



School District No.59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

Open Session Minutes

DATE & TIME: June 19, 2019 - 1:00 PM

PLACE: School Board Office – Dawson Creek

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

C. Clouthier, Superintendent
C. Fennell, Assistant Superintendent - absent
M. Panoulas, Secretary-Treasurer
R. Schwartz, Recording Secretary

Guests: J. Watson, Don Titus PAC
DCSS Me to We Students
M. Corcoran, DCSS Teacher

Media:

Called to Order – 1:10 PM

The Board Chair acknowledged that we share this territory with the people of Treaty 8.

APPROVAL OF AGENDA

Additions: R5.6 – Admin Retreat
R7.4 – Dog Park

(2019-06-005)

MOVED/SECONDED – Gulick/Jones

THAT, the Regular Meeting agenda be approved as amended.

CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – May 29, 2019

The Chair asked for any corrections to the minutes.

(2019-06-006)

The Chair declared the minutes of the open meeting May 29, 2019 approved as presented.

R1.2 Excerpts of Closed Board Meeting – May 29, 2019

(2019-06-007)

The Chair declared the excerpts of the closed board meeting May 29, 2019 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

R4.1 – Me to We Presentation – Peru International Field Trip – DCSS Students

DCSS students presented information to the board about their Me to We trip to Peru where they toured many sites including Machu Picchu which is home to one of the seven wonders of the world. The students engaged in many educational and cultural activities while in Peru including volunteering at local schools.

5.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R5.1 School/Student News

The Superintendent reported school/student news:

- Go Kart Races in Tumbler Ridge were a huge success. The Go Karts will be auctioned off and the teams donate the funds to charity of their choice.
- TRSS – Town Planning – project-based unit encompassing the full spectrum of the social studies curriculum.
- TRSS - Physics class has been making Rube Goldberg machines – 31 complex chain reactions to release balloons.
- High Schools holding graduation events.
- \$120,000 awarded in scholarship to local graduates at DCSS.
- students from all three high schools engaged with principals in learning about the potential of building meaningful Student Voice in the areas of democracy governance, advocacy and leadership for School District No. 59.
- EFR – students participated in a national verb-a-thon contest (results: Grade 3 – 3rd place, Grade 4 – 4th place, Grade 5 – 2nd place, and Grade 6 – 2nd place.
- Aboriginal Achievement Awards in Dawson Creek was held on June 13. the event featured a BBQ, live music, metis jigging, art exhibit and pole pushing. Over 500 members of the public attended the event.

- Schools across the district held many events celebrating Aboriginal/Indigenous Day.
- Many year-end field trips and presentations of learning are happening at many schools in the district

R5.2 Student Discipline Report

The student discipline summary report for the month of May 2019 was presented. A total of 31 suspensions were reported. Following is a breakdown of the main offences:

- Safety of Others 14
- Non-Compliance 8
- Fighting 5

R5.3 Principal Announcements

The Superintendent announced the following principal appointments effective August 1, 2019:

- Shane Mould, Vice-Principal of Chetwynd Secondary School
- Dianne Bassendowski, Vice-Principal of Little Prairie Elementary School:

The following positions have yet to be hired and will be announced when the position is filled:

- Principal of Crescent Park Elementary
- Principal of DCSS-Central Campus

R5.4 BAA Courses:

Josh Kurjata, Principal at Dawson Creek Secondary prepared (or revised) several BAA courses for board approval.

(2019-06-008)

MOVED/SECONDED – Jones/Lalonde

THAT, the Board approve the following BAA courses as presented:

- Academic Assistant 10-12 (revised Teacher Assistant 10-12)
- ADST Assistant 12 *new
- Athlete Development Leadership 10 *new
- Athlete Development Leadership 11 *new
- Athlete Development Leadership 12 *new
- Sport Performance 10 (revised)
- Lab Tech Assistant 12 *new
- Leadership 10 (revised)
- Leadership 11 (revised)
- Leadership 12 (revised)
- Psychology 11-12 (revised)
- Sport Psychology 11 *new

CARRIED UNANIMOUSLY

R5.5 Teacher Certification Process

The Superintendent reviewed the teacher certification process for new teachers. The process is comprised of two-steps; the first step is for the new teachers to obtain a provincial teaching certification from the Teacher Certification Branch, and the second step is to apply to the Teacher Qualification Branch to determine at which pay scale the teacher will placed.

The process is the responsibility of the teacher to obtain certification. Teachers coming from outside of the province may be required to obtain additional courses to meet the BC certification standards. The Teacher Certification Branch would issue a certification once all requirements are met. Once a teacher obtains a certificate they can then apply to the Teacher Qualification Service to determine pay grid based on level of certification and years of experience.

R5.6 Montessori Review Update

The data collection for the Montessori program review is now complete. The Superintendent has completed all the interviews and surveys and has reviewed the data which will be compiled into a written report. The report will address areas that meet Montessori criteria and areas for improvement. The Superintendent reported the program is at a different place than it was at the beginning of the year and was satisfied that the Montessori philosophy is being implemented across the whole school.

A written report will be available once it is complete.

R5.5 Admin Retreat

The District and Principal and Vice-Principal association have partnered and will be hosting an administration retreat at Gwillim Lake Educational site on August 26th & 27th, 2019. The retreat is a great way to build connections and relationships among all the principals and district staff.

The Superintendent requested the board to approve serving alcohol with dinner on August 26, 2019.

(2019-06-009)

MOVED/SECONDED – Hillton/Lalonde

THAT, the Board approve for alcohol to be served at the admin retreat at the Gwillim Lake Educational Site on August 26, 2019.

CARRIED UNANIMOUSLY

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The Secretary-Treasurer presented the finance reports ending May 31, 2019. Schools with budget surpluses greater than 2.5% were reviewed and a total of \$261,000 was clawed back to the district level. Final claw back amounts will be determined when reconciliations are completed for June 2019.

R6.2 Revised 2020-21 Capital Plan

The Secretary Treasurer presented a revised 2020-21 capital plan for board approval. The plan was revised since last month to include additional information received from the Ministry of Education in the area of school replacement program. The report listed the wrong school in error under the playground replacement program, Moberly Lake Elementary should be replaced with Windrem Elementary School.

(2019-06-010)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board of Education in accordance with provisions under section 142 (4) of the School Act approves the proposed Five-Year Capital Plan as amended.

CARRIED UNANIMOUSLY

R6.3 Pouce Coupe Elementary School Capacity Update

In March 2019 the board approved the purchase of one portable for Pouce Coupe Elementary; at that time enrollment for the 2019/20 school year was projected to be 126 students. Since then enrollment has increased to 133 students which could still be configured within the six classrooms; however, the configuration of those classrooms is complex and the best solution for the school is to have another classroom available.

The district has two options to obtain a seventh classroom:

1. Purchase an additional portable at a cost of \$175,000 from reserves.
2. Request to continue the original arrangement with the Pouce Coupe Library Board and the Village of Pouce Coupe to use the library space for the 2019-20 school year.

The board discussed the options and stressed that as long as the additional portable remained as a non-attached portable and could be moved, the option to have the students stay within their community school was the preferred option.

(2019-06-011)

MOVED/SECONDED – Hillton/Jones

THAT, the Board of Education approve to purchase a second portable classroom for Pouce Coupe Elementary school using reserve funds up to \$175,000;

FURTHERMORE, the Board approves an additional amount of \$25,000 from reserve funds to be used towards the purchase of a previous portable approved by the board in March 2019.

CARRIED UNANIMOUSLY

R6.4 2019-20 Annual Budget and Bylaw

The Secretary Treasurer presented the annual budget for the 2019-20 school year.

The annual budget is based on projected enrolment. The budget is broken down into three funding categories: operating, special purpose and capital funds. The district is budgeting a deficit of \$544,000 which will be covered by transferring funds from reserves. The Secretary Treasurer is continually having conversations about how the district can decrease the projected deficit and move towards a balanced budget.

A budget comparison of the 2019-20 preliminary budget to the 2018-19 amended budget was provided, as well as a review of the reserve funds.

The following capital projects are included in the annual budget funded through the operating budget:

Equipment Schools	\$11,139
School Major Equip Fund	<u>\$50,000</u>
Sub-total	\$61,139

Custodial – Compact Auto Scrubber:	\$8,000
Bobcat Renewal Contract	\$14,000
Fuel Tank	\$32,000
C-Can 40'	\$10,000
Cargo Trailer	\$15,000
District SUV	\$35,000
CSS Renovation – Phase 1	\$669,000
2 Portables – PCE	<u>\$350,000</u>
Sub-total	\$1,133,000

Total Capital Budget \$1,194,139

The AFG expenditure plan was reviewed. The total grant is \$1,380,246 for the 2019-20 school year.

The Board read the annual budget bylaw:

(2019-06-012)

MOVED/SECONDED – Borton/Hillton

THAT, the Annual Budget Bylaw 2019/2020 showing estimated expenditures for 2019/2020 fiscal year in the total amount of \$53,731,997 be read a first time.

CARRIED UNANIMOUSLY

(2019-06-013)

MOVED/SECONDED – Jones/Lalonde

THAT, the Annual Budget Bylaw 2019/2020 showing estimated expenditures for 2019/2020 fiscal year in the total amount of \$53,731,997 be read a second time.

CARRIED UNANIMOUSLY

(2019-06-014)

MOVED/SECONDED – Anderson/Gulick

THAT, the Board allow the third reading of the Annual Budget By-Law 2019/2020 to occur in this meeting.

CARRIED UNANIMOUSLY

(2019-06-015)

MOVED/SECONDED – Hillton/Lalonde

THAT, the Annual Budget Bylaw 2019/2020 showing estimated expenditures for 2019/2020 fiscal year in the total amount of \$53,731,997 be read a third time, passed and adopted.

CARRIED UNANIMOUSLY

7.0 TRUSTEE ITEMS

R71 – BCSTA Update – T. Jones
No Report.

R7.2 – Pro-D Report – R. Gulick

Trustee Gulick reported back on the BC CASE conference she attended using her professional development funds. The focus of the BC CASE conference was on mental health.

R7.3 – 2019-20 Board Meeting Schedule – T. Ziemer

Trustee Ziemer presented the proposed 2019-20 board meeting dates. The board meeting dates were selected based on various association meetings and conferences.

Trustee Jones inquired if there was any support in adjusting the time of the meetings to allow less time away from other work commitments. Trustee Lalonde inquired if the board meetings could be moved to a different day of the week as she had many conflicts with the schedule.

The Board agreed to adjust the schedule and move the majority board meeting dates to Thursday's excluding November and June. The Board agreed to leave the board meetings starting at 1:00 pm and schedule other meetings (closed meetings, committee meetings, education meetings, school tours, etc.) around this time.

R7.4 Dog Park – J. Lalonde

Trustee Lalonde brought forward a Notice of Intent from the City of Dawson Creek for an interim dog park. The proposed sites are Newby Park ball diamond or Barbaree Park ball diamond. Trustee Lalonde is concerned with the proposed Newby Park site which is close to Canalta Elementary School.

The board discussed the proposed sites and agreed to write a letter expressing concerns of a dog park at locations used by both Canalta Elementary School and Dawson Creek Secondary School students.

(2019-06-016)

MOVED/SECONDED – Lalonde/Hillton

THAT, the Board write letter to the city of Dawson Creek stating concerns with the proposed interim dog park locations.

CARRIED UNANIMOUSLY

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee presented the following revised policy for circulation.

(2019-06-017)

MOVED/SECONDED – Anderson/Borton

THAT, the board approve to circulate Policy and Regulation 4530: Animals in District Facilities for a minimum of 45 days for feedback.

CARRIED UNANIMOUSLY

The regulation on Policy 4170: Student Fees for School Supplies was updated to reflect current practices. The regulation was brought forward for approval.

(2019-06-018)

MOVED/SECONDED – Gulick/Lalonde

THAT, the board approve Regulation 4170: Student Fees for School Supplies effective immediately.

CARRIED UNANIMOUSLY

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

No attendees present at question period.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – June 17, 2019

ADJOURNMENT

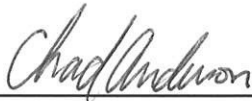
(2019-06-019)

MOVED – Hillton

THAT, the Regular Meeting be terminated. (4:38 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:



C. Anderson, Board Chair



M. Panoulis, Secretary Treasurer