



# School District No.59 (Peace River South)

---

## BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

### Open Session Minutes

DATE & TIME: September 23, 2020 – 1:00 PM

PLACE: School Board Office – Dawson Creek

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

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

Called to Order – 1:03 PM

The Organizational Meeting was called to order by the Secretary Treasurer at 1:03 PM

The Secretary-Treasurer acknowledged that we share this territory with the people of Treaty 8.

#### Election of Chair & Vice-Chair

The Secretary Treasurer called for nominations for the position of Board Chair.

Trustee Ziemer nominated Trustee Anderson (accepted)

The Secretary Treasurer made a second and third call for further nominations.

(2020-09-006)

MOVED to cease nominations – Gulick

Congratulations to Trustee Anderson to hold position as Board Chair by acclamation.

The Secretary Treasurer turned the gavel over to the Board Chair.

The Board Chair called for nominations for the position of Vice-Chair.

Trustee Gulick nominated Crystal Hillton. (accepted)

The Board Chair made a second and third call for further nominations for the position of Vice-Chair of the Board.

(2020-09-007)

MOVED to cease nominations – Ziemer

Congratulations to Trustee Hillton to hold position as Vice-Chair.

Declarations of Conflict of Interest:

- Trustee Hillton declared conflict with District of Chetwynd and CUPE.
- Trustee Ziemer declared conflict with tenders involving painting.
- Trustee Jones declared conflict with family member belonging to BCTF & excluded staff (hourly)
- Trustee Borton declared conflict with a family member belonging to Unifor.
- Trustee Lalonde declared conflict with family member belonging to BCGEU.
- Trustee Anderson declared conflict with family member belonging to BCNU.

#### APPROVAL OF AGENDA

Additions:

Deletions:

(2020-09-008)

MOVED/SECONDED – Jones/Lalonde

THAT, the Regular Meeting agenda be approved as amended.

CARRIED UNANIMOUSLY

#### 1.0 ITEMS FOR ADOPTION

##### R1.1 Regular Board Meeting Minutes – June 24, 2020

The Chair asked for any corrections to the minutes.

(2020-09-009)

The Chair declared the minutes of the open meeting June 24, 2020 approved as presented.

##### R1.3 Excerpts of Closed Board Meeting – June 24, 2020

(2020-09-010)

The Chair declared the excerpts of the closed board meeting June 24, 2020 approved as presented.

## 2.0 BUSINESS ARISING

## 3.0 ESSENTIAL ITEMS

## 4.0 PRESENTATIONS

Mr. Neufeld from Sander Rose Bone Grindle Accounting Firm presented the audit report to the board. The auditor found the financial statements to present fairly, in all material aspect, in accordance with all required regulation.

## 5.0 REPORTS FROM THE SECRETARY TREASURER

### R5.1 Audited Financial Statements 2019-20

The Secretary-Treasurer reviewed the audited financial statements with the board. The district recorded an operating surplus of \$742,051 for the 2019-20 year. The majority of the operating surplus is due to underspent funds in Aboriginal Education (\$106,431) and school-based surpluses (\$483,831); only \$151,789 is attributed to the district operating budget. An operating reserve balance of \$7.1 million is available, of which \$1.2 is internally restricted.

(2020-09-011)

MOVED/SECONDED – Borton/Hillton

THAT, the Board approve the 2019-20 audited financial statements as presented.

CARRIED UNANIMOUSLY

### R5.2 Audit Management Letter

The board reviewed the audit letter provided to management. The audit letter indicates any concerns, observations, and recommendations. The auditors found no major issues and no additional internal controls were recommended.

### R5.3 2019-20 Financial Statement Discussion & Analysis Report

The Secretary Treasurer reviewed the 2019-20 Financial Statement Analysis Report with the board. The report is an overview of the financial statement discussion with the board.

### R5.4 Pouce Coupe School Addition Update

The Secretary Treasurer announced the Board of Education has approved to cost share 50% of the two-classroom addition of the Pouce Coupe Elementary School with the Ministry of Education. The approval will be presented to the Ministry of Education as part of the Concept Plan phase of the project and if approved, the next phase of the plan will be to move to the tender process.

### R5.5 2020-21 Capital Addition

The Secretary Treasurer requested an addition to the capital budget that was approved in the Preliminary 2020-21 budget in June 2020. The capital item is a replacement deck for the plow truck with a value of \$6,000. The Director of Operations will not proceed with the lowest priority item on the 2020-21 capital list until the amended funding is known to account for this change.

(2020-09-012)

MOVED/SECONDED – Gulick/Ziemer

The board approve an addition to the 2020-21 capital items to purchase a replacement deck for the plow truck at a value of \$6,000.

CARRIED UNANIMOUSLY

#### R5.6 Transportation Assistance Allowance

Policy 6070 School Bus Transportation allows for transportation assistance to families to support students that are eligible for transportation services but have been denied due other circumstances. The rate has not seen an increase in a long time. The Secretary Treasurer is recommending removing the additional allowance for each student and increase the per kilometre rate to \$0.25/km up to a daily maximum of \$12.

(2020-09-013)

MOVED/SECONDED – Jones/Lalonde

THAT, the Board approve a rate change to the Transportation Assistance Allowance to \$0.25/km per family up to a daily maximum allowance of \$12.

CARRIED UNANIMOUSLY

#### R5.7 Preliminary Enrollment

As of September 16<sup>th</sup>, 2020, the preliminary enrolment was reported at 3604 FTE (decrease of 84.0 FTE from projected enrolment). A school breakdown was provided indicating students in in-classroom instruction in and distributed learning. Students registering in distributed learning are still tagged to their catchment school.

Final enrolment numbers for Ministry funding will be determined as of September 30th.

#### R5.8 COVID-19 Funding

Additional funding has been announced from both the provincial and federal governments to support a safe return to school. The provincial Safe to Return to School Grant received is \$313,770 and has been allocated in the areas of cleaning supplies, reusable masks and face shields, hand hygiene, computer and assistive technology and cleaning frequency. The federal Safe Return to Class Fund will be provided in two instalments. The first disbursement is expected in the fall and the second in early 2021. The federal funding can be used for learning resources and supports, health and safety, transportation and before and after school care.

#### R5.9 Property Update

The Secretary Treasurer announced the district sold O'Brien School for \$450,000. The sale was completed on August 31, 2020. Proceeds from the sale will be allocated as 25% to local capital funds and 75% to minister-restricted capital funds.

### 6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

#### R6.1 School/Student News

The Superintendent reported school/student news:

- The intermediate class at Don Titus Montessori had a field trip to Gwillim for the day
- Mrs. Harris' class at Crescent Park has brought the outdoors inside to build a fun reading nook. The outdoor items include a tent, canoe, outdoor chairs and a pretend firepit.
- Creative bulletin boards are welcoming students and staff back in schools.
- DCSS delivered smile cookies to students via robots built by the robotics class.

#### R6.2 Return to School Update-COVID-19

The Superintendent reported on the Return to School Plan.

The Superintendent spoke about the cohort structures put in place at schools across the district, with different cohort groups using separate learning spaces, entry and exits, having different break times and areas of the playground. All schools have protocols and guidelines to follow which include standardized use of personal protective equipment, physical distancing, health and safety protocols, including cleaning and what to do when you are sick. The protocols will be adapted as new information and direction is received from the Ministry of Education and provincial and local health authorities.

All the schools worked hard on developing safe back to school plans which included a student orientation component and managing the scheduling of students. Some of the high schools had to change their timetable format to initiate cohorts and limit the number of transitions for students and staff in a day. CSS and TRSS are on a semester-based timetable. DCSS-Central Campus is semester based for the first time in recent memory. DCSS-South Peace Campus is now on a quarterly or Copernican system where students take only two classes at a time for a 9-week period.

The district is providing a K-9 distributed learning program to accommodate students who are not ready or willing to return to face-to-face instruction. There is a lot of work being done to get the program off the ground as the district has previously only offered distributed learning in grades 10-12.

School District No.59 (PRS) was made aware by Northern Health that there was an exposure at Ecole Frank Ross Elementary School on September 10-11, 2020 to a confirmed COVID-19 case. The district works with Northern Health and the Medical Health Officer and follows their guidance in these situations. Please be reassured that our schools will continue to implement the strict protocols and procedures we have in place so that children and staff can continue to attend school as safely as possible.

COVID-19 protocols are continually being updated when the ministry and PHO update provincial guidelines. School outbreaks and exposures will be listed on the BCCDC website (bccdc.ca) as they are reported.

#### R6.3 2020-21 International Field Trips Update

The Assistant Superintendent reported that the Ministry of Education has recommended that all international travel for school students for the 2020-21 school year be cancelled or deferred. Tumbler Ridge Secondary was planning a student trip to Europe and Dawson Creek Secondary School was planning a trip to Thailand and Cambodia. Planning for both trips had been put on hold in the spring of 2020 when travel restrictions were implemented due to COVID-19.

(2020-09-014)

MOVED/SECONDED – Lalonde/Jones

THAT, the board adhere to the direction of the Ministry of Education to cancel all international student travel for the 2020-21 school year.

CARRIED UNANIMOUSLY

#### R6.4 Learning Enhancement Agreement Update

The district has a signed Learning Enhancement Agreement with Saulteau First Nations. The agreement with West Moberly First Nations still needs to be presented to their council.

### 7.0 TRUSTEE ITEMS

#### R7.1 BCSTA Update – T. Ziemer

Trustee Ziemer presented the latest news and events from the BCSTA. BCSTA has announced that fall events and meetings will be virtual. The Northern Interior Branch is seeking feedback on their growth plan. Trustees will review the plan and provide feedback to Trustee Ziemer to report back to the branch.

The board provided direction to the Board Chair to write a letter of appreciation to Mrs. Higginson, President of BCSTA.

#### R7.2 Recording Board Meetings – R. Gulick

Trustee Gulick presented a motion to record public board meetings and make available on the school district website for public access. The board held a discussion.

(2020-09-015)

MOVED/SECONDED – Gulick/Hillton

THAT, the public board meetings be recorded (audio and video) and posted online for a 2 month trial period to allow for public viewing;

WHEREAS, this new practice will be reviewed after the 2-month trial period and if the new process is approved to continue the recordings will be posted for a minimum of 365 days before expiring;

FURTHERMORE, it is understood that technology restraints or issues may arise, and may be limited in venue's outside of the School District Board Office; therefore, recordings may not be available in those circumstances.

Defeated (Jones, Ziemer, Borton, Lalonde)

#### R7.3 2020-21 Committees & Reps

The Board assigned trustees to standing committees and schools for the 2020-21 school year.

### 8.0 COMMITTEE REPORTS

#### R8.1 Policy Committee

The Policy Committee brought forward the following recommendations:

##### Policies and Regulations for Adoption:

The Policy Committee presented the following policies for adoption:

(2020-09-016)

MOVED/SECONDED – Gulick/Lalonde

THAT, the board adopt the following policies and regulations as presented:

- Policy 2320 School Closure
- Policy 2350 Organizational Chart
- Policy 3000 Hiring of Personnel

- Policy 4050 Grade Placement of Students
- Policy 4500 Communicable Disease
- Policy 4560 Visits to Schools
- \*Policy 4570 Emergency Preparedness (\*NEW)
- Regulation 6070.1 – School Bus Transportation: Walk Limits
- Regulation 6070.4 – School Bus Transportation: School Bus Passengers
- Regulation 6070.5 – School Bus Transportation: Operating Regulations
- Regulation 6070.6 – School Bus Transportation: Transportation Assistance Allowance

CARRIED UNANIMOUSLY

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 – October 21, 2020 (Chetwynd)

ADJOURNMENT

(2020-09-017)

MOVED – Jones

THAT, the Regular Meeting be terminated. (3:42 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:



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



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