



## **PUBLIC BOARD MEETING**

The Board of Education of SD59 (PRS) will be holding their Public Board Meeting on Wednesday, March 15, 2023 starting at 1:00 pm in Dawson Creek as the School District Board Office (11600-7<sup>th</sup> Street, Dawson Creek, BC).

Anyone wishing to attend the public board meeting may do so in person or via Zoom. Individuals must pre-register by noon (12 pm) on Tuesday, March 14, 2023 to receive the Zoom link.

Please contact Richell Schwartz to register for the meeting:

Phone: 250-782-8571, ext. 217

Email: [rschwartz@sd59.bc.ca](mailto:rschwartz@sd59.bc.ca)



# School District No.59 (Peace River South)

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## Open Board Meeting Agenda

**Date: March 15, 2023 1:00 PM**

**Place: School District Board Office – Dawson Creek, BC**

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

### APPROVAL OF AGENDA

**1. ITEMS FOR ADOPTION**

- R1.1 – Regular Board Meeting Minutes – February 15, 2023
- R1.2 – Excerpts Closed Meeting – February 15, 2023

**2. BUSINESS ARISING**

**3. ESSENTIAL ITEMS**

**4. PRESENTATIONS**

**5. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**

- R5.1 – School/Student News
- R5.2 – Graduation Ceremonies
- R5.3 - Recruitment – Discover59.com
- R5.4 – 2023-24 School Calendar
- R5.5 – Early Learning Programs Update

**6. REPORTS FROM THE SECRETARY-TREASURER**

- R6.1 – Finance Reports
- R6.2 – 2023/24 Capital Plan Bylaw

**7. TRUSTEE ITEM**

- R7.1 – BCSTA Update – R. Gulick

**8. COMMITTEE REPORTS**

- R8.1 Indigenous Councils
- R8.2 Policy Committee
  - Policy 4115 – Function of School Libraries (Approval)
  - Policy 3110 – Responsibilities of School Personnel (Repeal)
  - Reg 3090 – Long Service/Retirement Recognition (re: Recognition Gift Certificate)

**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 – April 19, 2023 – Dawson Creek



# School District No.59 (Peace River South)

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## BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

11600 – 7<sup>TH</sup> Street, Dawson Creek, BC V1G 4R8

### Open Session Minutes

DATE & TIME: February 15, 2023 – 1:00 PM

PLACE: School District Board Office, Dawson Creek, BC

**PRESENT:** Trustees:

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

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

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

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

### APPROVAL OF AGENDA

Additions:

Deletions:

(2023-02-006)

MOVED/SECONDED – Gulick/Wards

THAT, the regular meeting agenda be approved as printed.

CARRIED

### 1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – January 18, 2023

The Chair asked for any corrections to the minutes.

(2023-02-007)

The Chair declared the minutes of the open meeting January 18, 2023 approved as printed.

R1.2 Excerpts of Closed Board Meeting – January 18, 2023

(2023-02-008)

The Chair declared the excerpts of the closed board meeting January 18, 2023 approved as printed.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

5.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R5.1 School/Student News

The Superintendent reported school/student news:

- The Little Prairie Library is thriving, and students are learning about CORE Competencies with STEM activities. The Grade 7 students hosted a carnival night as a fundraiser for their year-end field trip. Over 200 people throughout the evening enjoyed the carnival and the group raised \$2000 for their trip.
- Tremblay Elementary students are having fun with a book tasting event. The students are enjoying the book café where they get to sample the books and then choose one to read. The school library held a lego challenge, where students had to design and build specific objects individually or in pairs.
- At Windrem Elementary, the grade 3/4/5 class has been running gym stations for the K1/2 class – this is a great initiative to build leadership skills and connections within school and community.
- DCSS-Central Campus started their new semester with a bus evacuation drill. Students have also participated in ski trips to bear mountain. The grade 9 students are starting their course selection process to make the transition to the South Peace Campus. The basketball teams are going to Vanderhoof and Prince George to play in their final tournaments.
- Crescent Park Elementary has created a new bulletin board with welcome messages in Michif and Dane-zaa. The Grade 2 class is learning about persuasive writing. The students wrote letters to the school principal to try to get a hot chocolate concession, nap time and a climbing wall.
- The K/1 class at Parkland Elementary has been working on story workshops. The class has built a wall of prompts for stories. They created verbal and visual story prompts first which then lead to a story wall. The wall has inspired other classes to come in and use the prompt wall.
- Students at Ecole Frank Ross have been participating in many activities around the book Spirit Bear and Children make History by Cindy Blackstock, including reading and

discussing the book, making Spirit Bears, creating Spirit Bear bulletin boards, writing letters to the Prime Minister and a whole school assembly to watch Murray Sinclair and the Spirit Bear video. In addition, Mme. Gowda's class has connected with the Nawican Friendship Centre and is taking snack food donations for Have a Heart Day

- Don Titus Elementary students had fun on their “no electronics day”. The students enjoyed many activities that did not include technology.
- Eleven students from Dawson Creek Secondary – South Peace Campus are enrolled in the Trades Sampler program at Northern Lights College this semester. The students will have the opportunity to receive hands on learning in various trades programs including carpentry, electrical and plumbing.
- Pouce Coupe Elementary has been sharing their learning from teachers to students. The teachers learned about coding using Ozobots in a professional development workshop and then taught their students coding. The grade 6/7 class is learning valuable leadership skills by helping the grade 2/3 class with skating and the grade 3/4 class created an “Array City” as a final project for their multiplication unit. It was also apparent that students like to go to school at Pouce Coupe Elementary with 80 students being recognized as having greater than 90% attendance in January.
- Moberly Lake Elementary has been busy celebrating the Chinese New Year, learning Cree language through a bingo game, hosting a Bring A Valentine for Lunch event, and inviting Chetwynd Secondary School students out to go ice-fishing.
- CSS has been busy with many sporting activities; the basketball teams are busy travelling to tournaments, the students had a fun a hockey game with the local RCMP, and the school hosted a volleyball clinic with Saulteau First Nations and West Moberly First Nations.

#### R5.2 Field Trips

Chetwynd Secondary School submitted a request for final approval for the field trip application to Costa Rica from March 17 to 26, 2023.

(2023-02-009)

MOVED/SECONDED – Schurmann/Jones

THAT, the board give final approval for the international field trip to Costa Rica from March 17 to 26, 2023 to proceed as planned.

CARRIED

The Superintendent informed the board that approval in principle was given to Dawson Creek Secondary School – Central Campus for their initial application for a field trip request to Quebec in May/June of 2023.

#### R5.3 TRAX Update

The Ministry of Education and Child Care is phasing out the student reporting software known as TRAX (Transcripts and Examination), the system is primarily used to manage student graduation records and supporting achievement data for grades 10 to 12. It will be replaced in phases with a new system called Graduation Records and Achievement Data (GRAD).

#### R5.4 K-12 Anti-racism Action Plan

The Ministry of Education and Child Care recognizes that it is important to recognize and address racism and discrimination both in communities and schools. Recently, changes were made to the K-12 provincial curriculum to support Indigenous languages, cultural learning opportunities, and increased courses in social justice. The K-12 Anti-racism Action Plan is a

key initiative to address racism and discrimination by providing training and resources to help students and educators understand what it means to be anti-racist. Empowering students and educators with the knowledge and tools to respond to discrimination is a powerful resource to lead change and create communities where everyone is celebrated and respected.

R5.5 erase Student and Family Resources

**erase** is an online site through the Ministry of Education and Child Care that has resources geared towards building safe and caring school communities. This includes empowering students, parents, educators and the community partners who support them to get help with challenges, report concerns to schools, and learn about complex issues facing students.

The Superintendent showed how to access the online resources through the Ministry website.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The finance reports as of January 31, 2023 were presented. The reports were based on initial budget amounts and did not include the new funding for the collective agreements.

R6.2 2022-23 Amended Operating Budget/Bylaw

The 2022-23 Amended Operating Budget and Bylaw was presented.

(2023-02-010)

MOVED/SECONDED – Hillton/Wards

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2022-23 showing the estimated revenues and expenditures for the 2022-23 fiscal year and the total budget bylaw amount of \$61,197,641 or the 2022-23 fiscal year be read a first time.

CARRIED UNANIMOUSLY

(2023-02-011)

MOVED/SECONDED – Gulick/Mounsey

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2022-23 showing the estimated revenues and expenditures for the 2022-23 fiscal year and the total budget bylaw amount of \$61,197,641 for the 2022-23 fiscal year be read a second time.

CARRIED UNANIMOUSLY

(2023-02-012)

MOVED/SECONDED – Hillton/Jones

THAT, the Board allow the third reading of 2022-23 Amended Budget Bylaw to occur in this meeting.

CARRIED UNANIMOUSLY

(2023-02-013)

MOVED/SECONDED – Gulick/Wards

THAT, the School District No. 59 (Peace River South) Amended Budget Bylaw for the fiscal year 2022-23 showing the estimated revenues and expenditures for the 2022-23

fiscal year and the total budget bylaw amount of \$61,197,641 for the 2022-23 fiscal year be read a third time, passed and adopted.

CARRIED UNANIMOUSLY

### R6.3 2023-24 Enrollment Projections

The Secretary Treasurer presented the 2023-24 projected enrollment numbers. The District is estimating a slight decrease in enrollment for the 2023-24 school year. The preliminary budget is developed based on the projected enrollment FTE submitted to the Ministry.

## 7.0 TRUSTEE ITEMS

### R7.1 BCSTA Update – R. Gulick

Trustee Gulick reported on the latest BCSTA news and events. Trustees attended the BCSTA Northern Interior Branch meeting held in Prince George from January 20-21, 2023. Trustee Gulick was re-appointed as a member of the Professional Learning Committee. The BCSTA Provincial Council meeting will be held in Vancouver on February 24-26, 2023.

Trustee Anderson attended a Partner Liaison Meeting in Vancouver. The event included a board chairs meeting and a combined meeting with Secretary-Treasurers and Superintendents.

## 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 – March 15, 2023

## ADJOURNMENT

(2023-02-014)

MOVED – Hillton

THAT, the Regular Meeting be terminated. (3:08 PM)

CARRIED

CERTIFIED CORRECT:

\_\_\_\_\_  
(C. Anderson) Board Chair

\_\_\_\_\_  
(M. Panoulis) Secretary Treasurer





## School District No.59 (Peace River South)

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

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

### Items for Adoption

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

### Business Arising

#### Trustee Items

Items discussed and reported included:

- BCPSEA Update

#### Superintendent's Reports

Items discussed and reported included:

- Personnel Matters

#### Secretary Treasurer's Reports

Items discussed and reported included:

*Nil*

Adjournment Motion @ 9:50 a.m.

CERTIFIED CORRECT:

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C. Anderson, Board Chair

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M. Panoulas, Secretary Treasurer



## School District No.59 (Peace River South)

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March 10, 2023

To The Board of Education

This year the graduation events in each location are as follows:

1. Tumbler Ridge Secondary School  
The graduation ceremony will be at 10:00 am, Friday, June 16<sup>th</sup> at the high school. The graduation dinner will take place that evening.
2. Dawson Creek Secondary: South Peace campus  
The graduation ceremony will be on Friday, June 16<sup>th</sup>, at 7:00 at the Ovintiv Centre. The Red Carpet event and prom will be on June 17<sup>th</sup>.
3. Chetwynd Secondary  
The graduation ceremony will be on Saturday, June 24<sup>th</sup>, in the afternoon. The date of prom is still to be determined.

Sincerely,

Christy Fennell  
Superintendent School District 59 – Peace River South  
Contact: [cfennell@sd59.bc.ca](mailto:cfennell@sd59.bc.ca)



*Discover*  
**YOUR** *Path*

WITH SD 59: PEACE RIVER SOUTH

helping **you** discover your path



## About SD No. 59

Our mission is to ensure quality education for each learner who comes through the doors of our schools.

With this mission, we value continuous learning for all – teachers and students alike – as we believe in realizing the potential within each of us through rich and meaningful experiences.

### OUR SCHOOLS, OUR COMMUNITIES

The Peace River South School District is located in the alluring northeast region of British Columbia.

We acknowledge the South Peace region is located within Treaty 8 Territory, a traditional gathering place and travelling route for the Cree, Dene, Dunne-Za and Métis. We understand, appreciate, and graciously honour that School District No. 59

spans traditional lands where many First Nations, Métis, and Inuit travelled and gathered for centuries.

Our district includes the communities of Chetwynd, Dawson Creek, and Tumbler Ridge, where we offer public education programs from kindergarten to grade 12. With approximately 3,600 students enrolled across 20 schools, our classes are like our communities: close-knit with a spirit of adventure.

### DIVERSE LEARNING, FLOURISHING MINDS

Each of our schools is unique, but one thing remains the same: everyone is learner-focused and relationship based.

Included in our district are two Hutterite colony schools, three high schools, a distributed-learning school, and many elementary schools. Dawson Creek is home to our K-12 French Immersion Program, along with a Sports and Fine Arts elementary school, while Chetwynd is home to a Montessori elementary school. Our school populations range from 30 students to over 600, allowing students and teachers to build strong bonds that promote learning.

Dawson Creek and the surrounding rural area are home to 13 schools, Chetwynd and area has five schools, and Tumbler Ridge has two schools. Dawson Creek, Chetwynd, and Tumbler Ridge each have a unique secondary school, providing students with the opportunity to earn a British Columbia Dogwood Diploma through the completion of a wide range of required and optional courses.



# Teaching in SD No. 59

Collaborative. Supportive. Innovative.

## INNOVATIVE IDEAS

SD No. 59 continues to be innovative as a result of the collaborative work that takes place among our new and veteran teachers.

Fresh, new perspectives are what keep contemporary learning spaces and resources part of the district's makeup, with experience and understanding propelling ideas into action. Bring your ideas forward, as this is a great place to learn – for the district, for you as a teacher, and for the students.

The location of our schools is also conducive to exploring new learning activities and bonding with the students. Our proximity to lakes, ski hills, and trails, along with school gardens that the students help to take care of, can bring your ideas to life.

## SUPPORT IN CLASSROOMS

The School District Resource Centre can help fill your classrooms with supplies for the school year.

### Resource Centre

The Resource Centre houses thousands of physical and electronic resources for teachers to take advantage of.

### Additional Resources

Additional resources available include support for literacy, numeracy, Indigenous education, resource acquisition (with the help of our Resource Centre staff), and student support services.

### Coach Mentor

Each school has a teacher known as a Coach Mentor who is part of the Indigenous Education department. These teachers work in the school to advocate for Indigenous students, with a focus on relationship-based learning.

The Coach Mentor works with teachers to build deep connections with students and understand the individual needs of those students. Each term, the Coach Mentor meets with each classroom teacher to build a classroom profile, focusing on Indigenous learners in that classroom and how to adapt teaching styles for their betterment.

## COLLABORATIVE APPROACH

The Peace River South School District is a community in and of itself.

We all want to see the same thing – the children in our schools developing and growing – and it is this that makes teamwork integral in our day-to-day. Every school uses the same language and approach to achieve our mission to ensure quality education, keeping our value of continuous learning for all close to our hearts.

Our orientation for new teachers introduces you to the district administration team, including the Superintendent and Senior Admin Team, Human Resource staff, Learning Services staff, and local union representatives. It is our hope that these introductions are not superficial or become just another name in an email list, but that they are the beginning of connections that build strong relationships.

All teachers and staff are invited to take part in district events throughout the year. It is through our learning events that teachers get to know those in the other schools and collaboratively learn from each other.

### Programs Available:

Professional Learning Communities  
Foundations for Learning  
Professional Development  
Mentorship Program



## Northern Living

Northeastern BC is a vast and rugged area with four seasons that offer something for everyone.

# WHY PEACE RIVER SOUTH



With housing prices well below the provincial average, short commutes and virtually no traffic, it's easy to call Peace River South home. The median purchase price for a home in Peace River South is just over \$300,000; this includes detached, single-family homes within city and district limits as well as acreages out of town. Rental prices range from \$750+/month depending on the property and community.



Working for School District No. 59 offers federal residency and travel benefit deductions for living in a prescribed north zone. Additionally, all SD 59 teachers receive a recruitment and retention allowance with their salaries. Relocation assistance is also available.



Taking trips out of Peace River South is a breeze. Dawson Creek's airport offers free, long-term parking, and services direct WestJet flights to Calgary and destinations beyond. Regional airports in Fort St. John and Grande Prairie offer additional schedules and destinations.



Peace River South offers opportunities for partners and families of teachers looking to relocate here. The average salary in the region is higher than the provincial average and opportunities outside of education exist in industries like forestry, energy, construction, hospitality, agriculture, and wood product manufacturing. Before-and after-school childcare is available at several schools within the District and StrongStart programming is available for children aged 0-5. Art and recreation programming is available year-round for children of all ages.



Chetwynd and Tumbler Ridge each have hospitals that offer emergency and other care, while Dawson Creek is home to the District Hospital and maternity clinic. The new Dawson Creek & District Hospital is scheduled for completion in 2026.

**VISIT [DISCOVER59.COM](https://discover59.com)**

for current teaching postings,  
application process, and resources

 250 782 8571

 11600 - 7th St Dawson Creek, BC V1G 4R8



## School District No.59 (Peace River South)

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March 10, 2023

To: Board of Education of SD59

From: Jan Proulx, Director of Instruction

Agenda Item: Proposed 2023-24 School Calendar

The draft school calendar was circulated for feedback. The consultation period allowed for the public to provide input on the school calendar before it is adopted and submitted to the Ministry of Education by March 31<sup>st</sup>, 2023.

In total, there was feedback from 10 people. The feedback commented on the scheduling of the non-instructional days (NIDs), the scheduling of parent -teacher interviews and the timing of winter and spring break.

In response to the feedback, adjustments were made to two non-instructional days:

- The December 4 NID was moved to November 27.
- The May 31 NID was moved to June 7.

I recommend the proposed 2023-24 School Calendar be adopted as presented.

*Jan Proulx*

Jan Proulx  
Director of Instruction

**SD59 CALENDAR FOR 2023/2024 Final**

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

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

September-23						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Break	2
3	4 Labour Day STAT	5 NID Curriculum Implementation District	6 First Day Students Start 2h late End 1h early	7 First Full Day	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 National Day for Truth and Reconciliation
				18 Instructional Days		

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

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

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

LEGEND	
<b>13</b> <small>Stat</small>	Statutory or General Holidays
<b>59</b> <small>Break</small>	Break Days (Winter, Spring or Summer)
<b>8</b> <small>NID</small>	Non-Instructional Days (Prof Dev or Admin)

<b>0</b> <small>NIS</small>	Not-In-Session Day (No School Activities)
<b>180</b>	Instructional Days



**SD59 CALENDAR FOR 2023-2024-DRAFT**

January-24						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 New Year's Day STAT	2 Break	3 Winter Break	4 Break	5 Break	6
7	8 Schools Reopen	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31		18 Instructional Days	

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

March-24						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 NID Pro-D District	5	6	7	8	9
10	11	12	13	14	15 End of Term 2	16
17	18 Break	19 Break	20 Spring Break	21 Break	22 Break	23
24	25 Break	26 Break	27 Spring Break	28 Break	29 Good Friday STAT	30
31 Easter Sunday						10 Instructional Days

April-24						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Easter Monday STAT	2 Schools Reopen	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29 NID Indigenous Education Day	30				20 Instructional Days

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

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

LEGEND	
13 Stat	Statutory or General Holidays
59 Break	Break Days (Winter, Spring or Summer)
8 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
180	Instructional Days

## School District 59 Calendar 2023/2024 Final

Tuesday, September 5	Non-Instructional Day: Curriculum Implementation Day
Wednesday, September 6	First Day for Students (arrival 2 hours late, dismissal 1 hour early)
Monday, October 2	National Day for Truth And Reconciliation (Saturday Sept. 30 ) STAT
Monday, October 9	Thanksgiving Day STAT
Friday, October 20	Non-Instructional Day: Professional Development (Provincial/District)
Monday, November 13	Remembrance Day (Saturday Nov. 11) STAT
Wed & Thurs, Nov 15 & 16	Early Dismissal (1h) for Parent Interviews
Monday, November 27	Non-Instructional Day: Professional Development (School)
Dec. 25 to Jan. 5	Winter Break (Collective Agreement language - Winter Break starts on the Monday preceding Boxing Day)
Monday, January 8	Schools Reopen
Friday, February 2	Non-Instructional Day: Professional Development (School)
Monday, February 19	Family Day STAT
Wed & Thurs, Feb 28 & 29	Early Dismissal (1h) for Parent Interviews
Monday, March 4	Non-Instructional Day: Professional Development (District)
March 18 to April 1	Spring Break (Collective Agreement language - Spring Break starts on the third Monday in March)
Friday, March 29	Good Friday STAT
Monday, April 1	Easter Monday STAT
Monday, April 2	Schools Reopen
Monday, April 29	Non-Instructional Day: Indigenous Education Day
Monday, May 20	Victoria Day STAT
Friday, June 7	Non-Instructional Day: Professional Development (School)
Thursday, June 27	Last Day of Attendance for Students
Friday, June 28	Non-Instructional Day: Year End Administrative Day

### Notes

Elementary - required hours of instruction 878 minimum required 4 hours 53 minutes per day  
Secondary - required hours of instruction 952 minimum required 5 hours 18 minutes per day

### Elementary Terms

Term 1	Sept. 6 to Dec. 1 (58 instructional days)
Term 2	Dec. 5 to Mar 15 (62 instructional days)
Term 3	April 2 to June 27 (60 instructional days)

### Secondary Semesters

Semester 1	Sept. 6 to Feb.1 (92 instructional days)
Semester 2	Feb. 5 to June 27 (88 instructional days)



# School District No.59 (Peace River South)

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March 8, 2023

To: Board of Education of SD59 (PRS)

Agenda Item R 5.5 - Early Learning Programs Update

**Just B4:**

The Province is investing \$125,000 to expand the Just B4 early childhood education program, which is specifically designed to support children the year before they enter kindergarten. Just B4 is a half-day licensed pre-school child care program for three to four year-olds.

“Parents know public schools are available and reliable, no matter where they live, and moving the responsibility for child care to the Ministry of Education will help to bring the same certainty for parents who need child care,” said Katrina Chen, Minister of State for Child Care. “The Just B4 program expansion is one example of how integrating child care into the education system makes life easier for parents, while also helping young children get familiar with their school so they can make a successful transition into kindergarten.”

The expansion of the program will continue to foster connections between the education and child care sectors. This supports government’s 10-year ChildCareBC plan to build a future where child care is a core service available to families in every part of the province when they need it, and at a price they can afford.

Just B4 operates in conjunction with existing StrongStart BC (SSBC) program by using available SSBC spaces in schools. This partnership maximizes the use of SSBC staff, space and resources within schools. In most cases, early childhood educators from SSBC also teach in Just B4. SSBC programs are taught in the mornings. The same staff teach Just B4 in the afternoons.

**Before and After School Care Program in Tumbler Ridge:**

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

"This opportunity provides families with accessible child care at their community school. This opening will be the district's fourth before and after school care program created in the last four years, and we appreciate the effort the YMCA has put into this partnership to support us on our journey of offering more child care spaces in all regions of our district." *Christy Fennell, Superintendent.*



## School District No.59 (Peace River South)

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March 9, 2023

School District #59 Trustees

### **RE: February 2023 Financial Reports**

Following are explanations of major variances for the February 28, 2023 Financial Reports. These reports are based on the Amended 2022/23 Budget.

#### **REVENUES:**

The unfavourable variance of \$16,000 in Other Ministry of Education and Child Care Grants is a timing issue related to a payment from BCPSEA for support staff benefits. The payment timing of this grant isn't included in the districts payment schedule and therefore it was budgeted to be received in March based on the prior year.

Interest earned each month has continued to increase at a modest amount. If the amount earned in February continued at the same rate for the rest of the year, the total yearly interest revenue would be \$553,000, compared to a budgeted amount of \$440,000.

#### **DISTRICT EXPENSES:**

1. **District Special Ed/Helping Teachers** – \$20,000 of the \$70,000 is related to the delayed hire of the elementary counsellor in Chetwynd. The remaining balance is spread out over other Learning Services areas.
2. **District Programs Other** – The majority of the \$262,000 favourable variance is from Technology (\$82,000) and Indigenous Education (\$213,000).
3. **Administration & Other** – The majority of the \$84,000 favourable variance is from Recruitment (\$27,000) and Education Administration (\$38,000).
4. **Operations & Maintenance** – The prior month favourable variance of \$141,000, related to wages and benefits within operations and maintenance, decreased to \$86,000; this was due to the retroactive pay to July 1, 2022 as a result of the newly ratified CUPE collective agreement.



## School District No.59 (Peace River South)

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5. **Transportation** breakdown is as follows.
  - a. \$59,000 favourable variance in Wage & Benefits
  - b. \$122,000 favourable fuel variance
  - c. \$30,000 favourable Bus Contract variance
  
6. The **District School** is below budget. The large change occurring in February is related to the retroactive pay to July 1, 2022 as a result of the newly ratified BCGEU collective agreement. This budget is made up of the net difference between average and actual wage costs, as well as budgeted and actual absence rates.
  
7. **Special Purpose** breakdown is as follows.
  - a. \$365,000 Annual Facilities Grant - the universal bathroom upgrades at both Tremblay and DCSS: Central campus will use a large portion of these funds
  - b. \$106,000 Community Links
  - c. \$71,000 Classroom Enhancement Fund Remedies
  - d. \$35,000 Learning Improvement Fund
  - e. \$49,000 Early Learning
  - f. \$56,000 Mental Health in Schools
  - g. \$36,000 ECE Dual Credit Program
  - h. \$201,000 Family Affordability Fund - The district is working with schools to spend these funds; lots of support is being provided to families and students. The fund still has a large surplus; therefore, the district is looking at other ways to continue to support families. The ministry has granted districts permission to carry forward some of this funding.

### SCHOOL EXPENSES:

Consistent with prior years, the district is seeing large variances related to wages and benefits from positions that are posted but remained unfilled. A preliminary analysis of the increase in South Peace Elementary's deficit was found to be related to discretionary subs, an adjustment is required to charge some of those subs to CEF (Classroom Enhancement Fund) as they are related to meeting ratios and should have not been charged to the school.

Melissa Panoulas

**Board Variance Report - Revenues**  
**February 28, 2023**

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

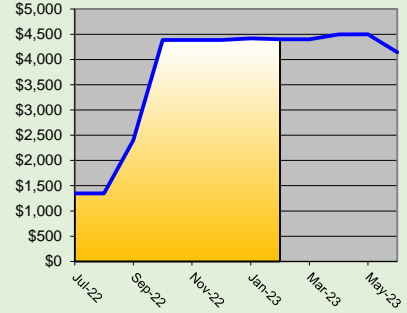
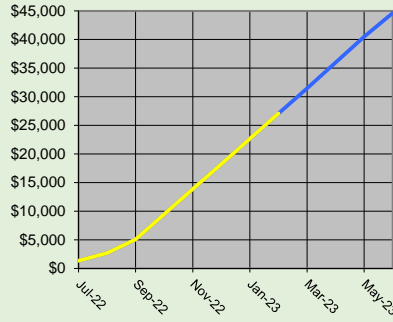
**Monthly Revenues (\$000's):**

**BASE OPERATING GRANT**

**Year-To Date Results:**

Budget	Actual	Variance
\$27,081	\$27,081	\$0

**On Budget**

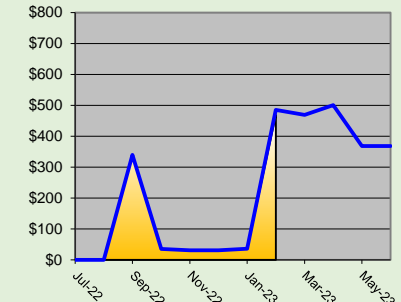
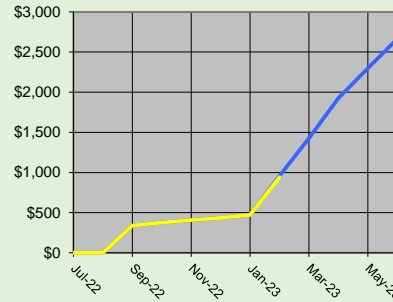


**OTHER MoEd GRANTS**

**Year-To Date Results:**

Budget	Actual	Variance
\$958	\$942	-\$16

**Underbudget 1.7%**

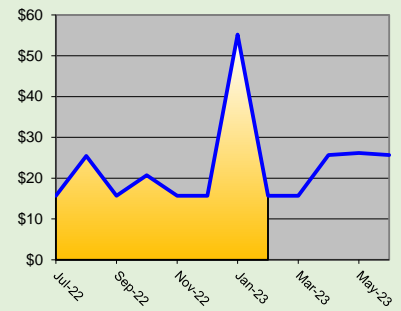
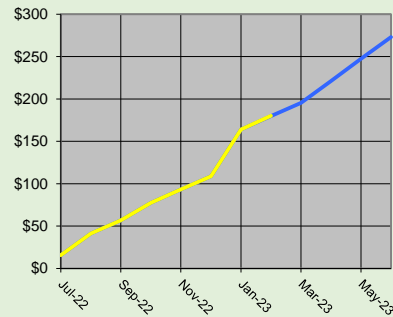


**GRANTS-OTHER PROV.MINISTRIES**

**Year-To Date Results:**

Budget	Actual	Variance
\$180	\$180	\$0

**Overbudget 0.2%**

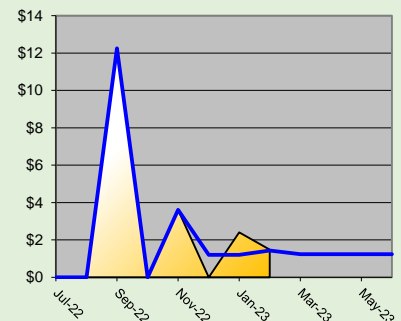
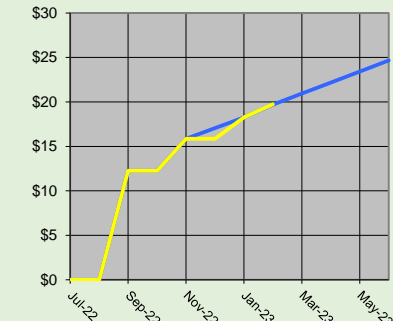


**NON-RESIDENT TUITION**

**Year-To Date Results:**

Budget	Actual	Variance
\$20	\$20	\$0

**Overbudget 0.2%**

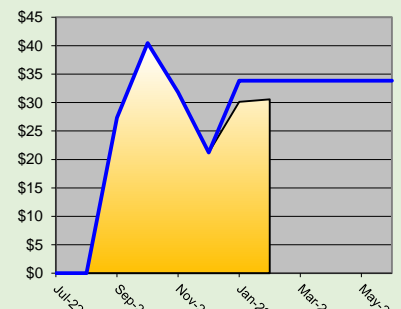
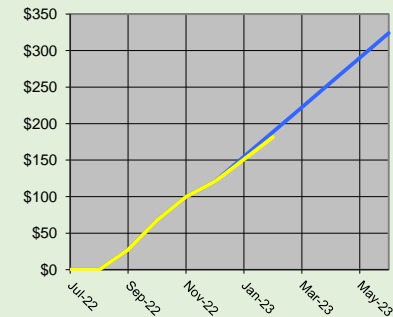


**SECONDED/SUBSTITUTE TEACHER**

**Year-To Date Results:**

Budget	Actual	Variance
\$189	\$182	-\$7

**Underbudget 3.7%**



**Board Variance Report - Revenues**  
**February 28, 2023**

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

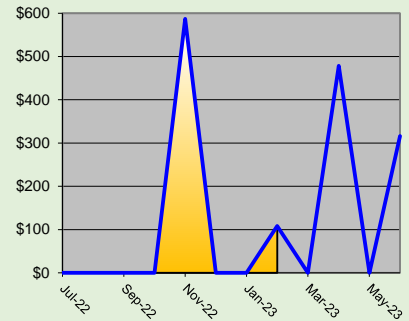
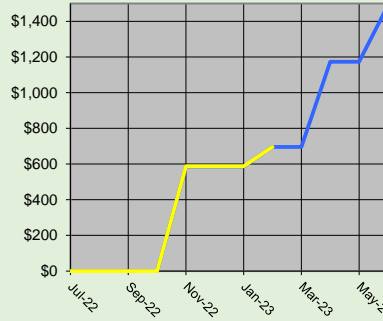
**Monthly Revenues (\$000's):**

**FUNDING FIRST NATION**

Year-To Date Results:

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

**Overbudget 0%**

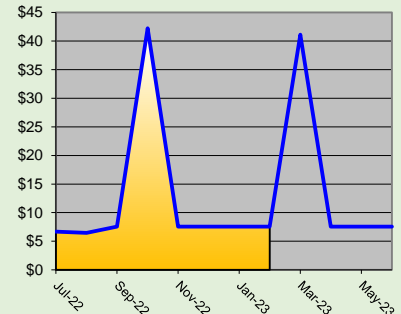
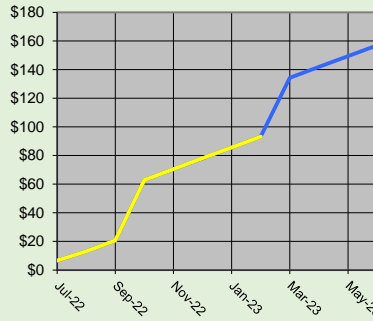


**RENTALS/LEASES**

Year-To Date Results:

Budget	Actual	Variance
\$93	\$93	\$0

**Overbudget 0.1%**

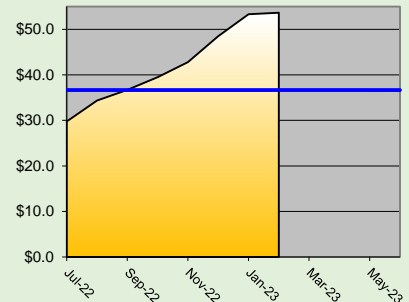
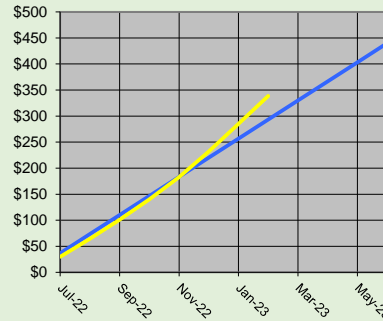


**INTEREST INCOME**

Year-To Date Results:

Budget	Actual	Variance
\$293	\$339	\$45

**Overbudget 15.4%**

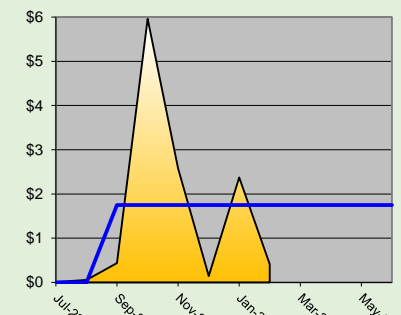
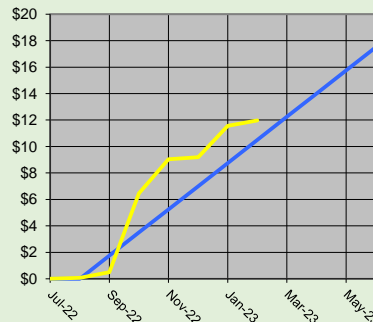


**OTHER REVENUE**

Year-To Date Results:

Budget	Actual	Variance
\$11	\$12	\$1

**Overbudget 14.0%**

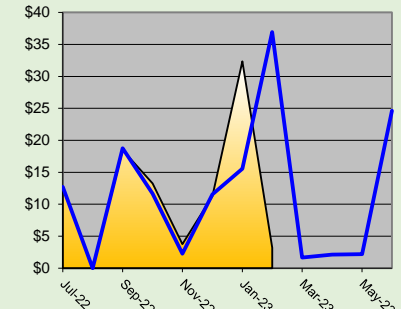
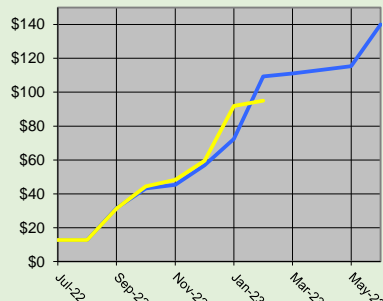


**MISCELLANEOUS REVENUE**

Year-To Date Results:

Budget	Actual	Variance
\$109	\$95	-\$14

**Underbudget 13.1%**



**Board Variance Report - Revenues**  
**February 28, 2023**

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

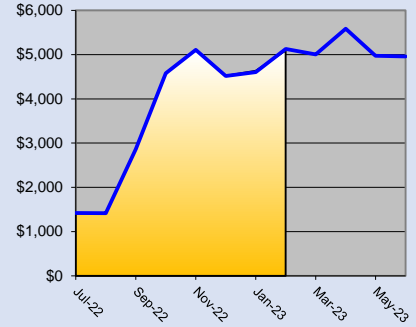
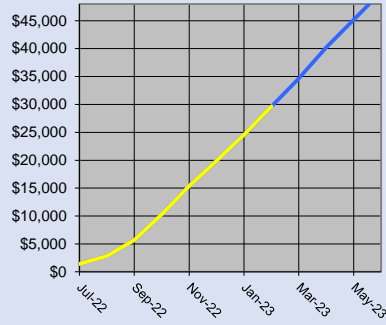
**Monthly Revenues (\$000's):**

**TOTAL REVENUE**

**Year-To Date Results:**

<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<u>\$29,629</u>	<u>\$29,639</u>	<u>\$10</u>

**Overbudget 0.0%**





# Board Variance Rpt. - Expenditures

## February 28, 2023

YTD Budget YTD Actual

Compensation O&M Budget

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

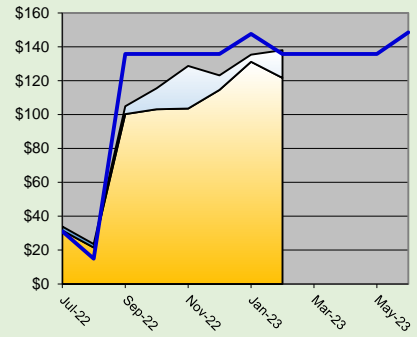
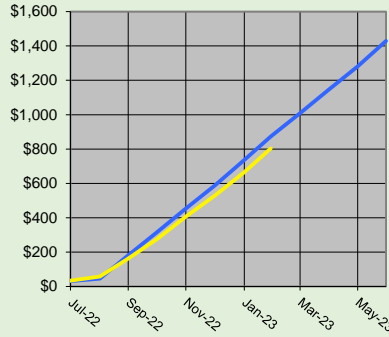
Monthly Costs (\$000's):

### DISTRICT SPEC. ED./HELP.TCHRS

**Year-To Date Results:**

	Budget	Actual	Variance
Comp	781	728	53
O&M	92	76	16
<b>Total</b>	<b>873</b>	<b>803</b>	<b>70</b>

**Underbudget 8%**

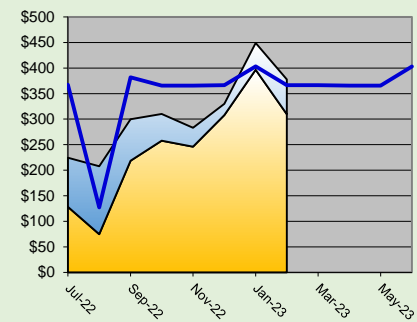
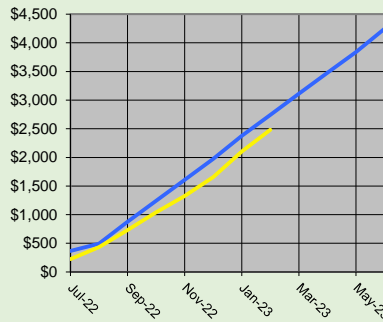


### DISTRICT PROGRAMS-OTHER

**Year-To Date Results:**

	Budget	Actual	Variance
Comp	1,976	1,940	36
O&M	768	542	226
<b>Total</b>	<b>2,744</b>	<b>2,482</b>	<b>262</b>

**Underbudget 10%**

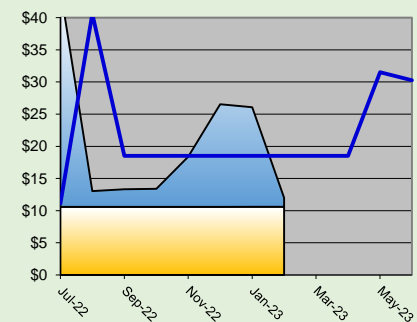
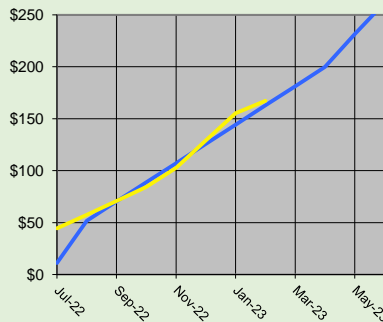


### BOARD OF TRUSTEES

**Year-To Date Results:**

	Budget	Actual	Variance
Comp	85	85	0
O&M	78	82	-4
<b>Total</b>	<b>163</b>	<b>167</b>	<b>-4</b>

**Overbudget 3%**

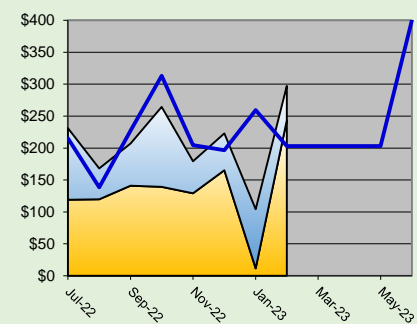
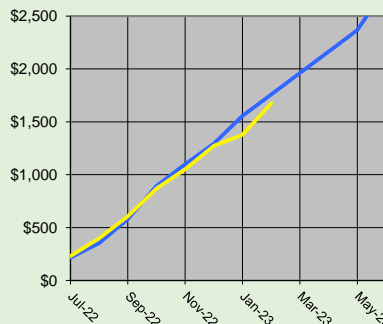


### ADMINISTRATION & OTHER

**Year-To Date Results:**

	Budget	Actual	Variance
Comp	1,084	1,069	15
O&M	675	606	68
<b>Total</b>	<b>1,759</b>	<b>1,675</b>	<b>84</b>

**Underbudget 5%**

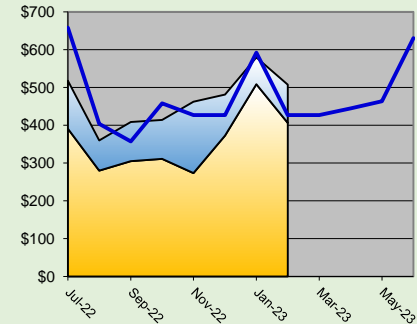
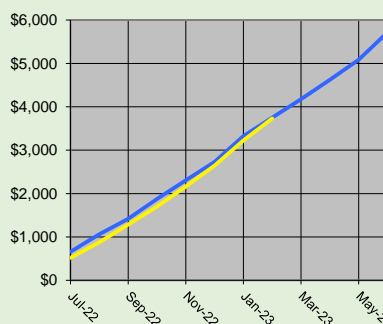


### OPERATIONS & MAINTENANCE

**Year-To Date Results:**

	Budget	Actual	Variance
Comp	2,935	2,849	86
O&M	815	883	-67
<b>Total</b>	<b>3,751</b>	<b>3,732</b>	<b>19</b>

**Underbudget 0%**



# Board Variance Rpt. - Expenditures

## February 28, 2023

YTD Budget YTD Actual

Compensation O&M Budget

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

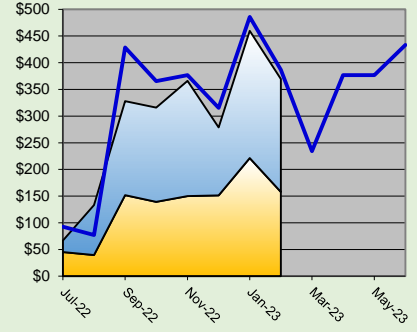
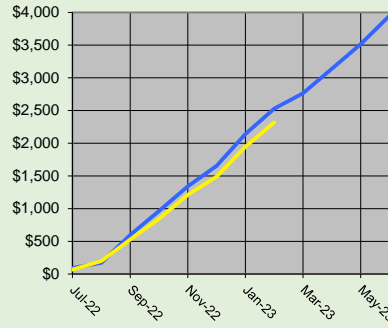
### Monthly Costs (\$000's):

#### TRANSPORTATION

##### Year-To Date Results:

	Budget	Actual	Variance
Comp	1,115	1,056	59
O&M	1,413	1,262	152
<b>Total</b>	<b>2,529</b>	<b>2,318</b>	<b>211</b>

**Underbudget 8%**

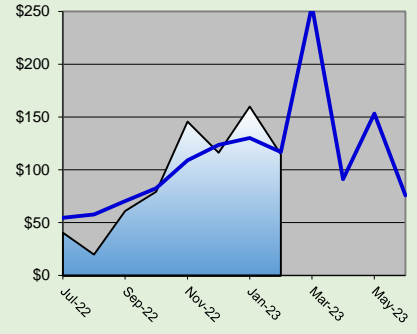
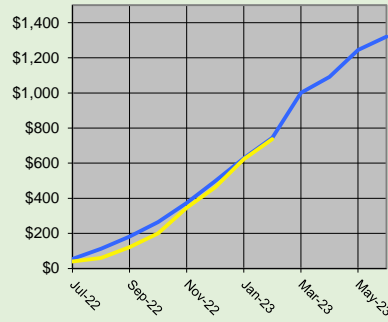


#### UTILITIES

##### Year-To Date Results:

	Budget	Actual	Variance
Comp	0	0	0
O&M	745	737	8
<b>Total</b>	<b>745</b>	<b>737</b>	<b>8</b>

**Underbudget 1%**

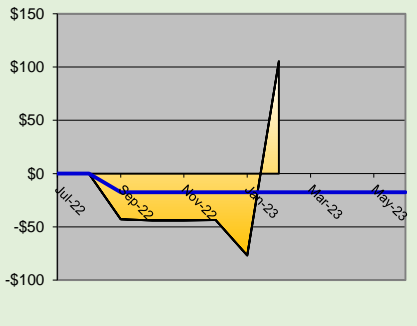
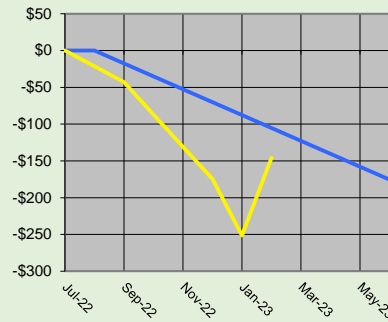


#### DISTRICT SCHOOL

##### Year-To Date Results:

	Budget	Actual	Variance
Comp	-105	-146	41
O&M	0	0	0
<b>Total</b>	<b>-105</b>	<b>-146</b>	<b>41</b>

**Underbudget 39%**

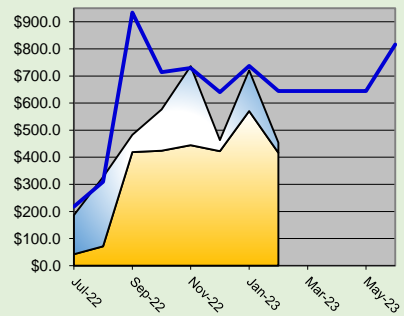
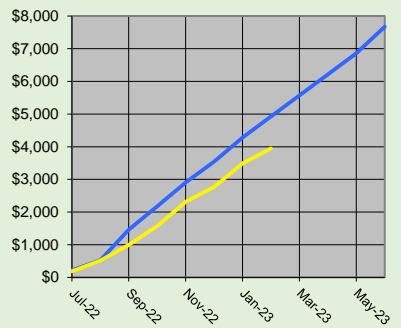


#### SPECIAL PURPOSE FUNDS

##### Year-To Date Results:

	Budget	Actual	Variance
Comp	3,364	2,810	554
O&M	1,561	1,136	425
<b>Total</b>	<b>4,926</b>	<b>3,946</b>	<b>979</b>

**Underbudget 20%**

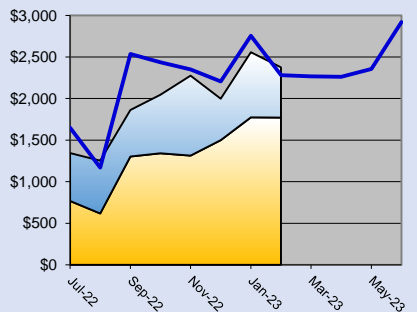
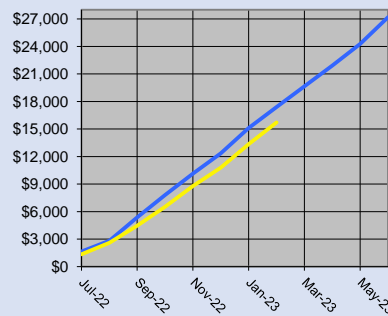


#### DISTRICT TOTALS - EXPENDITURES

##### Year-To Date Results:

	Budget	Actual	Variance
Comp	11,235	10,391	845
O&M	6,147	5,324	823
<b>Total</b>	<b>17,383</b>	<b>15,715</b>	<b>1,668</b>

**Underbudget 10%**



## Board Variance Report - Schools

February 28, 2023

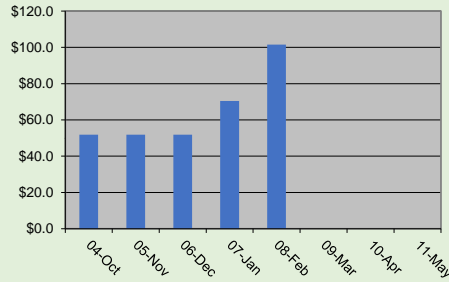
Actual Budget  
YTD Surplus (\$000's):

### CANALTA (101)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$985	\$953	\$32
Supp.Staff	471	404	68
Disc.Subs	17	23	-6
Supp & Serv.	58	50	8
<b>Total</b>	<b>1,532</b>	<b>1,430</b>	<b>102</b>

**Underbudget 6.6%**

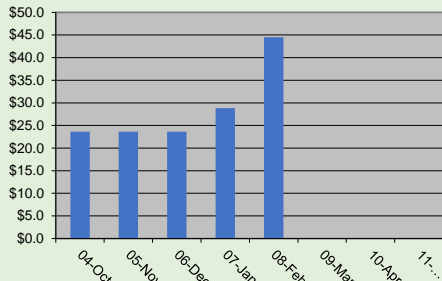


### CHETWYND SECONDARY (111)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,106	\$1,078	\$28
Supp.Staff	373	331	41
Disc.Subs	20	18	2
Supp & Serv.	71	98	-27
<b>Total</b>	<b>1,570</b>	<b>1,525</b>	<b>44</b>

**Underbudget 2.8%**

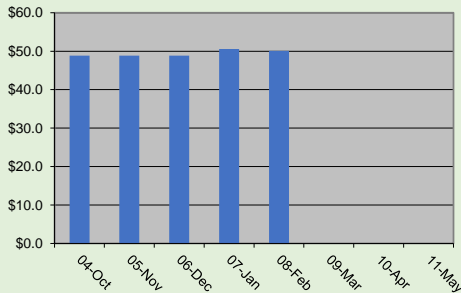


### CRESCENT PARK (103)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$973	\$963	\$10
Supp.Staff	383	352	31
Disc.Subs	11	12	-1
Supp & Serv.	57	46	11
<b>Total</b>	<b>1,424</b>	<b>1,374</b>	<b>50</b>

**Underbudget 3.5%**

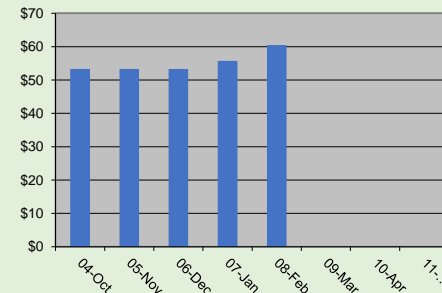


### DAWSON CREEK SECONDARY (108)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$2,090	\$2,088	\$2
Supp.Staff	658	606	53
Disc.Subs	21	24	-3
Supp & Serv.	210	201	9
<b>Total</b>	<b>2,979</b>	<b>2,918</b>	<b>60</b>

**Underbudget 2.0%**



## Board Variance Report - Schools

February 28, 2023

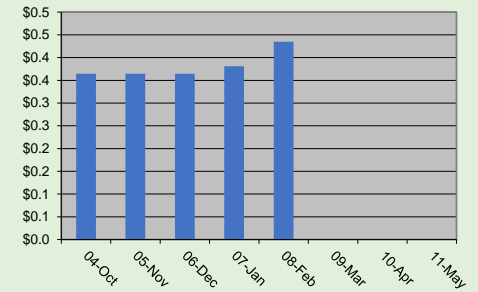
YTD Surplus (\$000's):

### DEVEREAUX (114)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$358	\$359	-\$1
Supp.Staff	125	125	0
Disc.Subs	4	6	-2
Supp & Serv.	21	17	3
<b>Total</b>	<b>508</b>	<b>508</b>	<b>0</b>

**Underbudget 0.1%**

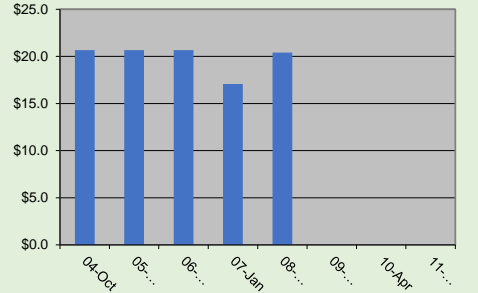


### DON TITUS (113)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$433	\$436	-\$3
Supp.Staff	215	200	15
Disc.Subs	6	8	-1
Supp & Serv.	24	14	10
<b>Total</b>	<b>677</b>	<b>657</b>	<b>20</b>

**Underbudget 3.0%**

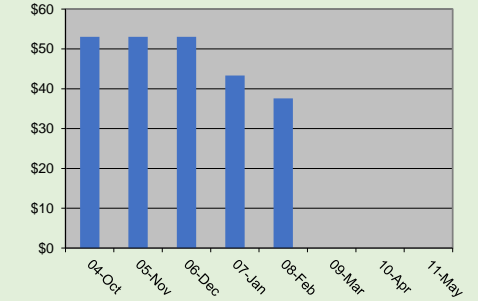


### FRANK ROSS (105)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,841	\$1,844	-\$3
Supp.Staff	426	372	53
Disc.Subs	19	17	2
Supp & Serv.	44	58	-15
<b>Total</b>	<b>2,329</b>	<b>2,291</b>	<b>38</b>

**Underbudget 1.6%**

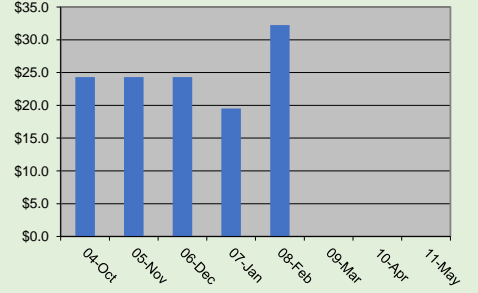


### LITTLE PRAIRIE (131)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$872	\$872	\$0
Supp.Staff	195	171	24
Disc.Subs	2	1	1
Supp & Serv.	26	19	7
<b>Total</b>	<b>1,095</b>	<b>1,063</b>	<b>32</b>

**Underbudget 2.9%**



## Board Variance Report - Schools

February 28, 2023

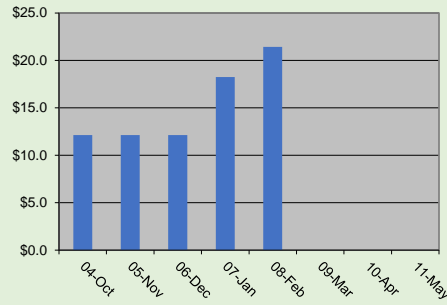
Actual Budget  
YTD Surplus (\$000's):

### MCLEOD (119)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$279	\$278	\$1
Supp.Staff	31	32	-1
Disc.Subs	4	2	2
Supp & Serv.	35	16	19
<b>Total</b>	<b>348</b>	<b>327</b>	<b>21</b>

**Underbudget 6.2%**

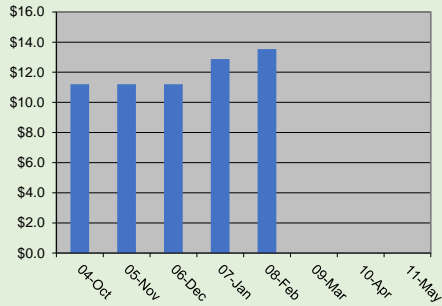


### MOBERLY LAKE (118)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$200	\$202	-\$2
Supp.Staff	64	53	11
Disc.Subs	2	2	0
Supp & Serv.	15	10	5
<b>Total</b>	<b>281</b>	<b>267</b>	<b>14</b>

**Underbudget 4.8%**

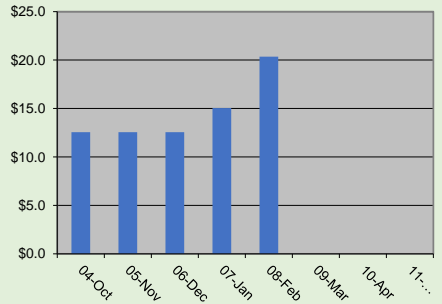


### PARKLAND (124)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$282	\$282	\$0
Supp.Staff	76	78	-3
Disc.Subs	6	2	4
Supp & Serv.	31	12	19
<b>Total</b>	<b>394</b>	<b>374</b>	<b>20</b>

**Underbudget 5.2%**

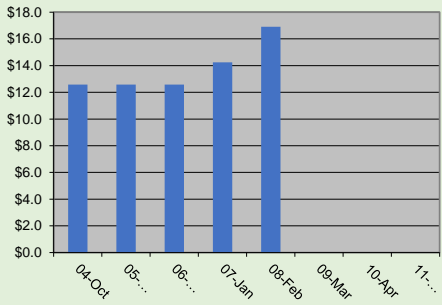


### PEACEVIEW (132)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$94	\$80	\$14
Supp.Staff	0	0	0
Disc.Subs	1	6	-5
Supp & Serv.	16	9	7
<b>Total</b>	<b>111</b>	<b>94</b>	<b>17</b>

**Underbudget 15.2%**



## Board Variance Report - Schools

February 28, 2023

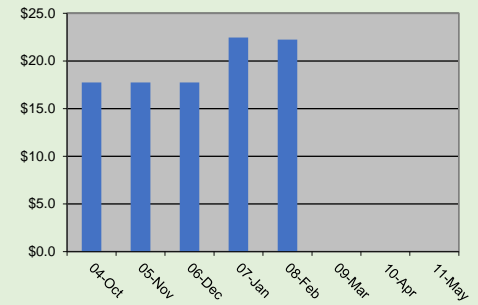
YTD Surplus (\$000's):

### POUCE COUPE (110)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$528	\$528	\$0
Supp.Staff	191	165	25
Disc.Subs	5	7	-2
Supp & Serv.	9	10	-1
<b>Total</b>	<b>733</b>	<b>710</b>	<b>22</b>

**Underbudget 3.0%**

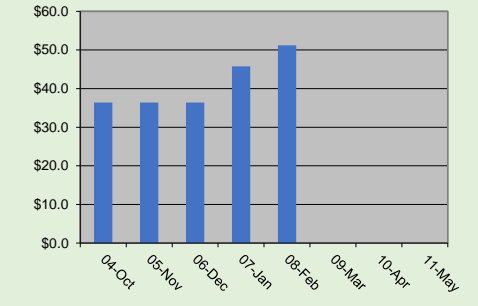


### CENTRAL MIDDLE (102)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,454	\$1,464	-\$9
Supp.Staff	388	347	41
Disc.Subs	7	12	-5
Supp & Serv.	94	70	24
<b>Total</b>	<b>1,943</b>	<b>1,892</b>	<b>51</b>

**Underbudget 2.6%**

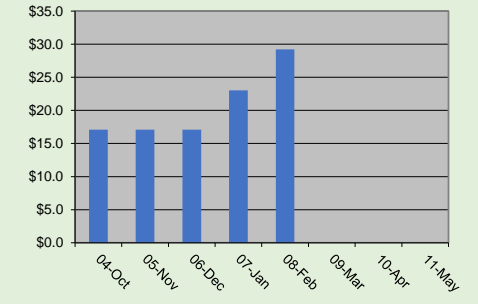


### SP DIST LEARNING (138)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$284	\$286	-\$2
Supp.Staff	70	47	23
Disc.Subs	0	0	0
Supp & Serv.	26	18	9
<b>Total</b>	<b>380</b>	<b>351</b>	<b>29</b>

**Underbudget 7.7%**

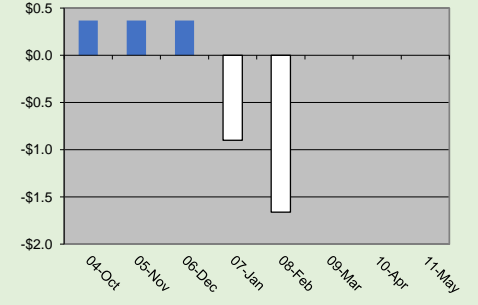


### SOUTH PEACE ELEMENTARY (125)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$122	\$123	-\$1
Supp.Staff	26	24	1
Disc.Subs	1	6	-5
Supp & Serv.	15	12	3
<b>Total</b>	<b>164</b>	<b>165</b>	<b>-2</b>

**Overbudget 1.0%**



## Board Variance Report - Schools

February 28, 2023

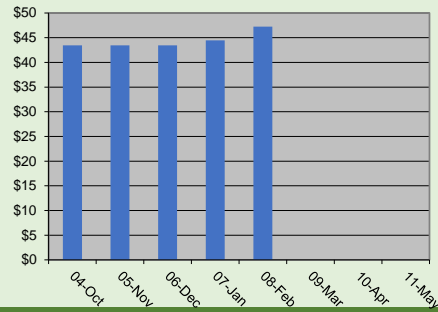
■ Actual 
 ■ Budget  
 YTD Surplus (\$000's):

### TREMBLAY (109)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$664	\$671	-\$7
Supp.Staff	234	193	41
Disc.Subs	12	11	0
Supp & Serv.	53	40	13
<b>Total</b>	<b>962</b>	<b>915</b>	<b>47</b>

**Underbudget 4.9%**

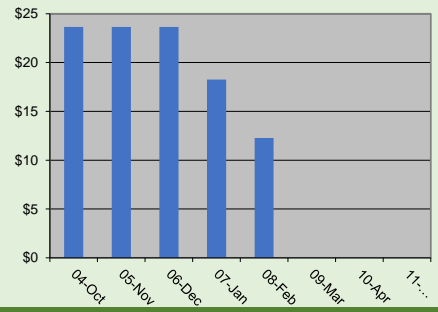


### TUMBLER RIDGE ELEMENTARY (129)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$799	\$803	-\$4
Supp.Staff	183	187	-4
Disc.Subs	5	7	-2
O&M	47	25	22
<b>Total</b>	<b>1,034</b>	<b>1,022</b>	<b>12</b>

**Underbudget 1.2%**



## Board Variance Report - Schools

February 28, 2023

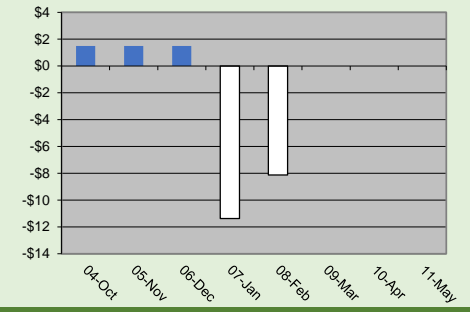
YTD Surplus (\$000's):

### TUMBLER RIDGE SECONDARY (127)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$699	\$688	\$11
Supp.Staff	211	203	7
Disc.Subs	11	17	-6
Supp & Serv.	36	56	-20
<b>Total</b>	<b>957</b>	<b>965</b>	<b>-8</b>

**Overbudget 0.8%**

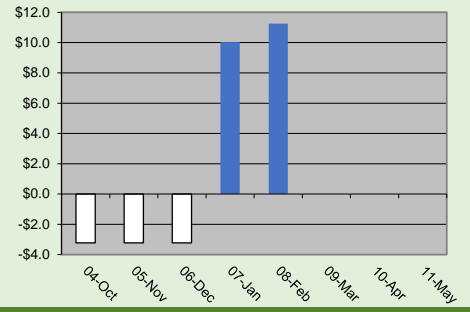


### WINDREM (112)

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$281	\$279	\$2
Supp.Staff	89	83	6
Disc.Subs	3	2	1
Supp & Serv.	14	12	2
<b>Total</b>	<b>387</b>	<b>376</b>	<b>11</b>

**Underbudget 2.9%**

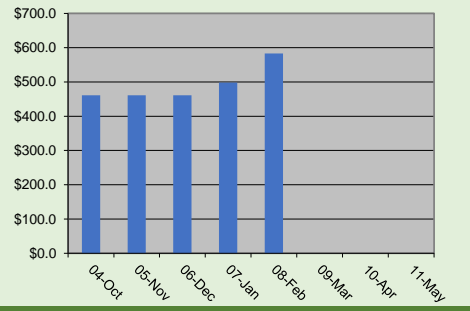


### TOTAL ALL SCHOOLS

#### Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$14,343	\$14,275	\$68
Supp.Staff	4,408	3,975	432
Disc.Subs	157	183	-26
Supp & Serv.	901	792	109
<b>Total</b>	<b>19,808</b>	<b>19,225</b>	<b>583</b>

**Underbudget 2.9%**





# School District No.59 (Peace River South)

March 10, 2023

School District #59 Trustees

## **RE: 2023/24 Capital Plan Response Letter**

School districts' annual Five-Year Capital Plan submissions are used to inform the selection of priority capital projects for the Ministry's following fiscal year. The submissions include the following categories:

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

**\*Note: The FIP is a new program commencing in the 2023/24 fiscal year. Further information regarding the scope of the program, program criteria and eligible projects will be included in the 2024/25 Capital Plan information.**

The Ministry has reviewed all 60 school districts' submissions and identified the following minor capital projects specific to School District No. 59 (PRS) that are approved for funding and able to proceed to procurement:

### **New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Dawson Creek Secondary (South Peace Campus)	SEP – Interior Construction Upgrades	\$150,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Canalta Elementary	SEP - Electrical Upgrades	\$125,000	Proceed to design, tender & construction. To be completed by March 31, 2024.

Dawson Creek Secondary (South Peace Campus)	SEP – HVAC Upgrades	\$620,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Windrem Elementary	CNCP - HVAC Upgrades	\$250,000	Proceed to design, tender & construction. To be completed by March 31, 2024.
Canalta Elementary	PEP – Accessible Playground Equipment	\$195,000	Proceed to design, tender & construction. To be completed by March 31, 2024.

### **New projects for BUS**

<b>Existing Bus Fleet #</b>	<b>New/Replacement Bus Type</b>	<b>Amount Funded by Ministry</b>	<b>Next Steps &amp; Timing</b>
A-3593	C (70-75) with 0 wheelchair space(s)	\$183,984	Proceed to ordering the school bus(es) between April 3 <sup>rd</sup> and May 15 <sup>th</sup> , 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
A-2592	C (64-69) with 0 wheelchair space(s)	\$181,876	Proceed to ordering the school bus(es) between April 3 <sup>rd</sup> and May 15 <sup>th</sup> , 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
A-3590	C (70-75) with 0 wheelchair space(s)	\$183,984	Proceed to ordering the school bus(es) between April 3 <sup>rd</sup> and May 15 <sup>th</sup> , 2023 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>

In accordance with Sections 143 (2) and 144 (1) of the School Act, Boards of Education are required to adopt a single Capital Bylaw for its approved 2023/24 Five-Year Capital Plan.

Melissa Panoulis  
Secretary Treasurer

**CAPITAL BYLAW NO. 2023/24-CPSD59-01**

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

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

NOW THEREFORE the Board agrees to do the following:

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

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent dated March 9, 2023, is hereby adopted.
2. This Bylaw may be cited as School District No.59 (Peace River South) Capital Bylaw No. 2023/24-CPSD59-01.

READ A FIRST TIME THE 15<sup>th</sup> DAY OF March, 2023;

READ A SECOND TIME THE 15<sup>th</sup> DAY OF March, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 15<sup>th</sup> DAY OF March, 2023.

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Chad Anderson, Board Chair

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Melissa Panoulis, Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 59 (Peace River South) Capital Bylaw No.2023/24-CPSD59-01 adopted by the Board the 15<sup>th</sup> DAY OF March, 2023.

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Melissa Panoulis, Secretary-Treasurer





## School District No.59 (Peace River South)

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DATE: March 15, 2023

CHAIR: Roxanne Gulick

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### **Policy for Discussion:**

### **Policy for Circulation:**

### **Policy for Adoption:**

- Policy 4115 – Function of School Libraries (note name change)

### **Policy for Further Review:**

- Reg 3090 – Long Service/Retirement Recognition (re: Recognition Gift Certificate)

### **Policy for Repeal:**

- Policy 3110 – Responsibilities of School Personnel

### **Regulations for Board Information:**

## 4115 Function of School Libraries

Policy 4115            STATUS: **For Adoption**

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### *FUNCTION OF SCHOOL LIBRARIES*

Board Approved and Codified: October 11, 1988

Last Revised: June 19, 2013; March 2023

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#### Description:

It is the desire of the Board of Education that all students in School District No. 59 (Peace River South) shall acquire the necessary information skills to prepare them for today's information age. School libraries, in partnership with classroom teachers, will provide developmental, curriculum-integrated, resource-based, learning opportunities for students.



## School District No.59 (Peace River South)

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March 1, 2023

To: Policy Committee

RE: Regulation 3090: Long Service/Retirement Recognition

In Regulation 3090: Long Service/Retirement Recognition, retirees are honoured with a gift card of choice in the amount of \$130. The gift card amount has not been increased in over 15 years and is an odd amount to purchase. The retirement and long service recognition is presented by the Board; therefore, as the trustee that oversees the long service and retirement event, I am recommending a motion to increase the gift card amount to a minimum of \$150, effective immediately.

Crystal Hillton  
Board Vice-Chair

*LONG SERVICE/RETIREMENT RECOGNITION - EMPLOYEE*

Board Approved: October 1979

Last Reviewed: June 19, 2013

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Description:

**Long Service Recognition**

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

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

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

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

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

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

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

- Less than 10 years - presentation of a School District cheque in the amount of \$100, and gift certificate of choice in the amount of \$130.00
- 10 years or more - presentation of a School District cheque in the amount (\$20/year of service to a maximum of \$500), and gift certificate of choice in the amount of \$130.00

In Addition:

Departing District Management and Excluded Staff will be honoured by the Board with the presentation of an departing gift, the value of which will be commensurate with their length of service, in combination with their relationship to the Board.

District Management and Excluded Staff are defined as:

- Superintendent of Schools
- Assistant Superintendent
- Director of Instruction
- District Principal
- Secretary-Treasurer
- Assistant Secretary-Treasurer
- Facilities Manager
- Assistant Facilities Manager
- Transportation Manager
- Manager of Human Resources
- Manager of Career Education Programs
- Information Systems Manager
- Administrative Assistant – Secretary Treasurer
- Confidential Secretary - Superintendent
- Manager of Technology Services (and technology staff)
- Electronic Systems Manager

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

## **3110 Responsibilities of School Personnel**

Policy 3110

STATUS: **for REPEAL**

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### *RESPONSIBILITIES OF SCHOOL PERSONNEL*

Board Approved and Codified: January 20, 1986

Last Revised: June 19, 2013

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#### Description:

The Board of Education feels what is communicated by the school system and about individual schools or operations, by written communication, telephone, or in direct personal contact, is an extremely important factor in establishing and maintaining a positive image of the public school system.

Written materials that leave any school must be well written and neat. Professional educators should keep in mind that their “audience” is lay people. Make points succinctly and clearly with a minimum use of jargon.

The image conveyed by any professional educator could be the lasting perception of the school system reflected in a citizen's enduring opinion. Positive relationships both inside and outside the school community are beneficial for the school system and for each member thereof.

The attitude of school bus drivers, custodians, maintenance personnel, clerks and secretaries is important in maintaining the public confidence. It is important for the public to know that all employees in the school district are seeking positive community relations.

Secretaries are often the first face to represent the school district to new parents. A pleasing personality, professional appearance, patience, understanding, and confidence ensure improved relations with the public.