



COVID-19 PRECAUTIONS FOR PUBLIC BOARD MEETING

The Board of Education of SD59 (PRS) will be holding their Public Board Meeting on Wednesday, February 16, 2022 starting at 1:00 pm. This meeting will be held virtually using Zoom.

At this time, no in-person public attendance will be allowed. Anyone wishing to attend the public board meeting may do so via Zoom. Individuals must pre-register by noon (12 pm) on Tuesday, February 15, 2022 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: February 16, 2022 1:00 PM

Place: School District Board Office – Dawson Creek, BC VIA ZOOM

“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 – January 19, 2022
 - R1.2 – Excerpts Closed Meeting – January 19, 2022
2. **BUSINESS ARISING**
3. **ESSENTIAL ITEMS**
4. **OTHER PRESENTATIONS**
 - 4.1 Don Titus Elementary
5. **REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**
 - R5.1 – School/Student News
 - R5.2 - Field Trip Update
 - R5.3 – IEP Pilot Project
 - R5.4 – Child Care Survey Results
 - R5.5 – Indigenous Education Report & Completion Rates
6. **REPORTS FROM THE SECRETARY-TREASURER**
 - R6.1 – Finance Reports
 - R6.2 – 2021-22 Amended Operating Budget & Bylaw
 - R6.3 – 2022-23 Enrollment Projections
7. **TRUSTEE ITEM1**
 - R7.1 – BCSTA Update – T. Jones
 - R7.2 – Committee Reps – T Jones
 - R7.3 – Proof of Vaccination Procedure Media Release – C. Anderson
8. **COMMITTEE REPORTS**
 - R8.1 Policy Committee
 - o Regulation 3190 Violence in the Workplace – for Adoption
 - o Policy 2240 Board Review of Regulations – for circulation
 - o Policy 2250 Policy Development – for circulation
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 – March 16, 2022



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: January 19, 2022 – 1:00 PM

PLACE: School District Board Office, Dawson Creek, BC - VIA ZOOM

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

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

The meeting was called to order at 1:00 pm.

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

APPROVAL OF AGENDA

Additions:

Deletions:

(2022-01-006)
MOVED/SECONDED – Gulick/Hillton
THAT, the regular meeting agenda be approved as printed.
CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – December 15, 2021

The Chair asked for any corrections to the minutes.

(2022-01-007)

The Chair declared the minutes of the open meeting December 15, 2021 approved as printed.

R1.2 Excerpts of Closed Board Meeting – December 15, 2021

(2022-01-008)

The Chair declared the excerpts of the closed board meeting December 15, 2021 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:

- DCSS-SP Campus Art students created moccasins with the guidance from a local Elder.
- Devereaux Elementary students are enjoying getting outside to snowshoe and ski.
- Windrem Elementary continues to focus on primary literacy blitzes.
- Moberly Lake Elementary students had a chance to try ice fishing and learn about the spawning habits of Ling Cod.
- Pouce Coupe Elementary expansion is complete. Students and staff are enjoying the new space.
- Ecole Frank Ross students have created a Social Justice Club. The members model the Bulldog traits of being calm, kind, courageous and determined. They are learning about social issues and educational activism; they are talking about issues and problem solving.
- SNAP is the Student Numeracy Assessment and Practice which has been used in elementary schools. It is now expanding to the middle years through the collaboration of a working group focusing on grades 8-9. The group is working on number sense and modeling the process after the current elementary version.
- The district has recently partnered with the UBC Career Field Experience Program. The program is for students who have completed their educational program who then come to the district for 4 – 6 weeks to gain experience in local classrooms.
- A new dual credit program will allow high school students to gain ECE certification. Twelve students have been accepted into the first course starting this spring.

- Tremblay Elementary Library is the hub of the school where students participate in a variety of fun activities.

R5.2 Return to School Plan & Updated Protocols

The Superintendent reported the district's return to school plan that was implemented after the Winter Break. The plan included a delay in the return of school for students to allow staff to collaborate and revisit health and safety protocols.

Schools also developed contingency plans for potential staff shortages and the possibility of functional school closures. Administration will monitor staff absences and implement a functional school closure if deemed necessary.

R5.3 2022-23 School Calendar-DRAFT

The 2022-23 proposed calendar was presented. The draft calendar currently reflects the September 30 designated day for observance as the National Day for Truth and Reconciliation.

The calendar will be circulated until March 4, 2022 to allow for public feedback. The consultation period allows for public feedback before the calendar is adopted by the board and submitted to the Ministry.

R5.4 Field Trip Update

The Assistant Superintendent has given approval in principle to allow the student trip to Quebec in the spring of 2022 to proceed with planning for the trip. The Assistant Superintendent will be communicating closely with the trip planners assessing the risk for travel associated with COVID-19 pandemic and will be reassessing the status of the trip again prior to spring break.

R5.5 Unrestricted Operating Surplus Initiatives

The Superintendent and Secretary Treasurer allocated dollar values to the Unrestricted Operating Surplus Initiatives. The Superintendent asked the board to support the initiatives with allocating Unrestricted Operating Reserves to Internally Restricted Operating Reserves.

(2022-01-009)

MOVED/SECONDED – Gulick/Ziemer

THAT, the board approve to allocate \$1,762,500 from Unrestricted Operating Reserves to Internally Restricted Operating Reserves to support the initiatives as presented.

CARRIED UNANIMOUSLY

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The Secretary-Treasurer reviewed the monthly finance reports as of December 31, 2021.

R6.2 2021-22 Amended Operating Grant

The Secretary Treasurer reviewed the amended operating grant funding which was announced on December 17, 2021. The Amended Operating Grant increased by \$999,730 (2.2%). The student base allocation increased \$672,244 (2.4%) due to the increase in enrolment of 93.4 FTE as compared to the preliminary budget.

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Jones

Trustee Jones reported on the latest news and events of BCSTA.

- BCSTA Provincial Council will be held virtually on February 12, 2022.
- BCSTA AGM will be held on April 21-24, 2022.
- The BCSTA Northern Interior Branch (NIB) meeting will be held virtually on February 5, 2022.

R7.2 South Peace Health Services Collaborative – B. Borton

Trustee Borton received an invitation from the mayor of Chetwynd to attend the Chetwynd Round Table - South Peace Health Services Collaborative meeting. The committee's purpose is to discuss primary health care needs and challenges in the South Peace region.

R7.3 Recording of Board Meetings – C. Anderson

In September 2021 the board passed a motion to record board meetings to allow for public viewing. The two-month trial period is completed, and the board reassessed the process.

(2022-01-010)

MOVED/SECONDED – Gulick/Ziemer

THAT, the public board meetings continue to be recorded and posted on the district website.

CARRIED (Opposed: Jones)

8.0 COMMITTEE REPORTS

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 16, 2022

ADJOURNMENT

(2022-01-011)

MOVED – Borton

THAT, the Regular Meeting be terminated. (2:25 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(C. Anderson) Board Chair

(M. Panoulis) Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Closed Board Meeting
DATE: January 19, 2022 10:00 AM
PLACE: School Board Office – Dawson Creek

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

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – December 15, 2021

Business Arising

Trustee Items

Items discussed and reported included:

- BCPSEA Update
- Staff Vaccination Policy

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters

Secretary Treasurer's Reports

Items discussed and reported included:

- Federal Safe Return to School Fund

Adjournment Motion

CERTIFIED CORRECT:

C. Anderson, Board Chair

M. Panoulas, Secretary Treasurer



School District No.59 (Peace River South)

February 8th, 2022

To the Board of Education
School District 59, Peace River South

Re: Cancellation of French Immersion Trip to Quebec in May-June 2022

This letter is to inform you that student trip to Quebec in the spring of 2022 has been cancelled.

The trip was originally granted approval in principle in January. Since that time, in consultation with the school, it was determined that the risk of continuing with the trip are too great. The changing requirements for travel, along with the potential of participants becoming sick while on the trip have also added to the unacceptable level of risk. Parents are disappointed, but they understand the circumstances warranted the decision.

In a recent letter from the teacher sponsor, Jordan Simao, he has indicated that some of the parents have opted for a 100% refund, while others are working with the school and EF Tours to reschedule the trip for 2023. They are currently deciding between a February 2023 trip or a late May/June trip, also in 2023. Organizers are hopeful that they will be travelling at a less uncertain time.

Sincerely,

Mike Readman
Assistant Superintendent
SD 59, Peace River South



School District No.59 (Peace River South)

February 11, 2022

School District #59 Trustees

Prepared by: Jan Proulx

RE: IEP Pilot Project

School District 59 Inclusive and Competency- Based Individual Education Plan (ICBIEP) Pilot

During the 2020-2021 school year a team of school-based and district-based learning services staff engaged in a 9-part learning series with Shelley Moore on the Inclusive and Competency-Based Individual Education Plan (ICBIEP). The team felt that the ICBIEP process was directly connected to the work on inclusion in our schools as it focused on building on student's strengths not their deficits when planning to support student learning. In addition, the processes for family and student collaboration with the school team are a foundational component and expanded on the process that was already in place. The team was committed to trying the process as the next step in evolving our own IEP. During the 2021-2202 school year, the CBIEP is currently being piloted in three of our elementary schools. Feedback from this year will be used to guide our process for further implementation.



School District No. 59's Communities and Their Childcare Needs

Families throughout the South Peace from Chetwynd to Tumbler Ridge to Dawson Creek were asked to complete the School District No. 59: Child Care (childcare) Action Plan Data Collection Survey in the first two weeks of December 2021. Families were given multiple access points to the survey permitting computer, personal device and paper copy completion and submission options. Families were asked to have only one family member complete the survey per household leading to the 314 completed surveys. The data provided within this document is intended to inform School District No 59 and its partners within the Building Learning Together Society about the potential childcare needs within our collective communities.

All communities supported by School District No. 59 are represented within the data.

Respondent's Community	# of Respondents
Chetwynd	49
Dawson Creek - Urban	126
Dawson Creek - Rural	66
Pouce Coupe	9
Tumbler Ridge	52



12 of the 16 elementary schools within School District No. 59 are directly represented within the data. Indirectly, other schools may be represented with the nineteen respondents who were unaware of their catchment school.

Don Titus Montessori School	10	Ecole Frank Ross Elementary S...	65
Little Prairie Elementary School	28	McLeod Elementary School	7
Windrem Elementary School	7	Parkland Elementary School	12
Tumbler Ridge Elementary Sch...	45	Pouce Coupe Elementary Sch...	12
Canalta Elementary School	40	Tremblay Elementary School	13
Crescent Park Elementary Sch...	34	I do not know what my catch...	19
Devereaux Elementary School	5		

There is need for childcare options for families within the South Peace. Respondents were asked to share what their childcare needs are likely to be within the next 12 months. The statements below represent selections from all of the 314 respondents.

I require Full-time child care.	68		I require child care during stat...	27
I require Part-Time child care.	74		I require after school child care.	89
I require Drop-In child care.	74		I require before school child c...	44
I require child-care on weekda...	79		I require child care over night.	6
I require child care on weeken...	23		I do not currently require care ...	0
I require child care for evenings.	28		Other	61
I require child care for early m...	32			



Chetwynd Childcare Needs

49 families are represented within the Chetwynd Data.
99 children aged birth to 13 years are also represented within the Chetwynd Data

Number of Children Represented Within 49 Families

0 – 35 Months of Age	36
36 – 60 Months of Age	25
School-Aged to 13 Years Old	73

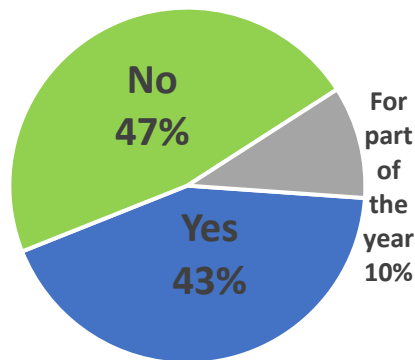


Parental Rating of Factors Related to Childcare (Out of 5, 5 = Extremely Important – Absolutely Unimportant)

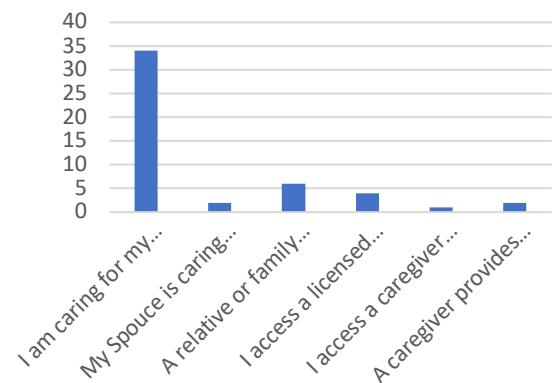
Child Care Importance Factors	Average Out of 5
Quality of Activities Offered within the Program	4.87
Education and Experience of Staff	4.84
Quality of the Facility	4.78
Hours of Operation	4.65
Cost	4.34
Location of Care	3.92
Accommodations and Support for Students with Diverse Abilities (Inclusion)	3.71
Transportation Available to / from the Program	3.08

Please select the programs you currently access for your child or children.	
StrongStart	2
Licensed Infant/Toddler Daycare	4
Group Daycare	1
Pre-School	5
Family Daycare	3
Community Based Groups (CCRR, Library, Nawican, etc.)	9
I do not currently access programming.	★ 30

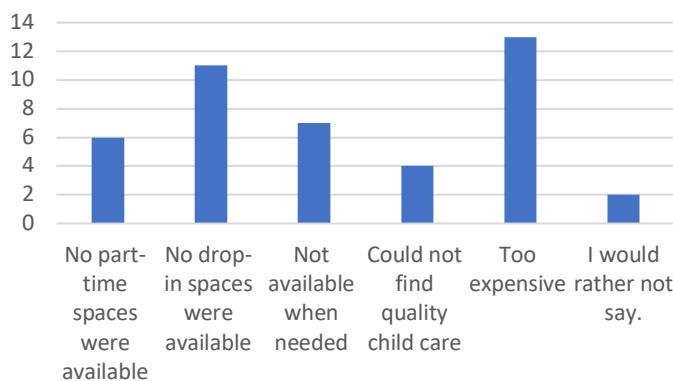
In the past 12 months, have you experienced a lack of suitable childcare?



What is your current childcare arrangement(s) for your child/children?



Please indicate the challenges you had finding sufficient and suitable childcare, what challenges did you encounter?

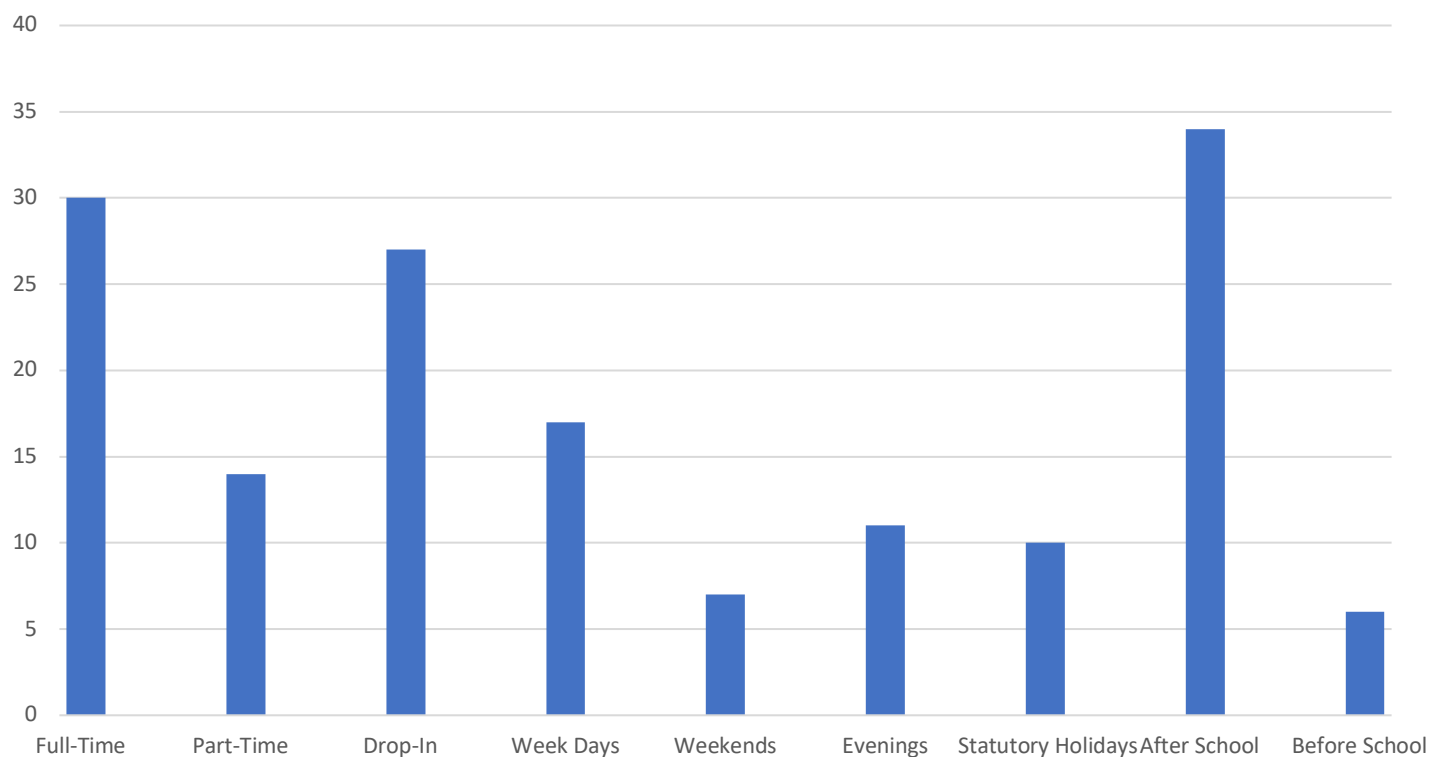


Please indicate the childcare requirements you currently have or will have within the next 12 months (select all options that match your need).

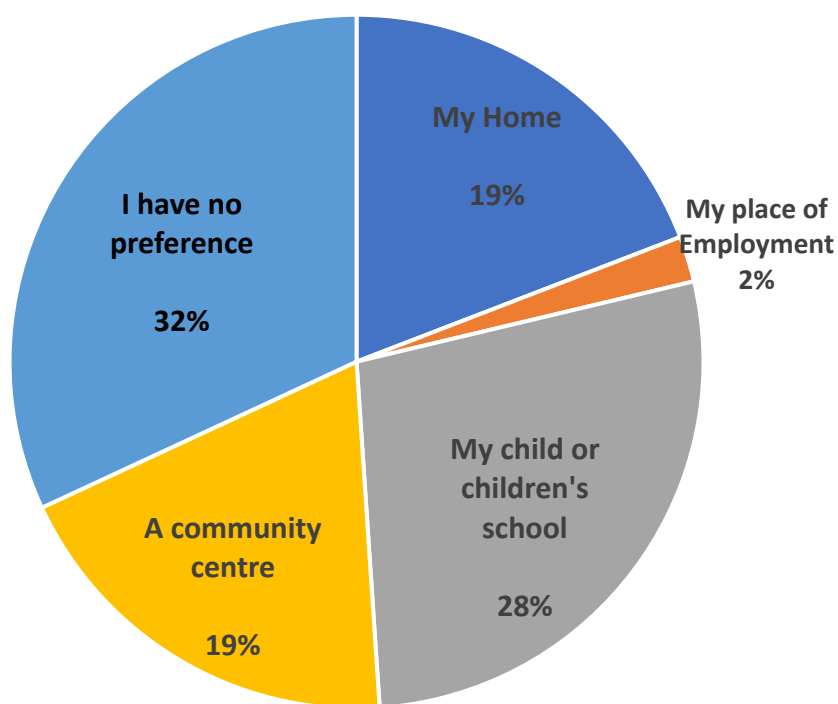
I require Full-time childcare.	10
I require Part-Time childcare.	5
I require Drop-In childcare.	★ 16
I require childcare on weekdays.	12
I require childcare on weekends	2
I require childcare for evenings	7
I require childcare for early mornings.	1
I require childcare for statutory holidays.	3
I require after school childcare.	★ 14
I require before school childcare.	3
I require childcare overnight.	1
I do not currently require childcare but I will need care within the next 18 months.	10

Chetwynd Childcare Needs

Please indicate the number of spaces you would require, should programming and spaces be available within the next 12 months.



If given the choice, where would you desire your child's / children's childcare to be located: (Please select your highest preference).



Chetwynd Childcare Needs

There is need for childcare services in Chetwynd. 25% of the children represented within the data need after school care of some kind. 22% of the children require full-time care. Parents and guardians are also seeking drop-in care options for their children with 20% of the children needing this type of care. 27% of the respondents indicated that cost was a significant factor in their capacity to find suitable care for their children. Like in the other communities surveyed, the respondent is the person providing the care for their children at this time. More than half of the respondents do not currently access any programming for their children. 21 of the families represented in the data experiences challenges finding suitable care for their children in the previous twelve months.

Dawson Creek (Urban)

125 Families are represented within the Dawson Creek: Urban Data
278 Children aged birth to 13 years are also represented within the Dawson Creek: Urban Data.

Children Represented by 125 Families

0 – 35 Months of Age	57
36 – 60 Months of Age	54
School-Aged to 13 Years Old	167



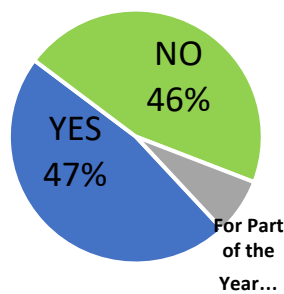
Parental Rating of Factors Related to Childcare (Out of 5, 5 = Extremely Important – Absolutely Unimportant)

Education and Experience of Staff	4.93
Quality of the Facility	4.9
Quality of Activities Offered within the Program	4.79
Cost	4.39
Hours of Operation	4.23
Location of Care	3.9
Transportation Available to / from the Program	3.44
Accommodations and Support for Students with Diverse Abilities (Inclusion)	3.28

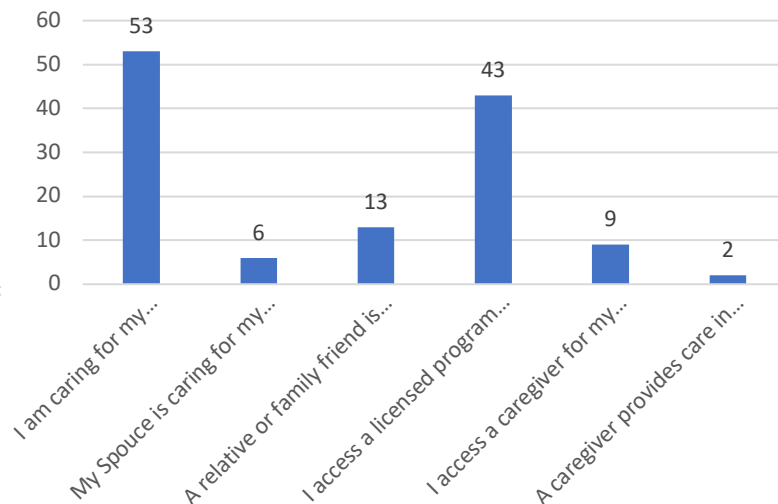
Please select the programs you currently access for your child or children.

StrongStart	22
Licensed infant/toddler daycare	23
Group daycare	23
Pre-school	14
Family daycare	4
Community based groups (CCRR, library, Nawican, etc.)	15
I do not currently access programming. ★	55

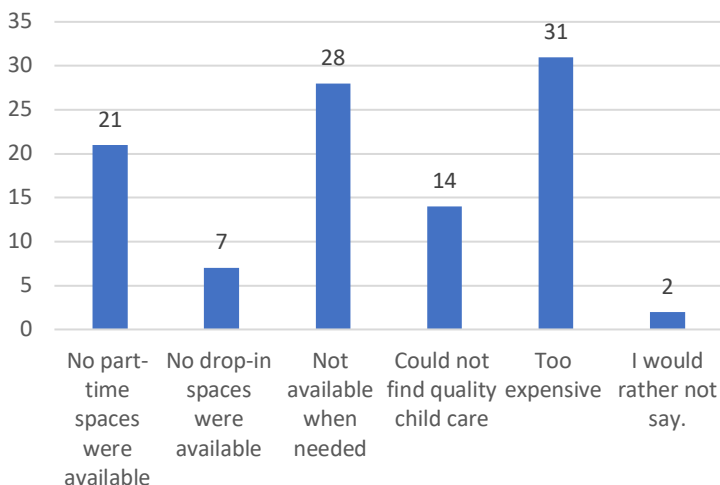
In the past 12 months, have you experienced a lack of suitable childcare?



What is your current childcare arrangement(s) for your child/children?



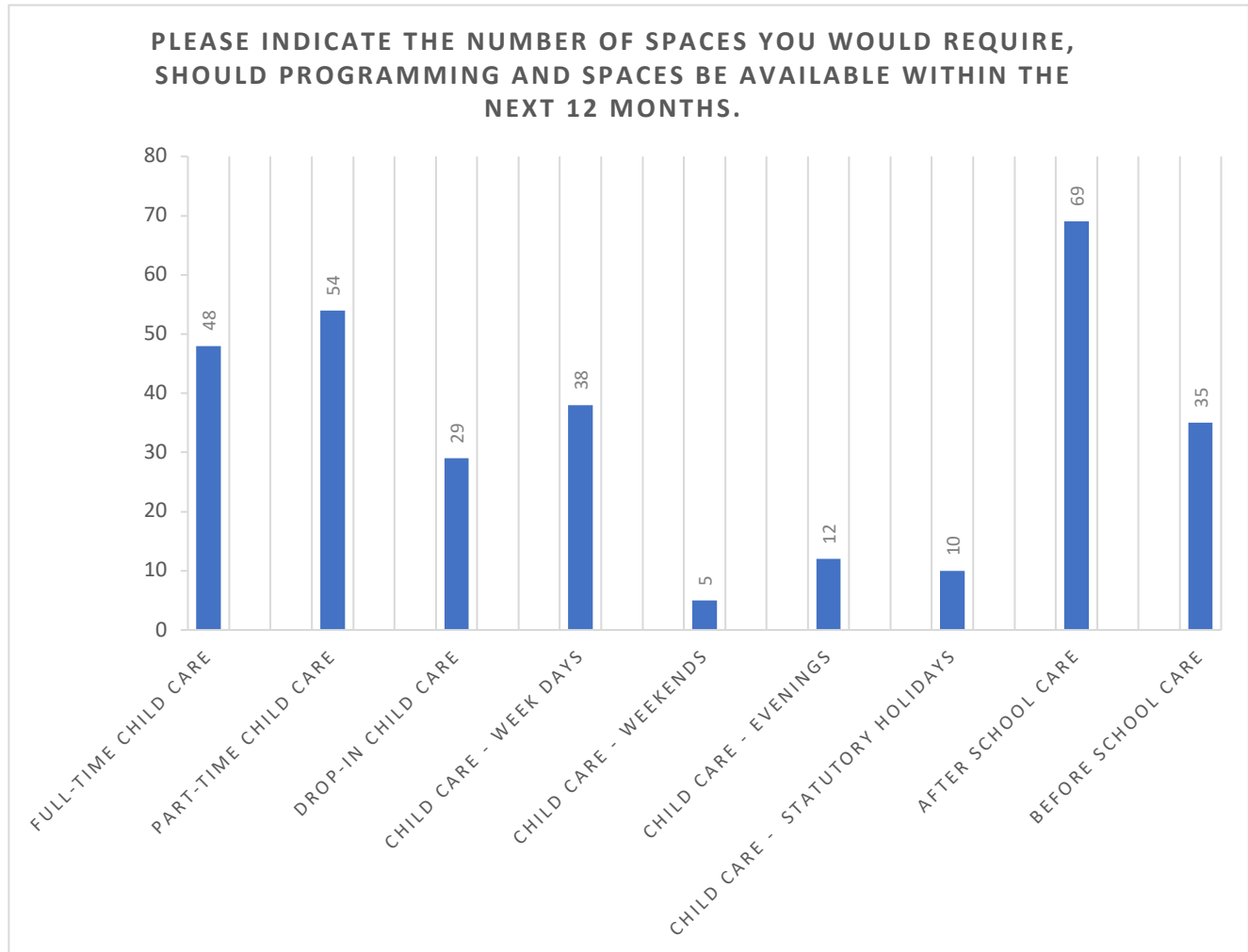
Please indicate the challenges you had finding sufficient and suitable childcare, what challenges did you encounter?



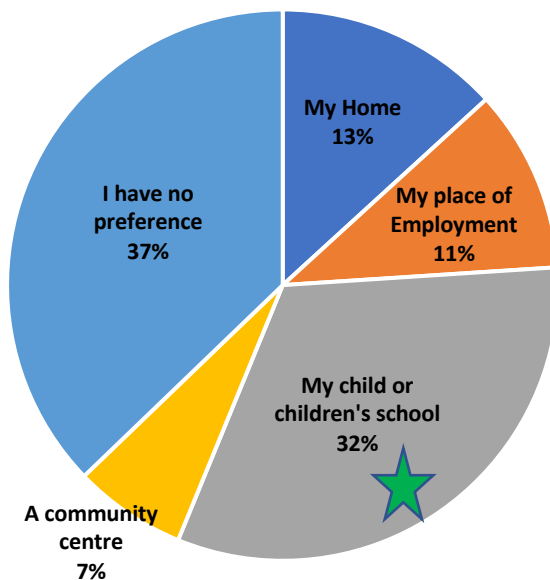
Please indicate the childcare requirements you currently have or will have within the next 12 months (select all options that match your need).

I require Full-time childcare.		22
I require Part-Time childcare.	★	29
I require Drop-In childcare.	★	26
I require childcare on weekdays.	★	29
I require childcare on weekends		8
I require childcare for evenings		6
I require childcare for early mornings.		7
I require childcare for statutory holidays.		10
I require after school childcare.	★	38
I require before school childcare.		18
I require childcare overnight.		2
I do not currently require childcare but I will need care within the next 18 months.		23

Dawson Creek (Urban) Childcare Needs



If given the choice, where would you desire your child's / children's childcare to be located: (Please select your highest preference).



Dawson Creek – Urban Childcare Needs

The data collected from families for urban Dawson Creek represents 278 children ranging in age from birth to thirteen years. Cost and availability of space are the most significant challenges for families seeking care for their children. A significant percentage of respondents, 47%, indicated challenges in finding suitable care for their children within the last twelve months. 41% (69 of 167) of the children represented within the school aged children category require after school care. The data also suggests a need for spaces in both full and part time care. A third of the respondents indicated a connection to their catchment school for care is important but a third also indicated they had no preference potentially suggesting the need for space is greater than the desired location.

Dawson Creek Rural Childcare Needs

31 families are represented within the Dawson Creek Rural Data.
73 children aged birth to 13 years are also represented within the Dawson Creek Rural Data

Children Represented by 31 Families

0 – 35 Months of Age	18
36 – 60 Months of Age	12
School-Aged to 13 Years Old	43

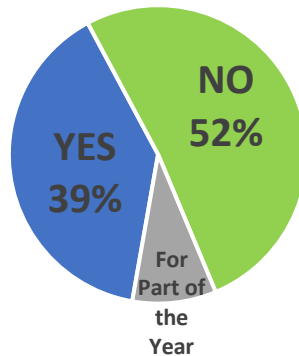


Parental Rating of Factors Related to Childcare (Out of 5, 5 = Extremely Important – Absolutely Unimportant)

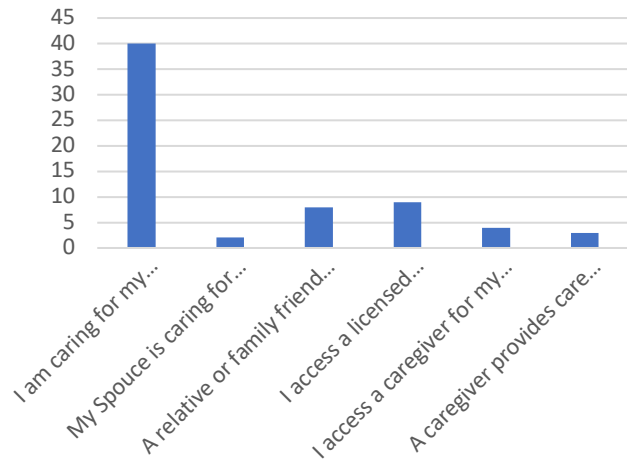
Education and Experience of Staff	4.6
Quality of the Facility	4.56
Quality of Activities Offered within the Program	4.45
Hours of Operation	4.44
Location of Care	4.04
Cost	3.85
Accommodations and Support for Students with Diverse Abilities (Inclusion)	3.12
Transportation Available to / from the Program	2.9

Please select the programs you currently access for your child or children.	
StrongStart	7
Licensed Infant/Toddler Daycare	5
Group Daycare	3
Pre-School	7
Family Daycare	3
Community Based Groups (CCRR, Library, Nawican, etc.)	7
I do not currently access programming. ★	31

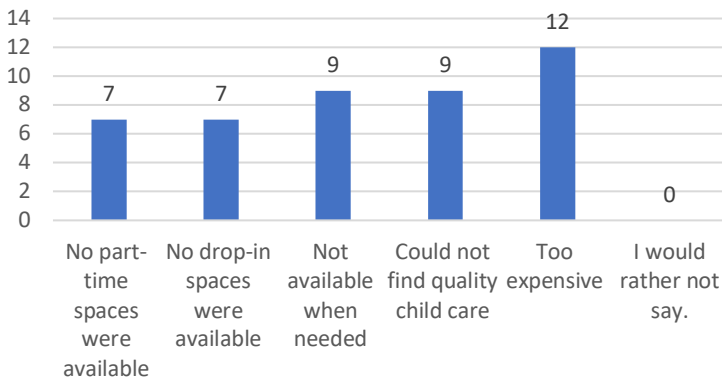
In the past 12 months, have you experienced a lack of suitable childcare?



What is the current childcare arrangements(s) for your child/children?



Please indicate the challenges you had finding sufficient and suitable childcare, what challenges did you encounter?

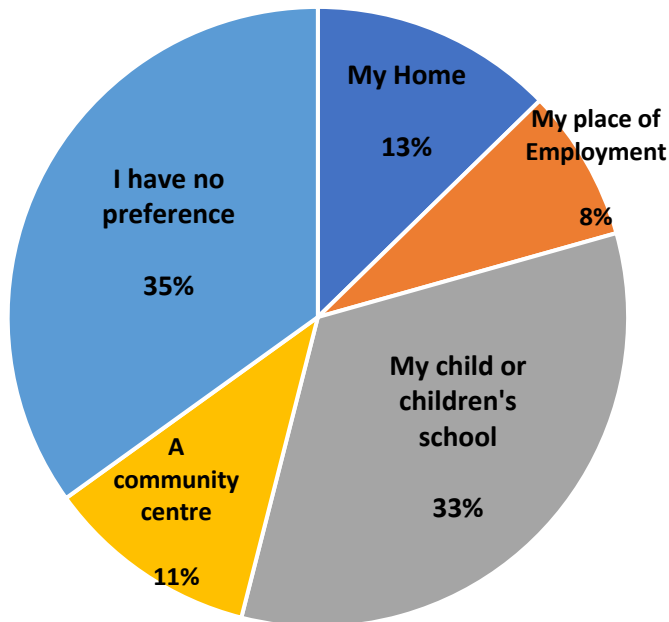


Please indicate the childcare requirements you currently have or will have within the next 12 months (select all options that match your need).	
I require Full-time childcare. ★	15
I require Part-Time childcare.	5
I require Drop-In childcare.	13
I require childcare on weekdays. ★	17
I require childcare on weekends	0
I require childcare for evenings	4
I require childcare for early mornings.	10
I require childcare for statutory holidays.	1
I require after school childcare. ★	15
I require before school childcare.	5
I require childcare overnight.	1
I do not currently require childcare but I will need care within the next 18 months.	16

Dawson Creek Rural Childcare Needs



If given the choice, where would you desire your child's / children's childcare to be located:
(Please select your highest preference).



Dawson Creek Rural Childcare Needs

The data collected for families in Dawson Creek Rural represents 73 children from birth to thirteen years. One-third of the families surveyed felt the cost of childcare was a challenge. One-half of the families surveyed currently need or will need either after school childcare or regular childcare throughout the week within the next twelve months. Full-time care is needed for 33 of the 73 children represented within the data either currently or within the next twelve months. Close to 40% of the families surveyed indicated they had challenges finding suitable care for their children in the past twelve months. Currently, rural families are taking care of their own children, from a childcare perspective. 40 of the 73 children represented in the data are cared for by the person who completed the survey (predominantly mothers).

Pouce Coupe Childcare Needs

9 families are represented within the Pouce Coupe Data.
26 children aged birth to 13 years are also represented within the Pouce Coupe Data

Children Represented by 9 Families

0 – 35 Months of Age	5
36 – 60 Months of Age	5
School-Aged to 13 Years Old	16

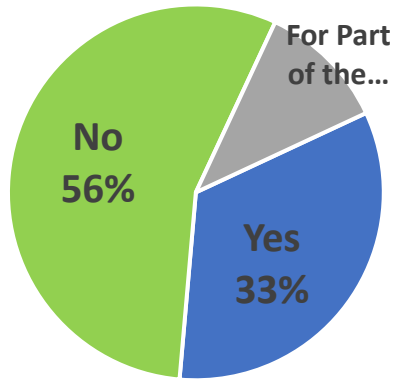


Parental Rating of Factors Related to Childcare (Out of 5, 5 = Extremely Important – Absolutely Unimportant)

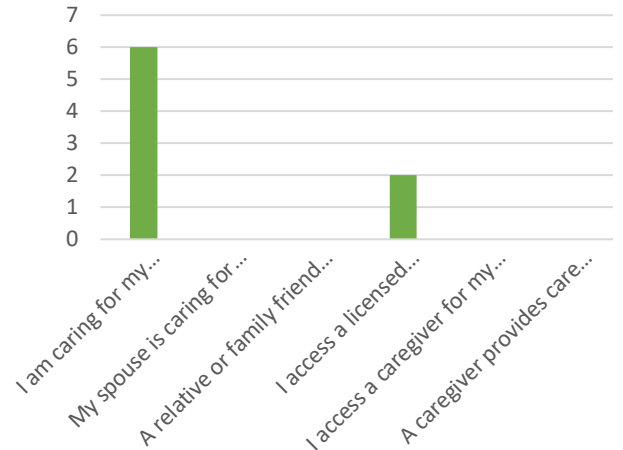
Child Care Importance Factors	Average Out of 5
Quality of the Facility	4.71
Education and Experience of Staff	4.5
Cost	4.38
Hours of Operation	4.38
Quality of Activities Offered within the Program	4.25
Accommodations and Support for Students with Diverse Abilities (Inclusion)	4
Location of Care	3.38
Transportation Available to / from the Program	2.13

Please select the programs you currently access for your child or children.	
StrongStart	1
Licensed Infant/Toddler Daycare	1
Group Daycare	2
Pre-School	3
Family Daycare	0
Community Based Groups (CCRR, Library, Nawican, etc.)	2
I do not currently access programming.	3

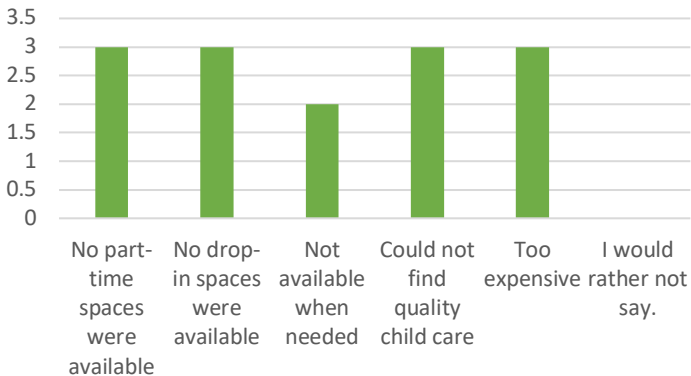
In the past 12 months, have you experienced a lack of suitable child care?



What is your current childcare arrangement(s) for your child/children?



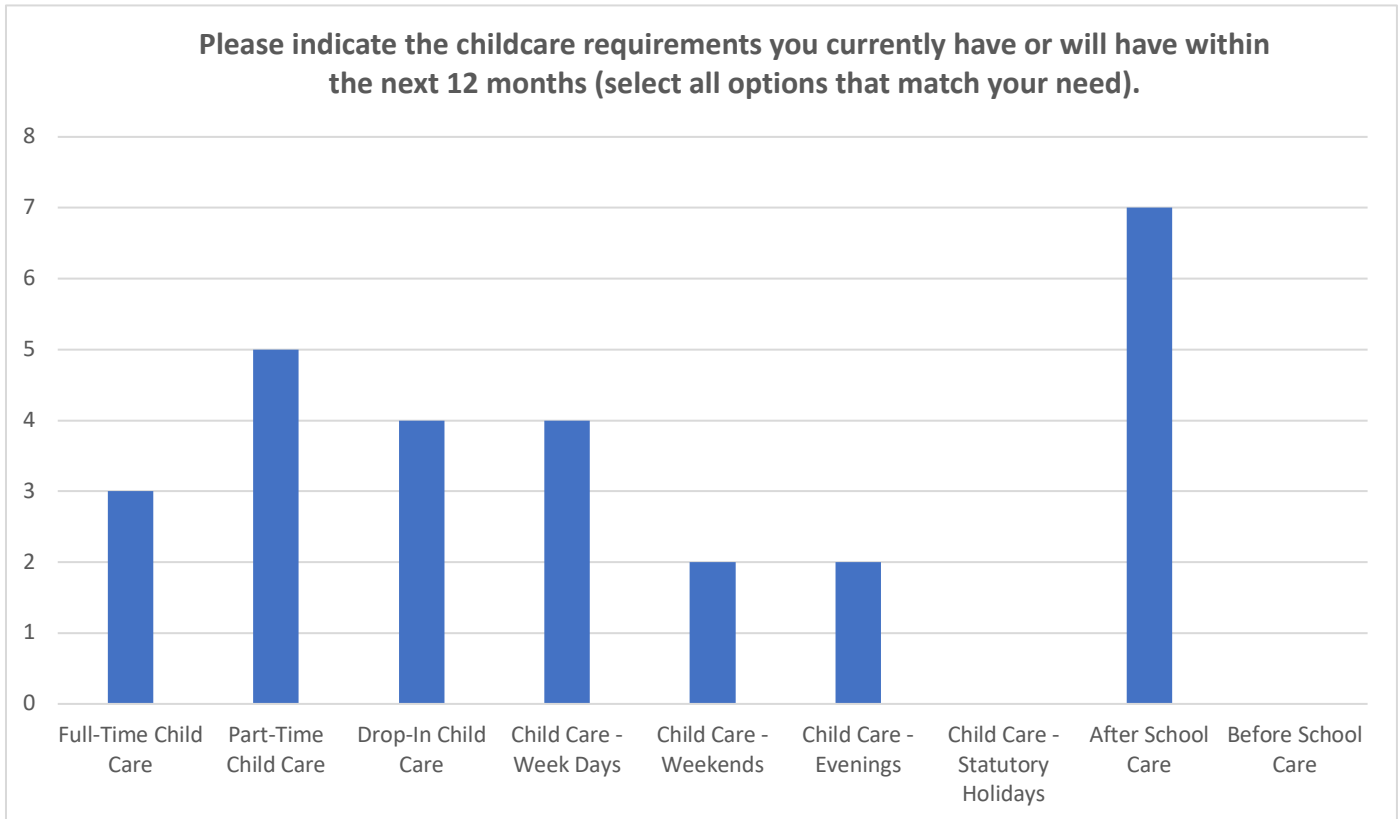
Please indicate the challenges you had finding sufficient and suitable childcare, what challenges did you encounter?



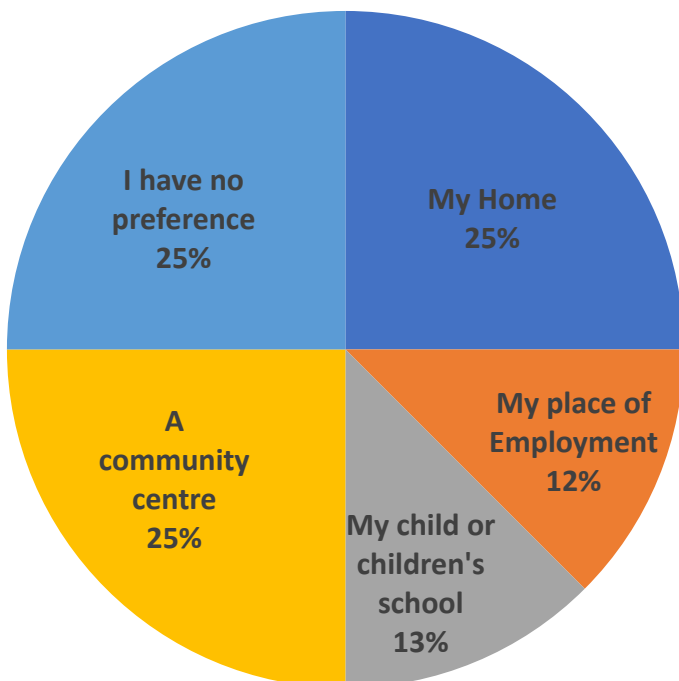
Please indicate the childcare requirements you currently have or will have within the next 12 months (select all options that match your need).

I require Full-time childcare.	1
I require Part-Time childcare.	2
I require Drop-In childcare.	2
I require childcare on weekdays.	2
I require childcare on weekends.	2
I require childcare for evenings.	3
I require childcare for early mornings	1
I require childcare during statutory holidays.	1
I require after school childcare.	3
I require before school childcare.	0
I require childcare overnight.	0
I do not currently require care but will within the next 18 months.	0
Other	0

Pouce Coupe Childcare Needs



If given the choice, where would you desire your child's / children's childcare to be located: (Please select your highest preference).



Pouce Coupe Childcare Needs

The data from the community of Pouce Coupe is relatively limited, representing 26 children. The respondents indicated less challenge in finding suitable childcare in the previous 12 months in comparison to the other communities' respondents. Like in the other communities, the respondent is predominantly taking responsibility for the care of their children. 43% of the children would benefit from an after school care program. The distribution of where guardians would like care for their children to take place is also different in comparison to the other communities. Respondents were less interested in the school site from a childcare perspective; this may be influenced by the fact the local community centre is attached to the school.



Tumbler Ridge Childcare Needs

51 families are represented within the Tumbler Ridge Data.
99 children aged birth to 13 years are also represented within the Tumbler Ridge Data

Number of Children Represented Within 51 Families

0 – 35 Months of Age	49
36 – 60 Months of Age	16
School-Aged to 13 Years Old	34

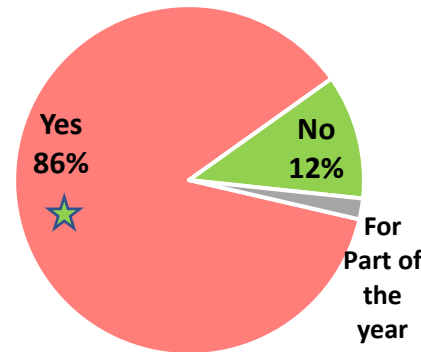


Parental Rating of Factors Related to Childcare (Out of 5, 5 = Extremely Important – Absolutely Unimportant)

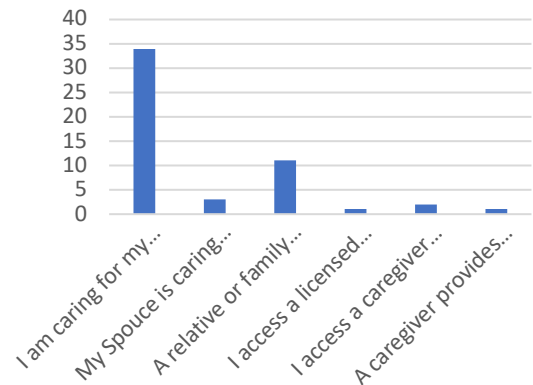
Childcare Importance Factors	Average Out of 5
Education and Experience of Staff	4.63
Quality of the Facility	4.39
Quality of Activities Offered within the Program	4.39
Hours of Operation	4.22
Cost	3.9
Location of Care	3.67
Accommodations and Support for Students with Diverse Abilities (Inclusion)	3.02
Transportation Available to / from the Program	2.22

Please select the programs you currently access for your child or children.	
StrongStart	★ 25
Licensed Infant/Toddler Daycare	1
Group Daycare	1
Pre-School	11
Family Daycare	0
Community Based Groups (CCRR, Library, Nawican, etc.)	★ 13
I do not currently access programming.	★ 13

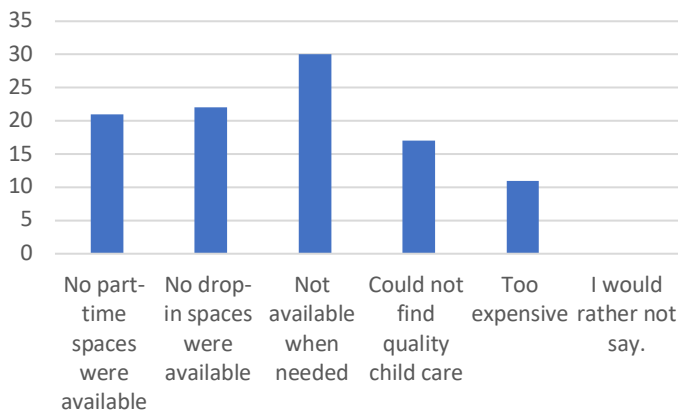
In the past 12 months, have you experienced a lack of suitable child care?



What is your current child care arrangement(s) for your child/children?



Please indicate the challenges you had finding sufficient and suitable childcare, what challenges did you encounter?

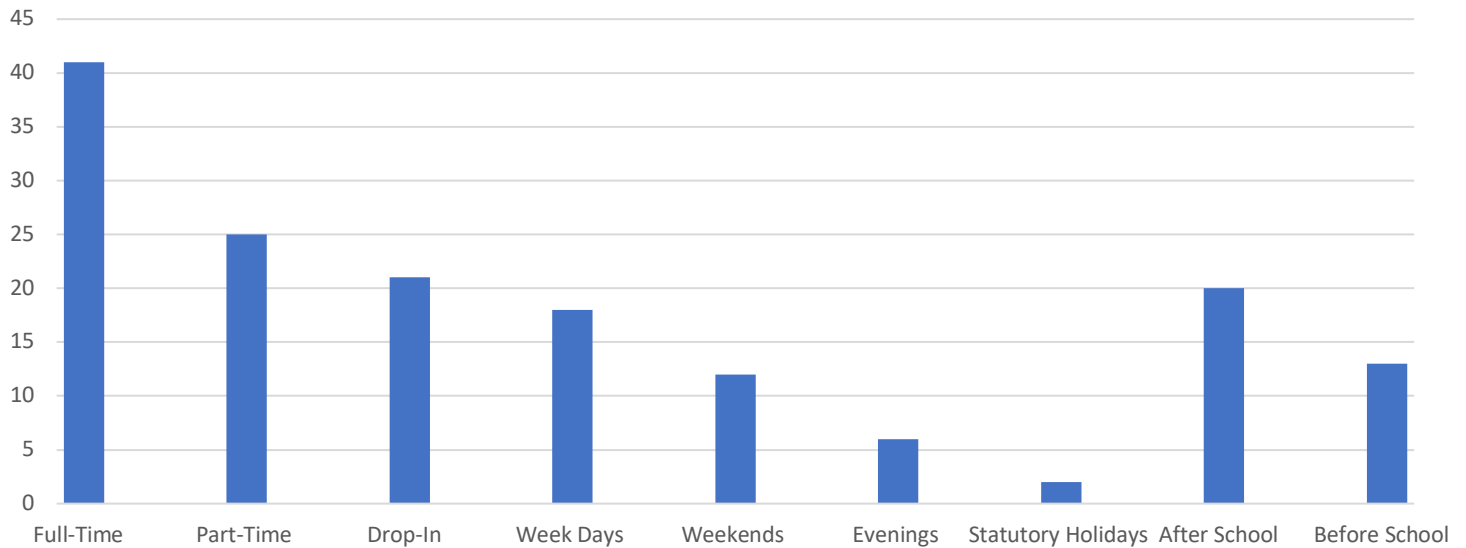


Please indicate the childcare requirements you currently have or will have within the next 12 months (select all options that match your need).

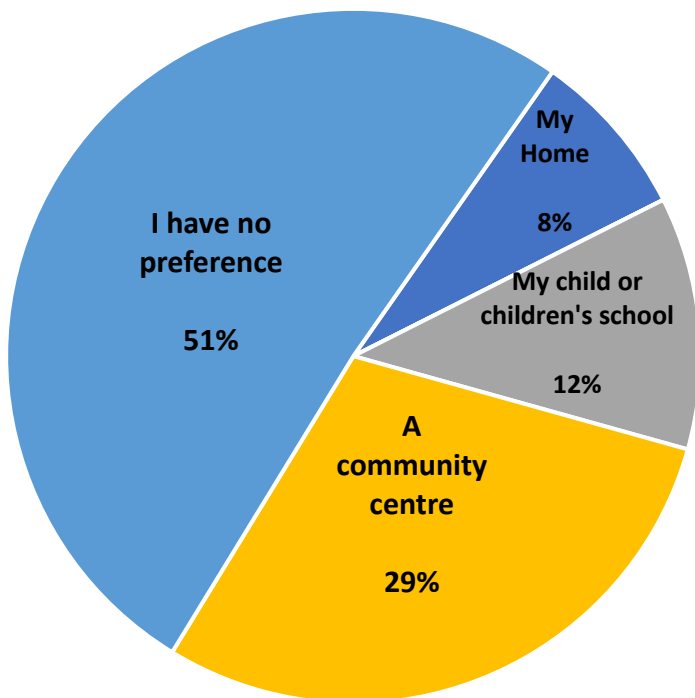
I require Full-time childcare.	★ 17
I require Part-Time childcare.	★ 20
I require Drop-In childcare.	★ 15
I require childcare on weekdays.	★ 14
I require childcare on weekends	8
I require childcare for evenings	4
I require childcare for early mornings.	10
I require childcare for statutory holidays.	2
I require after school childcare.	4
I require before school childcare.	2
I require childcare overnight.	0
I do not currently require childcare but I will need care within the next 18 months.	10

Tumbler Ridge Childcare Needs

Please indicate the number of spaces you would require, should programming and spaces be available within the next 12 months.



If given the choice, where would you desire your child's / children's childcare to be located: (Please select your highest preference).



Tumbler Ridge Childcare Needs

It appears there is a significant need for a variety of childcare options in the community of Tumbler Ridge. The need for full-time, part-time and drop-in spaces is high. Those surveyed indicated a need for 41 full-time spaces in Tumbler Ridge now and within the next twelve months. The cost of care did not prevail as significant an issue in Tumbler Ridge in comparison to the overall need. 86% of those surveyed indicated a lack of suitable childcare options within the past twelve months. StrongStart is relatively well subscribed to by families in Tumbler Ridge. Before and After School care play less of a significant role in Tumbler Ridge at this time; this is likely reflected by the ages of the children represented in the data. 65% of the children represented within the data are pre-school aged, and 50% of the 99 children are between the age of birth and three years. The age of the children and the needs outlined within the survey responses suggest childcare is and will continue to be a significant issue/need within the community of Tumbler Ridge.



School District No.59 (Peace River South)

INDIGENOUS EDUCATION REPORT & COMPLETION RATES

In alignment with the BC Tripartite Education Agreement commitments, the annual Indigenous Education 2021 “How Are We Doing?” report is publicly available on the ministry website, at the provincial and district level. Collaboratively built with the First Nation Education Steering Committee, the report focuses on Indigenous student demographics and outcomes in public schools, such as FSA results, number of students with diverse abilities, completion rates, transition rates to post-secondary institutions and student learning survey results.

The full report can be found at: <https://studentsuccess.gov.bc.ca/school-district/059>.

This report provides us an opportunity to look at our district data to determine areas of success, and areas where we are still seeing gaps in achievement. This allows us to make plans for next steps so that we can address equity issues within our district.

Christy Fennell
Superintendent



School District No.59 (Peace River South)

February 10, 2022

School District #59 Trustees

RE: January 2022 Financial Reports

Following are explanations of major variances for the January 31, 2022 Financial Reports. These reports are based on the finalized Amended 2021/2022 budget.

REVENUES:

I have no information that I would like to provide regarding the revenue reports.

DISTRICT EXPENSES:

1. **District Special Ed/Helping Teachers** – The \$40,000 favourable variance is spread out over the eight Special Ed/Helping Teachers departments.
2. **District Programs Other** – The majority of the favourable \$508,000 variance breakdown is as follows.
 - a. Indigenous Education - \$185,600
 - b. Resource Centre - \$30,000
 - c. Local Technology - \$62,000
 - d. Special Projects - \$67,600
 - e. CEF Operating Fund - \$109,000
 - f. Numeracy \$23,200

The high surplus of the Indigenous Education Department is due to the many positions that remain unfilled despite being posted multiple times. I have no concerns that the Resource Centre and Local Technology budget will not be fully spent by year-end. Special Projects is underbudget due to unfilled positions related to the 2020/21 Holdback Funding to address learning impacts from the pandemic. CEF ratio positions continue to be filled to meet restored language requirements. Initiatives related to Numeracy are continuing but at little to no cost to the district as release time is not currently feasible given the lack of substitutes available.



School District No.59 (Peace River South)

3. **Board of Trustees** – The unfavourable variance is related to board travel as the budget isn't trended each month to relate to specific conferences (ie: BCSTA Academy). I expect this variance to decrease over the next few months.
4. **Operations & Maintenance** – This favourable variance is mainly spread over many departments with higher amounts in Chetwynd Maintenance and Custodial. There is a vacant position in Chetwynd this has been posted and remains unfilled. We have seen many custodial shifts unable to be covered, when that happens we shift other positions to ensure schools are cleaned to the proper standard.
5. **Utilities** – There was a major shift in the utilities variance as compared to the previous month. I believe there was an issue with the utility accrual in the previous month but I will investigate this further.
6. The **District School** is below budget. This budget is made up of the net difference between average and actual wage costs, as well as budgeted and actual absence rates. Given the unfilled absences that schools are dealing with on a day-to-day basis this favourable variance is expected.
7. Most of the **Special Purpose** variance is from the Annual Facilities Grant (\$312,000).

SCHOOL EXPENSES:

You will see some larger shifts in projections as compared to the previous month for some schools. This would be caused by administrators reviewing their first set of financial reports and noticing staff that are miscoded and not being charged accurately. The majority (86%) of the favourable variance is related to wages and benefits, this aligns with the recruitment and retention problems the district has had for many years. Its not uncommon to see postings remained unfilled for a long time.

Melissa Panoulis

Board Variance Report - Revenues
January 31, 2022

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

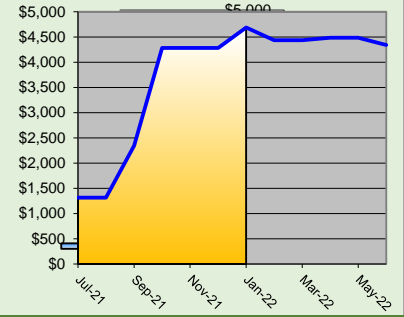
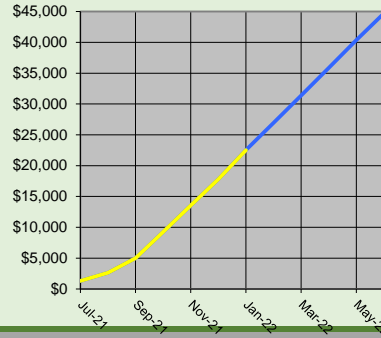
Monthly Revenues (\$000's):

BASE OPERATING GRANT

Year-To Date Results:

Budget	Actual	Variance
<u>\$22,515</u>	<u>\$22,515</u>	<u>\$0</u>

Overbudget 0.0%

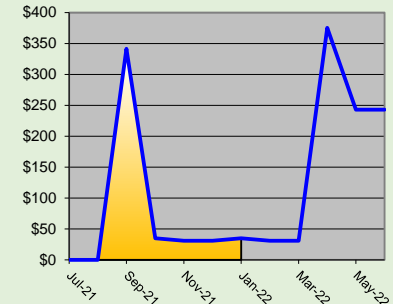
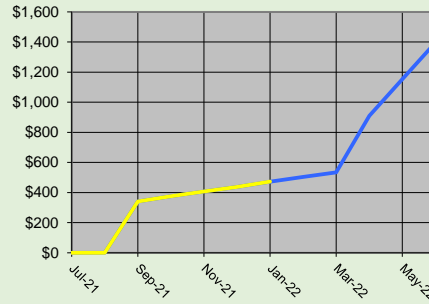


OTHER MoEd GRANTS

Year-To Date Results:

Budget	Actual	Variance
<u>\$473</u>	<u>\$473</u>	<u>\$0</u>

Underbudget 0.0%

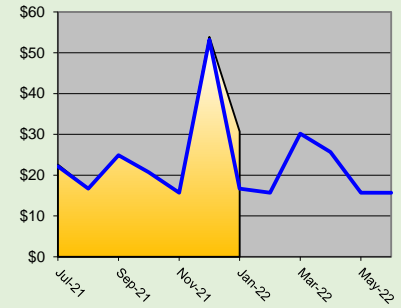
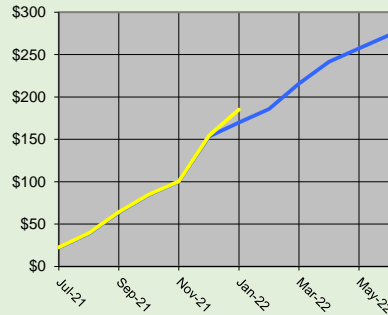


GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

Budget	Actual	Variance
<u>\$170</u>	<u>\$185</u>	<u>\$15</u>

Overbudget 8.9%

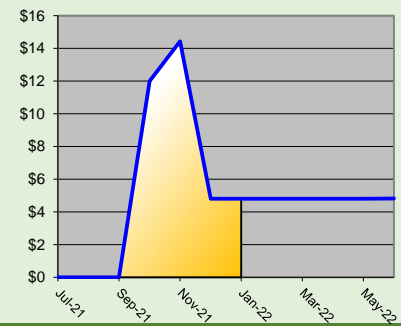
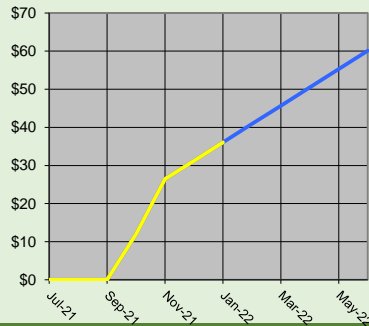


NON-RESIDENT TUITION

Year-To Date Results:

Budget	Actual	Variance
<u>\$36</u>	<u>\$36</u>	<u>\$0</u>

Overbudget 0.0%

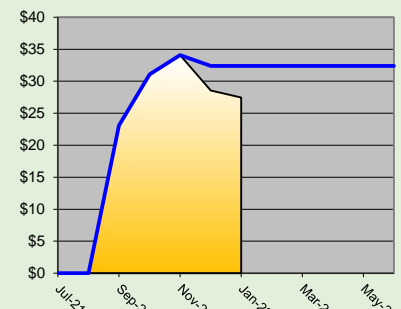
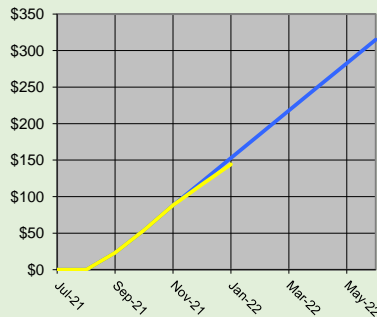


SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

Budget	Actual	Variance
<u>\$153</u>	<u>\$144</u>	<u>-\$9</u>

Underbudget 5.7%



Board Variance Report - Revenues
January 31, 2022

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

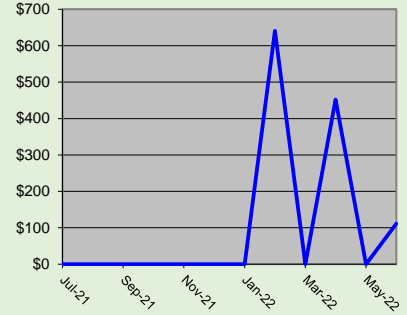
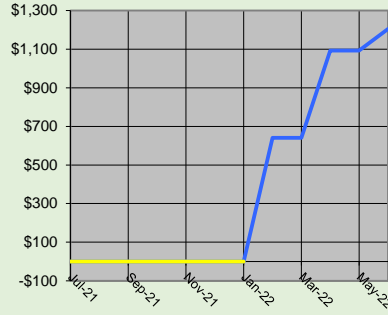
Monthly Revenues (\$000's):

FUNDING FIRST NATION

Year-To Date Results:

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

On Budget

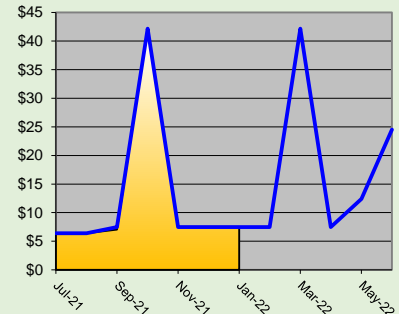
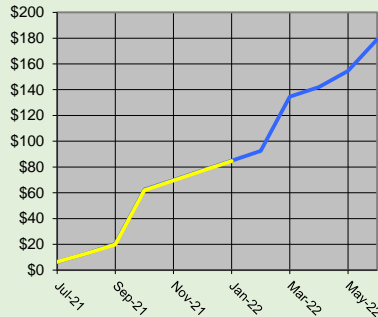


RENTALS/LEASES

Year-To Date Results:

Budget	Actual	Variance
\$85	\$85	\$0

Underbudget 0.4%

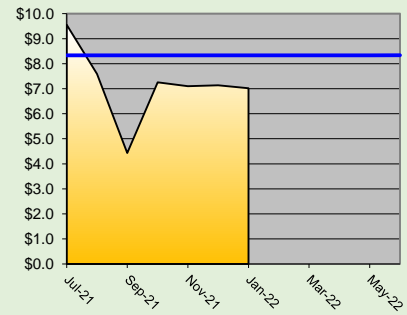
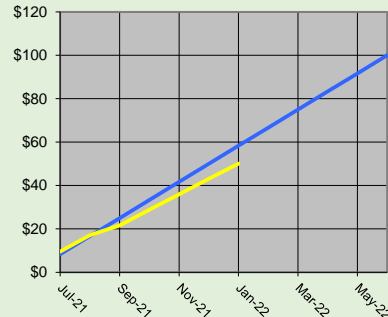


INTEREST INCOME

Year-To Date Results:

Budget	Actual	Variance
\$58	\$50	-\$8

Underbudget 14.1%

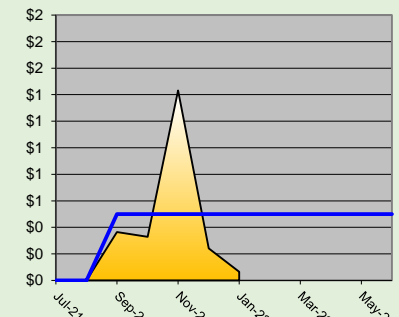
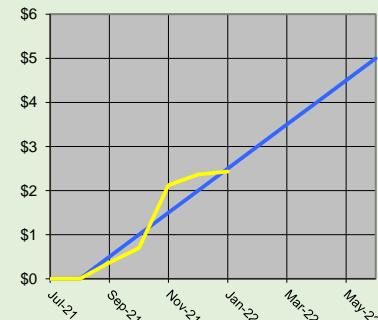


OTHER REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$3	\$2	\$0

Underbudget 2.7%

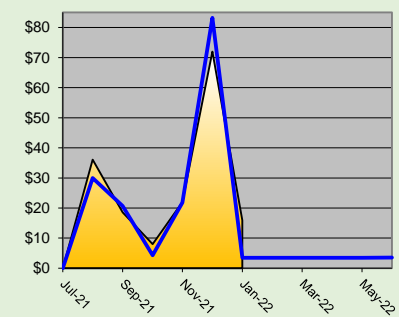
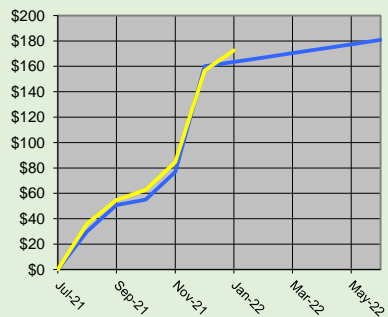


MISCELLANEOUS REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$163	\$173	\$9

Overbudget 5.6%



Board Variance Report - Revenues
January 31, 2022

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

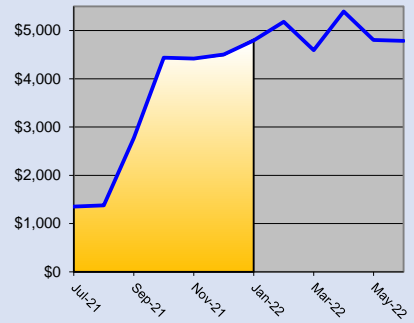
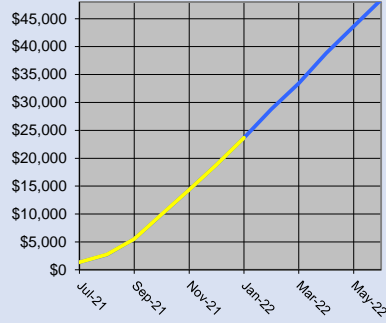
Monthly Revenues (\$000's):

TOTAL REVENUE

Year-To Date Results:

<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<u>\$23,656</u>	<u>\$23,663</u>	<u>\$7</u>

Overbudget 0.0%



Board Variance Rpt. - Expenditures

January 31, 2022

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

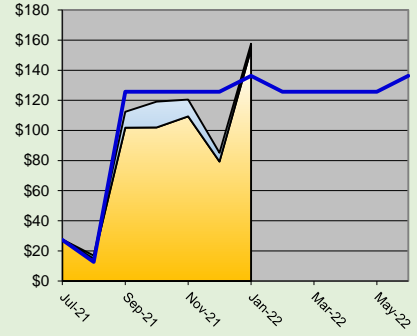
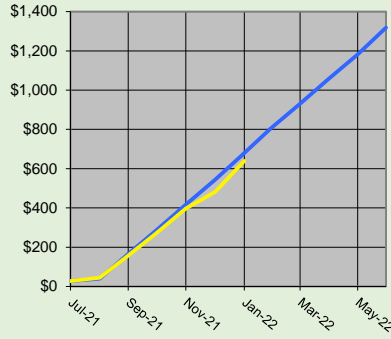
Monthly Costs (\$000's):

DISTRICT SPEC. ED./HELP.TCHRS

Year-To Date Results:

	Budget	Actual	Variance
Comp	616	589	27
O&M	63	51	13
Total	679	639	40

Underbudget 6%

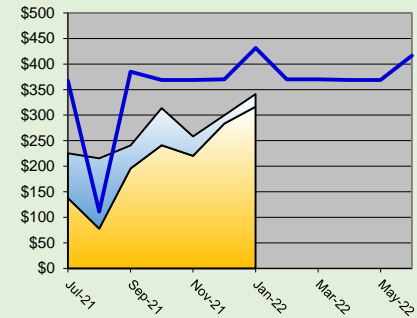
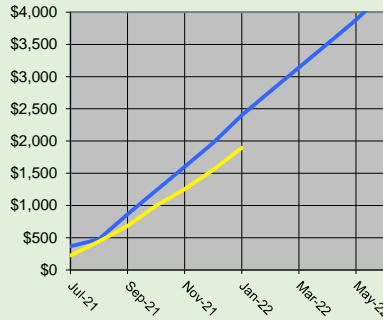


DISTRICT PROGRAMS-OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	1,859	1,473	386
O&M	543	422	121
Total	2,403	1,895	508

Underbudget 21%

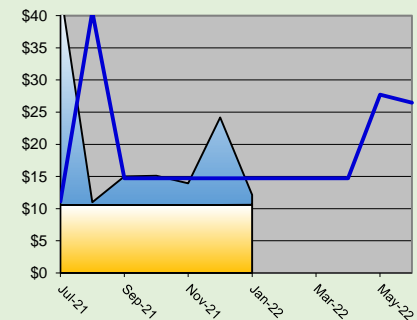
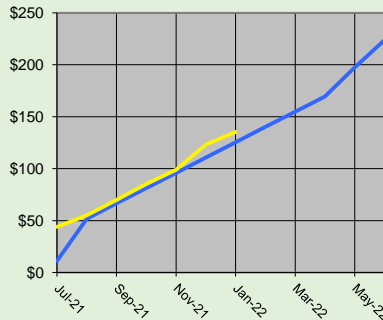


BOARD OF TRUSTEES

Year-To Date Results:

	Budget	Actual	Variance
Comp	74	74	0
O&M	51	61	-10
Total	125	135	-10

Overbudget 8%

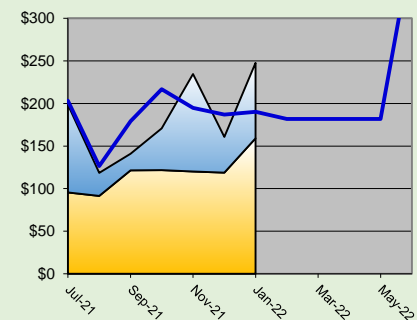
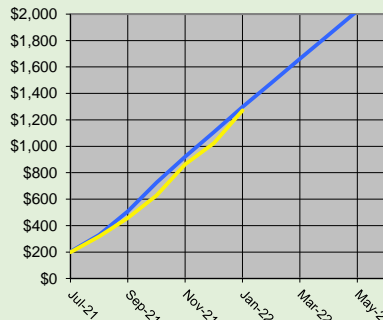


ADMINISTRATION & OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	881	828	53
O&M	416	443	-27
Total	1,297	1,272	26

Underbudget 2%

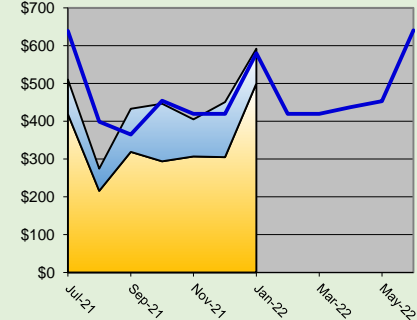
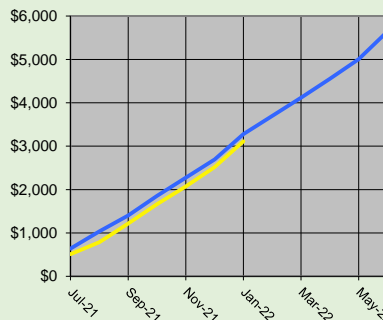


OPERATIONS & MAINTENANCE

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,566	2,360	207
O&M	709	753	-43
Total	3,276	3,112	164

Underbudget 5%



Board Variance Rpt. - Expenditures

January 31, 2022

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

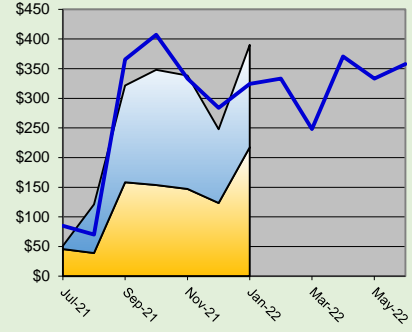
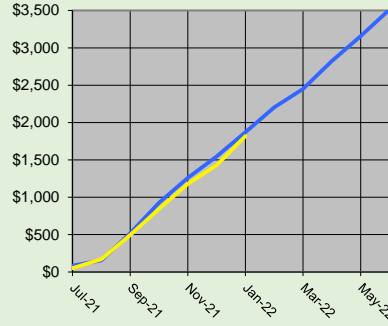
Monthly Costs (\$000's):

TRANSPORTATION

Year-To Date Results:

	Budget	Actual	Variance
Comp	894	885	10
O&M	975	933	42
Total	1,869	1,818	51

Underbudget 3%

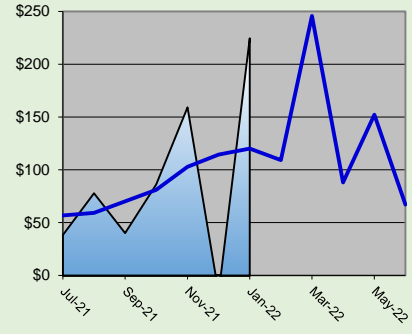
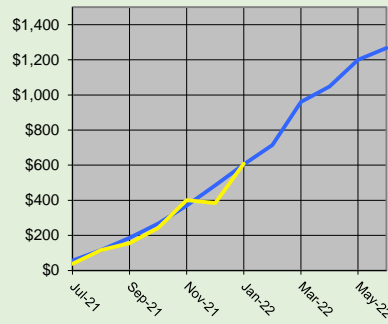


UTILITIES

Year-To Date Results:

	Budget	Actual	Variance
Comp	0	0	0
O&M	605	609	-4
Total	605	609	-4

Overbudget 1%

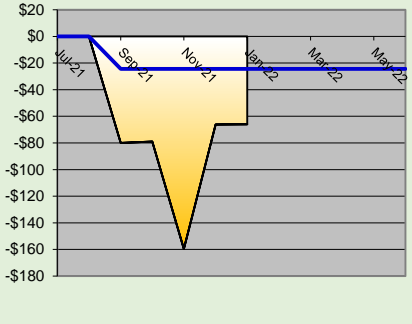
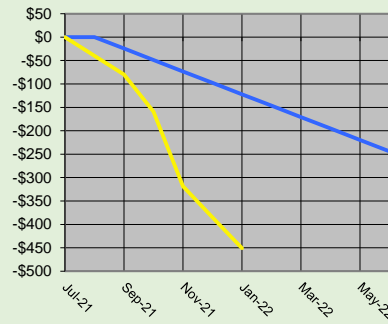


DISTRICT SCHOOL

Year-To Date Results:

	Budget	Actual	Variance
Comp	-122	-451	329
O&M	0	0	0
Total	-122	-451	329

Underbudget 269%

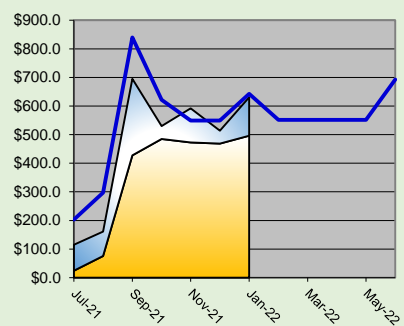
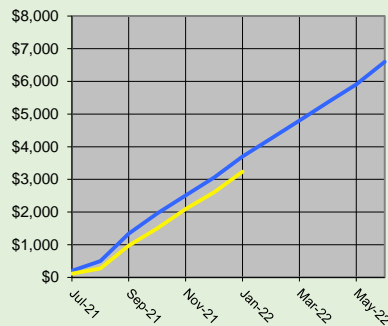


SPECIAL PURPOSE FUNDS

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,652	2,449	203
O&M	1,049	788	260
Total	3,701	3,237	464

Underbudget 13%

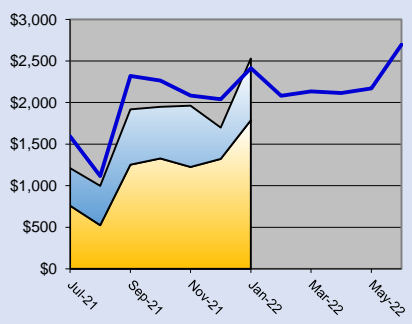
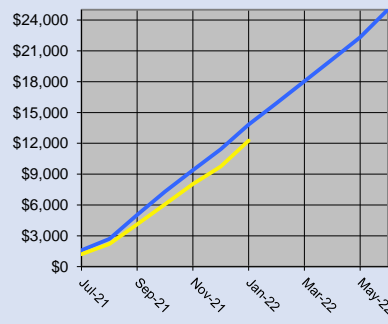


DISTRICT TOTALS - EXPENDITURES

Year-To Date Results:

	Budget	Actual	Variance
Comp	9,421	8,207	1,214
O&M	4,412	4,060	352
Total	13,834	12,267	1,567

Underbudget 11%



Board Variance Report - Schools

January 31, 2022

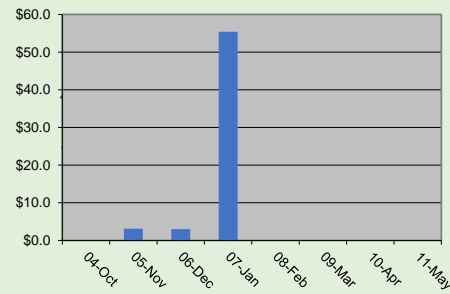
Actual Budget
YTD Surplus (\$000's):

CANALTA (101)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$720	\$718	\$2
Supp.Staff	367	328	39
Disc.Subs	12	14	-3
Supp & Serv.	34	17	17
Total	1,133	1,078	55

Underbudget 4.9%

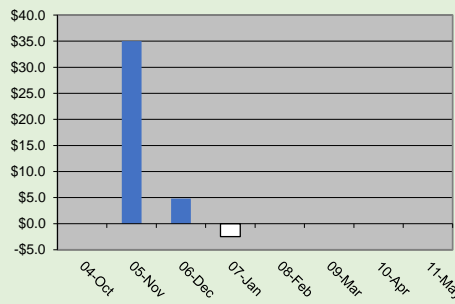


CHETWYND SECONDARY (111)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$944	\$904	\$41
Supp.Staff	258	243	15
Disc.Subs	9	36	-27
Supp & Serv.	62	93	-31
Total	1,273	1,275	-2

Overbudget 0.2%

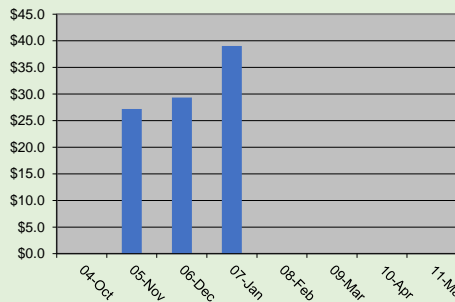


CRESCENT PARK (103)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$744	\$718	\$26
Supp.Staff	244	212	32
Disc.Subs	8	24	-15
Supp & Serv.	30	34	-4
Total	1,027	988	39

Underbudget 3.8%

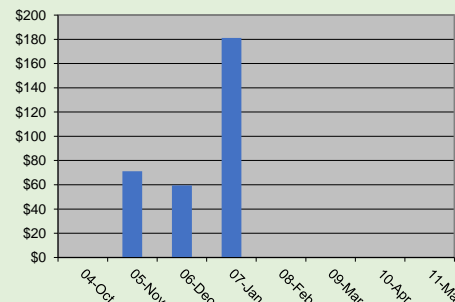


DAWSON CREEK SECONDARY (108)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,659	\$1,643	\$16
Supp.Staff	516	412	104
Disc.Subs	28	13	15
Supp & Serv.	218	173	45
Total	2,421	2,240	181

Underbudget 7.5%



Board Variance Report - Schools

January 31, 2022

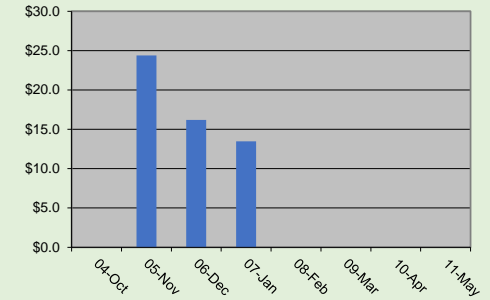
YTD Surplus (\$000's):

DEVEREAUX (114)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$295	\$280	\$15
Supp.Staff	99	95	5
Disc.Subs	4	14	-10
Supp & Serv.	19	14	4
Total	417	403	13

Underbudget 3.2%

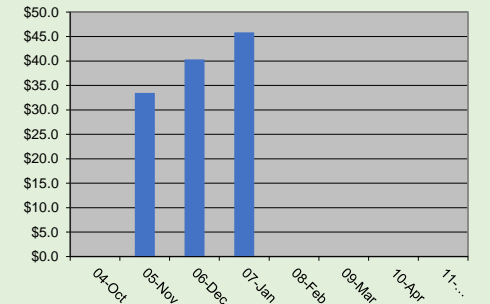


DON TITUS (113)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$404	\$380	\$24
Supp.Staff	155	130	25
Disc.Subs	4	9	-5
Supp & Serv.	12	11	2
Total	575	529	46

Underbudget 8.0%

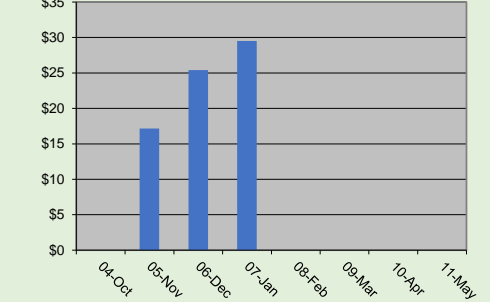


FRANK ROSS (105)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,515	\$1,485	\$30
Supp.Staff	336	320	16
Disc.Subs	13	22	-9
Supp & Serv.	33	40	-7
Total	1,897	1,867	30

Underbudget 1.6%

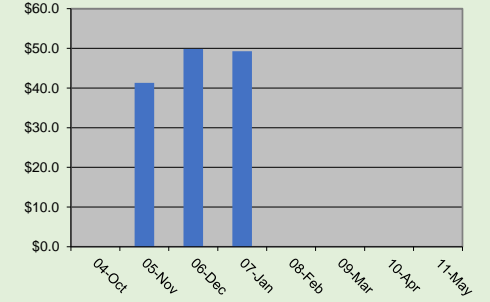


LITTLE PRAIRIE (131)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$716	\$696	\$21
Supp.Staff	148	131	17
Disc.Subs	5	6	-1
Supp & Serv.	22	10	12
Total	892	843	49

Underbudget 5.5%



Board Variance Report - Schools

January 31, 2022

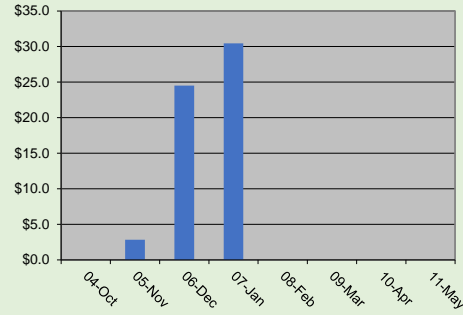
Actual Budget
YTD Surplus (\$000's):

MCLEOD (119)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$225	\$225	\$0
Supp.Staff	44	29	15
Disc.Subs	3	2	1
Supp & Serv.	19	6	14
Total	292	261	30

Underbudget 10.4%

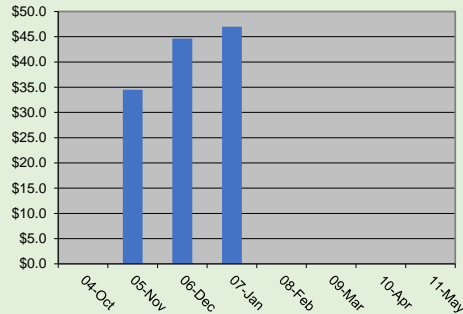


MOBERLY LAKE (118)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$159	\$136	\$23
Supp.Staff	61	49	12
Disc.Subs	3	4	-1
Supp & Serv.	19	6	13
Total	242	195	47

Underbudget 19.4%

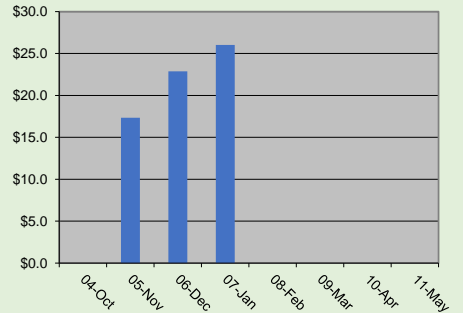


PARKLAND (124)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$231	\$232	\$0
Supp.Staff	82	76	6
Disc.Subs	6	2	4
Supp & Serv.	22	6	16
Total	342	316	26

Underbudget 7.6%

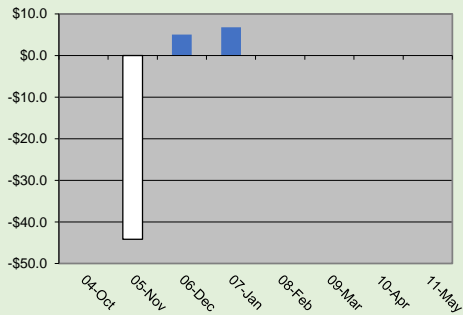


PEACEVIEW (132)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$75	\$71	\$4
Supp.Staff	0	0	0
Disc.Subs	1	0	0
Supp & Serv.	11	8	2
Total	87	80	7

Underbudget 7.8%



Board Variance Report - Schools

January 31, 2022

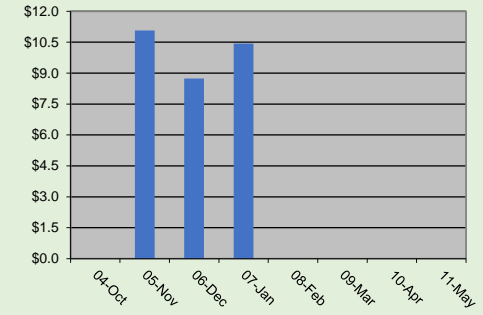
YTD Surplus (\$000's):

POUCE COUPE (110)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$429	\$428	\$2
Supp.Staff	131	123	7
Disc.Subs	4	4	-1
Supp & Serv.	9	7	2
Total	573	562	10

Underbudget 1.8%

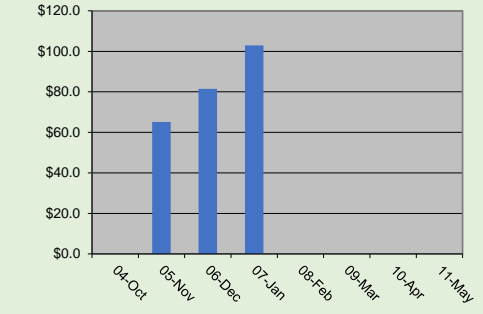


CENTRAL MIDDLE (102)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,258	\$1,205	\$53
Supp.Staff	353	294	59
Disc.Subs	7	22	-15
Supp & Serv.	54	47	6
Total	1,672	1,569	103

Underbudget 6.2%

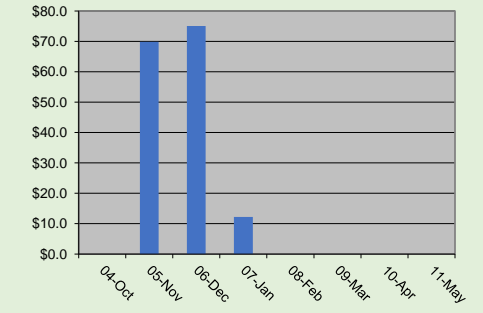


SP DIST LEARNING (138)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$244	\$234	\$10
Supp.Staff	49	48	1
Disc.Subs	0	0	0
Supp & Serv.	16	14	1
Total	309	297	12

Underbudget 4.0%

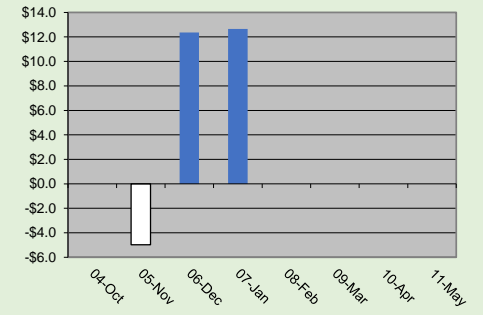


SOUTH PEACE ELEMENTARY (125)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$100	\$79	\$21
Supp.Staff	22	18	3
Disc.Subs	1	15	-14
Supp & Serv.	8	5	3
Total	130	118	13

Underbudget 9.7%



Board Variance Report - Schools

January 31, 2022

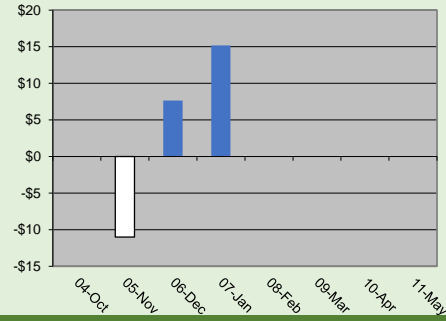
Actual Budget
YTD Surplus (\$000's):

TREMBLAY (109)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$476	\$477	-\$1
Supp.Staff	173	162	11
Disc.Subs	10	11	-1
Supp & Serv.	45	39	6
Total	703	688	15

Underbudget 2.2%

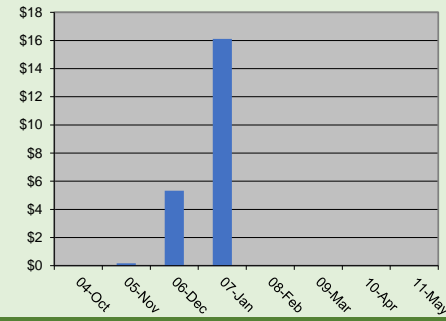


TUMBLER RIDGE ELEMENTARY (129)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$653	\$655	-\$2
Supp.Staff	133	117	16
Disc.Subs	5	6	-1
O&M	11	7	4
Total	802	786	16

Underbudget 2.0%



Board Variance Report - Schools

January 31, 2022

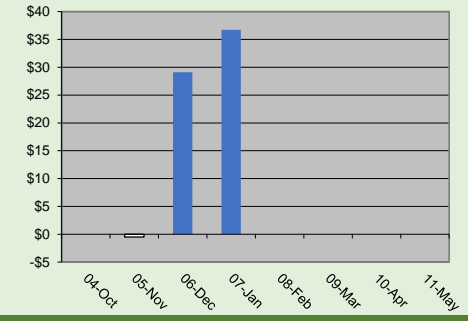
YTD Surplus (\$000's):

TUMBLER RIDGE SECONDARY (127)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$547	\$493	\$54
Supp.Staff	166	159	8
Disc.Subs	8	26	-17
Supp & Serv.	28	36	-8
Total	750	713	37

Underbudget 4.9%

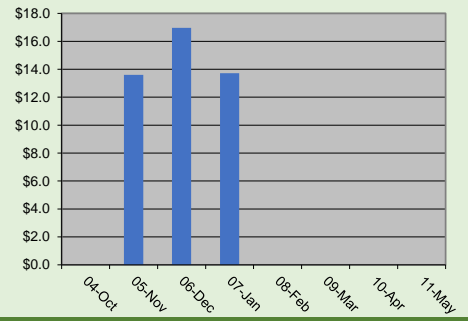


WINDREM (112)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$221	\$227	-\$6
Supp.Staff	85	71	14
Disc.Subs	3	1	1
Supp & Serv.	20	16	4
Total	328	314	14

Underbudget 4.2%

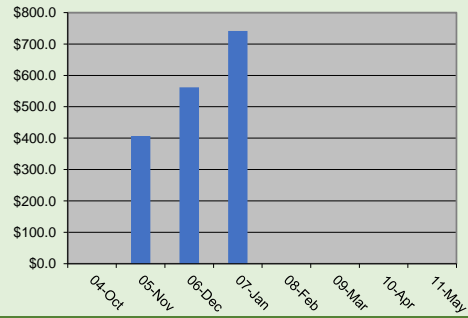


TOTAL ALL SCHOOLS

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$11,617	\$11,285	\$332
Supp.Staff	3,422	3,017	405
Disc.Subs	133	231	-97
Supp & Serv.	692	590	102
Total	15,864	15,123	741

Underbudget 4.7%



Amended Annual Budget

School District No. 59 (Peace River South)

June 30, 2022

School District No. 59 (Peace River South)

June 30, 2022

Table of Contents

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2021/2022 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 59 (Peace River South) Amended Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$59,704,825 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE _____ DAY OF _____, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 59 (Peace River South) Amended Annual Budget Bylaw 2021/2022, adopted by the Board the _____ DAY OF _____, 2022.

Secretary Treasurer

School District No. 59 (Peace River South)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	3,624,375	3,531,000
Total Ministry Operating Grant Funded FTE's	3,624,375	3,531,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	52,708,517	50,250,849
Other	272,970	251,532
Tuition	60,104	46,503
Other Revenue	2,456,943	2,523,378
Rentals and Leases	179,000	176,000
Investment Income	102,700	124,200
Amortization of Deferred Capital Revenue	1,638,772	1,641,024
Total Revenue	57,419,006	55,013,486
Expenses		
Instruction	42,117,071	40,166,821
District Administration	1,992,748	1,938,502
Operations and Maintenance	10,387,126	9,901,910
Transportation and Housing	3,960,707	3,930,210
Total Expense	58,457,652	55,937,443
Net Revenue (Expense)	(1,038,646)	(923,957)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,844,879	739,700
Budgeted Surplus (Deficit), for the year	806,233	(184,257)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	806,233	(184,257)
Budgeted Surplus (Deficit), for the year	806,233	(184,257)

School District No. 59 (Peace River South)

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	49,012,131	47,905,295
Operating - Tangible Capital Assets Purchased	1,247,173	267,600
Special Purpose Funds - Total Expense	6,177,389	4,816,234
Capital Fund - Total Expense	3,268,132	3,215,914
Total Budget Bylaw Amount	59,704,825	56,205,043

Approved by the Board

Signature of the Board President _____ Date _____

Signature of the Superintendent _____ Date _____

Signature of the Secretary/Treasurer _____ Date _____

DRAFT

School District No. 59 (Peace River South)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(1,038,646)</u>	<u>(923,957)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,247,173)	(267,600)
From Deferred Capital Revenue	<u>(2,237,869)</u>	<u>(2,072,869)</u>
Total Acquisition of Tangible Capital Assets	<u>(3,485,042)</u>	<u>(2,340,469)</u>
Amortization of Tangible Capital Assets	<u>2,082,412</u>	2,097,081
Total Effect of change in Tangible Capital Assets	<u>(1,402,630)</u>	<u>(243,388)</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(2,441,276)</u></u>	<u><u>(1,167,345)</u></u>

School District No. 59 (Peace River South)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2022

	Operating Fund	Special Purpose Fund	Capital Fund	2022 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	8,589,481		11,903,808	20,493,289
Changes for the year				
Net Revenue (Expense) for the year	(597,706)		(440,940)	(1,038,646)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,247,173)		1,247,173	-
Net Changes for the year	(1,844,879)	-	806,233	(1,038,646)
Budgeted Accumulated Surplus (Deficit), end of year	6,744,602	-	12,710,041	19,454,643

School District No. 59 (Peace River South)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	46,096,999	45,068,782
Other	272,970	251,532
Tuition	60,104	46,503
Other Revenue	1,705,352	1,770,378
Rentals and Leases	179,000	176,000
Investment Income	100,000	120,000
Total Revenue	48,414,425	47,433,195
Expenses		
Instruction	36,616,811	35,661,322
District Administration	1,992,748	1,938,502
Operations and Maintenance	6,931,032	6,848,721
Transportation and Housing	3,471,540	3,456,750
Total Expense	49,012,131	47,905,295
Net Revenue (Expense)	(597,706)	(472,100)
Budgeted Prior Year Surplus Appropriation	1,844,879	739,700
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,247,173)	(267,600)
Total Net Transfers	(1,247,173)	(267,600)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 59 (Peace River South)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	46,047,632	45,047,902
ISC/LEA Recovery	(1,204,445)	(1,389,878)
Other Ministry of Education Grants		
Pay Equity	944,395	944,395
Student Transportation Fund	441,458	441,458
Support Staff Benefits Grant		16,718
FSA Scorer Grant	8,187	8,187
District Online Learning Adjustment Estimate	(141,907)	
Early Learning Framework Implementation	1,679	
Total Provincial Grants - Ministry of Education	46,096,999	45,068,782
Provincial Grants - Other	272,970	251,532
Tuition		
International and Out of Province Students	60,104	46,503
Total Tuition	60,104	46,503
Other Revenues		
Funding from First Nations	1,204,445	1,389,878
Miscellaneous		
Seconded Staff Recoveries	215,000	103,000
Swim Grant	-	10,000
Substitute Staff Recoveries	100,000	110,000
Bus Charges	50,000	50,000
Miscellaneous	135,907	107,500
Total Other Revenue	1,705,352	1,770,378
Rentals and Leases	179,000	176,000
Investment Income	100,000	120,000
Total Operating Revenue	48,414,425	47,433,195

School District No. 59 (Peace River South)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Salaries		
Teachers	16,297,810	15,928,568
Principals and Vice Principals	3,194,963	3,186,823
Educational Assistants	4,532,460	4,153,663
Support Staff	5,747,890	5,693,073
Other Professionals	1,977,545	1,950,991
Substitutes	1,646,512	1,628,339
Total Salaries	33,397,180	32,541,457
Employee Benefits	8,158,111	7,918,824
Total Salaries and Benefits	41,555,291	40,460,281
Services and Supplies		
Services	1,643,284	1,491,998
Student Transportation	992,002	989,130
Professional Development and Travel	428,762	426,607
Rentals and Leases	26,000	26,000
Dues and Fees	266,741	272,546
Insurance	180,973	180,973
Supplies	2,081,758	2,220,440
Utilities	1,837,320	1,837,320
Total Services and Supplies	7,456,840	7,445,014
Total Operating Expense	49,012,131	47,905,295

School District No. 59 (Peace River South)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2022

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	13,398,066	811,738	165,900	508,676	168,042	841,123	15,893,545
1.03 Career Programs	36,036	15,658			186,896	2,252	240,842
1.07 Library Services	195,269		104,258			17,833	317,360
1.08 Counselling	555,191			69,860		17,246	642,297
1.10 Special Education	1,510,470		3,746,571	78,443	93,644	317,954	5,747,082
1.30 English Language Learning	63,546		97,278			6,622	167,446
1.31 Indigenous Education	508,182	351,434	396,489	118,629	40,871	50,000	1,465,605
1.41 School Administration	31,050	2,016,133		616,577		56,461	2,720,221
1.62 International and Out of Province Students							-
Total Function 1	16,297,810	3,194,963	4,510,496	1,392,185	489,453	1,309,491	27,194,398
4 District Administration							
4.11 Educational Administration				17,959	456,128	2,000	476,087
4.40 School District Governance					119,326		119,326
4.41 Business Administration				157,360	515,556		672,916
Total Function 4	-	-	-	175,319	1,091,010	2,000	1,268,329
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				48,817	302,023	1,000	351,840
5.50 Maintenance Operations				2,527,544		240,168	2,767,712
5.52 Maintenance of Grounds				419,029			419,029
5.56 Utilities							-
Total Function 5	-	-	-	2,995,390	302,023	241,168	3,538,581
7 Transportation and Housing							
7.41 Transportation and Housing Administration				52,229	95,059		147,288
7.70 Student Transportation			21,964	1,132,767		93,853	1,248,584
Total Function 7	-	-	21,964	1,184,996	95,059	93,853	1,395,872
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	16,297,810	3,194,963	4,532,460	5,747,890	1,977,545	1,646,512	33,397,180

School District No. 59 (Peace River South)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	15,893,545	3,822,121	19,715,666	1,788,000	21,503,666	21,208,859
1.03 Career Programs	240,842	56,643	297,485	167,330	464,815	431,010
1.07 Library Services	317,360	81,250	398,610	65,355	463,965	450,830
1.08 Counselling	642,297	150,045	792,342	15,150	807,492	802,259
1.10 Special Education	5,747,082	1,620,407	7,367,489	249,441	7,616,930	7,437,088
1.30 English Language Learning	167,446	45,547	212,993	20,386	233,379	(6,713)
1.31 Indigenous Education	1,465,605	358,417	1,824,022	177,481	2,001,503	1,799,654
1.41 School Administration	2,720,221	581,813	3,302,034	115,571	3,417,605	3,424,989
1.62 International and Out of Province Students	-	-	-	107,456	107,456	113,346
Total Function 1	27,194,398	6,716,243	33,910,641	2,706,170	36,616,811	35,661,322
4 District Administration						
4.11 Educational Administration	476,087	103,039	579,126	74,350	653,476	611,610
4.40 School District Governance	119,326	7,007	126,333	84,700	211,033	211,033
4.41 Business Administration	672,916	153,843	826,759	301,480	1,128,239	1,115,859
Total Function 4	1,268,329	263,889	1,532,218	460,530	1,992,748	1,938,502
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	351,840	78,747	430,587	214,300	644,887	644,887
5.50 Maintenance Operations	2,767,712	652,697	3,420,409	931,750	4,352,159	4,269,848
5.52 Maintenance of Grounds	419,029	105,237	524,266	142,400	666,666	666,666
5.56 Utilities	-	-	-	1,267,320	1,267,320	1,267,320
Total Function 5	3,538,581	836,681	4,375,262	2,555,770	6,931,032	6,848,721
7 Transportation and Housing						
7.41 Transportation and Housing Administration	147,288	34,123	181,411	55,550	236,961	235,661
7.70 Student Transportation	1,248,584	307,175	1,555,759	1,678,820	3,234,579	3,221,089
Total Function 7	1,395,872	341,298	1,737,170	1,734,370	3,471,540	3,456,750
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	33,397,180	8,158,111	41,555,291	7,456,840	49,012,131	47,905,295

School District No. 59 (Peace River South)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2022

	<u>2022 Amended Annual Budget</u>	<u>2022 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	5,425,798	4,063,234
Other Revenue	751,591	753,000
Total Revenue	<u>6,177,389</u>	<u>4,816,234</u>
Expenses		
Instruction	5,500,260	4,505,499
Operations and Maintenance	632,286	285,735
Transportation and Housing	44,843	25,000
Total Expense	<u>6,177,389</u>	<u>4,816,234</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2022

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
Deferred Revenue, beginning of year	352,578		775,775			26,382			
Add: Restricted Grants									
Provincial Grants - Ministry of Education	279,708	156,844		192,000	36,750	91,128	380,505	293,013	3,200,786
Other			680,000						
	279,708	156,844	680,000	192,000	36,750	91,128	380,505	293,013	3,200,786
Less: Allocated to Revenue	632,286	156,844	700,000	192,000	36,750	117,510	380,505	293,013	3,200,786
Deferred Revenue, end of year	-	-	755,775	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	632,286	156,844		192,000	36,750	117,510	380,505	293,013	3,200,786
Other Revenue			700,000						
	632,286	156,844	700,000	192,000	36,750	117,510	380,505	293,013	3,200,786
Expenses									
Salaries									
Teachers						39,584	20,142	146,111	2,598,602
Educational Assistants		119,612				29,284	185,528		
Support Staff	125,029			134,984			29,657	18,361	
Other Professionals					8,862		12,950	36,401	
Substitutes					6,000			34,000	
	125,029	119,612	-	134,984	14,862	68,868	248,277	234,873	2,598,602
Employee Benefits	31,870	37,232		44,388	3,382	17,785	69,003	52,362	602,184
Services and Supplies	475,387		700,000	12,628	18,506	30,857	63,225	5,778	
	632,286	156,844	700,000	192,000	36,750	117,510	380,505	293,013	3,200,786
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2022

	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Safe Return to School / Restart: Health & Safety Grant	Career Grants	Early Learning Funds	TOTAL
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	36,018	30,557	6,752		11,591	52,727	1,292,380
Add: Restricted Grants							
Provincial Grants - Ministry of Education	144,553	14,286	74,932	109,006			4,973,511
Other					3,000	10,000	693,000
	144,553	14,286	74,932	109,006	3,000	10,000	5,666,511
Less: Allocated to Revenue	180,571	44,843	81,684	109,006	11,591	40,000	6,177,389
Deferred Revenue, end of year	-	-	-	-	3,000	22,727	781,502
Revenues							
Provincial Grants - Ministry of Education	180,571	44,843	81,684	109,006			5,425,798
Other Revenue					11,591	40,000	751,591
	180,571	44,843	81,684	109,006	11,591	40,000	6,177,389
Expenses							
Salaries							
Teachers							2,804,439
Educational Assistants							334,424
Support Staff				89,315			397,346
Other Professionals							58,213
Substitutes	151,546		47,839				239,385
	151,546	-	47,839	89,315	-	-	3,833,807
Employee Benefits	29,025		12,624	17,905			917,760
Services and Supplies		44,843	21,221	1,786	11,591	40,000	1,425,822
	180,571	44,843	81,684	109,006	11,591	40,000	6,177,389
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 59 (Peace River South)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2022

	2022 Amended Annual Budget			2022 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,185,720		1,185,720	1,118,833
Investment Income		2,700	2,700	4,200
Amortization of Deferred Capital Revenue	1,638,772		1,638,772	1,641,024
Total Revenue	2,824,492	2,700	2,827,192	2,764,057
Expenses				
Operations and Maintenance	1,185,720		1,185,720	1,118,833
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,638,088		1,638,088	1,648,621
Transportation and Housing	444,324		444,324	448,460
Total Expense	3,268,132	-	3,268,132	3,215,914
Net Revenue (Expense)	(443,640)	2,700	(440,940)	(451,857)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,247,173		1,247,173	267,600
Total Net Transfers	1,247,173	-	1,247,173	267,600
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	-
Budgeted Surplus (Deficit), for the year	803,533	2,700	806,233	(184,257)

2021-2022 Amended Budget

SD No.59 Peace River South

Budget Monitoring and Reporting – Policy 5005

The Board of Education recognizes its responsibility for the effective use of funds received from the Ministry of Education and other sources. The Board of Education has a duty to govern the district in a fiscally responsible manner, while supporting the priorities and strategies of its Strategic Plan. The School Act requires the Board to develop an annual operating budget, in the form and containing the content specified by the Ministry of Education.

The Board will be provided with supporting materials, budget highlights and assumptions, implementation strategies and financial and business risks to assist in its understanding of the district's financial health prior to decision making. The budget will support the district's strategic priorities and operational plans.



Sept 29
Enrollment
Count

Dec 17
Amended
Funding

Feb 28
Amended
Budget
Bylaw

Amended

Budgets reviewed and amended to reflect Sept 29 FTE, staffing and other updated information.

Adjustments as required from funding announcement.

Sept

Oct

Nov

Dec

Jan

Feb

Mar

Apr

May

Jun

Preliminary

Preliminary budget developed on assumptions for upcoming school year.

Mar
Preliminary
Funding

Jun 30
Preliminary
Budget
Bylaw

Fund Accounting

Operating Fund

District's daily operating transactions

- Instruction
- Learning Services
- District Administration
- Operations and Maintenance
- Transportation

Special Purpose Funds

Funds that are restricted for a specific purpose

- Ministry- designated activities
- School generated funds (trust accounts)
- Other sources with restrictions

Capital Funds

Financial activities related to tangible capital assets, including land, building, furniture, computers and equipment

- Ministry funded programs (SEP, CNCP, PEP, school buses)
- Capital asset purchases funded from the transfer of Operating Funds



Revenue Assumptions

Revenue Assumptions

Enrollment

K-12	\$	672,244
English Language Learners		7,925
Indigenous Education		65,730
Special Education		-85,030

Other Ministry Funding

Salary Differential	\$	336,370
Equity of Opportunity Grant		2,491
Early Learning Framework		1,679
Support Staff Benefits Grant		-16,718
District Online Learning Adjustment		-141,907

Other

MCFD Contracts	\$	10,938
District Mentorship Grant (ERASE)		10,500
Swim Grant		-10,000
Staff Recoveries		102,000
Rental Income		3,000
Investment Income		-20,000
Out of Province Enrollment		13,601
Miscellaneous		28,407

TOTAL \$ 981,230

Operating Budget Comparison

	Revenue	Expenses	Net Revenue
Preliminary 21/22 Budget	47,433,195	47,905,295	-472,100
Changes			
Enrollment	660,869		660,869
Other MoEd Funding	181,915		181,915
Other Revenues	138,446		138,446
Secondments - ACHOTE		123,700	-123,700
Service Improvement Allocation		28,428	-28,428
Mentorship Contract - Nawican Friendship Centre		10,500	-10,500
Indigenous Education		197,200	-197,200
2021/22 Holdback Funding EA positions		95,200	-95,200
CEF Operating Allocation		74,430	-74,430
Education Administration		41,900	-41,900
Admin Professional Development - Resources		10,000	-10,000
Funding to Schools		317,700	-317,700
COVID Related Expenses			0
Additional Noon Hour Supervision		33,550	-33,550
Additional Online Learning Teachers		29,675	-29,675
Other Related Expenses		23,760	-23,760
Custodial Wages		26,805	-26,805
Custodial Supplies		60,000	-60,000
Miscellaneous		33,988	-33,988
Amended 21/22 Budget	48,414,425	49,012,131	-597,706
Local Capital Purchases			-1,247,173
Transfer from Internally Restricted			
Strategic Plan Initiatives			121,000
Pouce Coupe Expansion Project			833,513
2021/22 Holdback Funding - learning impacts of pandemic			141,969
Prior Year Indigenous Education Surplus			93,417
Covid related costs			150,000
Service Improvement Allocation - BCGEU			27,428
School Surpluses			477,552
Budgeted Surplus (Deficit), for the year			0

Capital Expenditures

Capital Expenditure	Preliminary Budget	Adjustment	Amended Budget
School Major Equipment Fund	50,000	0	50,000
School Capital Purchases	0	26,060	26,060
Bobcat Renewal Contract	14,000	0	14,000
Bus Replacement Over-charge	28,600	0	28,600
Plow Truck	75,000	0	75,000
SUV	50,000	-20,000	30,000
Server Replacement	50,000	0	50,000
1 ton Van		70,000	70,000
1/2 Ton Pickup Truck		30,000	30,000
Loader Attachment (pushes snow)		9,500	9,500
Tire Machine		6,700	6,700
Street Sweeper		7,500	7,500
Network Switch Upgrades		7,500	7,500
Truck Box Sander		8,800	8,800
Pouce Coupe Expansion Project	0	833,513	833,513
	267,600	979,573	1,247,173

Reserve Summary

	Est June 2022	2021	2020	2019	2018
Internally Restricted	2,126,500	2,058,880	1,256,241	2,570,088	5,410,944
Unrestricted	4,618,101	6,530,601	5,882,422	3,826,524	1,566,321
Total Operating Surplus	\$ 6,744,601	\$ 8,589,481	\$ 7,138,663	\$ 6,396,612	\$ 6,977,265
Unrestricted Surplus as a % of annual operating expenses	9%	15%	13%	9%	4%

Reserve Summary

Internally Restricted Reserves June 2021	Opening	Allocation	Closing
School Surpluses	477,552	-477,552	0
Service Improvement Allocation - BCGEU	27,428	-27,428	0
Indigenous Education Surplus	93,417	-93,417	0
Targeted Holdback Funding	141,969	-141,969	0
Strategic Plan Initiatives	485,000	-121,000	364,000
Pouce Coupe Expansion Project	833,513	-833,513	0
Additional Strategic Plan Initiatives - Jan 2022	0	1,762,500	1,762,500
	2,058,879	67,621	2,126,500

Operational Plan Initiatives

	Total Allocation	Allocated 2021/22	Balance
Diversabilities	30,000	-30,000	0
Social Emotional Learning	30,000	-10,000	20,000
Effective Communication	35,000	-20,000	15,000
Core Competencies	20,000	-6,000	14,000
Numeracy	75,000	-20,000	55,000
Literacy	35,000	-10,000	25,000
Equitable and Effective use of Resources	135,000	0	135,000
Equitable access to technology and digital citizenship	125,000	-25,000	100,000
	485,000	-121,000	364,000



Strategic Priorities

\$121,000 was allocated this year from the initial \$485,000 in restricted operating surplus to support strategic priorities.

\$30,000 Universal Design for Learning

\$10,000 Social Emotional Learning resources for K – Grade 9. Release time for Compassionate Systems training.

\$20,000 Student Voice

\$6,000 Core Competencies

\$20,000 Numeracy Project

\$10,000 Literacy Project

\$25,000 Additional technology purchases

Step 1: Enter your school district number here: 59 **Peace River South**
 Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.

Step 2: Enter your district's enrolment estimates in the shaded cells of the District column for each of the three years displayed.

	2021/22 Interim Base	Estimated Enrolment						Notes
		2022/23		2023/24		2024/25		
		District	Ministry*	District	Ministry*	District	Ministry*	
July Enrolment Count								
Summer Learning: Grades 1-7 Headcount Enrolment	0		0		0		0	
Summer Learning: Grades 8-9 Course Enrolment	0		0		0		0	
Summer Learning: Grades 10-12 Course Enrolment	0		0		0		0	
Grade 8 & 9 Cross-Enrolment Courses	0		0		0		0	
September Enrolment Count - School-Age Basic Allocation								
K-12 Standard (Regular) Schools FTE (School-Age)	3,581.0625	3,570.0000	3,680.8187	3,580.0000	3,797.2009	3,490.0000	3,867.3997	
Continuing Education FTE (School-Age)	0.0000		0.0000		0.0000		0.0000	
Alternate Schools FTE (School-Age)	0.0000		0.0000		0.0000		0.0000	
Distributed Learning FTE (School-Age)	43.3125	23.0000	43.3125	18.0000	43.3125	18.0000	43.3125	
Total Estimated School-Age Enrolment	3,624.3750	3,593.0000	3,724.1312	3,598.0000	3,840.5134	3,508.0000	3,910.7122	
Change from Previous Year		-31.3750	99.7562	5.0000	116.3822	-90.0000	70.1988	
September Enrolment Count - Unique Student Needs								
Level 1 Special Needs FTE	4	4	4	4	4	4	4	
Level 2 Special Needs FTE	157	163	188	167	225	173	269	
Level 3 Special Needs FTE	120	120	131	122	143	124	156	
English Language Learning FTE	90	90	90	90	90	90	90	
Indigenous Education FTE	1,186	1,150	1,204	1,153	1,222	1,156	1,240	
Adult Education FTE (Non-Graduates only)	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
February Enrolment Count - Continuing Education, Distributed Learning, Special Needs Growth and Newcomer Refugees								
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000	Include only new post-September enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000	
Distributed Learning FTE Grades 10-12 (School-Age)	10.0000	22.0000	10.0000	22.0000	10.0000	22.0000	10.0000	Include only new post-September enrolment activity
Distributed Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Level 1 Special Needs FTE Growth (All Schools)	0		0		0		0	
Level 2 Special Needs FTE Growth (All Schools)	0		0		0		0	
Level 3 Special Needs FTE Growth (All Schools)	0		0		0		0	
Newcomer Refugees FTE (Standard & Alternate only)	0.0000		0.0000		0.0000		0.0000	Include only new post-September enrolment activity
ELL FTE (applies to Newcomer Refugees only)	0		0		0		0	
May Enrolment Count - Continuing Education and Distributed Learning								
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000	Include only new post-February enrolment activity
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	Do not include Graduated Adult enrolment
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000	
Distributed Learning FTE Grades 10-12 (School-Age)	54.0000	40.0000	54.0000	40.0000	54.0000	40.0000	54.0000	Include only new post-February enrolment activity
Distributed Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000	



School District No.59 (Peace River South)

Media Release
January 25, 2022

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) IMPLEMENTS PROOF OF VACCINATION PROCEDURE FOR STAFF

In a closed meeting on January 19, 2022, the Board of Education of School District No. 59 (Peace River South) passed a motion to implement a proof of vaccination procedure specific to COVID-19 for staff and individual contractors of the District. The health and safety of staff and students was at the forefront of this decision and public health authorities recommend that vaccines continue to be the most effective way to reduce the risk of COVID-19 in schools and communities.

On October 5, 2021, The Ministry of Education convened an Advisory Committee to review and design guidelines (The K-12 Sector Guidelines for Vaccination Policies) for boards of education to use to facilitate this process. The Board used the guidelines and considered additional information leading to this decision including local COVID infection and vaccination data, and employee absences. The Board consulted with the Northern Health Authority, Ministry of Education, BCPSEA and employee groups, and weighed the potential implications of implementing a proof of vaccination procedure.

The procedure will include a process for verification of proof of full vaccination, as well as a procedure for those that are not fully vaccinated to consent to routine rapid testing as a condition to continue to work. Individuals that do not provide proof of vaccination and do not participate in rapid testing will be placed on a leave of absence without pay.

The procedure will be developed in accordance with the following:

- K-12 Sector Guidelines for Vaccination Policies and the BCPSEA Template Operations Procedure.
- Consultation with employee representatives, District Parent Advisory Council, Indigenous Advisory Councils, and community partners.
- The procedure will ensure the School District complies with its obligation to accommodate individuals who are legally entitled to accommodation for medical reasons or under the Human Rights Code of BC or Canadian Charter of Rights and Freedoms.
- The procedure will ensure the School District's privacy obligations are met.

The procedure is expected to be implemented as soon as possible after the required notice to staff has elapsed. The timeline will allow for staff that are unvaccinated to get fully immunized. The Board feels strongly that the best learning environment for students is to keep them in their classroom where they are surrounded by fellow students and have the support of their classroom teacher and school staff. The Board concurs with the advice of the public health authority that vaccination continues to be the strongest method to reduce the risk of severe illness, thus reducing time away from work and disruption to school environments. The most effective means to protect students and staff from COVID-19 is for everyone that is eligible to be vaccinated.

Further communication and consultation will be conducted in the next steps as district staff work to create a Proof of Vaccination Regarding COVID-19 Operations Procedure. The District will work closely with the Ministry of Education and BCPSEA to develop procedures that follow the process and guidelines as set out in the K-12 Sector Guidelines for Vaccination Policies and the BCPSEA Framework Template. The procedure will be in place until June 30, 2022 and will be reviewed thereafter.

The Board of Education thanks all those involved in this process for your understanding and commitment as we work together to ensure employees have a safe place to work and students have a safe place to learn.

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School District No.59 (Peace River South)

DATE: February 16, 2022

CHAIR: Roxanne Gulick

Policy for Discussion:

Policy for Circulation:

- Policy 2240 Board Review of Regulations
- Policy 2250 Policy Development

Policy for Adoption:

Policy for Further Review:

Policy for Repeal:

Regulations for Board Information:

- Regulation 3190: Violence in the Workplace-Employees
- Regulation 2240: Board Review of Regulations
- Regulation 2250: Policy Development

2240 Board Review of Regulations

Policy 2240

STATUS: **FOR REVIEW**

BOARD REVIEW OF REGULATIONS

Board approved: June 24, 1985

Last Revised: June 19, 2013; February 2022

Description:

1. The Superintendent will bring to the attention of the School Board:
 - 1.1. Any matter referred to them which cannot be resolved administratively;
 - 1.2. Any administrative decision which, in their judgment, should receive prior approval of the Board;
 - 1.3. Any other administrative decision in their domain of responsibility which they consider should be brought to the attention of the Board.
2. To clarify the working relationship between the Board and the Superintendent of Schools, it is understood that the Board will concern itself with broad matters of school policy and the Superintendent of Schools will operate the schools within the guidelines of Board policies. To do so, the Superintendent of Schools must frequently formulate regulations and detailed rules to be followed by staff, students, and other members of the school community. It is the practice and wish of the Board to give the Superintendent of Schools not only the responsibility for the day-to-day operation of the schools, but also the authority and flexibility they need to carry out the Board's policies in a professional manner.
3. Regulations need not be reviewed by the Board in advance of their issuance, except as required by law, or when strong community attitudes--or possible staff or student reaction--make it advisable, in the Superintendent of Schools' or Secretary-Treasurer's view, for the Board to see the regulation in advance. However, the Board will be provided with copies of regulations issued by the administration (for the Board's information), and the Board reserves the right to review such regulations, but it shall recommend revision to them only when, in the judgment of the Board, they are inconsistent with the Board's intentions within policy.

2250 Policy Development

Policy 2250

STATUS: **FOR REVIEW**

POLICY DEVELOPMENT

Board Approved and Issued: June 24, 1985

Last Revised: June 19, 2013; February 2022

Policies are guidelines that constitute the will of the Board in determining how the School District operates. Policies are adopted by the Board to provide effective direction and guidelines for the action of the Board, Superintendent, staff, students, electors and broader community. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the School District. Board policies shall provide an appropriate balance between the responsibility of the Board to develop the broad guidelines to guide the District and the responsibility of the Superintendent to exercise professional judgement in the administration of the District.

Adoption of new Board policies or revision of existing policies is solely the responsibility of the Board.

The Board delegates authority to the Superintendent to create detailed regulation to enact policy.

VIOLENCE IN THE WORKPLACE - EMPLOYEES

Board Approved and Codified: October 18, 1995

Last Revised: June 19, 2013; January 2014; February 2022

Description:

Violence means the attempted or actual exercise by a person, other than an employee, of any physical force so as to cause injury to an employee, and includes any threatening statement or behaviour which gives an employee reasonable cause to believe that he or she is at risk of injury. Verbal abuse or harassing behaviour is “violence” for the purpose of this policy, it includes threats which give the employee reasonable cause to believe that the employee or their family is at risk of injury.

1. Identifying Violence against staff

- 1.1. When an employee believes they are at risk due to an act or threat of violence, they shall:
 - 1.1.1. Use whatever means necessary to escape from the situation;
 - 1.1.2. Ensure, within reasonable limits, the safety of students under their supervision;
 - 1.1.3. Report the incident to their principal/supervisor as soon as possible.
- 1.2. Upon receipt of a report, the principal/supervisor shall:
 - 1.2.1. Ensure the employee(s) is no longer at risk;
 - 1.2.2. Ensure, within reasonable limits, the safety of students under their supervision;
 - 1.2.3. If deemed necessary, report the incident to the RCMP, seeking appropriate assistance to eliminate the immediate risk;
 - 1.2.4. Complete an investigation into the incident;
 - 1.2.5. Refer the employee to the Employee Family Assistance Program (EFAP)
 - 1.2.6. Ensure that a Workplace Violent Risk Assessment (WVRA) has been completed and can be located on the district staff website.
- 1.3. In the case of a Violent Incident involving a student, the principal will notify the student and parent(s) that a Violent Incident Report (VIR) has been filed as a result of threatening or violent action.

2. The Documentation Process:

- 2.1. If an incident occurs where the employee perceives themselves to be at risk or is at risk due to a violent act of a non-employee, the employee shall notify their Principal or supervisor and complete an online Violent Incident Report (VIR). The VIR will automatically be forwarded to the Principal and the District staff;
- 2.2. WorkSafeBC Form 6A must be completed by the injured worker and sent to the Director of Human Resources.
- 2.3. One employer representative and one worker representative, who are knowledgeable about the work, must complete a WorkSafeBC Form 52E40-**Accident Investigation Report**.

2.4. Copies of the VIR are made for the investigation team comprised of a sub-committee of the Joint Occupational Health and Safety Committee (JOHSC).

3. The Investigation Team:

- 3.1. The principal or the JOHSC will identify one of their members to be chairperson for the VIR investigation. The chairperson coordinates a meeting time as expeditiously as possible to review the event;
- 3.2. The investigation team must be no less than two (and should be no more than four), one employer representative, and a minimum of one worker representative who have knowledge of the work routinely conducted by the injured worker.

4. The Investigation:

- 4.1. Members of the JOHSC are informed of the incident and of immediate actions that have occurred. A time and location are identified for a meeting with the injured staff;
- 4.2. The intent of the investigation is to determine the cause or causes of the incident: to identify any unsafe conditions, acts or procedures that contributed to the incident, and to recommend corrective action to prevent similar incidents.
- 4.3. A Workplace Violence Risk Assessment (WVRA) will be completed to assess the risk of injury to workers from violence. This is completed by the investigation team and the injured staff,
- 4.4. If a risk of injury to workers from violence is identified by the risk assessment, the JOHSC will make recommendations relating to procedures, policies and work environment arrangements to eliminate or minimize the risk to workers.
- 4.5. Witnesses should provide a written account if possible. A witness is a student, staff or other person that saw what took place during the event.

5. Reporting:

- 5.1. The Principal will report to the investigation team and the injured worker any preliminary actions that were taken (e.g.: suspension, parent meeting) and their recommendations emerging (e.g.: adjustment to timetable of student, IEP adjustments), regarding what will be done to remediate risk;
- 5.2. When completing WorkSafeBC form 52E40, the members of the investigation team will make recommendations that will address all of the contributing factors.
- 5.3. The injured worker will receive a copy of WorkSafeBC form 52E40;
- 5.4. The injured worker agrees that they understand the content of the letter and the recommendations;
- 5.5. Final copies of the initialed letter are forwarded to District staff responsible for Safe Schools and the District staff responsible for WorkSafeBC matters, the Director of Human Resources
- 5.6. Form 52E40, with names removed, must be posted at the worksite.

6. Appeals:

- 6.1. The employee may appeal a decision by the Principal within 10 working days to be reviewed by the District Safety Committee. Further appeal may be made to WorkSafeBC;
- 6.2. The District Safety Committee will determine if the processes used to come to the decision were followed correctly. Determining corrective action to prevent similar incidents is not the role of the District Safety Committee.

7. Records:

- 7.1. A copy of the VIR is placed in a VIR file (not the student's permanent records file);
- 7.2. For non-students, a second VIR file is created;
- 7.3. Reports will be presented in summary to the District Safety Committee with identities omitted;
- 7.4. Any plan i.e., safety intervention plan, behavior plan etc. developed as a result of the VIR will become part of the student's permanent record;
- 7.5. Records of VIRs will stay on file and will transfer to subsequent principals until the student is no longer a part of School District #59, or until the student-offender moves to another district. If the VIR involves a non-student, the file will be kept for a period of time that in the judgment of the principal there is a low probability of future contact with the offender.

8. Information Dissemination:

- 8.1. Workers who may be exposed to a risk of violence will be informed about the nature and extent of the risk as soon as the hazard has been identified. When a risk for violence is communicated it needs to be accompanied by details about the nature of the risk and the interventions that minimize the risk of injury to the worker.
- 8.2. Any plan i.e., Safety Intervention Plan or Behaviour Plan, developed in this process will be placed in the student's permanent record file.
- 8.3. The strategies that are put in place to manage the behavior of the offender will be reviewed as often as necessary. The Principal or designate will monitor the need for review. Strategies will be adjusted to prevent the reoccurrence of a violent incident. Ongoing monitoring will occur where a student-offender is "flagged" as a risk to the school environment;

9. The Training Process:

- 9.1. Each year, this policy will be reviewed at each worksite with staff;
- 9.2. General training is required for all employees in:
 - 9.2.1. How to manage, document, and report, an incident of violence;
 - 9.2.2. Specific training will be provided by the employer, as required under law to provide a safe environment for employees;
 - 9.2.3. ERASE Bullying awareness and Non-Violent Crisis Intervention training is advised for all staff.

BOARD REVIEW OF REGULATIONS

Board Approved: June 24, 1985

Last Revised: June 19, 2013; February 2022

Description:

1. Regulations will be properly coded and titled in conformance with the codification system used by the Board, and will, if appropriate, be filed with Board policy in the Board's policy manual. They will also be disseminated to the people and groups affected by them.
2. The Superintendent of Schools and the Principals issue a number of administrative procedures and handbooks for staff and students; these need not be approved by the Board, although the board will be provided with copies for its information.

POLICY DEVELOPMENT

Board Approved and Issued: June 24, 1985

Last Revised: June 19, 2013; February 2022

Description:

1. The Board of Education shall determine and adopt policies in accordance with procedures that will facilitate the broadest possible consultation within the district, including district employees who may have special knowledge of, or particular interest in, the policy under consideration.
2. Policies may be proposed for adoption, amendment or repeal at any Board meeting, by any member of the Board or may be placed on the agenda for debate. Policies shall be adopted, amended or repealed by a majority vote of the members of the Board.
3. It is the wish and practice of the board to consult groups affected by a proposed new or changed policy prior to making its final decision.
4. Except in an emergency situation, a forty-five (45) day circulation period will be allowed to permit those interested in reacting to the policy to submit their ideas to the Board.
5. The board reserves the right to formulate or delete policy and to modify existing policy for immediate implementation. Suggestions for new policy at Board level should be referred to the Policy Committee.
6. Suggestions for new policy or modifications to existing policy will be received by the board from the Superintendent of Schools and through them from any interested party (i.e. from the district).
7. Proposed policies will be screened on behalf of the Board to make sure that they are district wide in focus. Screening shall be done by a Policy Committee consisting of 2 Trustees, and the Superintendent of Schools (or designate), to properly write, title and code new policies.
8. Proposed policies which receive "approval in principle" from the Board will be circulated to all members of the district staff, principals, schools in the district, the Peace River South Teachers' Association, other organizations representing groups of school district employees and the District Parent Advisory Council. The Board may also post policy for feedback from the general public.
9. If a situation arises in which the Board must act quickly, the Board may propose, discuss, and adopt a policy at a single meeting. However, it is the practice of the Board to review such "emergency" policies after they have been in force for several months, to ensure that the policy is well-considered and remains appropriate for continued use.

10. Before any policy is finally adopted, the Board will expect to receive a report on the feedback obtained from the circulation period and a recommendation of disposition.
11. At the Board meeting, the proposed new or amended policy shall be presented by the chairperson of the Policy Committee and a motion will be made on the recommendation of that committee; the motion, if duly seconded, will then be voted upon, and if it is carried the policy as proposed will become official policy of the Board. (Amendments or changes may be suggested by any Trustee at the meeting, and, unless the amendments and changes are substantial, will not make it necessary for the proposed policy to be referred back to committee.)
12. The formal adoption of policies will be recorded in the minutes of the Board; only those written statements so adopted and so recorded shall be regarded as official policies of the Board. Policies will go into effect immediately upon adoption, unless a specific effective date is provided in the motion to adopt.
13. On an ongoing basis, the Board shall cause a review of the policies of the district to be made and shall receive the report on such review together with any recommendations for revision.
14. When action must be taken and the Board has provided no guidelines in policy, the Superintendent of Schools (or designate) shall have the power to act.
15. The decisions of the Superintendent of Schools (or designate), however, will be brought to the Board's attention at its next regular meeting. It shall be the duty of the Superintendent of Schools to inform the Board promptly of any emergency action taken, and, if appropriate, to alert the Board to the need for policy.