



School District No.59 (Peace River South)

Open Board Meeting Agenda

Date: January 16, 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 – December 19, 2018
2. **BUSINESS ARISING**
3. **ESSENTIAL ITEMS**
4. **OTHER PRESENTATIONS**
5. **REPORTS FROM THE SUPERINTENDENT OF SCHOOLS**
 R5.1 – School/Student News
 R5.2 - Student Discipline Reports – December 2018
 R5.3 – International Field Trip (Final Approval)
 R5.4 – Chetwynd French Immersion Update
6. **REPORTS FROM THE SECRETARY-TREASURER**
 R6.1 –Funding Model Review Update
 R6.2 - Finance Reports
 R6.3 – 2018-19 Amended Operating Budget Update
7. **TRUSTEE ITEMS**
 R7.1 – BCSTA Update – T. Jones
 R7.2 – Pouce Coupe Council Meeting Update – C. Anderson
8. **COMMITTEE REPORTS**
 R8.1 – Policy Committee
 For Repeal:
 - Policy 3010: Hiring and Transfer of School-based Teaching and Education Support Staff
 - Policy 3140: In District Conferences - Teachers
9. **DIARY**
10. **QUESTION PERIOD**
11. **FUTURE BUSINESS / EVENTS**
 12.1 – Open Board Meeting – February 20, 2019 (Dawson Creek)



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: December 19, 2018 - 1:05 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
M. Panoulas, Secretary-Treasurer
R. Schwartz, Recording Secretary

Guests: E. Fitzpatrick, PRSTA

Media: A. Cozicar, Dawson Creek Mirror

Called to Order – 1:05 PM

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

APPROVAL OF AGENDA

Additions: R7.4 Pro-D Committee
R7.5 Chetwynd Public Library Letter

Deletions:

(2018-12-004)
MOVED/SECONDED – Anderson/Lalonde
THAT, the Regular Meeting agenda be approved as printed.
CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – November 21, 2018

The Chair asked for any corrections to the minutes.

(2018-12-005)

The Chair declared the minutes of the open meeting November 21, 2018 approved as distributed.

R1.2 Excerpts Closed Board Meeting – November 21, 2018

(2018-12-006)

The Chair declared the excerpts of the closed meeting on November 21, 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:

- Elementary School teachers have been developing report cards
- Schools have been hosting concerts and various celebrations before the Winter Break
- DCSS-SP Campus is hosting a teacher-student hockey game to be held at the Memorial Arena on Thursday, December 20, 2018

R5.2 Student Discipline Report

The student discipline report for the month of November was reviewed. A total of 43 suspensions were reported. Following is a breakdown of the main offences:

- | | |
|------------------------|----|
| ○ Safety of Others: | 17 |
| ○ Controlled Substance | 11 |
| ○ Fighting | 6 |
| ○ Non-Compliance | 6 |

R5.3 Montessori Review Update

The Superintendent reviewed the next steps of the Montessori program review. The Superintendent has developed a rubric to use as a tool in reviewing the program. The review will begin in January and will comprise of input from staff, parents, and students along with classroom observations and self-assessments. The review is expected to be completed by June 2019.

R5.4 Tripartite Agreement

The Provincial Government, Federal Government of Canada, and First Nations Steering Committee (FNESC) have signed an agreement supporting First Nation student success. The parties are committed to working together to close the gap between First Nation students and non-First Nation students through continuous improvement in educational outcomes. In School District No.59, 1100 students self-identify as Aboriginal, of those, 200 identify as First Nation status living on reserve. The tripartite agreement includes a requirement that school districts develop both a transportation agreement and learning enhancement agreement specific to First Nation students living on reserve.

The school district's role is to work collaboratively with the First Nation bands in the district (West Moberly First Nation and Saulteau First Nation) to create Learning Enhancement Agreements. The parties will also work together to ensure First Nation students living on reserve have transportation services to public schools.

The Learning Enhancement Agreement is an additional agreement outside of the Aboriginal Education Enhancement Agreement the school district developed in partnership with the Aboriginal Advisory Councils in 2016. Meetings with the West Moberly First Nation and Saulteau First Nation bands will begin in January 2019.

The Learning Enhancement Agreements are linked to the federal funding which does not include the targeted provincial funding that school district's receive for Aboriginal Education.

Meetings with the bands will start in January and will be outside of the regular Aboriginal Council Meetings.

R5.5 Field Trip Request

The Board reviewed a field trip request from the Dawson Creek Secondary South Peace Campus principal for a field trip to Winnipeg, Manitoba to the Canadian Museum of Human Rights. The field trip would provide approximately ten to fifteen Grade 11 and 12 students a unique opportunity to gain experiential learning to support their classroom studies. The school will be involved in choosing the curriculum to be presented at the museum for the field trip.

The field trip request does not meet the time line of the field trip application process as outlined in the District Field Trip Handbook; however, the board considered the request under special circumstances as it was an outside organization that recently brought forward the request to the school.

(2018-12-007)

MOVED/SECONDED – Lalonde/Gulick

THAT, the board give approval in principle for the field trip to Winnipeg, Manitoba to the Human Rights Museum in February 2019 and planning for the trip may proceed.

CARRIED UNANIMOUSLY

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Amended Operating Grant 2018-19

The secretary Treasurer presented the Amended Operating Grant for the 2018-19 year. The student base allocation increased by \$831,000, this is in direct relation to the increase in student enrolment. This increase in funding resulted in the loss of \$730,000 in funding protection.

R6.2 Chetwynd Transportation Meeting Update

A meeting was held in Chetwynd with various stakeholders to discuss the concerns of the bus and parent parking area in front of Windrem Elementary and Chetwynd Secondary School. It was beneficial to have all stakeholders in one meeting to discuss the concerns and possible solutions, although, it is apparent with the District of Chetwynd file dating back to 1985 there is no obvious solution.

Later in the day, the Secretary-Treasurer and other district staff did have the chance to view the area in front of Windrem Elementary during the school bus transfer period and did observe many students getting off buses and crossing the road to get picked up by their parent without watching for vehicles. The students that were crossing the road were not transferring onto other buses, they were using the transfer station as a location for parents to pick them up. The Secretary-Treasurer has recommended to school Principals to stress with their students the proper safety precautions when crossing a busy street. It was also noted, the congestion in the area could be decreased if parents picked up their children at their attending school.

There are many school parking lots throughout the school district that struggle to accommodate bus, staff and parent parking and the school district needs to consider these other parking lot/transfer area stations as well. The district will be installing a time-lapse camera to view the bus area in front of Windrem and Chetwynd Senior Secondary during the transfer period to obtain data that reflects the situation over a period of several days. This will ensure the situation is appropriately assessed and allows the district to make decisions that are in consideration of the whole school district.

Director of Operations, Wade Simlik, will be assessing the ideas presented, including determining the feasibility and effectiveness.

R6.3 BCSTA Survey Results

The Secretary Treasurer reported the annual BCSTA survey results.

R6.4 Signing Authority

The board approved the following motions in relation to signing restriction and authority:

(2018-12-008)

MOVED/SECONDED – Gulick/Hillton

THAT, the board approve the signing restriction of all cheques drawn in the name of School District No.59 (Peace River South) be any two to sign.

CARRIED UNANIMOUSLY

(2018-12-009)

MOVED/SECONDED – Borton/Jones

THAT, the board approve to change the signing authority roles from Board Chair and Board Vice-Chair to Trustee.

CARRIED UNANIMOUSLY

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Jones

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

R7.2 Devereaux/Parkland Gyms – T. Jones

Trustee Jones received an email from a member of the Parkland PAC concerned the district deemed the school gyms to be unsafe to play league basketball games.

The Superintendent reported the district did not deem the gyms to be unsafe. Some concerns were brought forward at the end of the basketball season last year about the safety issues of playing in the smaller gyms. A committee, which includes stakeholders from the basketball league and both schools have been discussing options for playing in the smaller gyms. Both schools were involved in the final decisions and everyone seems to be satisfied with the outcome.

R7.3 Letter from Don Titus – C. Hillton

Trustee Hillton presented a letter received from Don Titus PAC group.

The Secretary-Treasurer reported the Don Titus Proposed School Closure review is a very complex and unique situation and would like to extend the review process to allow additional time for the review process; therefore, the Secretary-Treasurer reported a recommendation for school closure at the end of the 2018/19 school year will not be brought forward and the school will remain open for at least the 2019-20 school year.

R7.4 Pro-D Committee – T. Ziemer

The Board appointed the following trustees to a Professional Development Committee.

- o Jennifer Lalonde
- o Becky Borton
- o Tamara Ziemer
- o Roxanne Gulick (Alternate)

R7.5 Chetwynd Public Library Letter

The Chetwynd Public Library Board, in partnership with the District of Chetwynd and Peace River Regional District are working together to submit a grant application for the construction of a new facility. A request was made for a letter of support.

(2018-12-010)

MOVED/SECONDED - Lalonde/Borton

THAT, the board write a letter in support for the Chetwynd Public Library project.

CARRIED UNANIMOUSLY

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The policy committee appointed Trustee Anderson as committee chair. Trustee Anderson reported the policy committee met for the first time since the election of the new board and prioritized the list of policies that have been identified for revisions. The policy committee will bring recommendations the board as they are ready to be circulated.

Policies for Adoption:

Policy 3160: Drugs and Alcohol and Policy 3180: Smoking and Smoke Free Spaces were circulated for feedback. No feedback was received, the policies were brought forward for approval.

(2018-12-011)

MOVED/SECONDED - Hillton/Jones

THAT, the board approve Policy 3160: Drugs and Alcohol and Policy 3180: Smoking and Smoke Free Spaces as presented.

CARRIED UNANIMOUSLY

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 – January 16, 2019 – Dawson Creek

ADJOURNMENT

(2018-12-012)

MOVED – Lalonde

THAT, the Regular Meeting be terminated. (2:50 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(T. Ziemer) Board Chair

(M. Panoulis) Secretary Treasurer



School District No.59 (Peace River South)

January 8th, 2019

**SD59 Peace River South
December 2018
Student Discipline Report**

December Suspensions:	
Controlled Substance	4
Fighting	8
Instigating	3
Non-Compliance	6
Safety of Others	5
Vandalism	1
Weapons	1
Total	28

Submitted by:

Mike Readman
Director of Instruction

School District 59 Discipline Report
for December, 2018.

Legend

Bullying <----- suspension category

1/8/2019

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

School and Month

suspensions this year ----->

1/8/2019[illegible]

School District 59 Discipline Report for December, 2018.

Legend

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

1/8/2019

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
December 2018	0 0	0 0	6 13	0 0	0 0	0 0	4 6	0 0	3 3	0 0	0 0	0 0	0 0	0 0	13 22
FTEs Totals To Date	0 0	0 0	8 14	0 0	0 0	0 0	7 9	0 0	35 45	0 0	0 0	0 0	0 0	0 0	50 68

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
December 2018	0 0	0 0	2 6	0 0	0 0	3 9	0 0	0 0	1 3	0 0	0 0	0 0	0 0	1 1	7 19
Totals To Date	0 0	5 17	3 11	0 0	0 0	3 9	1 1	3 9	2 4	0 0	0 0	0 0	0 0	1 5	18 56

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
December 2018	0 0	0 0	0 0	0 0	0 0	0 0	2 6	0 0	1 3	0 0	0 0	0 0	1 2	0 0	4 11
Totals To Date	0 0	6 15	3 15	2 4	0 0	0 0	5 13	2 3	10 18	0 0	2 4	0 0	1 2	0 0	31 74

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
December 2018	0 0	4 16	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	4 16
Totals To Date	0 0	12 41	7 35	0 0	0 0	0 0	1 3	2 2	4 16	3 6	1 3	0 0	0 0	0 0	30 106

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
December 2018															
Totals To Date	0 0	1 1	0 0	0 0	0 0	0 0	1 1	2 2	1 1	0 0	0 0	0 0	0 0	0 0	5 5

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
December 2018	0 0	4 16	2 6	0 0	0 0	3 9	2 6	0 0	2 6	0 0	0 0	0 0	1 2	1 1	15 46
FTEs Totals To Date	0 0	24 74	13 61	2 4	0 0	3 9	8 18	9 16	17 39	3 6	3 7	0 0	1 2	1 5	84 241

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
December 2018	0 0	4 16	8 19	0 0	0 0	3 9	6 12	0 0	5 9	0 0	0 0	0 0	1 2	1 1	28 68
FTEs Totals To Date	0 0	24 74	21 75	2 4	0 0	3 9	15 27	9 16	52 84	3 6	7 3	0 0	1 2	1 5	134 309



School District No.59 (Peace River South)

January 8, 2019

To: The Board of Education

Re: Final approval for a student field trip to Peru from March 18th to March 30th, 2019

This letter is to inform you that the Me-to-We trip to Peru planned by Meghan Corcoran, teacher at Dawson Creek Secondary School, is ready for your final approval.

The trip includes 4 grade ten – twelve students from Dawson Creek Secondary School. This group will be joining another Me-to-We student group from Prince George, as well as one other Me-to-We student from Kelowna. The itinerary has students traveling to Lima, Cuzco, and Manchu Picchu. The final confirmed trip dates are March 18th to March 30th, 2019. The entire trip occurs during the two-week Spring Break, so students and staff will not miss any scheduled school days. Jeff Corcoran, Vice-Principal at Ecole Frank Ross, will be on the trip 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

FUNDING MODEL REVIEW

Improving Equity and Accountability

Why it was needed

- The manner in which funding is allocated to school districts has not changed since 2002.
- Many other jurisdictions have made changes to their funding models to align with modern education pedagogy or the redesigned provincial curriculum and graduation requirements
- The funding formula and allocation methodology has become increasingly complex over the years. This has resulted in focus on adequacy of funding rather than on the services needed for individual students and educational outcomes.
- No unified structure for reporting on education goals and outcomes to the Ministry of Education or the public.
- Significant resources are currently being used to assess and report on students with special needs.

The Process

- February 2018 a seven-membered Independent Funding Model Review Panel was established to review and provide recommendations to the way funding is allocated
- Panel travelled across the province for regional meetings with all 60 districts, two surveys were administered to 350 sector stakeholders
- They considered a wide range of domestic and international research on education funding models
- Goal was to provide a framework for achieving even better results for all students in BC, particularly those who are vulnerable or who have lower achievement results
- Panel has delivered 22 recommendations that will require changes by government, Board of Education and school district staff.

Recommendations – Equity of Educational Opportunity

1. The Ministry should allocate funding for specific needs first, and then allocate the remainder of funding based on a per-student amount.
 - Targeted funding for indigenous students
 - Unique school district characteristics
 - Inclusive education
2. The Ministry should retain targeted funding for self-identified Indigenous learners and maintain a minimum level of spending
3. The Ministry should work with FNEESC to support the continuous improvement of outcomes for Indigenous learners, particularly determining whether changes are needed to the policies that govern the use of indigenous students targeted funding envelope.

Recommendations – Equity of Educational Opportunity

4. The Ministry should consolidate and simplify existing geographical funding supplements, the supplement for salary differential and relevant grants outside the block into a single supplement with two components
 - Unique school district characteristics
 - Unique school characteristics
5. The Ministry should replace all current supplements for enrollment decline and funding protection with a new, transitional, mechanism that allows school districts to manage the impact of enrollment decline over a three year rolling period
6. The Ministry should create a single Inclusive Education Supplement with two components
 - Students requiring high-costs supports
 - Remaining inclusive education funds should be allocated to school districts through a prevalence-based model

Figure 2. Unique School District Funding: Current vs New

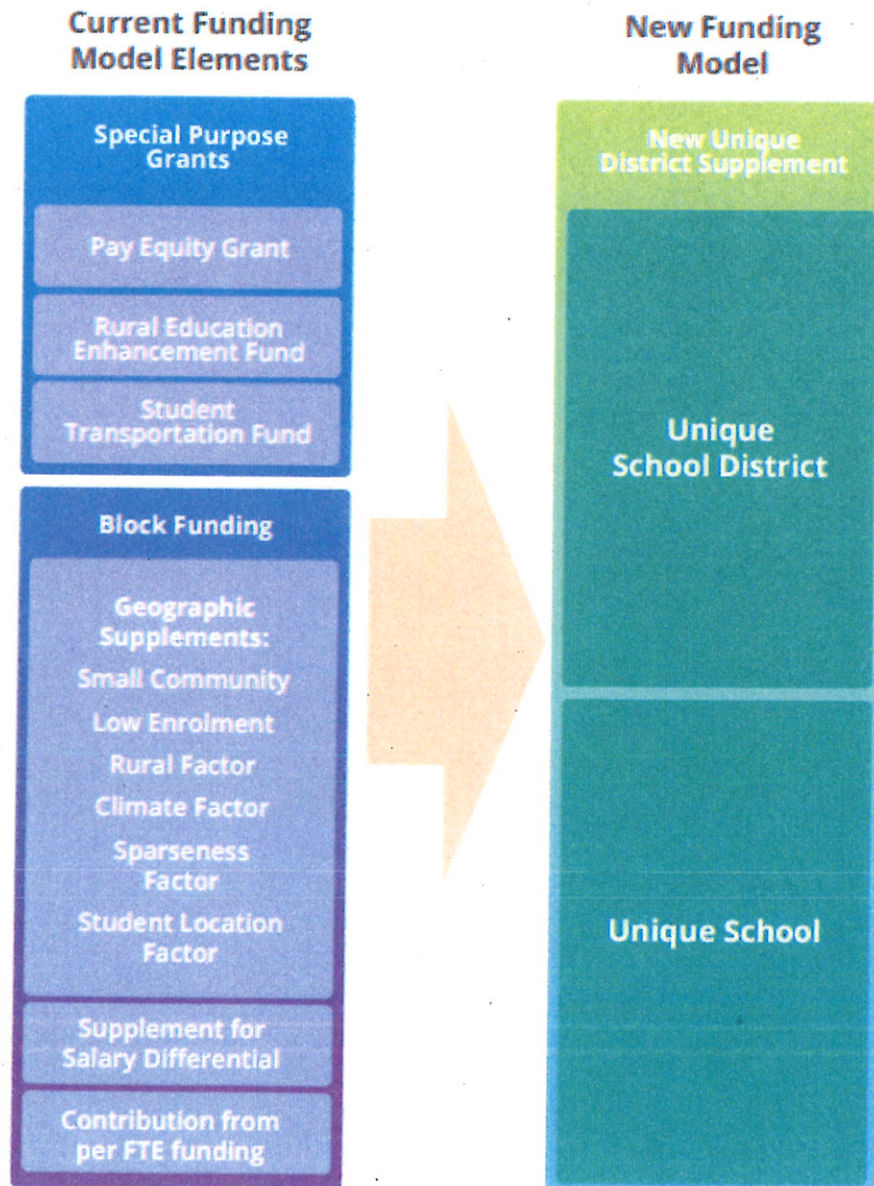
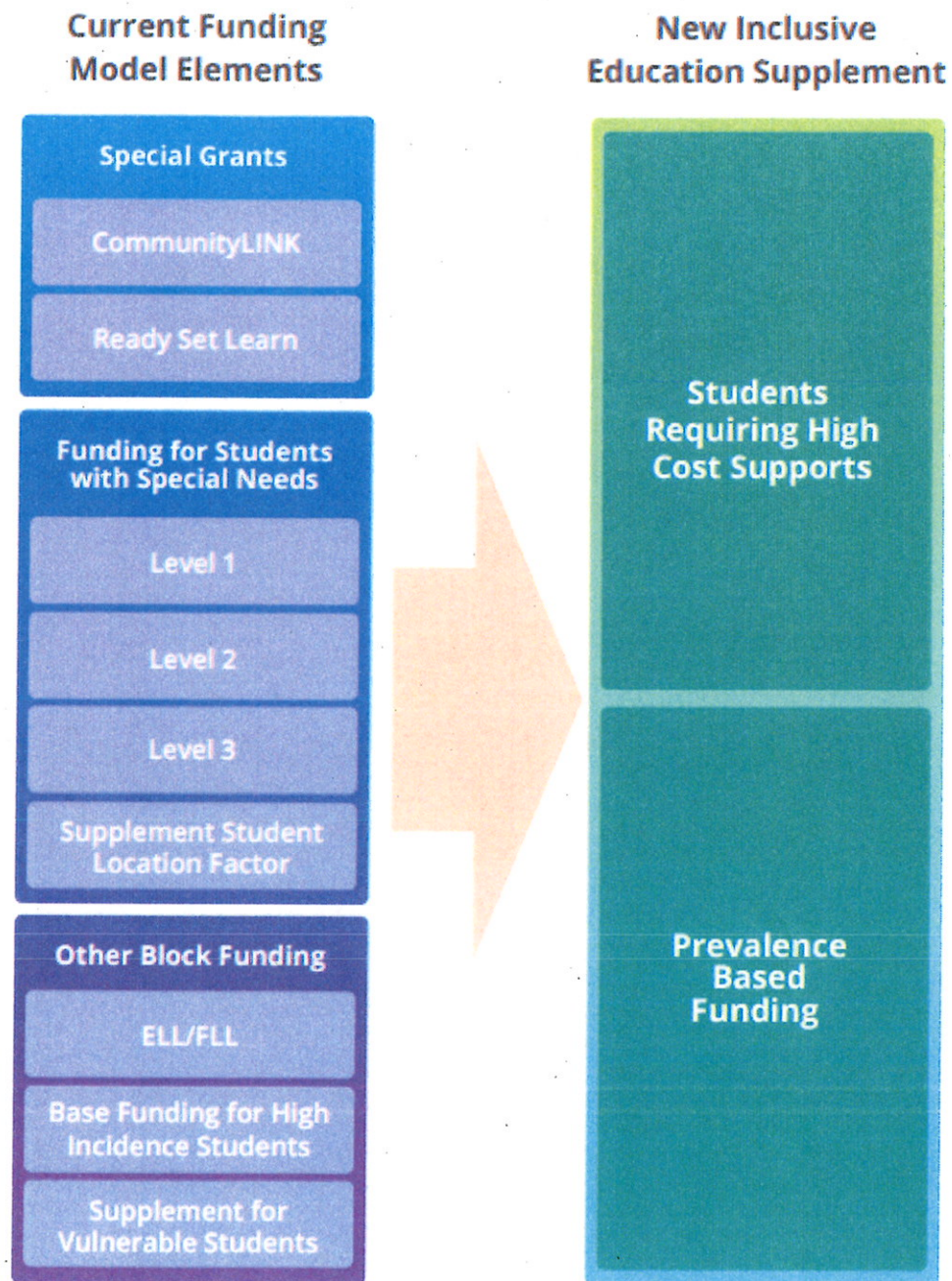


Figure 4. Unique Student Funding: Current vs New



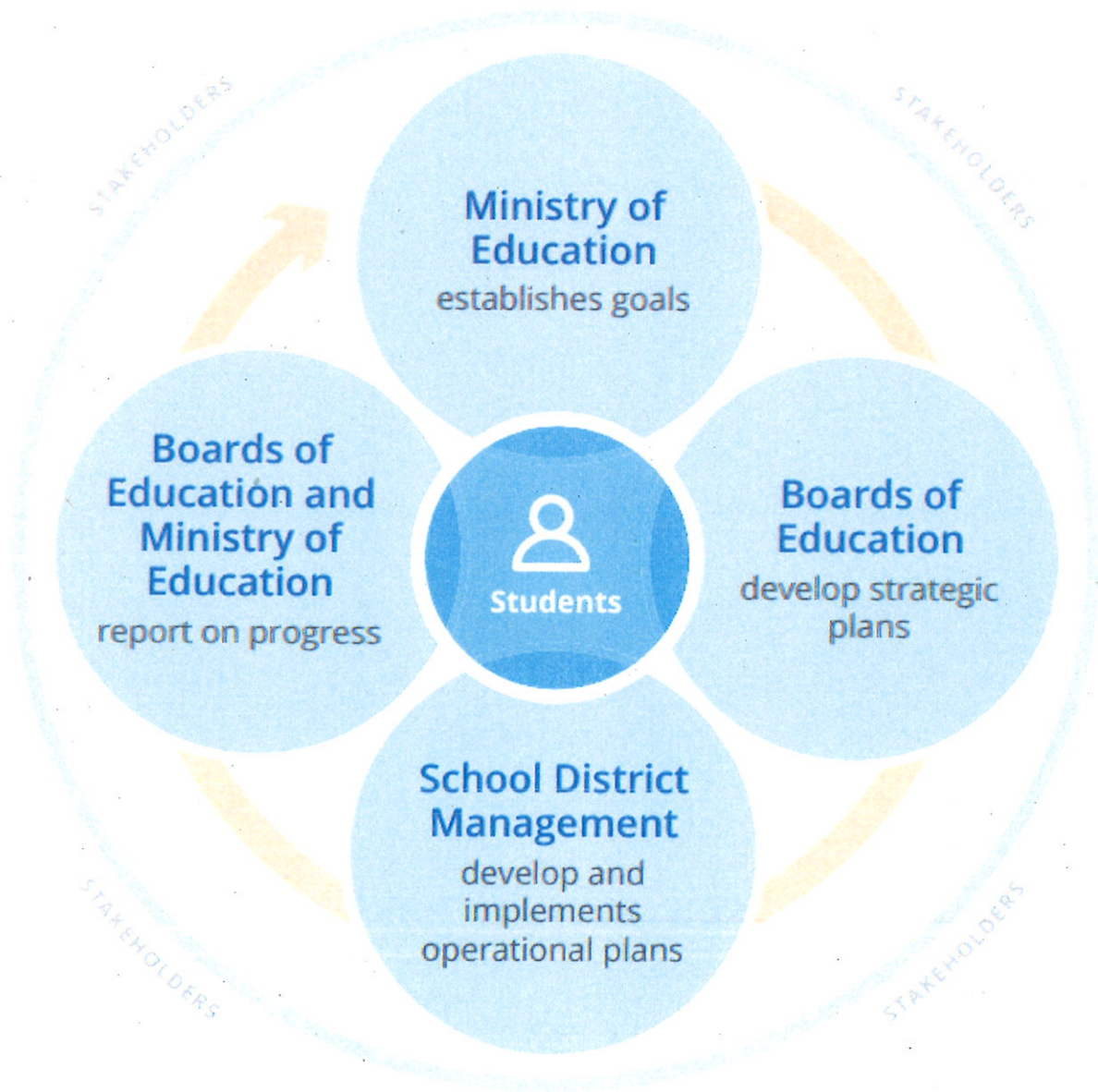
Recommendations – Equity of Educational Opportunity

7. The Ministry, working with the CSF School District, should develop a unique school district factor that recognizes the special characteristics of this province-wide school district.
8. The Ministry should eliminate the Classroom Enhancement Fund and allocate this funding as part of school district operating grants, this will require negotiated changes to collective agreement provisions.
9. The Ministry should base funding allocations on the number of students, rather than on the number of courses being taken.
10. With a shift to a per-student based funding model, the Ministry should develop a new policy and program delivery model for Distributed Learning.
11. Funding should remain course-based for adult learners and summer school

Recommendations - Accountability

12. The Ministry should establish a provincial accountability and reporting framework that would include common principles and templates.
 - should detail 3-5 broad system-wide goals that are specific, measurable and focused on student outcomes
 - Ministry should monitor progress against these goals and work directly with school districts that are experiencing difficulty in meeting their objectives
13. Boards of Education should be required to develop Strategic Plans that are based on the broad goals established by the Ministry, with the flexibility to add additional goals based on local priorities.
14. Boards of Education should be required to strengthen their planning process in the following ways
 - School district management should develop operational plans to deliver on goals across a range of areas
 - School district management should be required to issue a year-end report describing results achieved and how resources were utilized

Figure 6. K-12 Public Education Accountability Process



Recommendations - Accountability

15. Consistent with shift to supporting student improvement and learning, the Ministry should:
 - Shift the focus of the Compliance Audit Program from purely financial to a quality assurance emphasis
 - Defer the recovery of funding for one year
16. The Ministry should provide ongoing provincial leadership and support to help strengthen governance and management capacity at all leadership levels in school districts.
17. The Ministry should expand its workforce planning project and work with school districts to establish a provincial K-12 human capital plan.

Recommendations – Financial Management

18. The Ministry should identify net cost pressures and new programs expenditures and, as part of the annual provincial budget process, bring them forward to Treasury Board for consideration.
19. To support multi-year financial planning:
 - Government should issue three year operating funding to Boards of Education
 - School districts should be required to develop three-year financial plans
20. The Ministry should establish clear provincial policies on reserves to ensure consistent and transparent reporting, while maintaining school districts' ability to establish reserves
21. There should be no change in the way locally-generated revenues are treated by the Ministry when calculating operating funding for school districts.
22. In the absence of dedicated funding for some capital expenditures the ministry should:
 - Provide funding for expenditures currently not reflected in the capital program
 - Clarify which items are ineligible and ensure school districts are able to save for these purchases on their own

Next Steps

- Many boards have requested an in-depth involvement in the next stage of this process which requires a more detailed modelling and the determination of individual school district allocations
 - It is the Panel's opinion that undertaking another open-ended consultation will result in significant delays
- The Ministry will need to complete modelling of allocations based on the recommendations and develop a transitional plan
- The Ministry should ensure that no Board of Education is unreasonably affected by the changes.
- The Ministry should take the time to explain the new model to all stakeholders, and after implementation, monitor for any unintended consequences

Board Variance Report - Schools

December 31, 2018

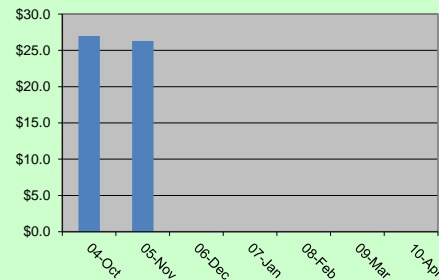
YTD Surplus (\$000's):

CANALTA (101)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$537	\$517	\$20
Supp.Staff	149	146	3
Disc.Subs	8	19	-11
Supp & Serv.	28	14	14
Total	722	695	26

Underbudget 3.6%

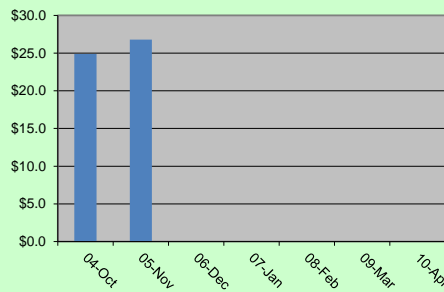


CHETWYND SECONDARY (111)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$631	\$608	\$23
Supp.Staff	131	135	-4
Disc.Subs	4	13	-8
Supp & Serv.	80	63	17
Total	847	820	27

Underbudget 3.2%

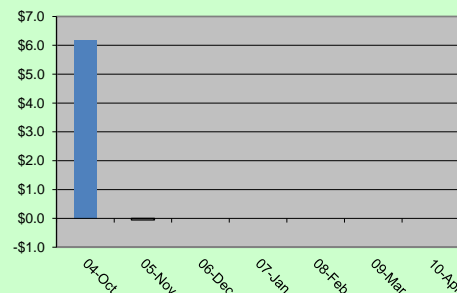


CRESCENT PARK (103)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$478	\$478	-\$1
Supp.Staff	125	125	0
Disc.Subs	5	9	-4
Supp & Serv.	18	13	5
Total	626	626	0

Overbudget 0.0%

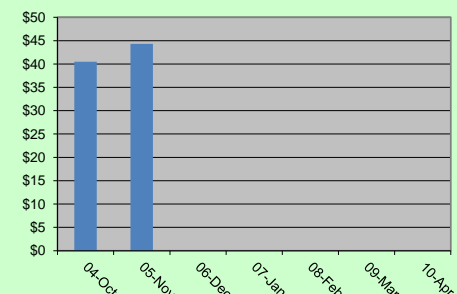


DAWSON CREEK SECONDARY (108)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,252	\$1,232	\$20
Supp.Staff	280	285	-5
Disc.Subs	15	24	-9
Supp & Serv.	189	151	38
Total	1,736	1,692	44

Underbudget 2.6%



Board Variance Report - Schools

December 31, 2018

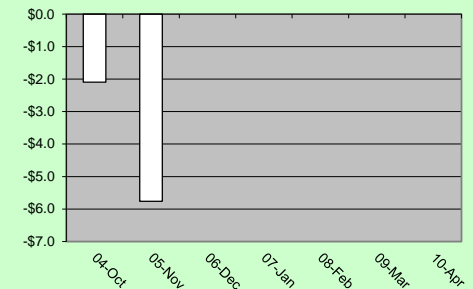
YTD Surplus (\$000's):

DEVEREAUX (114)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$264	\$261	\$3
Supp.Staff	50	52	-2
Disc.Subs	1	3	-2
Supp & Serv.	6	11	-4
Total	321	327	-6

Overbudget 1.8%

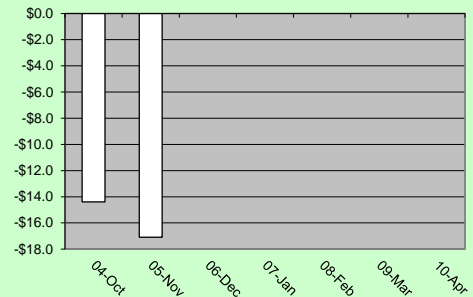


DON TITUS (113)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$226	\$225	\$0
Supp.Staff	76	88	-12
Disc.Subs	8	6	1
Supp & Serv.	14	21	-7
Total	323	340	-17

Overbudget 5.3%

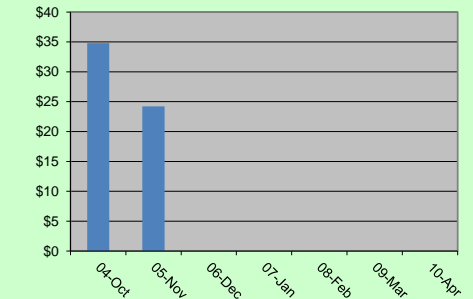


FRANK ROSS (105)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$1,054	\$1,026	\$28
Supp.Staff	202	197	5
Disc.Subs	13	21	-8
Supp & Serv.	29	30	-1
Total	1,298	1,274	24

Underbudget 1.9%

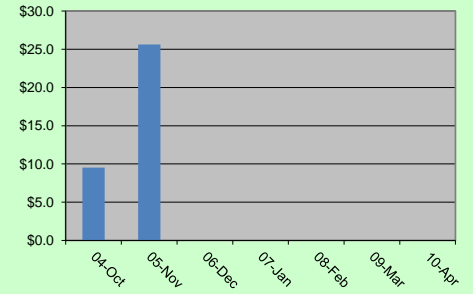


LITTLE PRAIRIE (131)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$558	\$534	\$24
Supp.Staff	79	58	21
Disc.Subs	2	8	-7
Supp & Serv.	7	19	-12
Total	645	620	26

Underbudget 4.0%



Board Variance Report - Schools

December 31, 2018

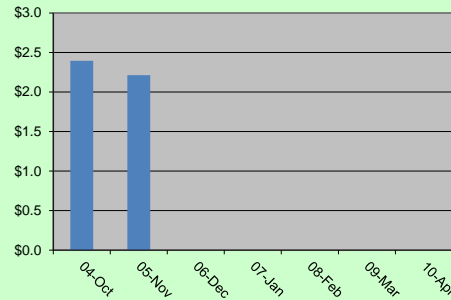
YTD Surplus (\$000's):

MCLEOD (119)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$156	\$159	-\$3
Supp.Staff	7	7	0
Disc.Subs	1	0	1
Supp & Serv.	7	3	4
Total	172	169	2

Underbudget 1.3%

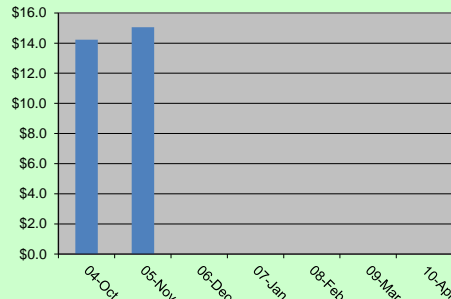


MOBERLY LAKE (118)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$132	\$129	\$3
Supp.Staff	29	28	1
Disc.Subs	5	3	2
Supp & Serv.	17	8	9
Total	183	168	15

Underbudget 8.2%

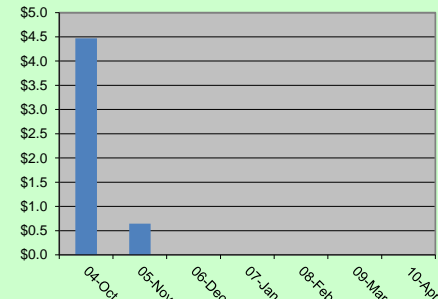


PARKLAND (124)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$178	\$177	\$1
Supp.Staff	40	43	-3
Disc.Subs	2	3	-1
Supp & Serv.	6	3	3
Total	226	225	1

Underbudget 0.3%

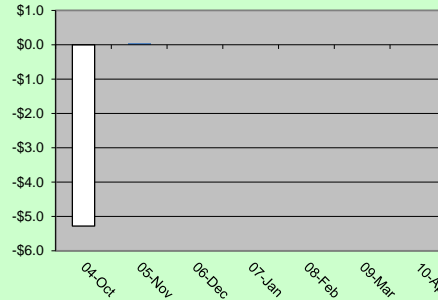


PEACEVIEW (132)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$81	\$81	\$0
Supp.Staff	4	4	0
Disc.Subs	0	0	0
Supp & Serv.	5	5	0
Total	90	89	0

Underbudget 0.1%



Board Variance Report - Schools

December 31, 2018

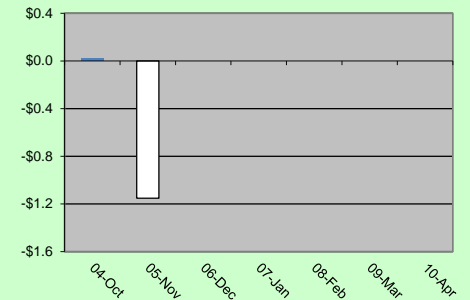
YTD Surplus (\$000's):

POUCE COUPE (110)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$318	\$311	\$7
Supp.Staff	61	61	0
Disc.Subs	5	6	-1
Supp & Serv.	14	21	-7
Total	398	399	-1

Overbudget 0.3%

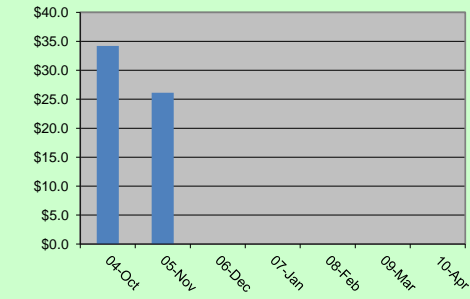


CENTRAL MIDDLE (102)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$823	\$783	\$40
Supp.Staff	\$183	\$189	-6
Disc.Subs	\$16	\$37	-21
Supp & Serv.	\$54	\$41	13
Total	1,075	1,049	26

Underbudget 2.4%

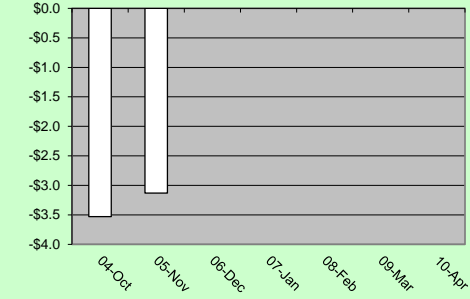


SP DIST LEARNING (138)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$169	\$178	-\$9
Supp.Staff	18	19	-1
Disc.Subs	2	0	2
Supp & Serv.	19	14	5
Total	209	212	-3

Overbudget 1.5%

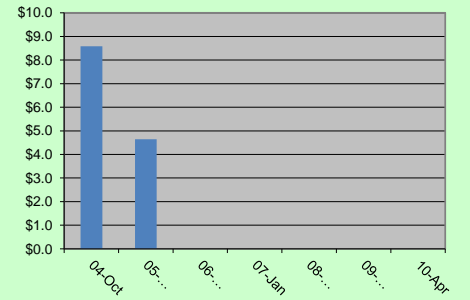


SOUTH PEACE ELEMENTARY (125)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$47	\$22	\$25
Supp.Staff	14	15	-1
Disc.Subs	0	21	-21
Supp & Serv.	6	4	2
Total	67	62	5

Underbudget 7.0%



Board Variance Report - Schools

December 31, 2018

YTD Surplus (\$000's):

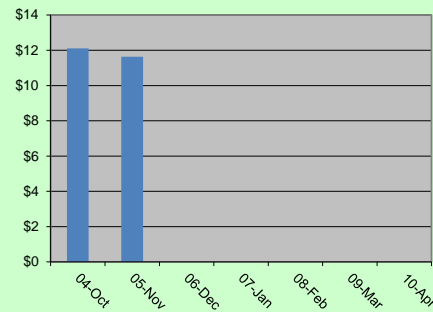
Actual Budget

TREMBLAY (109)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$442	\$437	\$5
Supp.Staff	91	94	-3
Disc.Subs	8	9	-1
Supp & Serv.	34	23	11
Total	575	563	12

Underbudget 2.0%

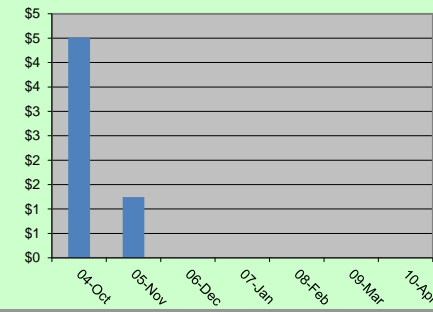


TUMBLER RIDGE ELEMENTARY (129)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$528	\$525	\$3
Supp.Staff	73	73	0
Disc.Subs	2	3	-1
O&M	14	14	0
Total	616	615	1

Underbudget 0.2%



Board Variance Report - Schools

December 31, 2018

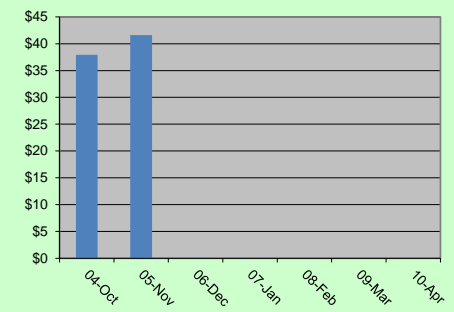
YTD Surplus (\$000's):

TUMBLER RIDGE SECONDARY (127)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$390	\$354	\$36
Supp.Staff	103	107	-4
Disc.Subs	7	12	-5
Supp & Serv.	33	18	15
Total	533	491	42

Underbudget 7.8%

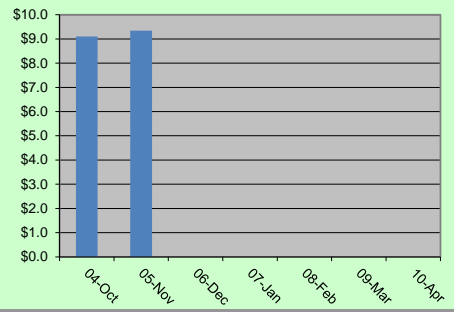


WINDREM (112)

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$226	\$223	\$3
Supp.Staff	38	42	-3
Disc.Subs	4	1	3
Supp & Serv.	11	5	6
Total	280	271	9

Underbudget 3.3%

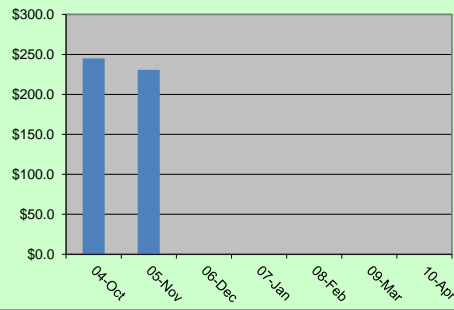


TOTAL ALL SCHOOLS

Year-To Date Results:

	Budget	Actual	Variance
Prof.Staff	\$8,488	\$8,261	\$228
Supp.Staff	1,754	1,770	-16
Disc.Subs	108	197	-89
Supp & Serv.	590	482	108
Total	10,940	10,710	231

Underbudget 2.1%



Board Variance Report - Revenues

December 31, 2018

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

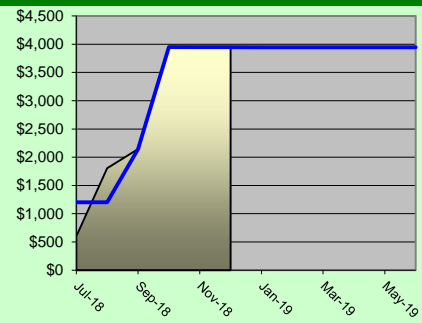
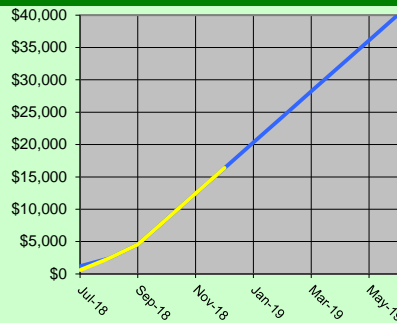
Monthly Revenues (\$000's):

BASE OPERATING GRANT

Year-To Date Results:

Budget	Actual	Variance
\$16,394	\$16,394	\$0

Overbudget 0.0%

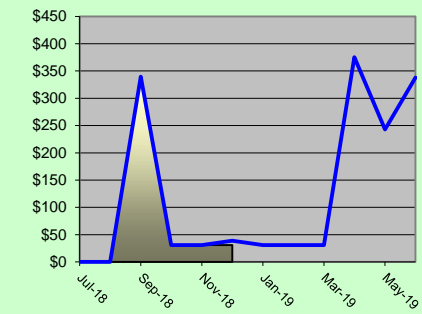
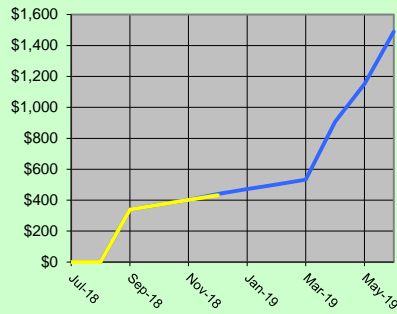


OTHER MoEd GRANTS

Year-To Date Results:

Budget	Actual	Variance
\$440	\$432	-\$8

Underbudget 1.9%

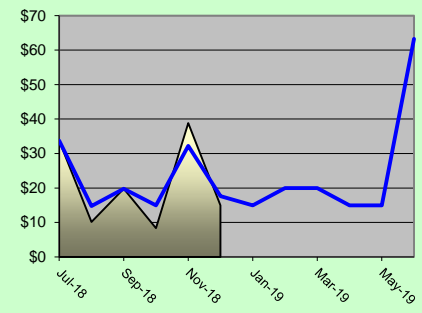
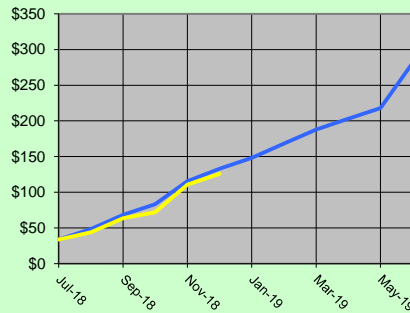


GRANTS-OTHER PROV.MINISTRIES

Year-To Date Results:

Budget	Actual	Variance
\$133	\$126	-\$7

Underbudget 5.5%

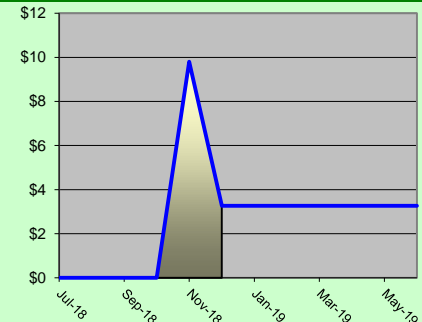
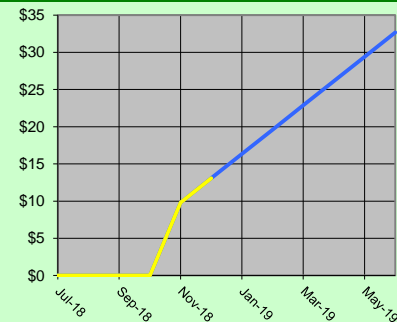


NON-RESIDENT TUITION

Year-To Date Results:

Budget	Actual	Variance
\$13	\$13	\$0

Overbudget 0.0%

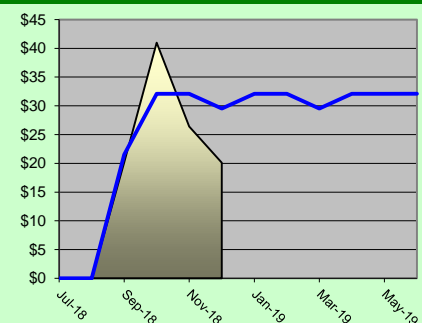
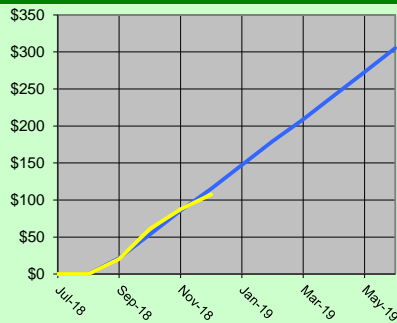


SECONDED/SUBSTITUTE TEACHER

Year-To Date Results:

Budget	Actual	Variance
\$115	\$108	-\$8

Underbudget 6.6%



Board Variance Report - Revenues

December 31, 2018

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

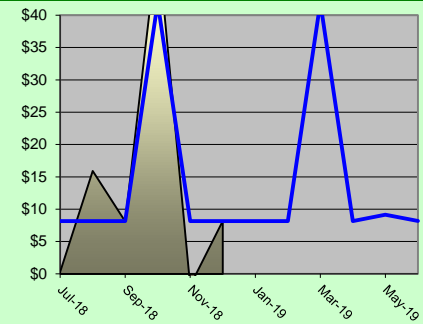
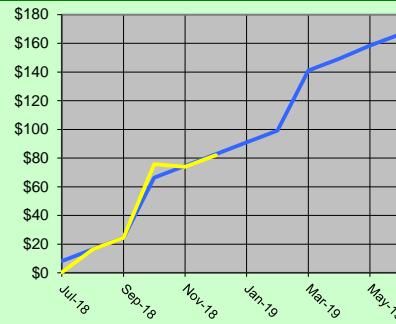
Monthly Revenues (\$000's):

RENTALS/LEASES

Year-To Date Results:

Budget	Actual	Variance
\$83	\$82	-\$1

Underbudget 0.9%

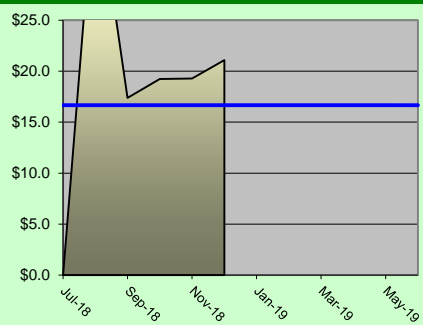
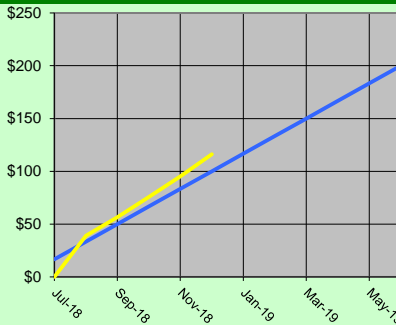


INTEREST INCOME

Year-To Date Results:

Budget	Actual	Variance
\$100	\$116	\$16

Overbudget 16.2%

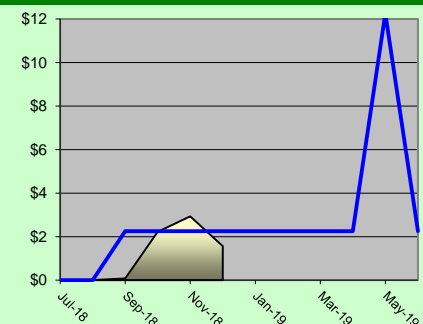
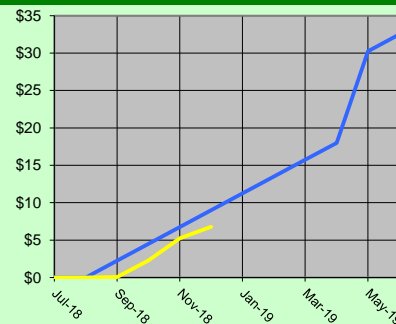


OTHER REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$9	\$7	-\$2

Underbudget 24.6%

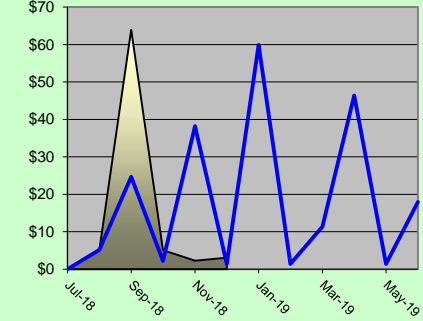
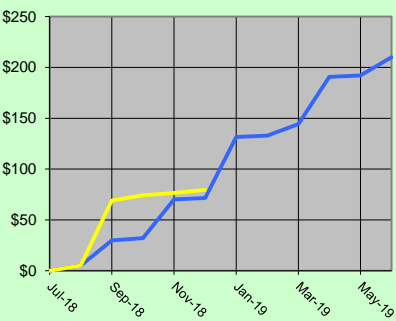


MISCELLANEOUS REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$72	\$80	\$8

Overbudget 11.1%

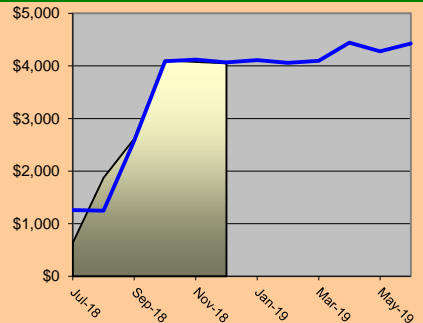
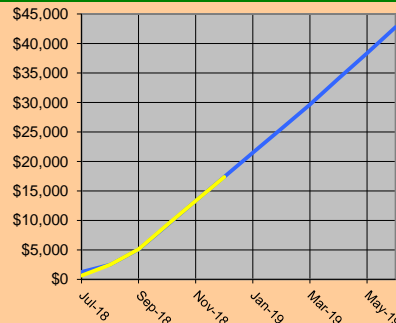


TOTAL REVENUE

Year-To Date Results:

Budget	Actual	Variance
\$17,359	\$17,357	-\$2

Underbudget 0.0%



STATEMENT OF REVENUE AND EXPENSE- YEAR-TO-DATES

	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
REVENUE						
Provincial Grants - Min. of Ed.	601,236	1,803,707	4,889,156	8,868,056	12,846,955	16,825,854
Provincial Grants - Other	33,768	43,943	63,711	72,044	110,868	125,823
Federal Grants	0	0	0	0	0	0
Other Revenue	523	5,671	89,818	142,720	206,193	238,305
Rentals & Leases	320	16,230	24,345	75,662	73,827	81,992
Investment Income	0	39,151	56,530	75,761	95,053	116,153
Transfers	0	0	0	0	0	0
TOTAL REVENUE	<u>635,848</u>	<u>1,908,701</u>	<u>5,123,561</u>	<u>9,234,243</u>	<u>13,332,896</u>	<u>17,388,128</u>
EXPENSE						
Salaries						
Teachers	-438	-438	1,442,445	2,920,502	4,370,285	5,839,981
Principals & Vice Principals	246,276	504,488	762,700	1,020,484	1,278,696	1,536,909
Educational Assistants	65,837	88,162	218,258	557,262	782,558	1,001,744
Support Staff	364,825	576,928	972,112	1,675,377	2,135,666	2,607,811
Other Professionals	146,194	276,503	413,053	556,578	694,170	831,875
Substitutes	14,626	34,511	172,662	389,168	556,661	702,221
	<u>837,320</u>	<u>1,480,154</u>	<u>3,981,230</u>	<u>7,119,370</u>	<u>9,818,036</u>	<u>12,520,539</u>
Employee Benefits	<u>137,814</u>	<u>230,853</u>	<u>766,912</u>	<u>1,375,832</u>	<u>1,910,571</u>	<u>2,448,062</u>
Total Salaries & Benefits	<u>975,133</u>	<u>1,711,007</u>	<u>4,748,142</u>	<u>8,495,202</u>	<u>11,728,607</u>	<u>14,968,602</u>
Services & Supplies						
Services	155,170	197,160	293,079	468,469	579,374	707,642
Student Transportation	-1,402	-1,402	75,978	183,247	300,496	380,740
Prof. Development and Travel	2,728	32,892	66,985	133,450	162,127	212,132
Rentals and Leases	732	732	2,584	4,280	9,294	11,010
Dues and Fees	70,050	90,356	123,349	126,442	189,959	195,457
Insurance	41,343	41,463	107,983	108,942	109,139	109,139
Supplies	282,740	389,762	605,164	832,454	1,029,941	1,209,180
Utilities	-1,475	119,387	183,913	307,984	430,905	533,050
	<u>549,885</u>	<u>870,350</u>	<u>1,459,035</u>	<u>2,165,267</u>	<u>2,811,234</u>	<u>3,358,350</u>
TOTAL EXPENSES	<u>1,525,019</u>	<u>2,581,356</u>	<u>6,207,177</u>	<u>10,660,469</u>	<u>14,539,841</u>	<u>18,326,951</u>
NET REVENUE (EXPENSE)	<u>-889,171</u>	<u>-672,655</u>	<u>-1,083,616</u>	<u>-1,426,226</u>	<u>-1,206,945</u>	<u>-938,824</u>



School District No.59 (Peace River South)

January 10, 2019

School District #59 Trustees

RE: 2018/19 Amended Operating Budget Update

In the December 2018 Board meeting I presented an update on the Amended Operating Grant. The student base allocation increased by \$831,374, this is in direct relation to the increase of 112.8 FTE in student enrollment. This increase resulted in a decrease in funding protection of \$729,762.

Due to the loss in funding protection per student funding is at \$10,998, this is the lowest it has been since 2012/13. When you factor in increased costs based on collective agreement increases, funding is back at the level it was in 2006 which was when we first started to see the increase in funding protection.

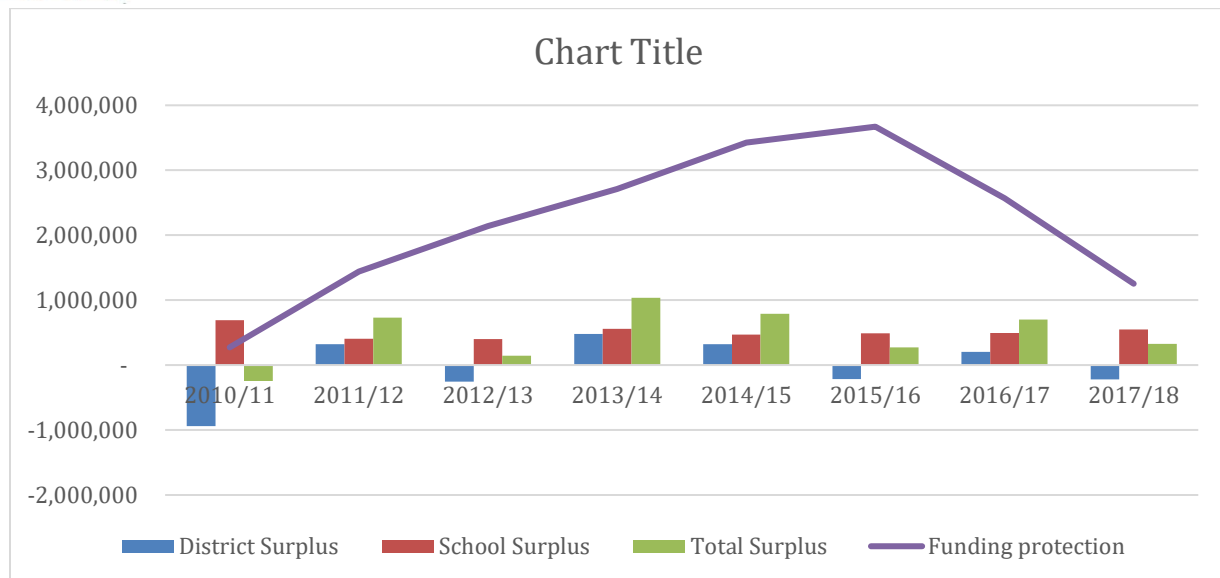
Currently the budget is sitting in a deficit of approximately \$1.5 million dollars. I am still looking into changes in the following two areas and the affects it could have on the amended budget;

- Recalculating an amended average cost of a teacher. We have a higher level of newly qualified teachers or teachers hired with a letter of permission, therefore the average cost for this year is likely less than the level established last spring.
- Revisiting the way that we budget school surpluses at the district level, this will require a consideration of what schools need and not necessarily what was budgeted.

Both of these potential changes we have never had to consider before given the additional funding protection we have received.



School District No.59 (Peace River South)



	2013/14	2014/15	2015/16	2016/17	2017/18
Total Surplus	1,038,069	790,061	274,024	701,550	324,887
School Surplus	557,462	470,017	487,068	495,812	547,282
District Surplus	480,607	320,044	- 213,044	205,738	- 222,395
Funding protection	2,713,263	3,427,742	3,670,557	2,568,083	1,255,269

As of June 2018, the district had an accumulated operating surplus of \$6,977,265, the breakdown is as follows.

Accumulate Operating Surplus	6,977,265
School Based Surpluses	547,282
Internally Restricted	2,126,347
Unrestricted	4,303,636
Recommended reserve (5%)	2,200,000
Unallocated Surplus	2,103,636

Within the internally restricted surplus is \$1,750,000 allocated towards a renovation at Chetwynd Senior Secondary that the previous board approved. If given the opportunity to have a school replaced within the district that would be the school that I would recommend. It has not have a significant renovation and in comparison to our other schools is showing its age. In December we received approval on the Chetwynd Senior Secondary renovation plans from the staff and the Parent Advisory Council. Wade is currently making arrangements with the engineer to tour the facility again and make plans for this summer.



School District No.59 (Peace River South)

The board is also aware of the capacity concerns at Pouce Coupe Elementary, we are currently waiting on a decision with our capital expansion request to the Ministry of Education. If approved the board will need to contribute \$225,000 towards the \$450,000 request. This request was for only one classroom. There is concern that one classroom will not be enough space added to the school but we need to balance spending with the uncertainty of enrollment growth. If we are not successful in the expansion request the board will need to be making a decision on where to go next. This can range from purchasing a portable at \$150,000 to adding a permanent addition with 2 classrooms, washrooms and office space at a cost of \$1.2 - \$1.5 million.

I am uncertain what the new funding formula will mean for our district. With the delay in the implementation of the formula to the 2020/21 year we may not know the new funding formula until March 2020. We are in a transition in that we are basically out of funding protection. Funding protection was initially intended to be a temporary mechanism to make decisions that are needed to “right-size” school districts, which is scaling school district operations and services to match enrollment levels.

I was looking forward to seeing the amended funding formula this March to see what that meant for our district going forward as I wasn't wanting to make decisions based on an old model. Now that the funding announcement has been delayed, I am balancing on making decisions that are more easily implementable at this time (ex. Retirements and cuts in reading recovery) versus irreversible decisions that depending on the funding announcement may not be needed.

I am at a place with the budget that if there are changes the Board wants to me to consider I need to know now.

Melissa Panoulis
Secretary Treasurer



School District No.59 (Peace River South)

DATE: January 16, 2019

PLACE: Board Office – Dawson Creek

CHAIR: Chad Anderson

Policies/Regulations for Discussion:

Policies/Regulations for Circulation:

Policies/Regulations for Approval:

Policies/Regulations for Repeal:

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

3010 Hiring and Transfer of Personnel

Policy 3010

STATUS: **FOR REPEAL**

HIRING & TRANSFER OF SCHOOL-BASED TEACHING & EDUCATION SUPPORT STAFF

Board Approved and Codified: March 17, 1986

Last Revised: June 19, 2013

Description:

The Superintendent of Schools is authorized to appoint and transfer all school based teaching and education support staff in accordance with the terms and conditions prescribed by the the School Act and its Regulations, and by the Collective Agreements in force in the district.

Staffing at each school must be supported by the operating revenue available to the school.

HIRING & TRANSFER OF SCHOOL-BASED TEACHING & EDUCATION SUPPORT STAFF

Issued: March 17, 1986

Last Revised: June 19, 2013

Description:

1. All teaching and education support staff positions will be advertised through the district's personnel department and all recruiting will be conducted under the direct supervision of the Superintendent of Schools or designate.
2. School principals will be required to develop a job profile for each position prior to advertising being initiated, that includes the percentage of the appointment and, in case of education support staff, total hours of work and rate of pay.
3. When time and logistics permit, the Superintendent of Schools will involve school principals in the selection process; however, in all cases prior approval of the Superintendent of Schools is required before principals may offer school based teaching and education support staff positions.
4. The assignment of staff within a school is the responsibility of the principal; however, close adherence to the approved job descriptions of education support staff is required.
5. All letters of resignation from teaching and education support staff are to be addressed to the Superintendent of Schools for presentation to the Board of Education.
6. The Superintendent of Schools will report all hiring, transferring, reductions or changes in assignment to the Board of Education.
7. Prior to approving the hiring of para educators, the Superintendent of Schools will require a draft letter of appointment that specifies the rate of pay, hours of work, appointment dates, responsibilities and benefits.
8. Ordinarily teachers will not be transferred from one school to another during the school year, except where exceptional circumstances arise.

3140 In-District Conferences (Teachers)

Policy 3140

STATUS: **FOR REPEAL**

IN-DISTRICT CONFERENCES - TEACHERS

Board Approved and Codified: April 28, 1986

Last Revised: June 19, 2013

Description:

In recognition of the value of district wide conferences, the Board will consider such requests from the Peace River South Teachers Association.

IN-DISTRICT CONFERENCES - TEACHERS

Board Approved and Codified: April 28, 1986

Last Revised: June 19, 2013

Description:

1. The Peace River South Teachers Association will be required to submit to the Superintendent of Schools a record of attendance at district conferences with reasons being given for each teacher's absence.
2. Absence of individual teachers from the conference will be handled by the terms of the collective agreement between the Board and the Peace River South Teachers Association and, when applicable, by Board policy.
3. Teachers excused from attending the conference by the school principal are to be assigned duties by the principal that are to be conducted at the teacher's school during the regular school day.