



School District No.59 (Peace River South)

Open Board Meeting Agenda

Date: February 13, 2019 1:00 PM

Place: School Board Office – Dawson Creek

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

APPROVAL OF AGENDA

1. ITEMS FOR ADOPTION

- R1.1 – Regular Board Meeting Minutes – January 16, 2019
- R1.2 – Excerpts from Closed Board Meeting – December 19, 2018
- R1.3 – Excerpts from Special Closed Meeting – February 6, 2019

2. BUSINESS ARISING

3. ESSENTIAL ITEMS

4. OTHER PRESENTATIONS

5. REPORTS FROM THE SECRETARY-TREASURER

- R5.1 – Finance Reports
- R5.2 – 2018-19 Amended Operating Budget/Bylaw
- R5.3 – 2019-20 Enrollment Projections
- R5.4 – Pouce Coupe School Capacity

6. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

- R6.1 – School/Student News
- R6.2 - Student Discipline Reports – January 2019
- R6.3 – Field Trip (Final Approval)
- R6.4 – 2019/20 School Calendar (DRAFT)
- R6.5 – Mental Health Literacy

7. TRUSTEE ITEMS

- R7.1 – BCSTA Update – T. Jones
- R7.2 – BCPSEA/BCSTA Trustee Orientation Meeting – R. Gulick
- R7.3 – Public Board Meetings – R. Gulick
- R7.4 – Rolla Ratepayer's Meeting Update – T. Ziemer
- R7.5 – Pro-D Update – T. Ziemer

8. COMMITTEE REPORTS

- R8.1 – Policy Committee

9. DIARY

10. QUESTION PERIOD

11. FUTURE BUSINESS / EVENTS

- 12.1 – Open Board Meeting – March 13, 2019 (Chetwynd)



School District No.59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

Open Session Minutes



DATE & TIME: January 16, 2019 - 1:00 PM

PLACE: School Board Office – Dawson Creek

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

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

Guests: K. McKinney, PRSTA

Media: A. Cozicar, Dawson Creek Mirror

Called to Order – 1:05 PM

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

APPROVAL OF AGENDA

Additions: R7.3 February Board Meeting
R8.2 Professional Development Committee

Deletions:

(2019 01-001)
MOVED/SECONDED – Jones/Borton
THAT, the Regular Meeting agenda be approved as amended.
CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – December 19, 2018

The Vice-Chair asked for any corrections to the minutes.

(2019 01-002)

The Vice-Chair declared the minutes of the open meeting December 19, 2018 approved as distributed.

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 the following school news:

- Windrem Elementary created a school wide bullying awareness project – both students and parents participated
- Mrs. Pohl's class at Don Titus participated in a kindness project – the students made Christmas gifts for patients in the long-term care unit in the hospital and donated toys for the local toy drive for Christmas
- Parkland Elementary – school wide theme around the book, "What do you do with a new idea?"

R5.2 Student Discipline Report

The student discipline report for the month of December was reviewed. A total of 28 suspensions were reported. Following is a breakdown of the main offences:

- | | |
|------------------------|---|
| ○ Fighting | 8 |
| ○ Non-Compliance | 6 |
| ○ Safety of Others: | 5 |
| ○ Controlled Substance | 4 |

R5.3 International Field Trip

The final approval request was submitted for the Me to We group to go on an international field trip to Peru from March 18th to 30th, 2019.

(2019 01-003)

MOVED/SECONDED – Jones/Lalonde

THAT, the Board give final approval for the Dawson Creek Secondary School Me to We group to proceed with their planned field trip to Peru in March 2019 as presented.

CARRIED UNANIMOUSLY

R5.4 Chetwynd French Immersion Update

The Superintendent informed the board of new problems with continuing with the French Immersion Program at the high school in Chetwynd. In March 2018, the Board approved to discontinue with the French Immersion program at Ecole Windrem Elementary and transition the existing students in the high school through to graduation if the minimum requirements of a French immersion program could be met and is feasible to do so. At that time, French Immersion correspondence courses were available; however, those have since been discontinued. Chetwynd Secondary School is struggling to provide the current students the minimum requirements they require to continue in a French Immersion program.

The Superintendent reported a solution has been provided for the rest of the current school year, and discussion is taking place as to how to continue to provide a program for the current students to continue them through to their grade 12 year to receive their dual dogwood diploma.

Currently six students are taking the program in Grades 8 to 12 at CSS which is low to fiscally support a teacher for face to face instruction, this number will continue to drop as the students graduate. With no distance learning courses available the program is becoming more complicated to continue offering and feasibility is a factor.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Funding Model Review Update

The current funding formula has not been changed since 2002 and the allocation methodology has become increasingly complex over the years. The Secretary-Treasurer reviewed the recommendations from the Independent Funding Model Review Panel that were presented to the Ministry of Education.

The Ministry will need to review the recommendations and determine how they will move forward and develop a transitional plan. The Ministry has announced the new funding formula will not be implemented until the 2020 school year.

Until the Ministry announces the new funding formula, the Secretary-treasurer is uncertain how the new formula may affect the funding allocation for the school district.

R6.2 Finance Reports

The Secretary-Treasurer reviewed the current school and revenue finance reports, and the income statement as of December 31, 2018.

R6.3 2018-19 Amended Operating Budget Update

Currently the budget is at a deficit of \$1.5 million.

Due to the loss of funding protection, the per student funding of \$10,998/FTE is the lowest it has been since 2012/13. The budget has increased over the years to include collective agreement salary increases, however, factoring in those increases, the district funding is back at the level it was in 2006.

The Board has two major projects currently on the go, Chetwynd Senior Secondary renovation and the Pouce Coupe Elementary capacity concern. Proceeding with both of these projects need to be considered with the decrease in funding the district has experienced. With the delay in the revised funding formula delayed until 2020 the district is in a unique situation in that the funding for the next few years is somewhat unknown. The Board may be in a position of needing to access reserve contingency funds depending on the cost of increasing capacity at Pouce Coupe Elementary.

The Secretary Treasurer is factoring in some areas that commonly affect the amended budget and will consider those areas to try to decrease the deficit when presenting the amended budget next month.

The Board discussed the possible areas that the district may have to consider when developing the preliminary budget for 2019-20.

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Jones

Trustee Jones updated the board on the latest news and events of the BCSTA.

Trustee's Jones, Anderson, Ziemer, Lalonde and Gulick will be attending the BCSTA Northern Interior Branch meeting in Prince George on February 1-2, 2019.

Trustee Jones will be attending the BCSTA Provincial Council meeting on February 8-9, 2019 in Vancouver.

R7.2 Pouce Coupe Council Meeting Update – C. Anderson

Trustee's Anderson and Jones were invited to the December 19th Pouce Coupe Council Meeting to meet the new council and provide an update on the capacity issue at Pouce Coupe School. The School District Secretary-Treasurer, Melissa Panoulas, attended the meeting as well and provided information to the new council on the process for an expansion request for Pouce Coupe Elementary School that has been submitted to the Ministry of Education and possible options and next steps if the request is declined.

R7.3 February Board Meeting

The February Board meeting is conflicting with travelling to the BCSTA and Ministry Liaison meetings scheduled in February. The Board discussed the option of moving the February 20th board meeting date to February 13, 2019.

(2019-01-004)

MOVED/SECONDED – Lalonde/Gulick

THAT, the board approve to change the Regular February Board Meeting from February 20, 2019 to be held on February 13, 2019 in Dawson Creek.

CARRIED UNANIMOUSLY

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The committee brought forward two policies for repeal as the information in both policies is set out in the collective agreements.

Policies for Repeal:

- Policy 3010: Hiring and Transfer of School-Based Teaching and Education Support Staff
- Policy 3140: In-District Conferences - Teachers

(2019-01-005)

MOVED/SECONDED – Jones/Lalonde

THAT, the board approve to repeal Policy 3010: Hiring and Transfer of School-Based Teaching and Education Support Staff and Policy 3140: In-District Conferences – Teachers, effective immediately.

CARRIED UNANIMOUSLY

R8.2 Professional Development Committee

The Professional Development Committee approved a professional development request from Trustee Ziemer to attend a Collaborative Conflict Resolution Course offered through the Justice Institute of British Columbia from February 4-6, 2019 in Prince George, BC. Trustee Ziemer will report back to the board to provide an update of her training course.

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

A question and answer period was held.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – February 13, 2019 – Dawson Creek

ADJOURNMENT

(2019-01-006)

MOVED – Gulick

THAT, the Regular Meeting be terminated. (3:10 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(T. Ziemer) Board Chair

(M. Panoulis) Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Closed Board Meeting
DATE: December 19, 2018 10:30 AM
PLACE: School Board Office – Dawson Creek

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

Items for Adoption

- Approval of Agenda
- Closed Session Minutes – November 21, 2018

Business Arising

Trustee Items

Items discussed and reported included:

- BCPSEA Survey

Superintendent's Reports

Items discussed and reported included:

- Personnel
- Student Incident

Secretary Treasurer's Reports

Items discussed and reported included:

- Property Update

Future Business

Adjournment

CERTIFIED CORRECT:

T. Ziemer, Board Chair

Melissa Panoulis, Secretary Treasurer



School District No.59 (Peace River South)

MEETING: Special Closed Board Meeting
DATE: February 6, 2019 11:00 AM
PLACE: School Board Office – Dawson Creek

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

1.0 Special Committee

Adjournment

CERTIFIED CORRECT:

T. Ziemer, Board Chair

Melissa Panoulas, Secretary Treasurer

Board Variance Report - Schools

January 31, 2019

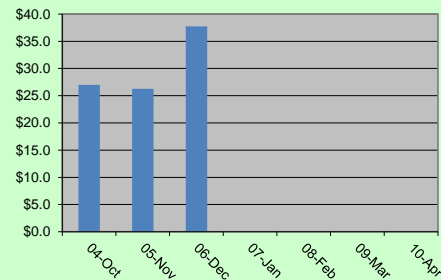
YTD Surplus (\$000's):

CANALTA (101)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$665	\$647	\$19
Supp.Staff	189	177	12
Disc.Subs	9	20	-11
Supp & Serv.	35	17	18
Total	899	861	38

Underbudget 4.2%

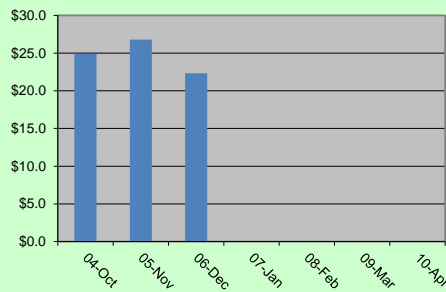


CHETWYND SECONDARY (111)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$780	\$768	\$12
Supp.Staff	165	161	3
Disc.Subs	6	15	-9
Supp & Serv.	100	84	16
Total	1,051	1,028	22

Underbudget 2.1%

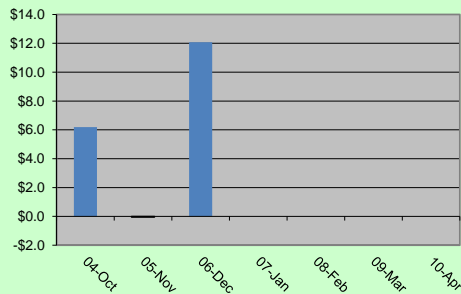


CRESCENT PARK (103)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$591	\$589	\$2
Supp.Staff	158	151	8
Disc.Subs	6	10	-4
Supp & Serv.	23	17	6
Total	778	766	12

Underbudget 1.6%

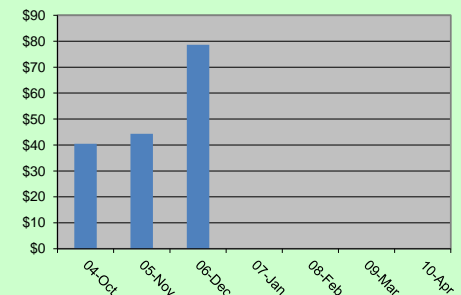


DAWSON CREEK SECONDARY (108)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,555	\$1,536	\$19
Supp.Staff	355	341	13
Disc.Subs	19	25	-7
Supp & Serv.	236	183	53
Total	2,164	2,086	79

Underbudget 3.6%



Board Variance Report - Schools

January 31, 2019

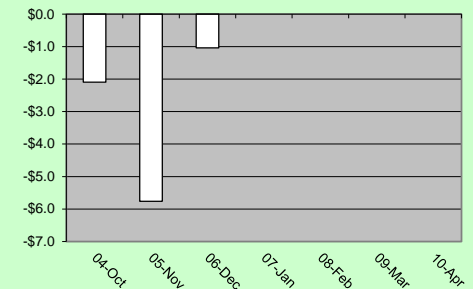
YTD Surplus (\$000's):

DEVEREAUX (114)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$326	\$323	\$3
Supp.Staff	63	62	0
Disc.Subs	2	3	-2
Supp & Serv.	8	10	-2
Total	398	399	-1

Overbudget 0.3%

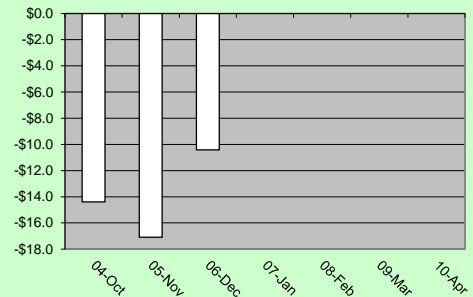


DON TITUS (113)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$276	\$277	-\$1
Supp.Staff	96	105	-9
Disc.Subs	9	6	3
Supp & Serv.	18	21	-4
Total	399	410	-10

Overbudget 2.6%

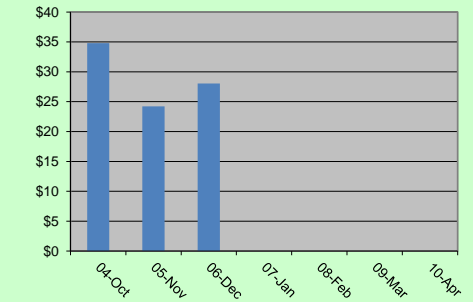


FRANK ROSS (105)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,306	\$1,281	\$25
Supp.Staff	255	242	13
Disc.Subs	17	25	-8
Supp & Serv.	36	39	-3
Total	1,615	1,587	28

Underbudget 1.7%

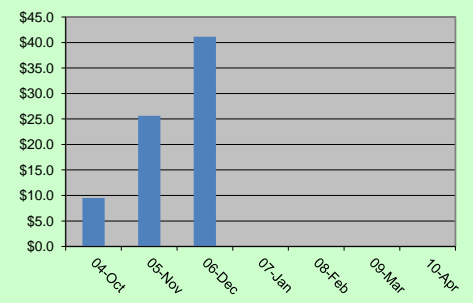


LITTLE PRAIRIE (131)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$686	\$653	\$34
Supp.Staff	100	67	33
Disc.Subs	2	15	-12
Supp & Serv.	8	22	-13
Total	796	755	41

Underbudget 5.2%



Board Variance Report - Schools

January 31, 2019

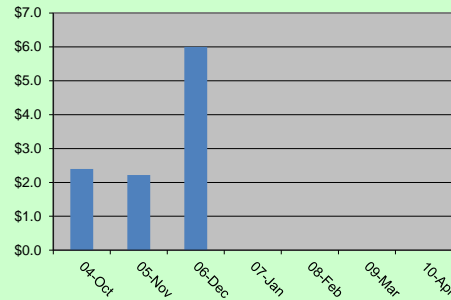
YTD Surplus (\$000's):

MCLEOD (119)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$190	\$191	-\$1
Supp.Staff	9	8	1
Disc.Subs	2	0	1
Supp & Serv.	9	4	5
Total	209	203	6

Underbudget 2.9%

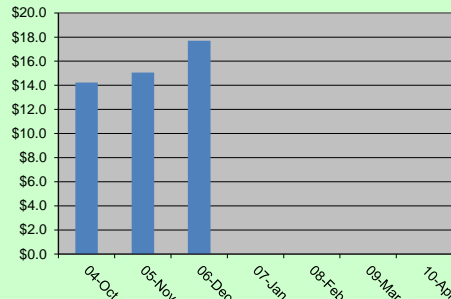


MOBERLY LAKE (118)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$161	\$161	\$0
Supp.Staff	37	35	2
Disc.Subs	6	3	3
Supp & Serv.	21	9	12
Total	225	207	18

Underbudget 7.9%

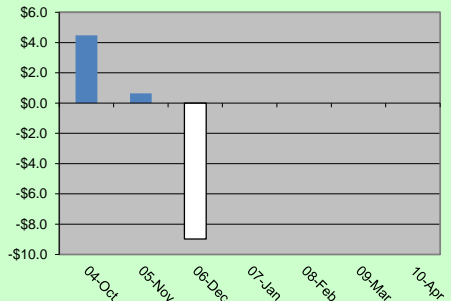


PARKLAND (124)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$218	\$224	-\$7
Supp.Staff	51	52	-1
Disc.Subs	2	3	-1
Supp & Serv.	7	8	-1
Total	278	287	-9

Overbudget 3.2%

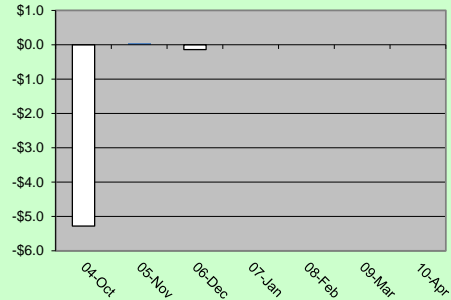


PEACEVIEW (132)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$95	\$95	\$0
Supp.Staff	5	5	0
Disc.Subs	0	0	0
Supp & Serv.	6	7	0
Total	106	106	0

Overbudget 0.1%



Board Variance Report - Schools

January 31, 2019

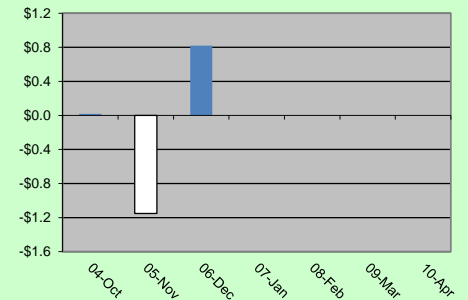
YTD Surplus (\$000's):

POUCE COUPE (110)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$392	\$388	\$4
Supp.Staff	77	73	4
Disc.Subs	6	7	0
Supp & Serv.	17	24	-7
Total	492	492	1

Underbudget 0.2%

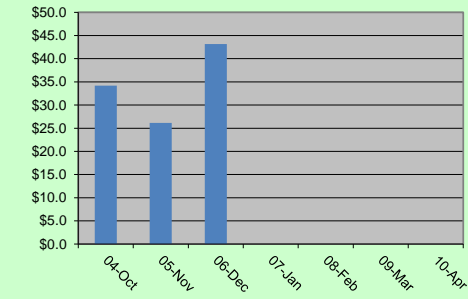


CENTRAL MIDDLE (102)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,017	\$974	\$43
Supp.Staff	\$231	\$222	9
Disc.Subs	\$19	\$41	-21
Supp & Serv.	\$67	\$55	12
Total	1,335	1,292	43

Underbudget 3.2%

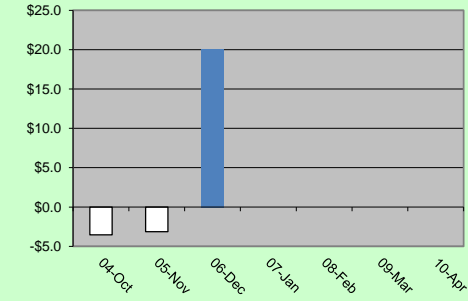


SP DIST LEARNING (138)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$207	\$200	\$7
Supp.Staff	23	22	0
Disc.Subs	3	0	2
Supp & Serv.	24	14	10
Total	257	237	20

Underbudget 7.8%

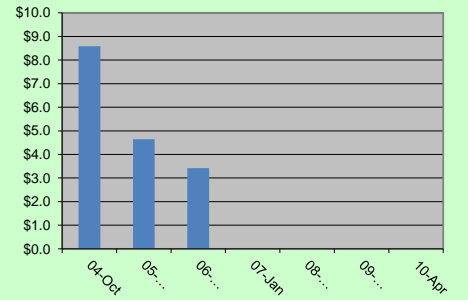


SOUTH PEACE ELEMENTARY (125)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$58	\$36	\$22
Supp.Staff	18	18	-1
Disc.Subs	0	21	-21
Supp & Serv.	7	4	3
Total	84	80	3

Underbudget 4.1%



Board Variance Report - Schools

January 31, 2019

YTD Surplus (\$000's):

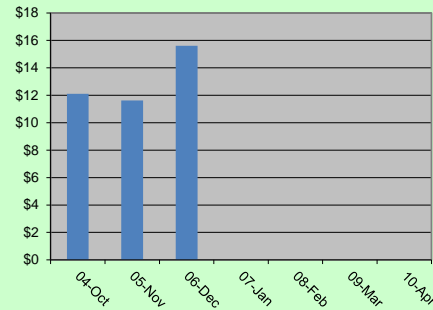
Actual Budget

TREMBLAY (109)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$541	\$535	\$7
Supp.Staff	115	113	1
Disc.Subs	10	11	-1
Supp & Serv.	42	34	8
Total	708	693	16

Underbudget 2.2%

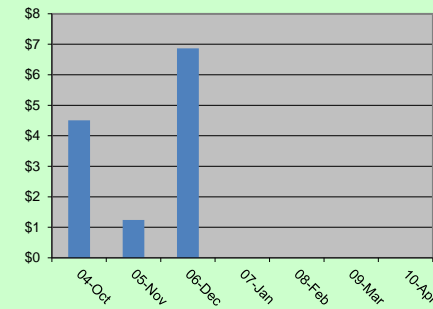


TUMBLER RIDGE ELEMENTARY (129)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$654	\$651	\$3
Supp.Staff	92	88	5
Disc.Subs	2	3	-1
O&M	17	17	0
Total	765	758	7

Underbudget 0.9%



Board Variance Report - Schools

January 31, 2019

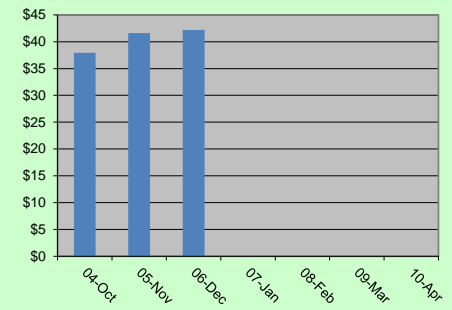
YTD Surplus (\$000's):

TUMBLER RIDGE SECONDARY (127)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$481	\$448	\$33
Supp.Staff	130	131	-1
Disc.Subs	8	17	-9
Supp & Serv.	41	23	19
Total	661	619	42

Underbudget 6.4%

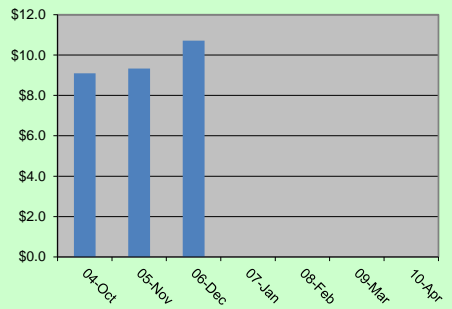


WINDREM (112)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$278	\$278	\$0
Supp.Staff	48	50	-1
Disc.Subs	5	1	4
Supp & Serv.	14	7	8
Total	347	336	11

Underbudget 3.1%

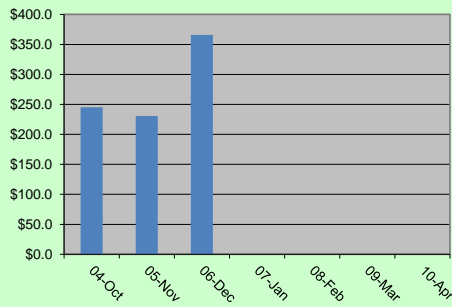


TOTAL ALL SCHOOLS

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$10,479	\$10,255	\$224
Supp.Staff	2,216	2,123	93
Disc.Subs	134	226	-91
Supp & Serv.	738	598	140
Total	13,568	13,202	366

Underbudget 2.7%



Board Variance Report - Revenues

January 31, 2019

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

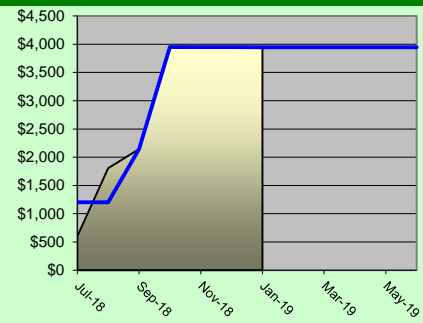
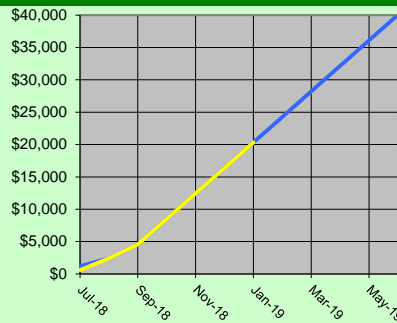
Monthly Revenues (\$000's):

BASE OPERATING GRANT

Year-To Date Results:

Budget	Actual	Variance
\$20,338	\$20,332	-\$6

Underbudget 0.0%

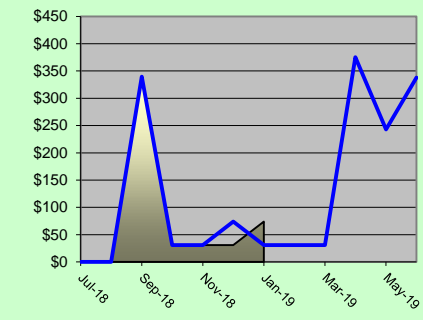
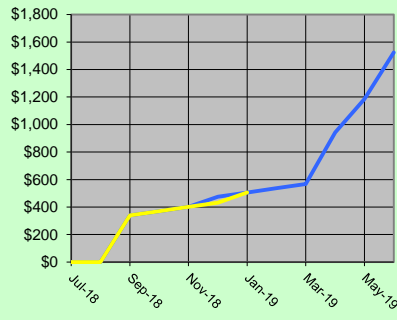


OTHER MoEd GRANTS

Year-To Date Results:

Budget	Actual	Variance
\$506	\$506	\$0

On Budget

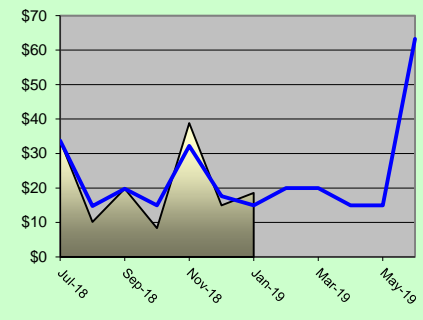
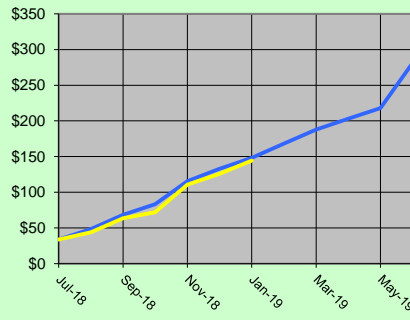


GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

Budget	Actual	Variance
\$148	\$144	-\$4

Underbudget 2.5%

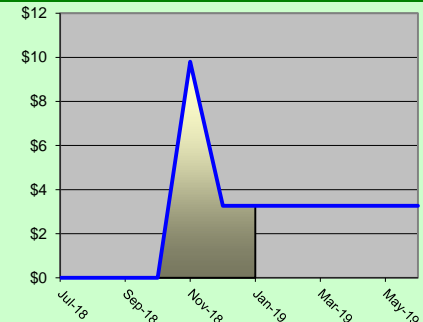
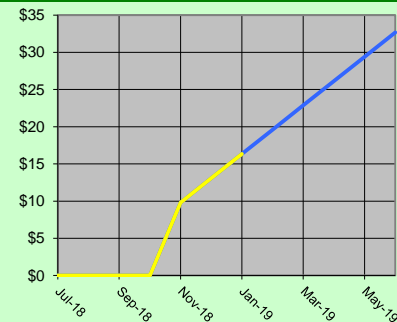


NON-RESIDENT TUITION

Year-To Date Results:

Budget	Actual	Variance
\$16	\$16	\$0

Overbudget 0.0%

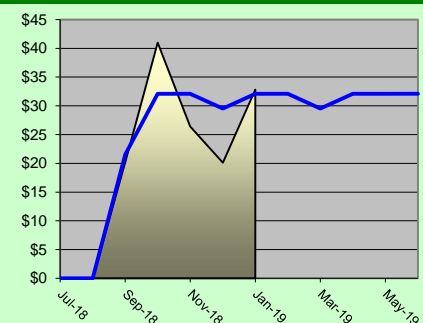
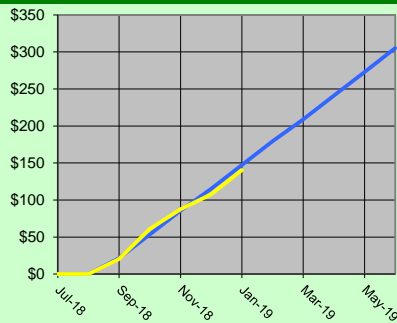


SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

Budget	Actual	Variance
\$147	\$140	-\$7

Underbudget 4.7%



Board Variance Report - Revenues

January 31, 2019

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

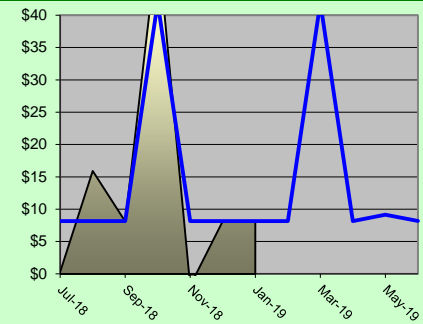
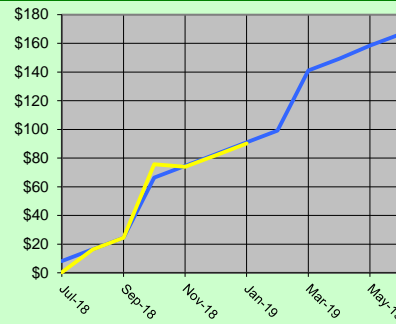
Monthly Revenues (\$000's):

RENTALS/LEASES

Year-To Date Results:

Budget	Actual	Variance
\$91	\$90	-\$1

Underbudget 0.8%

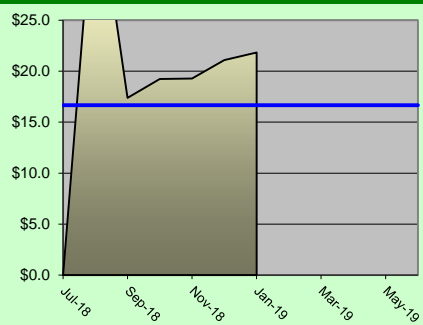
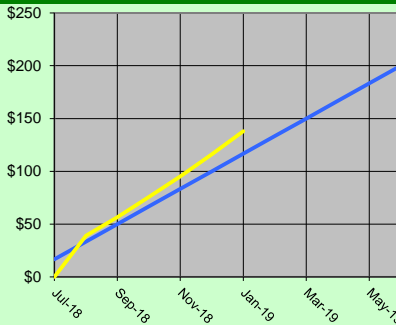


INTEREST INCOME

Year-To Date Results:

Budget	Actual	Variance
\$117	\$138	\$21

Overbudget 18.3%

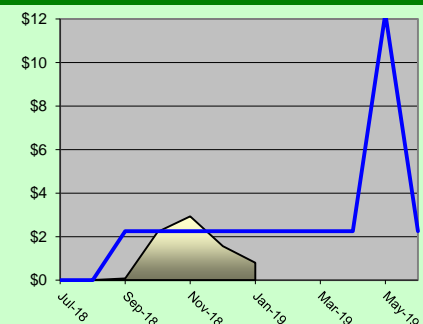
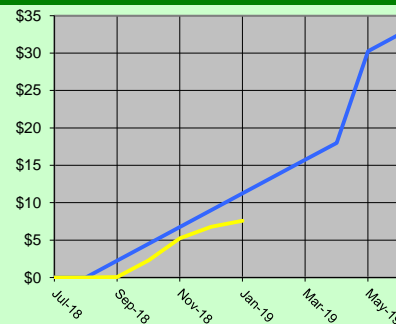


OTHER REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$11	\$8	-\$3

Underbudget 32.5%

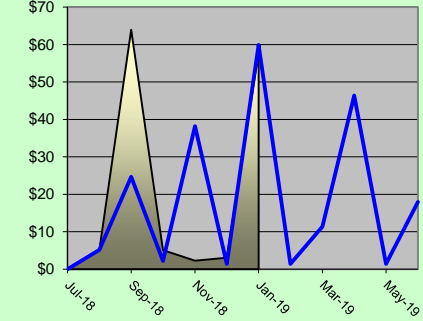
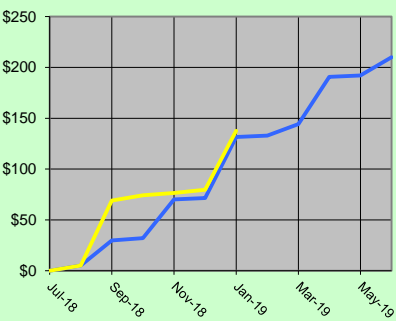


MISCELLANEOUS REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$131	\$138	\$7

Overbudget 4.7%

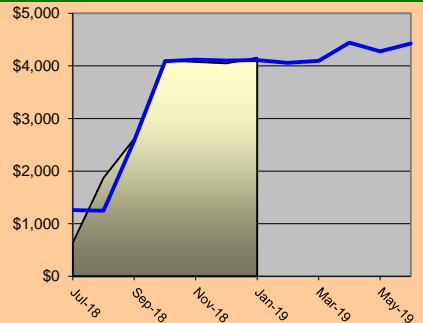
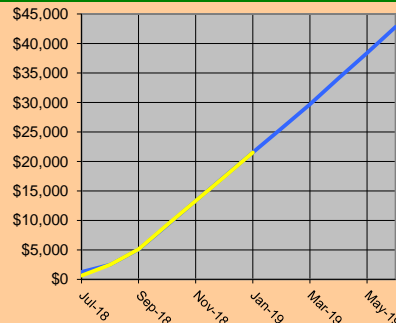


TOTAL REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$21,506	\$21,513	\$7

Overbudget 0.0%



Board Variance Rpt. - Expenditures

January 31, 2019

YTD Budget YTD Actual

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

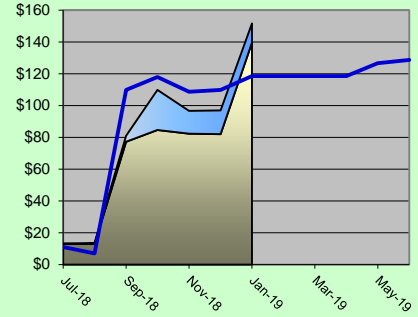
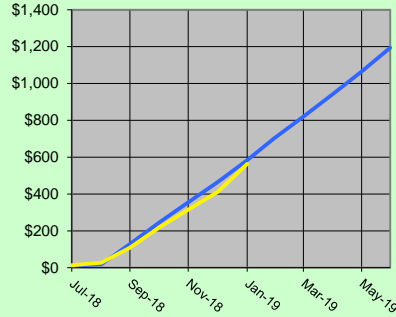
Monthly Costs (\$000's):

DISTRICT SPEC. ED./HELP.TCHRS

Year-To Date Results:

	Budget	Actual	Variance
Comp	516	492	24
O&M	67	71	-4
Total	583	563	20

Underbudget 3%

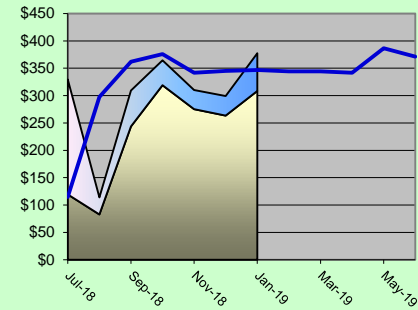
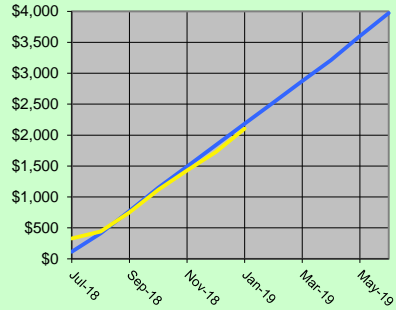


DISTRICT PROGRAMS-OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	1,708	1,612	96
O&M	476	492	-16
Total	2,184	2,104	80

Underbudget 4%

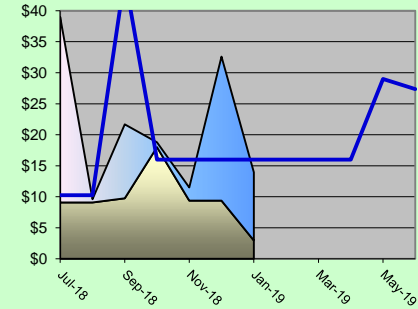
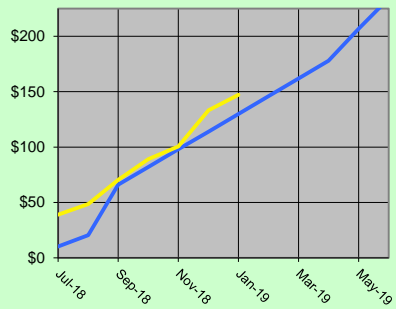


BOARD OF TRUSTEES

Year-To Date Results:

	Budget	Actual	Variance
Comp	68	68	1
O&M	62	80	-18
Total	130	147	-17

Overbudget 13%

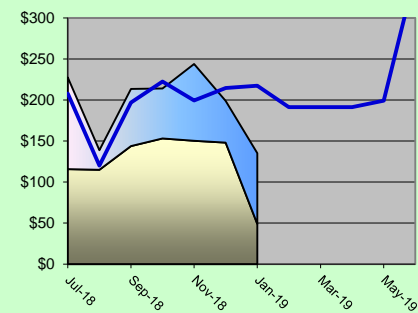
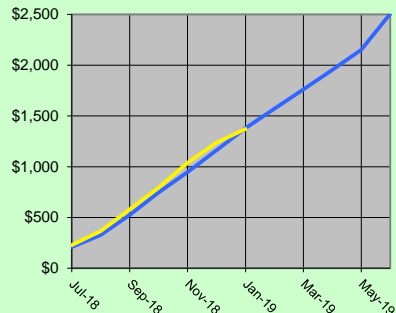


ADMINISTRATION & OTHER

Year-To Date Results:

	Budget	Actual	Variance
Comp	902	875	26
O&M	478	497	-19
Total	1,379	1,372	7

Underbudget 1%

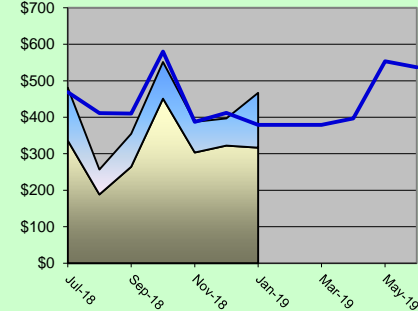
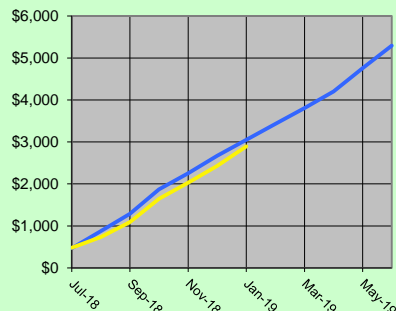


OPERATIONS & MAINTENANCE

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,345	2,182	163
O&M	703	713	-10
Total	3,049	2,895	153

Underbudget 5%



Board Variance Rpt. - Expenditures

January 31, 2019

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

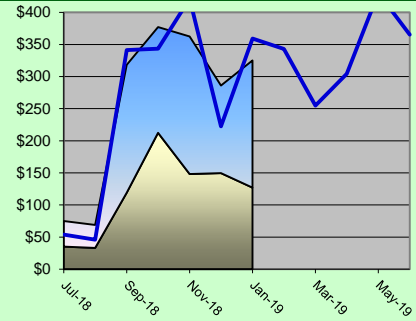
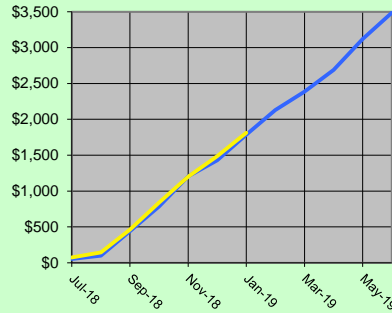
Monthly Costs (\$000's):

TRANSPORTATION

Year-To Date Results:

	Budget	Actual	Variance
Comp	844	825	19
O&M	944	988	-44
Total	1,787	1,813	-26

Overbudget 1%

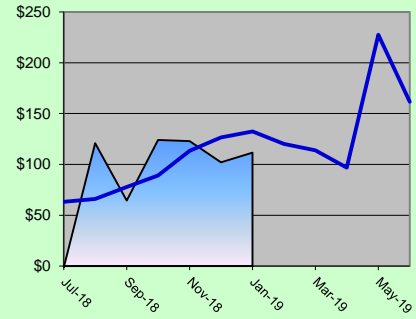
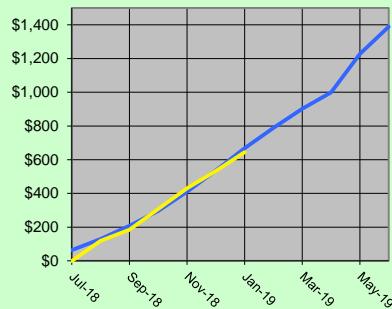


UTILITIES

Year-To Date Results:

	Budget	Actual	Variance
Comp	0	0	0
O&M	669	644	24
Total	669	644	24

Underbudget 4%

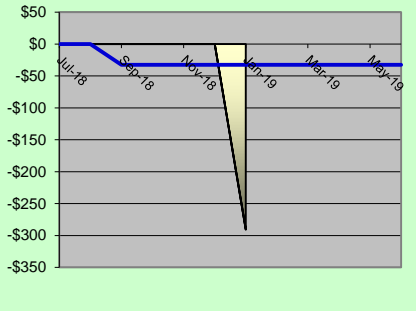
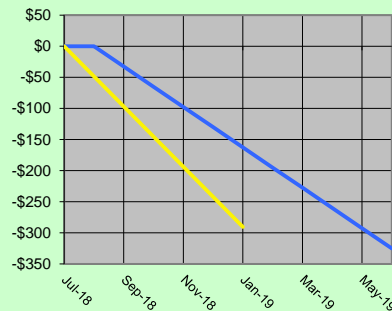


DISTRICT SCHOOL

Year-To Date Results:

	Budget	Actual	Variance
Comp	-163	-291	128
O&M	0	0	0
Total	-163	-291	128

Underbudget 79%

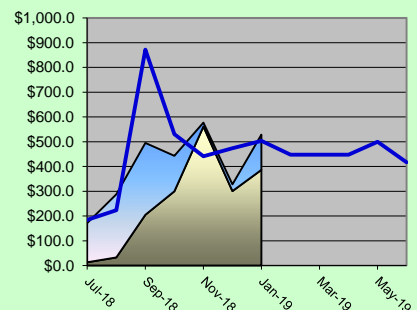
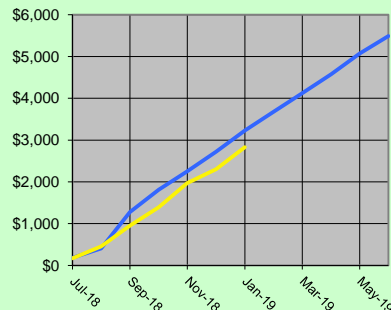


SPECIAL PURPOSE FUNDS

Year-To Date Results:

	Budget	Actual	Variance
Comp	2,134	1,799	335
O&M	1,095	1,031	64
Total	3,229	2,830	399

Underbudget 12%

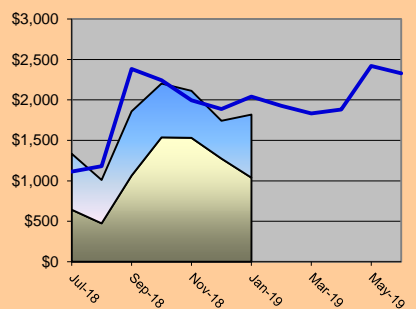
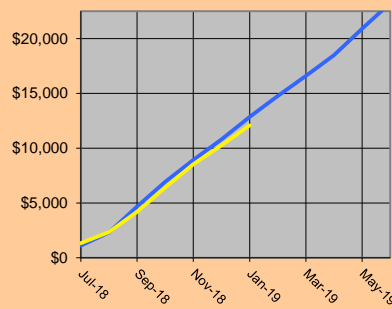


DISTRICT TOTALS - EXPENDITURES

Year-To Date Results:

	Budget	Actual	Variance
Comp	8,354	7,563	791
O&M	4,493	4,516	-23
Total	12,847	12,079	768

Underbudget 6%



Amended Annual Budget

School District No. 59 (Peace River South)

June 30, 2019

School District No. 59 (Peace River South)

June 30, 2019

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 59 (Peace River South) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$53,310,180 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 13th DAY OF FEBRUARY, 2019;

READ A SECOND TIME THE 13th DAY OF FEBRUARY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 13th DAY OF FEBRUARY, 2019;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 59 (Peace River South) Amended Annual Budget Bylaw 2018/2019, adopted by the Board the 13th DAY OF FEBRUARY, 2019.

Secretary Treasurer

School District No. 59 (Peace River South)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	3,645,750	3,533,000
Total Ministry Operating Grant Funded FTE's	3,645,750	3,533,000
Revenues	\$	\$
Provincial Grants		
Ministry of Education	47,070,946	46,718,034
Other	281,150	267,220
Tuition	32,673	34,000
Other Revenue	1,895,300	1,604,700
Rentals and Leases	166,500	170,000
Investment Income	202,549	182,000
Amortization of Deferred Capital Revenue	1,515,831	1,491,198
Total Revenue	51,164,949	50,467,152
Expenses		
Instruction	37,156,045	36,364,568
District Administration	1,999,023	1,961,566
Operations and Maintenance	9,854,108	9,694,158
Transportation and Housing	3,860,783	3,905,203
Total Expense	52,869,959	51,925,495
Net Revenue (Expense)	(1,705,010)	(1,458,343)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,713,620	1,509,610
Budgeted Surplus (Deficit), for the year	8,610	51,267
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	8,610	51,267
Budgeted Surplus (Deficit), for the year	8,610	51,267

School District No. 59 (Peace River South)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	44,083,357	43,622,722
Operating - Tangible Capital Assets Purchased	440,221	503,483
Special Purpose Funds - Total Expense	5,717,778	5,238,526
Capital Fund - Total Expense	3,068,824	3,064,247
Total Budget Bylaw Amount	53,310,180	52,428,978

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
Signature of the Superintendent	Date Signed
Signature of the Secretary Treasurer	Date Signed

DRAFT - Not Finalized

February 07, 2019 9:03

School District No. 59 (Peace River South)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,705,010)	(1,458,343)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(440,221)	(503,483)
From Deferred Capital Revenue	(2,496,375)	(2,548,000)
Total Acquisition of Tangible Capital Assets	(2,936,596)	(3,051,483)
Amortization of Tangible Capital Assets	1,949,991	1,945,414
Total Effect of change in Tangible Capital Assets	(986,605)	(1,106,069)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(2,691,615)	(2,564,412)

School District No. 59 (Peace River South)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	6,977,265		10,723,536	17,700,801
Changes for the year				
Net Revenue (Expense) for the year	(1,273,399)		(431,611)	(1,705,010)
Interfund Transfers				
Tangible Capital Assets Purchased	(440,221)		440,221	-
Net Changes for the year	(1,713,620)	-	8,610	(1,705,010)
Budgeted Accumulated Surplus (Deficit), end of year	5,263,645	-	10,732,146	15,995,791

School District No. 59 (Peace River South)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	41,581,835	41,540,675
Other	281,150	267,220
Tuition	32,673	34,000
Other Revenue	547,800	424,700
Rentals and Leases	166,500	170,000
Investment Income	200,000	180,000
Total Revenue	42,809,958	42,616,595
Expenses		
Instruction	31,943,643	31,611,777
District Administration	1,999,023	1,961,566
Operations and Maintenance	6,694,838	6,670,080
Transportation and Housing	3,445,853	3,379,299
Total Expense	44,083,357	43,622,722
Net Revenue (Expense)	(1,273,399)	(1,006,127)
Budgeted Prior Year Surplus Appropriation	1,713,620	1,509,610
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(440,221)	(503,483)
Total Net Transfers	(440,221)	(503,483)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 59 (Peace River South)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	40,057,795	40,082,351
Other Ministry of Education Grants		
Pay Equity	944,395	944,395
Transportation Supplement	441,458	441,458
Carbon Tax Grant	95,000	95,000
FSA Marker Grant	8,187	8,187
Adjustment to Operating Grant		(30,716)
Early Action Initiative	35,000	
Total Provincial Grants - Ministry of Education	41,581,835	41,540,675
Provincial Grants - Other	281,150	267,220
Tuition		
International and Out of Province Students	32,673	34,000
Total Tuition	32,673	34,000
Other Revenues		
Miscellaneous		
Seconded Staff Recoveries	195,300	82,400
Swim Grant	10,000	10,000
Substitute Staff Recoveries	110,000	120,000
Miscellaneous	182,500	167,300
Bus Charges	50,000	45,000
Total Other Revenue	547,800	424,700
Rentals and Leases	166,500	170,000
Investment Income	200,000	180,000
Total Operating Revenue	42,809,958	42,616,595

School District No. 59 (Peace River South)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Salaries		
Teachers	15,153,191	14,959,734
Principals and Vice Principals	3,230,095	3,307,400
Educational Assistants	2,860,556	2,589,148
Support Staff	5,381,885	5,435,721
Other Professionals	1,473,623	1,446,807
Substitutes	1,059,158	1,461,963
Total Salaries	29,158,508	29,200,773
Employee Benefits	7,270,983	6,911,035
Total Salaries and Benefits	36,429,491	36,111,808
Services and Supplies		
Services	1,677,190	1,632,659
Student Transportation	1,093,810	1,030,460
Professional Development and Travel	435,430	410,289
Rentals and Leases	23,000	23,000
Dues and Fees	323,249	299,995
Insurance	182,300	182,300
Supplies	2,530,307	2,543,582
Utilities	1,388,580	1,388,629
Total Services and Supplies	7,653,866	7,510,914
Total Operating Expense	44,083,357	43,622,722

School District No. 59 (Peace River South)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	12,471,749	961,808	89,969	545,865	142,289	384,487	14,596,167
1.03 Career Programs	56,128	55,158			105,906	6,030	223,222
1.07 Library Services	182,749		127,130			19,572	329,451
1.08 Counselling	519,996			63,700	23,817	15,488	623,001
1.10 Special Education	1,333,671		2,290,480	90,575	72,767	220,862	4,008,355
1.30 English Language Learning	25,608		68,552			5,961	100,121
1.31 Aboriginal Education	543,865	168,525	265,343	110,740	5,512	5,660	1,099,645
1.41 School Administration	19,425	1,704,548		567,913		92,714	2,384,600
1.62 International and Out of Province Students							-
Total Function 1	15,153,191	2,890,039	2,841,474	1,378,793	350,291	750,774	23,364,562
4 District Administration							
4.11 Educational Administration		340,056		16,683	173,711	2,000	532,450
4.40 School District Governance					113,208		113,208
4.41 Business Administration				146,262	475,057		621,319
Total Function 4	-	340,056	-	162,945	761,976	2,000	1,266,977
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				45,359	274,511	1,000	320,870
5.50 Maintenance Operations				2,270,277		218,145	2,488,422
5.52 Maintenance of Grounds				411,440			411,440
5.56 Utilities							-
Total Function 5	-	-	-	2,727,076	274,511	219,145	3,220,732
7 Transportation and Housing							
7.41 Transportation and Housing Administration				48,524	86,845		135,369
7.70 Student Transportation			19,082	1,064,547		87,239	1,170,868
Total Function 7	-	-	19,082	1,113,071	86,845	87,239	1,306,237
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	15,153,191	3,230,095	2,860,556	5,381,885	1,473,623	1,059,158	29,158,508

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February 07, 2019 9:03

School District No. 59 (Peace River South)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	14,596,167	3,536,011	18,132,178	1,725,125	19,857,303	19,953,991
1.03 Career Programs	223,222	52,642	275,864	182,300	458,164	439,039
1.07 Library Services	329,451	88,106	417,557	59,424	476,981	489,496
1.08 Counselling	623,001	142,013	765,014	19,490	784,504	777,670
1.10 Special Education	4,008,355	1,173,420	5,181,775	284,733	5,466,508	5,111,416
1.30 English Language Learning	100,121	30,245	130,366	21,004	151,370	139,480
1.31 Aboriginal Education	1,099,645	287,390	1,387,035	106,056	1,493,091	1,429,648
1.41 School Administration	2,384,600	522,581	2,907,181	154,682	3,061,863	3,102,832
1.62 International and Out of Province Students	-	-	-	193,859	193,859	168,205
Total Function 1	23,364,562	5,832,408	29,196,970	2,746,673	31,943,643	31,611,777
4 District Administration						
4.11 Educational Administration	532,450	112,344	644,794	74,050	718,844	737,611
4.40 School District Governance	113,208	2,436	115,644	105,813	221,457	218,670
4.41 Business Administration	621,319	144,703	766,022	292,700	1,058,722	1,005,285
Total Function 4	1,266,977	259,483	1,526,460	472,563	1,999,023	1,961,566
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	320,870	73,403	394,273	226,250	620,523	614,133
5.50 Maintenance Operations	2,488,422	614,265	3,102,687	924,400	4,027,087	4,000,330
5.52 Maintenance of Grounds	411,440	100,208	511,648	147,000	658,648	666,988
5.56 Utilities	-	-	-	1,388,580	1,388,580	1,388,629
Total Function 5	3,220,732	787,876	4,008,608	2,686,230	6,694,838	6,670,080
7 Transportation and Housing						
7.41 Transportation and Housing Administration	135,369	32,449	167,818	37,900	205,718	193,155
7.70 Student Transportation	1,170,868	358,767	1,529,635	1,710,500	3,240,135	3,186,144
Total Function 7	1,306,237	391,216	1,697,453	1,748,400	3,445,853	3,379,299
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	29,158,508	7,270,983	36,429,491	7,653,866	44,083,357	43,622,722

DRAFT - Not Finalized

February 07, 2019 9:03

School District No. 59 (Peace River South)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2019

Schedule 3

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	4,370,278	4,058,526
Other Revenue	1,347,500	1,180,000
Total Revenue	5,717,778	5,238,526
Expenses		
Instruction	5,212,402	4,752,791
Operations and Maintenance	505,376	485,735
Total Expense	5,717,778	5,238,526
Budgeted Surplus (Deficit), for the year	-	-

School District No. 59 (Peace River South)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
Deferred Revenue, beginning of year	\$ 219,641	\$ 41,684	\$ 1,279	\$ 630,906	\$ 1,678	4,543	\$	\$ 55,181	\$
Add: Restricted Grants									
Provincial Grants - Ministry of Education	285,735	113,665			192,000	36,750	107,793	363,865	328,961
Other				1,200,000					
	285,735	113,665	-	1,200,000	192,000	36,750	107,793	363,865	328,961
Less: Allocated to Revenue	505,376	155,349	1,279	1,300,000	193,678	41,293	107,793	419,046	328,961
Deferred Revenue, end of year	-	-	-	530,906	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	505,376	155,349	1,279		193,678	41,293	107,793	419,046	328,961
Other Revenue				1,300,000					
	505,376	155,349	1,279	1,300,000	193,678	41,293	107,793	419,046	328,961
Expenses									
Salaries									
Teachers								34,305	112,305
Principals and Vice Principals								11,684	9,804
Educational Assistants		116,697					28,045	196,418	
Support Staff					128,431			27,685	16,910
Other Professionals					10,705	9,732			38,205
Substitutes						11,700	10,000		77,225
	-	116,697	-	-	139,136	21,432	38,045	270,092	254,449
Employee Benefits		38,652			47,424	4,606	10,577	78,854	56,512
Services and Supplies	505,376		1,279	1,300,000	7,118	15,255	59,171	70,100	18,000
	505,376	155,349	1,279	1,300,000	193,678	41,293	107,793	419,046	328,961
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 59 (Peace River South)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2019

Schedule 3A

	Classroom Enhancement Fund - Staffing and Remedies	Service Delivery Transformation	Early Learning Funds	Career Ed Grants	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	102,095	25,862	42,928	-	1,125,797
Add: Restricted Grants					
Provincial Grants - Ministry of Education	2,489,546				3,918,315
Other			1,000	10,000	1,211,000
	2,489,546	-	1,000	10,000	5,129,315
Less: Allocated to Revenue	2,591,641	25,862	37,500	10,000	5,717,778
Deferred Revenue, end of year	-	-	6,428	-	537,334
Revenues					
Provincial Grants - Ministry of Education	2,591,641	25,862			4,370,278
Other Revenue			37,500	10,000	1,347,500
	2,591,641	25,862	37,500	10,000	5,717,778
Expenses					
Salaries					
Teachers	2,043,355				2,189,965
Principals and Vice Principals					21,488
Educational Assistants					341,160
Support Staff					173,026
Other Professionals					58,642
Substitutes	42,550				141,475
	2,085,905	-	-	-	2,925,756
Employee Benefits	505,736				742,361
Services and Supplies		25,862	37,500	10,000	2,049,661
	2,591,641	25,862	37,500	10,000	5,717,778
Net Revenue (Expense)	-	-	-	-	-

School District No. 59 (Peace River South)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget			2019 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,118,833		1,118,833	1,118,833
Investment Income		2,549	2,549	2,000
Amortization of Deferred Capital Revenue	1,515,831		1,515,831	1,491,198
Total Revenue	2,634,664	2,549	2,637,213	2,612,031
Expenses				
Operations and Maintenance	1,118,833		1,118,833	1,118,833
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,535,061		1,535,061	1,419,510
Transportation and Housing	414,930		414,930	525,904
Total Expense	3,068,824	-	3,068,824	3,064,247
Net Revenue (Expense)	(434,160)	2,549	(431,611)	(452,216)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	440,221		440,221	503,483
Total Net Transfers	440,221	-	440,221	503,483
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	6,061	2,549	8,610	51,267

SCHOOL DISTRICT #59 (Peace River South)
OPERATING BUDGET CHANGES SUMMARY
2018/19 Amended Budget vs 2018/19 Preliminary Budget

(\$000's)

REVENUES

Increase (Decrease)

Provincial Govt Funding:

Enrolment Funding	831	<i>\$783 Increase 105.5 FTE, \$44 Increase 7.25 DL FTE, \$4 Increase 0.75 Adult FTE</i>
ESL Enrolment	-11	<i>Decrease 8 FTE</i>
Students with Unique Needs	135	<i>\$175 Increase 9 FTE Level 2, (\$40) decrease 4 FTE Level 3</i>
Ab Ed Enrolment	11	<i>Increase 9 FTE</i>
Salary Differential	-230	<i>Decrease in average cost compared to the province</i>
Funding Protection	-730	<i>Funding increases above result in reduced funding protection</i>
Sub-Total	<u>6</u>	

Other Revenues:

Ministry of Education Grants	35	<i>Early Action Initiative</i>
Other Provincial Grants	14	<i>\$10 YTT, \$4 MCFD</i>
Seconded Teacher	113	<i>Teacher seconded to ACHOTE</i>
Substitute Teacher	-10	<i>In line with prior year</i>
Interest	20	<i>Increased balance in high interest account</i>
Miscellaneous	15	
Sub-Total	<u>187</u>	

TOTAL REVENUE CHANGE **\$ 193**

EXPENSES

Increase (Decrease)

Benefits	216	<i>Group Benefits \$211, Other \$5</i>
Collective Agreement Increases	5	<i>Increase in Economic Stability Dividend from estimated 0.4% to 0.75%</i>
Annual Report & Media	-23	<i>Cancellation of Focus on Learning</i>
Secondments	116	<i>Teacher seconded to ACHOTE</i>
Out of Province Tuition	26	<i>Increase in 2.0 FTE</i>
Aboriginal Education	26	<i>Increased spending required for targeted funding</i>
Special Projects	-56	<i>Numeracy position charged to CEF</i>
Orientation and Mobility Training	14	
Reading Recovery	-24	<i>Decrease in 0.3 FTE, position unfilled at Pouce Coupe</i>
Employee Future Benefits	23	<i>Increase to Actuarial estimate</i>
Education Administration	7	<i>Additional travel requirements</i>
Operation & Maint.	-39	<i>Short-term leaves</i>
Transportation	6	<i>\$20 lease for GPS system, (\$7) Advertising, (\$7) Driver Training</i>
Various	11	
Sub-Total District Accounts	<u>\$ 308</u>	

SCHOOL DISTRICT #59 (Peace River South)
OPERATING BUDGET CHANGES SUMMARY
2018/19 Amended Budget vs 2018/19 Preliminary Budget

(\$000's)

SCHOOLS:

Enrollment Increase	638	<i>\$564 enrollment increase, \$74 Unique needs funding</i>
Admin Allowances	-33	<i>Incr. allocations to District programs</i>
School Surpluses	119	<i>Current year surpluses higher</i>
Configuration Assistance	-63	<i>\$28 Tremblay, \$15 Devereaux, (\$109) South Peace Colony</i>
Various	6	
District 100 School	-450	<i>(\$250) Decrease in average cost, (\$200) Decrease to school budgets</i>
Sub-Total Schools	\$ 217	

TOTAL EXPENSE CHANGE **\$ 525**

Transfers from Reserves	-111	<i>\$69 Ab Ed Surplus, (\$80) CSS Project, (\$75) District Numeracy, (\$25) Digital Media Content Strategist</i>
School Based Surpluses	120	<i>Incr. in School Surpluses carried fwd</i>
Capital	128	<i>CSS Project \$80, GPS busses switched to lease \$48</i>
(Increase) Decrease in Budgeted Deficit	\$ (195)	<i>2018/19 Prelim Budget Deficit \$685, 2018/19 Amended Budget Deficit \$880</i>

SD59 2019/20 Estimated Enrolment

School	Est 19/20	Sept 2018 1701	Difference
Canalta	230.0	240.0	(10.0)
Chetwynd Sec	280.0	282.3	(2.3)
Crescent Park	207.0	197.0	10.0
Devereaux	97.0	108.0	(11.0)
Don Titus	100.0	96.0	4.0
Ecole Frank Ross	450.0	463.0	(13.0)
Kelly Lk	14.0	14.0	0.0
Little Prairie	222.0	223.0	(1.0)
McLeod	40.0	38.0	2.0
Moberly Lake	33.0	43.0	(10.0)
Parkland	52.0	55.0	(3.0)
Peace View School	24.0	21.0	3.0
Pouce Coupe	126.0	129.0	(3.0)
South Peace Elem	28.0	28.0	0.0
Dawson Creek Secondary	957.0	984.4	(27.4)
Tremblay	155.0	162.0	(7.0)
Tumbler Ridge Elem	222.0	230.0	(8.0)
Tumbler Ridge Sec	170.0	164.9	5.1
Windrem	85.0	85.0	0.0
Total FTE	3492.00	3563.50	-71.50

Data Collection of Estimated Enrolments for 2019/20, 2020/21 and 2021/22

Step 1: Enter your school district number here:

59

Peace River South

Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.

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

		Estimated Enrolment					
	2018/19 Interim Base	2019/20		2020/21		2021/22	
		District	Ministry*	District	Ministry*	District	Ministry*
July Enrolment Count							
Summer Learning: Grades 1-7 Headcount Enrolment	0		0		0		0
Summer Learning: Grades 8-9 Course Enrolment	0		0		0		0
Summer Learning: Grades 10-12 Course Enrolment	0		0		0		0
Grade 8 & 9 Cross-Enrolment Courses	0		0		0		0
September Enrolment Count - School-Age Basic Allocation							
K-12 Standard (Regular) Schools FTE (School-Age)	3,563.5000	3,515.0000	3,657.1438	3,530.0000	3,736.6907	3,545.0000	3,803.1476
Continuing Education FTE (School-Age)	0.0000		0.0000		0.0000		0.0000
Alternate Schools FTE (School-Age)	10.0000	10.0000	10.0000	10.0000	10.0000	10.0000	10.0000
Distributed Learning FTE (School-Age)	3.2500	1.0000	3.2500	1.0000	3.2500	1.0000	3.2500
Total Estimated School-Age Enrolment	3,576.7500	3,526.0000	3,670.3938	3,541.0000	3,749.9407	3,556.0000	3,816.3976
Change from Previous Year		-50.7500	93.6438	15.0000	79.5469	15.0000	66.4569
September Enrolment Count - Unique Student Needs							
Level 1 Special Needs FTE	2	2	2	2	2	2	2
Level 2 Special Needs FTE	107	107	110	110	113	113	116
Level 3 Special Needs FTE	72	72	75	75	78	78	81
English Language Learning FTE	111	111	125	120	141	130	159
Aboriginal Education FTE	1,167	1,167	1,168	1,168	1,169	1,169	1,170
Adult Education FTE (Non-Graduates only)	0.7500	0.0000	0.7500	0.0000	0.7500	0.0000	0.7500
February Enrolment Count - Continuing Education, Distributed Learning, Special Needs Growth and Newcomer Refugees							
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000
Distributed Learning FTE Grades 10-12 (School-Age)	14.0000	10.0000	14.0000	10.0000	14.0000	10.0000	14.0000
Distributed Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000
Level 1 Special Needs FTE Growth (All Schools)	0		0		0		0
Level 2 Special Needs FTE Growth (All Schools)	0		0		0		0
Level 3 Special Needs FTE Growth (All Schools)	0		0		0		0
Newcomer Refugees FTE (Standard & Alternate only)	0.0000		0.0000		0.0000		0.0000
ELL FTE (applies to Newcomer Refugees only)	0		0		0		0
May Enrolment Count - Continuing Education and Distributed Learning							
Continuing Education FTE - School-Age	0.0000		0.0000		0.0000		0.0000
Continuing Education FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000		0.0000		0.0000		0.0000
Distributed Learning FTE Grades 10-12 (School-Age)	55.0000	54.0000	55.0000	54.0000	55.0000	54.0000	55.0000
Distributed Learning FTE - Non-Graduate Adults	0.0000		0.0000		0.0000		0.0000



School District No.59 (Peace River South)

February 5, 2019

School District #59 Trustees

RE: Pouce Coupe Capacity

Pouce Coupe Elementary School currently has 130 students enrolled and a nominal capacity of 95 students. Nominal capacity is calculated at 20 students per Kindergarten classroom and 25 students per Grade 1-7 classroom. The operating capacity is much larger, for example a grade 6 class can have up to 30 students.

In July 2018 the district was able to work collaboratively with the Village of Pouce Coupe and the Pouce Coupe Public Library Board to temporarily convert library space into a classroom, this allowed students to attend their neighbourhood school. The goal was to utilize the space for no longer than two years.

A one classroom expansion request was submitted as part of the 2019/20 capital submission. We are expecting to have an answer on this request in early March 2019. If the request is not approved the Board of Education will need to make a decision on how they would like to proceed for the 2019/20 school year.

Options available include:

- Utilize the library space for a final year and re-apply to the ministry \$0
- Bussing the students into Dawson Creek \$0
- Purchase a portable \$150,000 (with pilings \$175,000)
- Explore the utilization of the other two portables in the district, if they are no longer needed at their current location the cost to move would be \$55,000
- Build permanent 1 classroom addition \$525,000
- Build permanent 2 classroom/office space and washroom addition \$1.2 - \$1.5 million
- Build permanent library attached to school (equal to the square footage as existing library) and convert the existing library space into a minimum three classrooms or two classrooms and office space \$1.5 million



School District No.59 (Peace River South)

Enrollment History for Pouce Coupe

2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
87	92	87	91	103	111	129

2018/19 School Configuration

K	1	2	3	4	5	6	7	Total
25	14	16	13	16	15	15	15	129

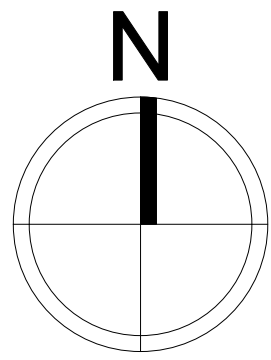
The school Principal is estimating 126 students for the 2019/20 school year and is able to configure the students into 5 classrooms; however, that will only leave the school with additional space for a grade 1 or 2 student. Unless enrollment declines between now and September, having space for 1 student is not an ideal configuration to be at; therefore, the additional library classroom will be needed for the 2019-20 school year.

The above enrollment history shows Pouce Coupe has been steadily increasing and the school has converted other space to accommodate the previous increases in capacity. In 2018/19 the school experienced a significant increase with a 25 Kindergarten cohort. Given that the school has converted two additional spaces (library and computer lab) to classroom space, I have concerns if one classroom will provide the capacity space needed. From the tour the board took in January, you are aware the school is also struggling with office space and only having one boot room.

Taking into consideration the recent communication with the Village of Pouce Coupe, we are currently in the preliminary stages of determining what type of expansion is needed to support the community of Pouce Coupe and what is feasible for the school district. The goal of an expansion would be to match the size with long term stabilized enrollment. It would not be fiscally responsible to build a large addition and then in a few in a few years find that the space is no longer needed.

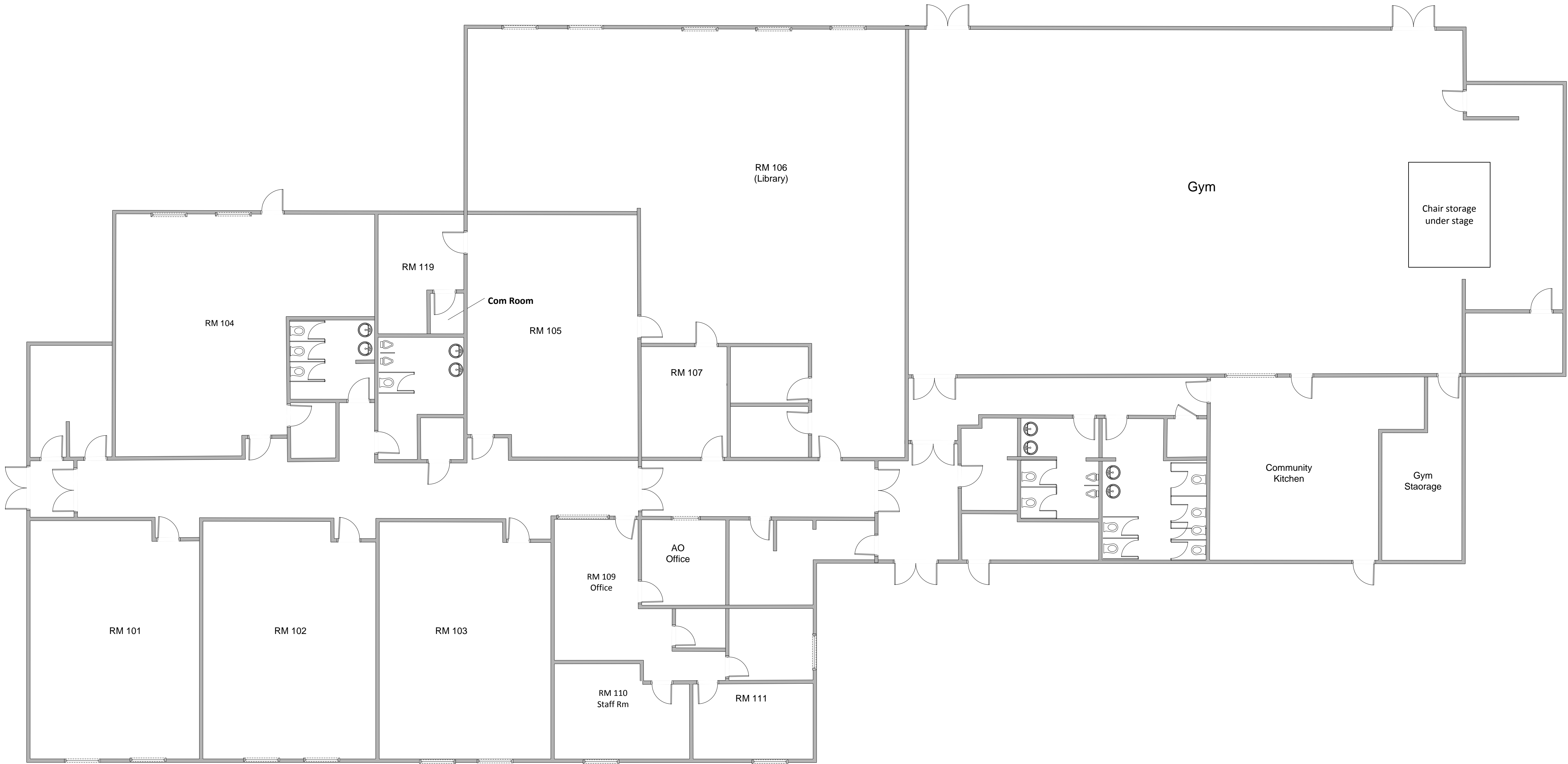
I am seeking input from the board on the available options presented above. This will allow me to focus efforts on a few options so that I can provide greater certainty on estimated costs for the March board meeting, as well as, seek input from the Village of Pouce Coupe.

Melissa Panoulas
Secretary Treasurer



Pouce Coupe
Elementary
Feb 2008
1512 m/sq

Available Layers
Intruder
Fire Alarm
PA
Outside Lights





School District No.59 (Peace River South)

February 5th, 2019

**SD59 Peace River South
January 2019
Student Discipline Report**

January Suspensions:	
Controlled Substance	10
Fighting	6
Instigating	2
Indecent Behaviour	1
Non-Compliance	9
Profanity	1
Safety of Others	11
Smoking	2
Vandalism	1
Total	43

Submitted by:

Mike Readman
Director of Instruction

School District 59 Discipline Report
for January, 2019.

Legend

Bullying <----- suspension category

2/5/2019

suspensions this month -----> 2 6 <----- suspension days this month

suspensions this year -----> 5 | 12 <----- suspension days this year

School and Month

[illegible][illegible][illegible][illegible]

Ecole Frank Ross	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav.	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals To Date	0	0	4	12	1	1	0	0	4	7	0	0	14	30	23

[illegible][illegible][illegible]

School and Month

suspensions this year ----->

2/5/2019

[illegible]

School District 59 Discipline Report for January, 2019.

Legend

	Bullying	<----- suspension category
suspensions this month ----->	2 6	<----- suspension days this month
suspensions this year ----->	5 12	<----- suspension days this year

2/5/2019

School and Month

Group Sub Total	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	2 4	2 2	1 1	0 0	2 2	7 5	1 1	8 9	2 2	0 0	0 0	0 0	0 0	25 25
FTEs Totals To Date	0 0	2 4	10 16	1 1	0 0	2 2	14 14	1 1	43 53	2 2	0 0	0 0	0 0	0 0	75 93

Chetwynd Secondary	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	0 0	2 4	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 2	0 0	3 6
Totals To Date	0 0	5 17	5 15	0 0	0 0	3 9	1 1	3 9	2 4	0 0	0 0	0 0	1 2	1 5	21 62

DCSS-Central Campus	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	3 11	1 5	0 0	0 0	0 0	2 2	0 0	3 4	0 0	0 0	0 0	0 0	0 0	9 22
Totals To Date	0 0	9 26	4 20	2 4	0 0	0 0	7 15	2 3	13 22	0 0	2 4	0 0	1 2	0 0	40 96

DCSS-South Peace Campus	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	5 15	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	5 15
Totals To Date	0 0	17 56	7 35	0 0	0 0	0 0	1 3	2 2	4 16	3 6	1 3	0 0	0 0	0 0	35 121

Tumbler Ridge Secondary	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	0 0	1 5	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	1 5
Totals To Date	0 0	1 1	1 5	0 0	0 0	0 0	1 1	2 2	1 1	0 0	0 0	0 0	0 0	0 0	6 10

Group Sub Total	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	8 26	4 14	0 0	0 0	0 0	2 2	0 0	3 4	0 0	0 0	0 0	1 2	0 0	18 48
FTEs Totals To Date	0 0	32 100	17 75	2 4	0 0	3 9	10 20	9 16	20 43	3 6	3 7	0 0	2 4	1 5	102 289

ALL SCHOOLS SUMMARY	Bullying	Drugs/ Alcohol	Fighting	Indecent Behav	Indefinite	Instigat- ing	Non-com- pliance	Profanity	Safety of Others	Tobacco	Theft	Truancy	Vandal- ism	Weapons	Total
January 2019	0 0	10 30	6 16	1 1	0 0	2 2	9 7	1 1	11 13	2 2	0 0	0 0	1 2	0 0	43 73
FTEs Totals To Date	0 0	34 104	27 91	3 5	0 0	5 11	24 34	10 17	63 96	5 8	7 3	0 0	2 4	1 5	177 382



School District No.59 (Peace River South)

January 17, 2019

To: The Board of Education

Re: Final approval for a student field trip to the Canadian Museum for Human Rights in Winnipeg from February 25th to March 1st, 2019

This letter is to inform you that the Dawson Creek Secondary School trip to the Canadian Museum for Human Rights in Winnipeg planned by Josh Kurjata, principal at Dawson Creek Secondary School, is ready for your final approval.

The trip includes 15 grade 11-12 students from Dawson Creek Secondary School. The final confirmed trip dates are February 25th to March 1st, 2019. The students will miss five full school days. Mark Moeller, a teacher at DCSS-South Peace Campus, is scheduled to be the trip supervisor. Michelle Rolls from the Sunrise Rotary Club (one of the financial sponsors for the trip) will chaperone as well.

Based upon the paperwork received to date, this trip will be a valuable experience for our students providing them with authentic experiences and memories that will last a lifetime.

Recommendation: That the Board of Education provide final approval to proceed with this trip as planned.

Thank you for considering this final request.

Sincerely,

Mike Readman
Director of Instruction

CC:
file

SD59 CALENDAR FOR 2019/2020-DRAFT

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

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

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

October-19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Thanksgiving Stat	15	16	17	18 NID Pro-D District/Prov	19
20	21	22	23	24	25	26
27	28	29	30	31		

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

December-19						
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	21
22	23 Break	24 Break	25 Christmas Stat	26 Boxing Day Stat	27 Break	
29	30 Break	31 Break				

LEGEND	
12 Stat	Statutory or General Holidays
62 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
182	Instructional Days
Notes:	October 18 NID is a Provincial professional development day for teachers. Final approval of the 2019/2020 school calendar will occur at the March Board Meeting.

SD59 CALENDAR FOR 2019/2020-DRAFT

January-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day Stat	2 Break	3 Break	4
5	6 First Day of Classes	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 NID Pro-D School	25
26	27	28	29	30 Semester 1 Ends	31	

February-20						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Semester 2 Begins	4	5	6	7	8
9	10	11	12 Early Dismissal school ends - 1hr early	13 Early Dismissal school ends - 1hr early	14	15
16	17 Family Day Stat	18	19	20	21	22
23	24	25	26	27	28	29

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

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

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

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

LEGEND

12 Stat	Statutory or General Holidays
62 Break	Break Days (Winter, Spring or Summer)
7 NID	Non-Instructional Days (Prof Dev or Admin)

0 NIS	Not-In-Session Day (No School Activities)
182	Instructional Days
Notes:	October 18 NID is a Provincial professional development day for teachers. Final approval of the 2019/2020 school calendar will occur at the March Board Meeting.



School District No.59 (Peace River South)

DATE: February 13, 2019
PLACE: Board Office – Dawson Creek
CHAIR: Chad Anderson

Policies/Regulations for Discussion:

Policies/Regulations for Circulation:

- Policy 4370: District Code of Conduct

Policies/Regulations for Approval:

Policies/Regulations for Repeal:

4370 District Code of Conduct

Policy 4370

STATUS: **FOR REVIEW**

DISTRICT CODE OF CONDUCT

Board Approved: March 28, 1984

Last Revised: June 19, 2013; January 2017; February 2019

Description:

The Board of Education recognizes its obligation to all members of the school community to provide a safe and caring learning environment, such that effective, purposeful teaching and learning may occur. It is expected all members of the school community will conduct themselves in an ethical, respectful and lawful manner that demonstrates consideration for self, others, property and the environment. Schools will intentionally foster the highest standards of acceptance and equity for all, regardless of their race, colour, ancestry, place of origin, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age. A violation of the code of conduct may warrant intervention.

The Board of Education expects each school shall develop, display and annually review a school code of conduct for students that is in compliance with the BC Human Rights Code. This written document shall be made available to the public and filed with the Superintendent on an annual basis and is to guarantee due process and equitable treatment of students.

DISTRICT CODE OF CONDUCT

Board Approved: March 28, 1984

Last Revised: June 19, 2013; January 2017; October 2018; February 2019

Description:

1.0 Members of School Community

1.1 It is expected that all members of the school community (staff, students, parents, and guests) will adhere to the District code of conduct and will:

- respect the rights of others to feel safe and secure in all facilities;
- respect the positive learning environment in schools;
- respect the property of others - private and public in all environments;
- respect the legitimate authority of the school principal and staff;
- respect the diversity of the school community;
- respect the non smoking nature of district schools and property (prohibiting the use of tobacco, cannabis/cannabis products and vapour products);
- not threaten, harass, intimidate or assault, in any way, any person within the school community and in all district environments; (ref: Policy 4390 Bullying and Harassment in Schools)
- not be in possession of weapons, dangerous articles, alcohol, cannabis/cannabis products or illegal drugs while in school or at school functions, or on any school district property;

2.0 School Code of Conduct for Students

2.1 Each school will develop a code of conduct for students, in consultation with staff, parents, and students, that will include the following elements:

- 2.1.1 A statement of purpose that provides a rationale for the code of conduct with a focus on safe, caring and orderly school environments (ref: *Safe, Caring and Orderly Schools: A Guide*)
- 2.1.2 Reference to each of the prohibited grounds of discrimination as set out in section 7 and section 8 of the BC Human Rights Code relative to displays, statements, publications etc. and in any accommodation or service:
 - a) Specifically: race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.
- 2.1.3 Communicate and reinforce clear expectations of student dress and promote an environment free from:
 - a) emotional and physical safety concerns;
 - b) drugs and alcohol;
 - c) obscenity or profanity;

- d) discrimination, including each of the prohibited grounds under the Human Rights code;
 - e) gangs;
 - f) overt sexual or violent content;
 - 2.1.4 Statements about what is acceptable and unacceptable behaviour including threats, harassments, intimidation or assault.
 - 2.1.5 Statements about the consequence of the unacceptable behaviour, which must take account of the student's age, maturity and circumstance:
 - a) Whenever possible and appropriate, focus on consequences that are restorative in nature;
 - b) Principles of fair treatment and the capacity to evaluate each circumstance based on the individual circumstance, rather than arbitrary application of rules.
 - 2.1.6 An explanation that the board will take reasonable steps to prevent retaliation by a person against a student for a complaint in regards to the code of conduct.
 - 2.1.7 An explanation that the school code of conduct applies throughout the school day* which includes break times and any school activity or school sanctioned event, even if it is not held on school property.
 - 2.1.8 May reference the Criminal Code or the School Act and Regulation (including relevant Ministerial Orders).
- 3.0 It is the responsibility of the principal or designate to ensure that members of the school community, while at school or at a school function, have been made aware of the district code of conduct as authorized by the principal and other policies of the Board.
- 4.0 The district code of conduct shall be prominently displayed in the school or in the school handbook and communicated to students, staff, and parents at regular (at least once per school year) intervals.

*School Day = Reasonable length of time to get to and from school. (May vary with home's distance from school.)