



PUBLIC BOARD MEETING

The Board of Education of SD59 (PRS) will be holding their Public Board Meeting on Wednesday, November 29, 2023 starting at 1:00 pm at the School Board Office.
(11600-7th Street, Dawson Creek, BC).

Anyone wishing to attend the public board meeting may do so in person or via Zoom. Individuals must pre-register by noon (12 pm) on Tuesday, November 28, 2023 to receive the Zoom link.

Please contact Richell Schwartz to register for the meeting:

Phone: 250-782-8571, ext. 217

Email: rschwartz@sd59.bc.ca



School District No.59 (Peace River South)

Open Board Meeting Agenda

Date: November 29, 2023 1:00 PM

Place: School 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 – October 25, 2023
R1.2 – Excerpts Closed Meeting – October 25, 2023
2. **BUSINESS ARISING**
3. **ESSENTIAL ITEMS**
4. **PRESENTATIONS**
R4.1 – Student Voice
5. **REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**
R5.1 – School/Student News
R5.2 – Ministry of Education and Child Care Updates
R5.3 – Field Trips
6. **REPORTS FROM THE SECRETARY-TREASURER**
R6.1 - 2023-24 Estimated Operating Grant Update
R6.2 – Secretary Treasurer Report November 2023
7. **TRUSTEE ITEM**
R7.1 – BCSTA Update – R. Gulick
R7.2 – Conflict of Interest Update – C. Hillton
8. **COMMITTEE REPORTS**
R8.1 – Indigenous Council
R8.2 – Policy Committee
9. **DIARY**
10. **QUESTION PERIOD**
Questions or comments must relate to items in this meeting's agenda.
11. **FUTURE BUSINESS / EVENTS**
R11.1 – Open Board Meeting – December 20, 2023



School District No.59 (Peace River)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

Open Board Meeting Minutes

DATE & TIME: October 25, 2023 – 1:00 PM

PLACE: Windrem Elementary School, Chetwynd, 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. Panoulias, Secretary-Treasurer
R. Schwartz, Recording Secretary

Called to Order – 1:04 PM

APPROVAL OF AGENDA

Additions: R7.3 Letter of Support

Deletions:

(2023-10-007)
MOVED/SECONDED – Wards/Gulick
THAT, the Regular Meeting agenda be approved as amended.
CARRIED

1.0 ITEMS FOR ADOPTION

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

The Chair asked for any corrections to the minutes.

(2023-10-008)

The Chair declared the minutes of the open meeting September 20, 2023 approved as presented.

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

(2023-10-009)

The Chair declared the excerpts of the closed board meeting September 20, 2023 approved as presented.

R1.3 Special Open Board Meeting Minutes – October 4, 2023

The Chair asked for any corrections to the minutes.

(2023-10-010)

The Chair declared the minutes of the open meeting October 4, 2023 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

R4.1 Windrem Elementary (K,1,2) – Mrs. Salman

Mrs. Salman's grade K,1,2 class were excited to present a rhyme performance to the board.

5.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R5.1 School/Student News

The Superintendent reported school/student news:

- Schools recognized National Day for Truth and Reconciliation by participating in Orange Shirt day. Schools held many activities related to Truth and Reconciliation throughout the week which included, decorating flags and murals, community marches, crafts, rock painting, and school assemblies.
- The district cross country running club has over 100 participants.
- Crescent Park Elementary has completed the murals for the outside of the school.
- Canalta Elementary students are participating in sight blitzes, the grade 6/7 class visited Pioneer Village, the school is focusing on team building activities, the school held Dear Day, which is Drop Everything and Read! The potato fundraiser was a huge success!
- Tremblay has a golden garbage can that gets awarded to the cleanest class of the week. The class is chosen by the school custodian.
- Tumbler Ridge Secondary School invited a local knowledge keeper to come in and teach beading to students, the students in the woodshop class are busy building projects already.

- Schools across the district participated in Terry Fox runs.
- Moberly Lake Elementary School held a thanksgiving dinner for students and family. Students have also participated in bus evacuation training and are having fun learning drumming and singing.
- Ecole Frank Ross has held many athletic and community building activities; the whole school participated in a Kindness assembly.
- Devereaux Elementary students had fun rock painting and gave their buddy bench an update with an Indigenous focus.
- Don Titus Elementary students have participated in community walks in the forest, STEM challenges, day trips to Gwillim Lake and they were excited to build their first snowman of the year!
- U-18 Hockey Canada Teams will be in the district from November 5-11, 2023. Some schools will be hosting team visits and have the opportunity to go to a game.

R5.2 Framework for Enhancing Student Learning

The 2022-23 Enhancing Student Learning (ESL) report was presented to the Board. This is a formal document that is used to set, create and maintain a strategic plan, annually report on student outcomes and put systems in place with a focus on enhancing student learning and success. It combines accountability with evidence-informed decision making and system-wide continuous improvement to support equity of outcomes for all students in the provincial K-12 public system, including Indigenous students, children and youth in care, and students with disabilities or diverse abilities.

Recruitment and retention and attendance continue to be challenges for the district. The data tells a story. The district has implemented a K-3 primary numeracy project to target numeracy at an early age. The district has started using Indeed for employment recruitment.

R5.3 Accessibility Plan

The Accessible British Columbia Act aims to support the identification, prevention, and removal of barriers that people with disabilities face in their day-to-day lives.

Jointly developed with districts in Northern British Columbia, the plan outlines the commitments, support, prevention and removal of barriers specific to accessibility. The full plan is available on the school district website (www.sd59.bc.ca).

The plan also comes with a feedback mechanism that individuals can access to provide feedback about accessibility in our organization.

R5.4 AAA Volleyball Provincials

Dawson Creek Secondary School is excited to host the Senior Girls AAA Volleyball Championships to be held November 30, 2023 to December 2, 2023. The event isn't commonly held outside of the lower mainland so being selected to host the provincial championships is a rare opportunity. The event will be held at the Dawson Creek Memorial Arena where all the teams can be together at one venue. School District No. 59 (PRS) students have been invited to watch games on November 30th. Thank-you to the host committee and community organizations that are helping support the event.

R5.5 Secretary Treasurer Position

The Superintendent announced that the current Secretary Treasurer, Melissa Panoulis, will be leaving the district at the end of the month. The Superintendent recognized Mrs. Panoulis for her work with the board and the district. The Superintendent thanked her for her nine years

of service and her focus to keep students first in decision making. The Board Chair also thanked Mrs. Panoulis for her time with the district and wished her well in her new endeavor.

Kim Morris has been appointed as the new Secretary Treasurer and will begin her position with the district November 6, 2023. Ms. Morris comes to the district with previous Secretary Treasurer experience as she has worked for other school districts in the province.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 2023-24 Final Enrollment

The Secretary-Treasurer presented the final enrolment count as of September 30, 2023. There was a slight decrease from the preliminary as reported in the September board meeting. The final enrolment count is 3730.9 FTE.

R6.2 Executive Compensation Disclosure

The 2022-23 Executive Compensation Disclosure report was presented. The report is an annual reporting requirement which includes the compensation philosophy of the district, including labour market comparators, cash and non-cash compensation, compensation administration and accountability. The disclosure includes the top five executive level decision makers with compensation over \$125,000. The report is reviewed by both BCPSEA and PSEC.

(2023-10-011)

MOVED/SECONDED – Gulick/Wards

THAT, the Board receive the 2022-23 Executive Compensation Disclosure report as presented.

CARRIED

R5.3 Capital Bylaw No. 2023/24-CPSD59-03

Capital Bylaw No. 2023/24-CPSD59-03 was presented to the Board for approval. This bylaw is an update to the bylaw read in March as the Ministry has approved funding for Feeding Initiatives Program (FIP) and a major capital project for a five-classroom prefabricated modular addition on Crescent Park Elementary School.

(2023-10-012)

MOVED/SECONDED – Hillton/Wards

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-03 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated September 27, 2023 be read a first time.

CARRIED

(2023-10-013)

MOVED/SECONDED – Gulick/Mounsey

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-03 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated September 27, 2023 be read a second time.

CARRIED

(2023-10-014)

MOVED/SECONDED – Gulick/Hillton

THAT, the Board allows the third reading of Capital Project Bylaw No. 2023/24-CPSD59-03 to occur in this meeting.

CARRIED

(2023-10-015)

MOVED/SECONDED – Gulick/Hillton

THAT, the Capital Project Bylaw No. 2023/24-CPSD59-03 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated September 27, 2023 be read a third time, passed and adopted.

CARRIED

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – R. Gulick

Trustee Gulick presented the latest news and events from the BCSTA. Trustees attended the Northern Interior Branch meeting in Prince George on October 13-14, 2023. The meeting was a joint meeting with Central Interior Branch; the group focused on advocacy. Trustee Gulick attended Provincial Council on October 20-21, 2023. Trustee Gulick highlighted the motions passed at the meeting.

The Board Chair attended a Chair's Advocacy Day in Victoria. Board Chair's had the opportunity to meet with their MLA's and had a discussion about priorities of the boards (Improving student outcomes, recruitment and retention, Capital and deferred maintenance).

BCSTA Trustee Academy will be held in Vancouver November 23-26, 2023.

R7.2 Student Voice Presentation – C. Hillton

Trustee Hillton requested the board revisit the recommendations presented by the Student Voice group in their presentation to the board in June 2023.

(2023-10-016)

MOVED/SECONDED – Gulick/Hillton

THAT the board direct staff to work with the student voice group on their recommendations as presented at the board meeting held on June 28, 2023;
WHEREAS, the purpose is to gather the cost of those recommendations and prioritize with Operations which ones can be completed;
FURTHERMORE, the recommendations will be included in the data for the next strategic plan.

CARRIED

R7.3 Letter of Recommendation – C. Anderson

Trustee Anderson brought forward a request for a Letter of Support for a UNBC Hybrid Teacher Education Program that would have a northern cohort. The program would allow students to stay and work in their home community while obtaining a Bachelor of Education.

(2023-10-017)

MOVED/SECONDED – Gulick/Schurmann

THAT, the board write a letter of support to UNBC to encourage a Northern Cohort Bachelor of Education program.

CARRIED

8.0 COMMITTEE REPORTS

Indigenous Councils

The Indigenous Education Councils set new goals for this year which will focus on relationships. The position for a full time Indigenous Education Assistant has been filled. Both councils were presented information about the feeding futures grant and the accessibility plan that was jointly developed between the northern school districts. The Truth and Reconciliation assembly at Chetwynd Secondary School was very powerful. Councils reviewed the goals of the Enhancement Agreement and the Indigenous Education budget and how 1701 enrollment correlates to Indigenous Education. Dawson Creek Council added community members to their Indigenous Education council.

R8.1 Policy Committee

Changes were made to the following regulations to reflect current practice:

- Regulation 4209 Energy Management and Sustainability
- Regulation 4570 Emergency Preparedness

The regulations were presented to the board for information only.

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 – November 29, 2023

ADJOURNMENT

(2023-10-018)

MOVED – Gulick

THAT, the Regular Meeting be terminated. (3:17 PM)

CARRIED

CERTIFIED CORRECT:

(C. Anderson) Board Chair

(K. Morris) Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Closed Board Meeting
DATE: October 25, 2023 10:00 AM
PLACE: Moberly Lake Elementary School – Moberly Lake, BC

The meeting was called to order at 10:26 a.m. and the following was reported:

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – September 20, 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:

- Risk Management
- Major Capital

Adjournment Motion @ 11:43 a.m.

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris, Secretary Treasurer

NEWS RELEASE

For Immediate Release
2023PREM0077-001688
Oct. 30, 2023

Office of the Premier

B.C. to make Holocaust education mandatory for high school students

VANCOUVER – Premier David Eby and the B.C. government committed to make Holocaust education mandatory for high school students in British Columbia at an event at the Jewish Community Centre of Greater Vancouver.

“For our friends and neighbours in the Jewish community, this has been an incredibly frightening time. We have seen a rise in antisemitism in B.C. following the terrorist attacks in Israel, which evokes the history of persecution of Jews,” said Premier Eby. “Combatting this kind of hate begins with learning from the darkest parts of our history, so the same horrors are never repeated. That’s why we are working with the Jewish community to make sure learning about the Holocaust becomes a requirement for all high school students.”

While many students learn about the Holocaust, there is more work to do to ensure all students graduate with an understanding about this topic. According to a study commissioned by the Canadian charity Liberation75 last year, a third of North American students surveyed believe the Holocaust was either exaggerated or fabricated. Incidents of antisemitism have been on the rise across B.C. in recent years, including a surge in violent incidents.

The provincial government is committed to broadening the scope of the required Grade 10 social studies curriculum. This will ensure that when learning about discriminatory policies and injustices in Canada and around the world, all students in B.C. will also learn about the Holocaust.

The changes will take effect in the 2025-26 school year to allow for consultation and development with the Vancouver Holocaust Education Centre, the Jewish community and education partners.

Other additions to the Grade 10 social studies curriculum will also be considered to reflect the diversity and history of B.C. clearly. This includes more learning on topics such as the destruction of Hogan’s Alley, Japanese internment and discrimination against other culturally diverse groups such as Muslim, East-Asian, Black and South-Asian communities. Conversations with stakeholders will happen over the next year to ensure the provincial government is moving forward together with partners and communities.

Contact:

Jimmy Smith
Deputy Communications Director
Office of the Premier
jimmy.smith@gov.bc.ca

Connect with the Province of B.C. at: news.gov.bc.ca/connect

First Nations Schools of Choice (SoC) Policy

Background

Prior to the *School Act* changes relating to First Nations Schools of Choice, Boards of Education (Boards) set catchment areas for all schools in their district. While some Boards entered into agreements with First Nations relating to a choice of schools, this practice was not consistent across the province.

Policy Changes

The new First Nations Schools of Choice provisions in the *School Act* set out a process for First Nations to choose which school First Nation students who live on-reserve, self-governing First Nation lands or Treaty lands will attend. These provisions ensure that a First Nation can designate an elementary, middle school (where applicable), and secondary school for their students. First Nations will determine which schools the First Nation's students living on-reserve, self-governing First Nation lands or Treaty lands will attend through their own internal processes. If a First Nation parent/caregiver wishes to have their child enrolled at a different program or school (e.g. specialty programs) than the school(s) of choice, the existing enrolment provisions apply.

First Nation students who live on-reserve or on Treaty lands have priority to attend the public school designated by their First Nation.

The school must be designated by the earliest date of enrolment set by the Board, typically the pre-enrolment or kindergarten enrolment date. Identifying the chosen school on or before the earliest date enables Boards to prioritize the First Nations' choice. The designation of a school of choice will continue unless changed by the First Nation.

If a First Nation has students that are ordinarily resident on-reserve, Treaty lands, or self-governing lands and are boarded outside of that community to attend public school, the First Nation may designate a school within the district where those students are boarded.

This is an optional choice for First Nations. Other agreements between schools, First Nations, or parents/guardians of First Nations students respecting school choice are not affected by this amendment.

Considerations

- In some areas of the province, there may not be reasonable choices of different schools.
- If there is not a date of enrolment in a district, the First Nation and Board should agree upon a date by which the First Nation will designate the school of choice.



Ministry of
Education and
Child Care



Model Local Education Agreement Policy

Background

Local Education Agreements, or LEAs, in addition to being agreements related to purchase of services for on-reserve students, can establish a foundation for a positive relationship between a First Nation and a Board of Education (Board) to support improved student attendance and outcomes and engage on broader issues.

Legislative changes will ensure that First Nations and Treaty First Nations will have the option to apply a Model Local Education Agreement with the board where their students who live on-reserve or on treaty land attend school.

Policy Changes

Local Education Agreements are key mechanisms for accountability and effective working relationships where boards and First Nations or Treaty First Nations, work together to support all of the First Nation's students. Local Education Agreements govern the purchase of educational services by First Nations from Boards, and set out processes for information-sharing, collaboration and decision-making.

First Nations may choose to negotiate a custom Local Education Agreement with the Board or choose not to have a Local Education Agreement. Alternatively, First Nations and Treaty First Nations also have the option to apply the Model Local Education Agreement between the First Nation and Board.

The Model Local Education Agreement can only be applied if there is no existing Local Education Agreement between a First Nation and Board. If a First Nation has a Local Education Agreement in place and wants to move to the Model Local Education Agreement, they would need to conclude the current Local Education Agreement according to the provisions in their agreement.

Both First Nations and Treaty First Nations can apply the Model Local Education Agreement with Boards where the First Nation's students, for whom funding is provided by Canada, are enrolled or will be enrolled.

These changes will not impact existing Local Education Agreements.

The Model Local Education Agreement is in development and will be available by Spring 2024 for the 2024/25 school year and beyond.

Considerations

- First Nations and Boards that have LEAs may want to review the Model LEA for enhancement to existing agreements or to inform the development of a new custom agreement.



Ministry of
Education and
Child Care



Indigenous Education Council Policy

Background

Indigenous Education Council, or IECs, are intended to ensure Boards of Education (Boards) meaningfully engage with First Nations, Treaty First Nations, and Indigenous communities, and that Indigenous people have input into decisions effecting Indigenous students.

Currently, Indigenous Education Councils are established by some Boards, which vary in their mandate and composition, often including district staff and Indigenous service delivery organizations. The new Indigenous Education Council policy will set a provincial standard for Indigenous Education Councils.

Policy Changes

Changes to the *School Act* requires all Boards to establish an Indigenous Education Council in their school district. Indigenous Education Councils are independent and are not committees of the Board. A provincial terms of reference to be set out in Ministerial Order will provide a common understanding of the role and responsibilities of the Indigenous Education Council. The Indigenous Education Council will be able to develop procedures, based on their local context, on how its meetings will be conducted (i.e. meeting schedules and location, decision-making processes, dispute resolution).

The Minister will provide direction and guidance to Boards respecting Indigenous Education Council membership. The Minister will ensure that Indigenous Education Council membership will prioritize First Nations on whose territory the school district operates or who are purchasing services and will provide policy direction and guidance on representation from Indigenous organizations based on local context. School Trustees and school district staff may be members of an Indigenous Education Council if invited but they cannot serve as voting members.

Indigenous Education Councils will advise Boards on:

- Providing comprehensive and equitable educational programs and services to Indigenous students;
- Improving Indigenous student achievement;
- Integrating Indigenous world views and perspectives into learning environments; and
- Grants relating to Indigenous students that are provided to boards.

Local First Nations on the Indigenous Education Council will advise Boards on the distinct languages, cultures, customs, traditions, practices, and history of the First Nations in whose traditional territory the Board operates.

Indigenous Education Councils will review and approve plans and reports of Indigenous Education Targeted Funds and advise on the expenditure of other grants earmarked for Indigenous students. This will ensure the funds are spent to support Indigenous students at the direction of Indigenous representatives.

The Indigenous Education Council changes take effect immediately and will influence planning for the 2024/25 school year.

Considerations

- Existing IEC membership and Terms of Reference must be in alignment with the legislation.
- Processes for the approval of Indigenous Education Targeted Funds will need to be in place. An updated Targeted Funding policy is under development.



Ministry of
Education and
Child Care





Information for Parents and Caregivers

K-12 Student Reporting

When you were in school, were you asked to memorize information and repeat it on a test, only to forget it soon after? We now know learning is not just memorizing – it's being able to use what we know and apply it in real-world settings. Universities, colleges, and employers today care more about how students think than how many facts they can repeat.

BC's Curriculum

The learning students do today is more complex than ever. British Columbia redesigned the provincial curriculum to respond to the needs of today's learners. The curriculum continues to give your child a strong foundation in reading, writing, and math. But it also teaches your child how to think critically, communicate, solve problems, and use their knowledge in ways that both matter in school and will matter in a rapidly changing future.

The new curriculum has been in place in all grades since 2019, but report cards and the way student learning is communicated haven't really changed for decades. Report cards are now changing to align with the curriculum and to help ensure that every student in the province is set up for success in their learning.



Classroom assessment

You may remember getting a letter grade or percentage at the end of a chapter in your textbook or after a test, signaling to you that learning had come to an end. Today we know that learning doesn't stop when students hand in an assignment or complete a test.

We also know that:

- student learning can be communicated in ways other than letter grades
- teacher feedback on student learning can help students continue to learn
- students are more engaged when they have a say in how they show their learning



That's why students will receive marks on a four-point scale from Kindergarten to Grade 9. Students in Grades 10-12 will still receive a letter grade and percentage to support their entry into post-secondary education. And reporting for all students will now include self-reflection and goal setting.

Report Cards

These changes mean that report cards might not look the same as when you were in school. But the information you will now receive will provide a complete picture of what your child can do, where they need to improve, and how you can support their learning. Reporting in this way will ensure that students focus on learning instead of competing for marks.



What is consistent?

5 reporting events (3 written and 2 informal reports, such as parent/caregiver-teacher conferences)

Letter grades and percentages at grades 10-12

Written feedback grades K-9

Student self-assessment of Core Competencies grades K-9

What is evolving?

Inclusion of the graduation status update at grades 10-12 on the end of year report card

The consistent use of the Provincial Proficiency Scale by all districts at grades K-9

Written feedback at grades K-12

Student self-assessment of Core Competencies and goal-setting grades K-12



The Provincial Proficiency Scale

If your child is in Grades K-9, you won't see letter grades on their report card. Instead, you will see information on where your child is on the Provincial Proficiency Scale. The scale uses the terms "Emerging," "Developing," "Proficient," and "Extending" to describe student learning. The scale maintains high standards for student learning.

Emerging

Emerging means your child is beginning to understand something in an area of learning. They are still learning but may need more support to move ahead. Emerging doesn't mean your child is unsuccessful in this area.

Developing

Developing means your child understands some things in an area of learning but still has other areas to work on. Like Emerging, it doesn't mean your child is unsuccessful in this area.

Proficient

Proficient is the goal for your child. It's also the goal for all students. When your child is Proficient, it means they fully understand the required learning. But it doesn't mean their learning stops.

Extending

Extending is when students show a deeper understanding. It's when your child is able to apply their learning in new and different ways. Extending is not the goal for all students in every area of learning.

For more information:



Email

student.reporting@gov.bc.ca



Website

<https://curriculum.gov.bc.ca/>



School District No.59 (Peace River South)

November 24, 2023

To: The Board of Education,
School District No. 59: Peace River South

Re: **Approval to proceed with planning for the DCSS trip to Quebec, May 25-June 3, 2024.**

This letter is to inform you that Jordan Simao, the French-Immersion teacher at DCSS: Central Campus, has asked for approval to proceed with planning for the student trip to Quebec in the Spring of 2024.

This DCSS: Central Campus students' trip would include grade 8 and 9 French Immersion students. The tentative itinerary has students traveling to Quebec City, Montreal, and Ottawa. The tentative dates for travel are between May 25 and June 3, 2024. The trip fundraising and organization has already started and is being led by a group of parent volunteers. Jordan Simao will be the teacher-supervisor on the trip. The trip is supported by a tour company, EF Tours, which is the same company that has been used in previous years.

I have been working with Ms. Percy, DCSS Principal, and Mr. Simao, assessing risks, both for travel and associated activities planned for this trip. Ms. Percy and Mr. Simao are aware of expectations connected to student and supervisor safety and have provided additional information when requested. Based on the information received to date, it is evident this trip will be a valuable and memorable learning experience for our students.

Recommendation:

I recommend the School District No. 59 Board of Education provide approval to proceed with planning for the French Immersion trip to Quebec.

Sincerely,

Paul Chisholm
Director of Instruction



School District No.59 (Peace River South)

November 24, 2023

To: The Board of Education,
School District No. 59: Peace River South

Re: **DCSS: CC trip to Europe in March 2024**

This letter is to inform you that Dawson Creek Secondary School teacher Lauren Groff and vice-principal JoAnne Malkinson are proceeding with the planning for the student trip to Europe (Berlin, Amsterdam, Northern-France, and London) slated for March 2024.

This DCSS: Central Campus students' trip would include grade 8 and 9 students. The tentative itinerary has students traveling to a variety of European regions that were affected throughout World War II including, Berlin, Amsterdam, London, and regions across France where various battles took place (Ypres, Normandy, and Juno Beach). The tentative dates for travel are between March 16 and March 31, 2024. The trip fundraising and organization has already started and is being led by Ms. Groff, Ms. Malkinson and a group of parent volunteers. Ms. Groff and Ms. Malkinson will be the SD59 staff supervisors on this trip. The trip is supported by a tour company, EF Tours, a company that has been used by other trips approved by School District 59 in the past. The EF Tours website (<https://www.eftours.ca/>) described their tours as: "... curated by world travellers and subject matter experts who understand that compelling itineraries should be full of opportunities for experiential learning." EF Tours has been in business for over 55 years, "We design tours to help educators teach, and so students can learn more—about tolerance, other perspectives, and themselves. Our company's roots are in language learning and cultural exchange, and over time, [EF's mission](#) to provide immersive, life-changing education has remained the same."

This trip will be a valuable experience for our students, providing them with authentic experiences and memories. **Based upon the paperwork received to date, I have granted Approval in Principle to proceed with planning the DCSS: Central Campus trip as described above.**

This letter is intended simply to provide the Board of Education with an update on the progress of the trip preparations.

Sincerely,

Paul Chisholm
Director of Instruction



School District No.59 (Peace River South)

November 29, 2023

Board of Education

RE: Estimated Operating Grant Update – 2023-2024

Background:

School Boards submit three-year enrolment projections to the Ministry each February for the upcoming 3 years. These enrolments are used to calculate the operating grants the Ministry provides to districts and are announced in March. For example, in February 2023, SD59 submitted projected enrolment for 2023-2024, 2024-2025 and 2025-2026. Operating grants are re-calculated in the Fall based on actual enrolment on September 30 each year.

SD59 submitted its actual enrolment to the Ministry via the annual 1701 process in October 2023.

The Ministry provides districts with re-calcs in December of each year.

Two more student enrolment collections occur throughout the year: February and May for distributed learning funding and February for any overall increase in aggregate Special Needs categories' Level 1, 2 and 3 for funding.

Issue:

The purpose of this memo is to update the Board on the actual September 2023 enrolment versus the projected enrolment submitted in February 2023, and the impact of those changes on the estimated operating grant as we move toward amended budget in February 2024.

It is noted that the attached estimated re-calc is staff produced and does not represent the actual re-calc the Ministry will send in December. Therefore, the numbers are estimates and subject to change.

A summary of the Ministry’s funding model calculation with February 2023 and September 2023 comparisons follows below:

	MOECC Website March 2023 /February 2023		1701 September 2023			
September 2023 Enrolment Count					Grant Difference	Enrolment Difference
	School-Age Enrolment	Total Supplement	School-Age Enrolment	Total Supplement		
Total Enrolment-Based Funding (September)	3,627	31,250,495	3,693	31,819,206	568,711	66
Supplement for Enrolment Decline		0		0	0	
Supplement for Unique Student Needs		8,202,902		8,155,242	-47,660	31
Supplement for Salary Differential		360,874		367,435	6,561	
Supplement for Unique Geographic Factors		9,816,537		9,816,537	0	
Funding Protection		0		0		
Curriculum & Learning Support Fund		32,755		32,755	0	
September 2023 Enrolment Count, Total		49,663,563		50,191,175	527,611	
February 2024 Enrolment Count		153,120		153,120	0	
May 2024 Enrolment Count		250,560		250,560	0	
2023/24 Full Year Estimated Total		50,067,243		50,594,855	527,611	

The September data shows an increase in enrolment of 66 students, including an increase of 31 students with unique needs. An increase in English Language Learners comprises the unique student need increase. Level 2 and 3 Special Needs categories and the Indigenous Education category account for the decrease in unique student need enrolment.

More detail can be found on the attached page.

Overall, it is anticipated that the operating grant will increase by \$527,611, which will be solidified with the Ministry’s re-calc announcement in December.

The increase in funding and corresponding expenses will be reflected in the February 2024 amended budget.

For more information on the operating grant please visit: [2023/24 Estimated Operating Grants - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov2/operating-grants)

Action:

None. Information only.

Kim Morris
Secretary-Treasurer/CFO

Estimated Operating Grant - 2023-2024 School Year as at November 29, 2023

MOECC Website March
2023 /February 2023

1701 September 2023

September 2023 Enrolment Count					Grant Difference	Enrolment Difference
	School-Age Enrolment	Total Supplement	School-Age Enrolment	Funding	Total Supplement	
Standard (Regular) Schools	3,605		3,671	31,661,836		
Continuing Education	0		0	0		
Alternate Schools	0		0	0		
Online Learning	22		22	153,120		
Home Schooling	17		17	4,250		
Course Challenges	0		0	0		
Total Enrolment-Based Funding (September)	3,627	31,250,495	3,693		31,819,206	568,711
						66
	Total Enrolment Change	Total Supplement	Total Enrolment Change	Total Funding	Total Supplement	
1% to 4% Enrolment Decline	-12		-12	0		
4%+ Enrolment Decline	0		0	0		
Significant Cumulative Decline (7%+)	81		81	0		
Supplement for Enrolment Decline		0			0	0
	Enrolment Funding	Total Supplement	Enrolment Funding	Funding	Total Supplement	
Level 1 Special Needs	4		4	196,280		0
Level 2 Special Needs	182		181	4,213,680		-1
Level 3 Special Needs	115		107	1,258,320		-8
English Language Learning	105		157	272,395		52
Indigenous Education	1,190		1,178	2,014,380		-12
Adult Education	0		0	0		0
Equity of Opportunity Supplement				200,187		
Supplement for Unique Student Needs		8,202,902			8,155,242	-47,660
						31
Variance from Provincial Average	-1,455		-1,455			
Estimated Number of Educators	202		205	-298,512		
	Enrolment	Total Supplement	Enrolment	Funding	Total Supplement	
FTE Distribution	3,627		3,693	665,947		
Supplement for Salary Differential		360,874			367,435	6,561
Supplement for Unique Geographic Factors		9,816,537			9,816,537	0
Funding Protection		0			0	0
Curriculum & Learning Support Fund		32,755			32,755	0
September 2023 Enrolment Count, Total		49,663,563			50,191,175	527,611
February 2024 Enrolment Count		153,120			153,120	0
May 2024 Enrolment Count		250,560			250,560	0
2023/24 Full Year Estimated Total		50,067,243			50,594,855	527,611
Estimated 2023/24 Operating Grant from Indigenous Services Can		1,136,627			1,136,627	0
Estimated 2023/24 Operating Grant from Ministry of Education		48,930,616			49,458,228	527,611



School District No.59 (Peace River South)

November 29, 2023

Board of Education

RE: Secretary-Treasurer Report for November

The purpose of this memo is to keep the Board apprised of some of the activities of the Secretary-Treasurer to November 29, 2023.

Firstly, thank you to all for the warm welcome to the District and for everyone's patience as I orient myself to SD59. There are so many great things happening here and I'm excited to get to work and learn.

To date I've attended/initiated the following meetings and events:

- Enhancement Agreement meeting with Dawson Creek coach mentors and parent representatives.
- Administrators' meeting with Principals, Vice-Principals and Senior Leadership Team.
- Crescent Park Elementary School Visit with Principal McGrath.
- Canalta Elementary School Visit with Principal Sutherland.
- Amended budget meetings with department leads for Human Resources, Indigenous Education, Early Learning, Information Technology and Transportation.
 - Still to come: Superintendent's office, Operations and Directors of Instruction.
- British Columbia Association of Business Officials (BCASBO) Zone 3 zoom meeting.
- Established 1:1 recurring weekly meetings with each of the Finance Manager and the Director of Operations.
- Established weekly stand-up meetings with Finance team.
- BCSTA Trustees' Academy with Trustees and Superintendent.
- SOGI Workshop for Transportation team.
- Ministry of Education and Childcare strategic planning session hosted by Capital staff.
- Three BCPSEA/Worksafe information/training sessions.

Thirteen of eighteen schools have booked their school visits over December and January with the remainder to be scheduled and completed by January 31, 2024.

Members of the Finance team have attended the BCASBO fall pro-d session and the Atrieve/PowerSchool User meeting. Members of the Operations team have attended the local zone meeting for EFMA.

Kim Morris
Secretary-Treasurer/CFO