|-------------|
| | High Rate | Low Rate | Average | Median | | | |
| Trustee | \$ 19,214 | \$ 12,872 | \$ 15,410 | \$ 14,858 | \$ 16,618 | 108% | 112% |
| Vice-Chair | \$ 20,085 | \$ 14,072 | \$ 16,808 | \$ 16,509 | \$ 17,618 | 105% | 107% |
| Chair | \$ 22,728 | \$ 15,272 | \$ 18,770 | \$ 18,870 | \$ 18,618 | 99% | 99% |

Melissa Panoulis
Secretary Treasurer

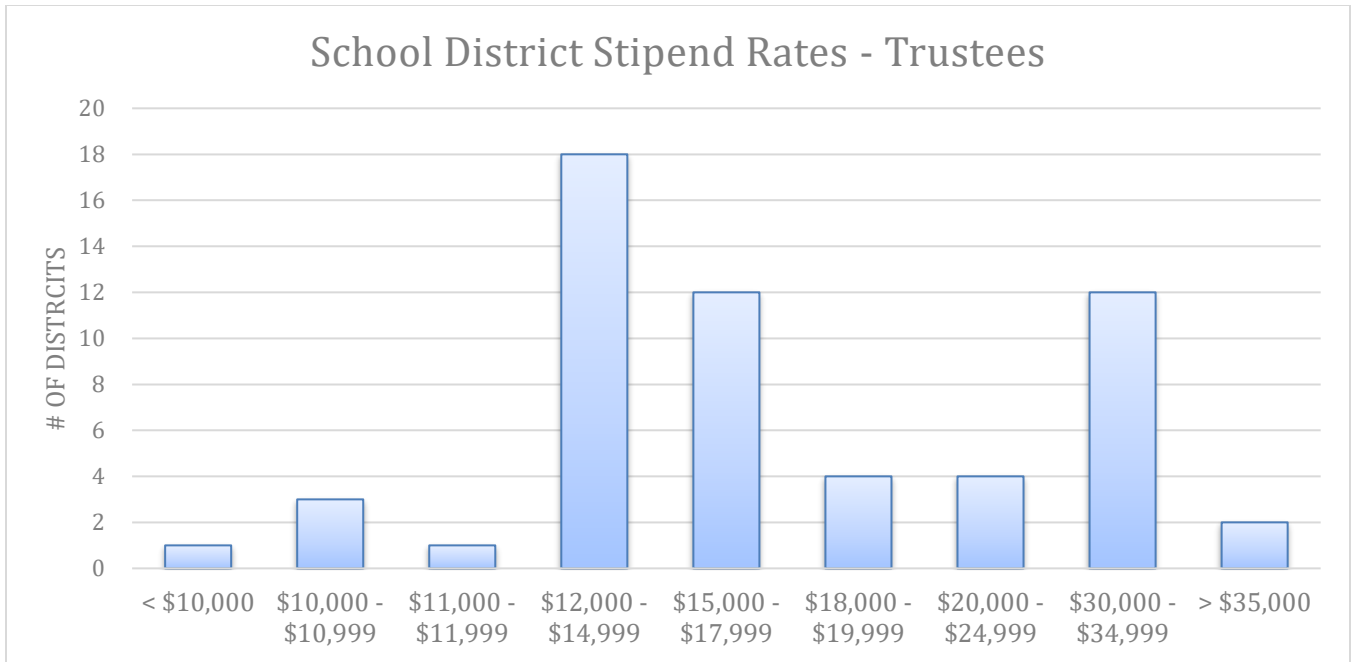


School District No.59 (Peace River South)





School District No.59 (Peace River South)





School District No.59 (Peace River South)

April 12, 2023

Agenda Item: R7.2 Board Meeting Date Changes

The Board of Education of School District No. 59 (PRS) has revised the board meeting schedule for the May and June board meetings. The new board meeting dates are May 31, 2023 and June 28, 2028.

The May board meeting will still be held in Tumbler Ridge at Northern Lights College Campus; the public meeting is scheduled to begin at 1:00 pm.

An updated schedule is posted on the school district website.

Chad Anderson, Board Chair



School District No.59 (Peace River South)

DATE: April 19, 2023

CHAIR: Roxanne Gulick

Policy for Discussion:

Policy for Circulation:

Policy for Adoption:

Policy for Further Review:

Policy for Repeal:

- Policy 3230 – Fire Fighting Duties

Regulations for Board Information:

- Reg 3090 – Long Service/Retirement Recognition
- Regulation 4115 – Function of School Libraries (note name change)

3230 Fire Fighting Duties

Policy 3230

STATUS: **FOR REPEAL**

FIRE FIGHTING DUTIES

Board Approved and Codified: April 28, 1986

Last Revised: June 19, 2013

Description:

The Board of Education recognizes that employees may serve as volunteer members of their local fire departments. The Board believes that the primary responsibility of its employees is to fulfill its duties to the Board. Every effort is to be made by employees to ensure that they are not called during the school day unless other volunteer members of the fire department are not available.

FIRE FIGHTING DUTIES

Board Approved and Codified: April 28, 1986

Last Revised: June 19, 2013

Description:

At the discretion of the principal or manager, staff members may be allowed to participate in emergency fire fighting duties as volunteer members of local fire fighting departments. Students must not be left unsupervised, not can the transportation of students be disrupted, or the operations of the district. Permission will be granted provided that terms of the Collective Agreement between the Board of School Trustees and its' bargaining units are adhered to.

LONG SERVICE/RETIREMENT RECOGNITION - EMPLOYEE

Board Approved: October 1979

Last Reviewed: June 19, 2013; April 19, 2023

Description:

Long Service Recognition

Continuing employees will be recognized by the Board of Education in progressive service intervals according to the following schedule:

- 10 years service - presentation of 10 year pin
- 15 years service - presentation of 15 year pin
- 20 years service - presentation of 20 year (Silver) pin
- 25 years service - presentation of 25 year (Gold) pin, Engraved Watch
- 30 years service - presentation of 30-year (Gold with Ruby) pin, District Cheque of \$350
- 35 years service - presentation of 35-year (Gold with Ruby & Diamond) pin, District Cheque for \$500
- 40 years service - presentation of 40 year (Gold with Ruby, Sapphire & Diamond) pin, District Cheque for \$650

The presentation of pins will be made respectively by the Principal of the school to which the honoured teacher is assigned and/or the Supervisor of the department of which the honoured employee is a component at a time and place to be determined by the Principal/Supervisor. A list of recipients will be sent to the Principals/Supervisors in the spring of each year.

Retirement with 25, 30, 35, 40-Year Service Recognition

An invitation to a recognition dinner, to be held in June of each year, will be extended to continuing 25, 30, 35, 40 Year Service Employees and spouses (escorts), retirees and spouses (escorts), trustees and District Staff and Supervisors.

- 25 years of service will be recognized by the Board with a presentation of an engraved watch
- 30 years of service will be recognized by the Board with presentation of a cheque in the amount of \$350
- 35 years of service will be recognized by the Board with presentation of a cheque in the amount of \$500
- 40 years of service will be recognized by the Board with presentation of a cheque in the amount of \$650

Retiring employees will be recognized by the Board on the basis of years of service to School District No. 59:

- Less than 10 years - presentation of a School District cheque in the amount of \$100, and gift certificate of choice in the amount of \$150.00

- 10 years or more - presentation of a School District cheque in the amount (\$20/year of service to a maximum of \$500), and gift certificate of choice in the amount of \$150.00

In Addition:

Departing senior administration will be honoured by the Board with the presentation of an departing gift, the value of which will be commensurate with their length of service, in combination with their relationship to the Board.

T4's will be issued for all gifts of money included in this regulation, and should be marked "Tax withheld at source".

FUNCTION OF SCHOOL LIBRARIES

Board Approved and Codified: October 11, 1988

Last Revised: June 19, 2013, April 19, 2023

Description:

1. Information skills are part of the curriculum and the responsibility of the classroom teacher. The teaching of information skills shall be integrated with the regular classroom curriculum.
2. The function of the school's library is to support the infusion of information literacy skills into the regular curriculum using a variety of resources.
3. Teachers and teacher-librarians will co-operate in the planning and implementation of units of study which integrate those information skills necessary to locate, analyze, organize and present information from a variety of sources. To facilitate this, all school libraries will create scheduling that is convenient for student use.
4. Operation of a school's library shall clearly be a partnership involving the principal and the teacher-librarian.
5. The principal has a significant leadership role in the development of working partnerships among members of a school staff. The principal ensures that the teaching of information skills is done through co-operative-planning, and is fully integrated within learning activities.
7. When the librarian is collaborating with the classroom teacher to create unit plans where both the librarian and classroom teacher are involved, the responsibilities of the classroom teacher center around the needs of students, and the development, adaptation and implementation of the curriculum.
8. In supporting the teacher's instructional plans, the teacher-librarian's role will be:
 - a. **Co-operative Planning and Teaching**
 - i. Plan with classroom teachers to integrate information skills and multi-media into curriculum units.
 - ii. Co-operatively teach and evaluate selected units with classroom teachers.
 - b. **Teacher and Curriculum Support**
 - i. Locate resources to support classroom teachers' instructional needs
 - ii. Support the classroom teacher in the development, presentation, enrichment and enhancement of curriculum and skills development.
 - iii. Literacy support.
 - c. **Information and Research Skills**
 - i. Teach students to locate, organize, analyze, and present information using a variety of media and technology.

d. Reading Promotion

- i. Encourage students to read for pleasure, as well as for information.
- ii. Provide an inviting environment for reading and/or studying.

e. Professional Development

- i. Keep informed and up-to-date on the most recent technological and instructional resources.
- ii. Develop and maintain technological and instructional skills.

f. Leadership

- i. Provide leadership in the implementation of curriculum integration and co-operatively planned programs and emerging, promising practices.
- ii. Participate as an active member of school and staff committees to develop and implement school goals.

g. Advocacy and Staff Relations

- i. Demonstrate the necessity of the library program.
- ii. Advocate co-operative planning, curriculum integration and resource-based learning to administrators, teachers, students, parents and the community.

h. Facility Management

- i. Plan and organize efficient use of space, time and resources.
- ii. Maintain and supervise a safe, orderly environment conducive to learning.

i. Resource Management

- i. Build and maintain a quality collection of current technology and materials to support and enrich curricula and programs.
- ii. Make effective use of resources within budget.
- iii. Make effective use of human resources: staff, students, and/or volunteers.

j. Networking

- i. Network with other schools to share ideas and resources.
- ii. Network with the community, other educational institutions, and government institutions.
- iii. Network with the District Resource Center to insure purchasing is not duplicated, and cooperate so district resources are fully used.

9. Teachers assigned to a teacher-librarian position will:

- exhibit interpersonal and communication skills with colleagues and students;
- display a commitment to curriculum-integrated cooperative planning and teaching;
- possess a broad knowledge of curriculum;
- apply a wide range of instructional techniques and practices;
- have or be willing to acquire professional training in teacher librarianship;
- integrate technology into instruction;
- develop and maintain collaborative partnerships with staff;

10. Academic Preparation

- a. Possess valid BC Teacher's Certification

- b. Possess recognized degree or diploma in Teacher Librarianship

Or,

- c. Demonstrate active progress towards a diploma, or degree in teacher librarianship

Alternatively,

- d. Consideration will be given to candidates who can demonstrate coursework in five of the following areas:
 - Role and function of the school library
 - Curriculum integrated cooperative program planning and teaching
 - Building a collection of learning resources
 - Organizing and accessing a learning resources collection
 - Addressing change and technological opportunities
 - Training and developing support staff
 - Cognitive Coaching
 - Children's/Adolescent literature
 - Using technology to enhance student learning
 - Balanced Literacy practices

11. Teaching

- a. At least two (2) years of successful teaching experience.