



School District No. 59 (Peace River South)

Open Board Meeting Agenda

Date: January 21, 2026 @ 1:00 PM

Place: School Board Office – Dawson Creek, BC

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

APPROVAL OF AGENDA

RECOMMENDED MOTION: *THAT the Board of Education of School District No. 59 (Peace River South) adopt the January 21, 2026 Regular Board Meeting agenda as presented.*

1. ITEMS FOR ADOPTION

- R1.1 – Regular Board Meeting Minutes – December 10, 2025
- R1.2 – Excerpts Closed Meeting – December 10, 2025

2. BUSINESS ARISING

3. ESSENTIAL ITEMS

4. PRESENTATIONS

5. CORRESPONDENCE

6. REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 – School/Student News

R6.2 – 2026-2027 Proposed School Calendar (DRAFT)

RECOMMENDED MOTION: *That the Board of Education of School District No. 59 (Peace River South) approve the circulation of the proposed 2026-2027 school calendar for feedback.*

R6.3 - Federal Student Loan Forgiveness Program Information

7. REPORTS FROM THE SECRETARY-TREASURER

R7.1 – 2025-2026 Budget Change Report – January 2026

R7.2 – Monthly Financial Report – December 2025

R7.3 – Capital Projects Report – January 2026

8. TRUSTEE ITEM

R8.1 – BCSTA Update – C. Anderson

R8.2 – Northern Interior Branch Advocacy – C. Anderson

9. COMMITTEE REPORTS

R9.1 - Indigenous Education Advisory Partners' Councils

R9.2 – Policy Committee

Recommended Motion:

THAT the Board of Education of School District No. 59 (Peace River South) circulate the following policies for feedback for a minimum of 30 days:

- 3150 Teacher Absences
- 3210 Political Activities



School District No. 59 (Peace River South)

Recommended Motion:

THAT the Board of Education of School District No. 59 (Peace River South) adopt the following policies as presented:

- 2060 Legal Requirement
- 4320 Custody of Students
- 4535 Response to Unexpected Health Emergencies
- 4615 Employee Records

10. DIARY

11. QUESTION PERIOD

Questions or comments must relate to items in this meeting's agenda.

12. FUTURE BUSINESS / EVENTS

R12.1 – Open Board Meeting – February 18, 2026

ADJOURNMENT

RECOMMENDED MOTION: *THAT the Board of Education of School District No. 59 (Peace River South) Regular Board Meeting of January 21, 2026 be adjourned.*



School District No. 59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 59 (PEACE RIVER SOUTH)

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

Open Board Meeting Minutes

DATE & TIME: December 10, 2025 – 1:00 PM

PLACE: School Board Office – Dawson Creek, BC

PRESENT: Trustees:
C. Anderson (Chair)
R. Gulick (Vice-Chair)
C. Hillton
S. Mounsey
A. Schurmann
C. Wards (via Zoom)
T. Jones

C. Fennell, Superintendent
K. Morris, Secretary Treasurer & Recording Secretary

REGRETS: Nil

Called to Order – 1:07 PM

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

APPROVAL OF AGENDA

Additions: Nil

Deletions: Nil

(2025-12-005)

MOVED/SECONDED – Schurmann/Mounsey

THAT the Board of Education of School District No. 59 (Peace River South) approve the December 10, 2025 Regular Meeting agenda as presented.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – November 19, 2025

The Chair asked for any corrections to the minutes.

(2025-12-006)

The Chair declared the minutes of the open meeting November 19, 2025 approved as presented.

R1.2 Excerpts of Closed Board Meeting – November 19, 2025

(2025-12-007)

The Chair declared the excerpts of the closed board meeting November 19, 2025 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

5.0 CORRESPONDENCE

R5.1 – November 25, 2025 – cc: Letter from MoECC (Re: Meeting with Chetwynd Mayor Courtoreille)

6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 School/Student News

The Superintendent reported school/student news:

- Don Titus Montessori's Kindergarten/Grade 1 class is busy working on sight words, building STEM projects, creating patterns, and working in literacy centres.
- Dawson Creek Secondary School - South Peace Campus' media arts class had fun creating animation projects. The Penguin Periodical is a student focused project that is published quarterly – the latest publication is available for viewing. Students created Metis dot art. Two students have been selected to attend the legislative assembly over the winter break. Students have been selected to attend the Youth Explore Trades Sampler (YETS) program for second semester at Northern Lights College. A student has built a shed as part of his capstone project and auctioned it off for fundraising for graduation events. The school also held a Winter Wonderland that featured carnival activities.
- Tremblay Elementary School is focussing on spirit and leadership events at their school assemblies. The school created a toy and bookstore where students and families can shop and share resources. Each month the Seven Teachings Spirit Awards are presented to students that display the seven teachings. The school hosted a turkey lunch for students and families at the school. The school's volleyball team placed 3rd in the district elementary tournament.
- Chetwynd Secondary School's French class performed a play for other classes.
- Windrem Elementary School students are enjoying their buddy reading activities. Students are also enjoying trips to the local skating rink.

- Tumbler Ridge Secondary School students made wood and salt dough ornaments and bird houses. The school hosted an open house for the school's fish farm. A student is very excited to have created a stool he made on his own during his independent class with the help of the woodshop teacher.
- Parkland Elementary has started afternoon focussed events which have included playing chess, scaling the climbing wall, and crocheting.
- Central and South Peace Campus students are enjoying the new wrestling intramural program.
- Primary teachers participated in a workshop focused on Powerful Writing Structures.
- Chetwynd Secondary students had the opportunity to learn about wildfire management and careers opportunities along with Indigenous land management strategies during a recent field trip to Cameron Lake. The senior boys' volleyball team was excited to qualify and attend the provincial 'A' Championships this year.
- Canalta Elementary students are enjoying snow activities, winter fox artwork, and afterschool clubs have started where students can participate in a variety of activities of interest to them. Students had to research various countries and their governments and then create their own country and determine which government would run their country. Students presented their projects.
- The district was honoured to be able to attend the international para-hockey event that took place at the Oviniv Centre in Dawson Creek. Students were able to watch the games and even participate in trying para-hockey themselves. It was a great opportunity and everyone enjoyed the spirited competition. Students created posters and one of the highlights was having members of the para-hockey teams visit various schools.
- Indigenous Education department members attended the First Nation Education Steering Committee conference.
- A Chetwynd student held a fundraiser event for her capstone project which raised over \$20,000 for Parkinson's disease research.

R6.2 Integrated Child and Youth Team

Integrated Child and Youth (ICY) Teams is a new program that is part of a provincial strategy to provide wraparound mental health and substance use services and supports for children and youth that is delivered by multidisciplinary teams. The teams include ICY program leaders, mental health clinical staff, clinical counsellors, substance use clinicians, peer supports, and Indigenous and multicultural supports. ICY teams operate within school districts. The teams work towards culturally safer, distinctions-based, and child-youth, family, and community-centered approaches. The multidisciplinary approach expands the diversity of mental health supports that allow children and youth access to services when needed. To date, the local team has received sixty referrals.

R6.3 AED's and Naloxone Kits in Schools

In relation to the Ministry's Response to Unexpected Health Emergencies policy, school districts must establish their own policy and have AED's and naloxone kits accessible in all secondary schools by December 31, 2025.

Superintendent Fennell reported that all three high schools are equipped with naloxone kits and AED equipment. The District is working on procuring nasal spray naloxone which is easier to administer than the syringe form.

7.0 REPORTS FROM THE SECRETARY TREASURER

R7. 2024-2025 Statement of Financial Information Report

The Secretary Treasurer presented the Statement of Financial Information (SOFI) Report for the 2024-2025 school year. The annual report is required by all public institutions and publishes the names, remuneration and related expenses of employees earning over \$75,000, vendors paid over \$25,000, and elected officials' income and expenses. The report will be available for viewing on the school district website.

(2025-12-008)

MOVED/SECONDED – Hillton/Mounsey

THAT the Board of Education of School District No. 59 (Peace River South) adopt the Statement of Financial Information Report as presented.

CARRIED

Board Chair Anderson reported that at the 2025 BCSTA AGM, a motion was passed to request the Ministry of Finance to increase the remuneration thresholds.

R7.2 Secretary Treasurer Report – December 2025

The Secretary Treasurer's report for December was provided for information.

R7.3 Capital Projects Report – December 2025

Crescent Park Elementary School Expansion

The Secretary-Treasurer reported potential winter construction is posing significant risk and impact on budget, therefore the project completion and occupancy dates are rescheduled for summer 2026. The Ministry, school community and staff are aware of the schedule change.

ChildcareBC New Spaces – Tremblay & Tumbler Ridge Elementary Schools

The SD59 project team is awaiting a decision relative to the application for additional funding for both Dawson Creek and Tumbler Ridge childcare projects due to the escalation of costs since the initial application was submitted to the Ministry of Education and ChildCare in 2023.

Full updates on the capital projects are available at <https://www.sd59.bc.ca/district/capital-projects>.

8.0 TRUSTEE ITEMS

R8.1 BCSTA Update – C. Anderson

Chair Anderson presented the latest news and events from the BCSTA.

All trustees attended the BCSTA Academy conference held in Vancouver from November 27-29, 2025. Trustees reported the sessions were all very valuable learning opportunities.

Upcoming BCSTA Events:

Northern Interior Branch Meeting (NIB) - TBD

9.0 COMMITTEE REPORTS

R9.1 Indigenous Education Partners' Advisory Councils

Trustee Hillton reported the December meeting for the Chetwynd council was cancelled. The next meeting will be in January.

Trustee Jones reported the Dawson Creek held their annual Enhancement Agreement meeting on November 25, 2025. School principals, coach mentors, senior staff and parent representatives attended the meetings to develop and share the school goals for this year. Trustees were also in attendance in their role as school liaisons.

R9.2 Policy Committee

The Policy Committee is reviewing a number of policies. Most revisions are updating to current language and practices of the District.

The committee recommended two policies be considered for repeal for the following reasons:

- 3020 Employment of Summer Students – no longer reflects current SD59 practices
- 3080 Retirement – retirement provisions are addressed in collective agreements

(2025-12-009)

MOVED/SECONDED – Gulick/Hillton

THAT the Board of Education of School District No. 59 (Peace River South) circulate the following policy for consideration of repeal for a minimum of 30 days:

- 3020 Employment of Summer Students
- 3080 Retirement

CARRIED

10.0 DIARY

11.0 NOTICE OF MOTION

12.0 QUESTION PERIOD

A question and answer period was provided.

Nil

13.0 FUTURE BUSINESS

R13.1 - Regular Board Meeting – January 21, 2026

ADJOURNMENT

(2025-12-010)

MOVED – Hillton

THAT, the Regular Meeting of December 10, 2025 be terminated. (2:22 PM)

CARRIED

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris Secretary Treasurer



School District No. 59 (Peace River South)

MEETING: Closed Board Meeting
DATE: December 10, 2025 11:00 AM
PLACE: School Board Office – Dawson Creek, BC

The meeting was called to order at 11:19 a.m. and the following was reported:

Items for Adoption

- Approval of Agenda
- Closed Meeting Minutes – November 19, 2025

Business Arising

Presentation

Trustee Items

Items discussed and reported included:

- BCPSEA Update

Superintendent's Reports

Items discussed and reported included:

- Personnel Matters

Secretary Treasurer's Reports

Items discussed and reported included:

- Risk Register Annual Review

Adjournment Motion @ 12:00 p.m.

CERTIFIED CORRECT:

C. Anderson, Board Chair

K. Morris, Secretary Treasurer



School District No. 59 (Peace River South)

January 21, 2026

To: Board of Education of SD59

From: Jan Proulx, Director of Instruction

Agenda Item: 2026-2027 Proposed School Calendar

The proposed calendar was developed in accordance with the requirements of the School Act and in consultation with Peace River South Teachers' Association.

The calendar reflects the current collective agreement language around start, end, and break times with special approval for the two-week spring break. This language includes that Winter Break starts on the Monday preceding December 26th and that Spring Break starts on the third Monday in March. In addition, the 2026-2027 proposed calendar reflects the collective agreement language that if the last Friday in June falls on or before June 25th, the school year will end on June 30th.

Section 87.01 (7) of the *School Act* requires consultation on school calendars. A board must make public a proposed school calendar for one month prior to submitting it to the Ministry. During the consultation period, a board must provide parents and board employees the opportunity to comment on the proposed calendar before it is adopted by the Board of Education and submitted to the Ministry of Education and Child Care by March 31st.

Written feedback must be sent to Jan Proulx at japroulx@sd59.bc.ca before February 26, 2026 to be considered.

Jan Proulx
Director of Instruction

SD59 CALENDAR FOR 2026/2027 DRAFT

July-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Canada Day STAT	2 Break	3 Break	4
5	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	31	
	Break	Break	Break	Break	Break	

August-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 BC Day STAT	4	5	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	31					
	Break					

September-26						
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	24	25	26
27	28	29	30 National Day for Truth and Reconciliation STAT			
				15 Instructional Days		

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

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

December-26						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 End of Term 1 Elementary Schools
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 Winter Break	22	23	24	25 Christmas Day STAT	26 Boxing Day
27	28 Boxing Day STAT	29	30	31	14 Instructional Days	

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

0 NIS	Not-In-Session Day (No School Activities)
178	Instructional Days

SD59 CALENDAR FOR 2026/2027 DRAFT

January-27						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day STAT	2
3	4 Schools Reopen	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29 End of Semester 1 Secondary Schools	30
31					20 Instructional Days	

February-27						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 NID Pro-D School	2 Beginning of Semester 2 Secondary Schools	3	4	5	6
7	8	9	10	11	12	13
14	15 Family Day STAT	16	17	18	19	20
21	22	23	24 Early Dismissal	25 Early Dismissal	26	27
28					18 Instructional Days	

March-27						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12 End of Term 2 Elementary Schools	13
14	15	16	17	18	19	20
21	22 Break	23 Break	24 Break	25 Break	26 Break	27
28	29 Break	30 Break	31 Break			
28 Easter Sunday	29 Easter Monday STAT	30 Schools Reopen	31			
						12 Instructional Days

April-27						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5	6	7	8	9	10
11	12 NID Pro-D District	13	14	15	16 End of Quarter Secondary Schools	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
						21 Instructional Days

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

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

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

0 NIS	Not-In-Session Day (No School Activities)
178	Instructional Days

School District 59 Calendar 2026/2027 DRAFT

Tuesday, September 8	Non-Instructional Day: Curriculum Implementation Day
Wednesday, September 9	First Day for Students (arrival 2 hours late, dismissal 1 hour early)
Wednesday, September 30	National Day for Truth And Reconciliation STAT
Monday, October 12	Thanksgiving Day STAT
Friday, October 23	Non-Instructional Day: Professional Development (District)
Wednesday, November 11	Remembrance Day STAT
Wed & Thurs, Nov 18 & 19	Early Dismissal (1h) for Parent Interviews
Monday, November 30	Non-Instructional Day: Professional Development (School)
Dec 21 to Jan 1	Winter Break (Collective Agreement language - Winter Break starts on the Monday directly preceding Boxing Day)
Monday, January 4	Schools Reopen
Monday, February 1	Non-Instructional Day: Professional Development (School)
Monday, February 15	Family Day STAT
Wed & Thurs, Feb 24 & 25	Early Dismissal (1h) for Parent Interviews
March 15 to March 25	Spring Break (Collective Agreement language - Spring Break starts on the third Monday in March)
Friday, March 26	Good Friday STAT
Monday, March 29	Easter Monday STAT
Tuesday, March 30	Schools Reopen
Monday, April 12	Non-Instructional Day: Professional Development (District)
Friday, May 7	Non-Instructional Day: Truth and Reconciliation
Monday, May 24	Victoria Day STAT
Friday, June 4	Non-Instructional Day: Professional Development (School)
Tuesday, June 29	Last Day of Attendance for Students
Wednesday, June 30	Non-Instructional Day: Year End Administrative Day (Collective Agreement language - if the last Friday in June falls on or before June 25, the year will end on June 30)

Notes

Kindergarten - required hours of instruction 853 minimum to allow for gradual entry in September

Elementary - required hours of instruction 878 minimum required 4 hours 56 minutes per day

Secondary - required hours of instruction 952 minimum required 5 hours 21 minutes per day

Total Instructional Days: 178

Elementary Terms

Term 1	Sept 9 to Dec 4 (58 instructional days)
Term 2	Dec 7 to Mar 12 (58 instructional days)
Term 3	Mar 30 to June 29 (62 instructional days)

Secondary Semesters

Semester 1	Sept 9 to Jan 29 (88 instructional days)
Semester 2	Feb 2 to June 29 (90 instructional days)



School District No. 59 (Peace River South)

January 21, 2026

Canada Student Loan Forgiveness Information

Overview

The Government of Canada offers Canada Student Loan Forgiveness to borrowers who work in eligible occupations in eligible communities. This helps ensure more Canadians get the services they deserve. New occupations from the education sector have been added to this list.

Loan forgiveness can only be applied to the outstanding part of your federal student loan. It does not apply to the provincial or territorial part of your loan.

Note: Your province or territory may also offer loan forgiveness. For more information contact your [province or territory](#).

Eligibility

You can apply for Canada Student Loan Forgiveness while you are in repayment. You can also apply if you are in study or in your 6-month non-repayment period.

To qualify, you need to have:

- worked in an eligible occupation
- worked in an eligible community
- been employed in your eligible occupation for a full year (12 consecutive months)
 - 10 consecutive months for early childhood educators, psychologists, social workers, and teachers, if they worked in a school
 - does not apply to residents in family medicine
- provided in-person services for a minimum of 400 hours , and
- have a student loan that is in good standing (must be up to date on your payments)

Once you have worked in an eligible occupation for a full year, you have 90 days to apply for the benefit. To remain eligible, you must re-apply every year. A reminder will be sent to you each year as long as the Canada Student Financial Assistance Program records show that you may be eligible.

Loan forgiveness does not apply to:

- loans that have been converted to a line of credit
- private loans
- Ontario Medical Resident Loans

Eligible communities

As of November 6, 2024, the definition of an eligible community has changed. For the purposes of loan forgiveness, it is defined as:

- a rural area, or
- a population centre with no more than 30,000 people living in it

The [previous definition](#) will remain in place until after the 2026 census for doctors and nurses only.

If you have previously received the benefit while working in a community that is no longer eligible, you may still qualify.

You can work in multiple eligible communities during the year. You can even work for more than 1 employer as long as you continue to meet all other eligibility requirements.

To find out if a community may be eligible, use the postal code lookup.

<https://www.canada.ca/en/services/benefits/education/student-aid/grants-loans/repay/assistance/student-loan-forgiveness.html>

How much you could receive

Over a maximum of 5 years, you could receive:

\$15,000 for **Early Childhood Educators, Dental Hygienists or Personal Support Workers**

\$30,000 for **Nurse Practitioners, Registered Nurses, Registered/Licensed Practical Nurses, Registered Psychiatric Nurses, Midwives, Teachers, Social Workers or Physiotherapists**

\$60,000 for **Family Doctors and Family Medicine Residents, Dentists, Psychologists or Pharmacists**

Note: Loan forgiveness will apply to your loan's principal balance after the end of your 12 months of service. You will have to keep making your payments.

Your 5 years of service do not have to be consecutive. If you have a Canada Student Loan balance at the end of each year of service in an eligible community, you can qualify for loan forgiveness for 5 years.

Download, complete and mail the following forms to the address below:

[Canada Student Loan Forgiveness Application \(PDF format, 736 KB\)](#), and

[Canada Student Loan Forgiveness Employment Attestation \(PDF format, 720 KB\)](#)

National Student Loans Service Centre

P.O. Box 4030

Mississauga, ON L5A 4M4

2025-2026 BUDGET CHANGE REPORT - OPERATING

	Revenues	Expenses
2025-2026 Preliminary Budget (Board Approved April 30, 2025)	56,201,038	58,033,939
Budgeted Surplus to Balance Preliminary Budget	3,703,401	
Assets Purchased from Local Capital from Operating		150,000
Assets Purchased from School Budgets		20,500
Crescent Park Expansion		1,700,000
Preliminary	59,904,439	59,904,439
2024-2025 Financial Statement Carry Forwards		
Schools' Surpluses (in excess of \$125k prelim)	55,383	55,383
Indigenous Education Surplus	74,421	74,421
Indigenous Education Council	136,107	136,107
Service Improvement Allocation	18,585	18,585
Art Starts Grants	8,659	8,659
Work Experience Enhancement	30,121	30,121
Integrated Youth & Child Care (ICY)	177,252	177,252
Department Carry Forwards	107,566	107,566
AED Equipment All Sites	33,000	33,000
Year End Financial Statements	641,094	641,094
Amended after Financial Statements	60,545,533	60,545,533
Changes:		
Reading Recovery Adjustment		-327,648
French Language Assistants	40,000	40,000
French Language Assistants to Special Purpose per MOECC	-40,000	-40,000
ICY	65,249	65,249
Skilled Trades BC Grant Increase	7,200	
Operating Grant Re-Calc	-169,962	
Indigenous Services Canada (On-Reserve Student Decrease)	-174,023	
School Services & Supplies Adjustments		353,880
Trades Wages and Benefits to AFG		-200,000
CEF Overhead from Operating		-293,156
Best Buy Tech Grant - TRSS	10,000	10,000
Interest Adjustment	-150,000	
Out of Province Tuition	19,861	
Total Changes	-391,675	-391,675
Amended Budget November 19, 2025	60,153,858	60,153,858
Reserve & Contingencies		
Unrestricted	3,642,863	
Benefits Contingency	0	
Total Reserve & Contingencies (6% of Expenses)	3,642,863	

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2025-2026 Budget (Preliminary)	2025-2026 Budget (Amended)	YTD	Available	%		2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	Dec YTD	Available	%
6210 MOE Grant - Operating	52,364,395	52,194,433	21,452,779	30,741,654	59%		51,803,154	51,402,870	21,174,044	30,629,110	59%
6290 MOE Grants - Other	1,476,040	1,541,289	506,892	1,034,397	67%		1,839,912	1,875,857	630,571	1,209,341	66%
6410 Other Ministries	204,594	204,594	94,148	110,446	54%		204,594	204,594	94,148	110,446	54%
6470 Non-Resident Tuition	54,692	74,553	29,280	45,273	61%		16,250	54,692	16,402	-152	-1%
6480 Local Education Agreements	1,204,517	1,030,494	602,759	427,735	42%		1,278,023	1,278,023	0	1,278,023	100%
6490 Private School Bussing	51,500	51,500	48,969	2,531	5%		50,000	51,500	41,620	8,380	17%
6488 Just B4	9,500	9,500	3,229	6,271	66%		9,500	9,500	2,620	6,880	72%
6489 Careers	56,800	64,000	41,140	22,860	36%		75,000	75,000	36,282	38,718	52%
6490 Miscellaneous	24,000	34,000	13,233	20,767	61%		54,000	99,000	52,356	1,644	3%
6495 Central Stores Recovery	-	0	1,730	-1,730			-		1,645	-1,645	
6496 Resource Centre Recoveries	-	0	0	0			-		8,255	-8,255	
6500 Community Use of Facilities	180,000	180,000	84,918	95,082	53%		180,000	180,000	75,331	104,669	58%
6601 Interest	575,000	425,000	212,774	212,226	50%		608,169	608,169	413,743	194,426	32%
6760 Surplus Internally Restricted	1,707,901	2,293,612	0	2,293,612	100%		750,000	2,546,853	0	3,296,853	100%
6770 Surplus Schools	125,000	180,383	0	180,383	100%		250,000	709,326	0	959,326	100%
Capital - Crescent Park	1,700,000	1,700,000		1,700,000	100%						
Capital - Local Capital	150,000	150,000		150,000	100%						
Capital - School Equipment	20,500	20,500		20,500	100%						
GRAND TOTAL	59,904,439	60,153,858	23,091,851	37,062,007	62%		57,118,602	59,095,384	22,547,017	37,827,764	66%

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2025-2026 Budget (Preliminary)	2025-2026 Budget (Amended)	YTD	Available	%		2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	Dec YTD	Available	%	
SALARIES												
1050 Principal Vice-Principal Salaries	4,835,507	4,797,059	2,225,549	2,571,510	54%		4,491,916	4,498,962	2,198,685	2,300,277	51%	
1100 Teacher Salaries	18,292,909	18,292,909	7,369,092	10,923,817	60%		18,828,964	18,363,893	7,438,336	10,925,557	59%	
1200 Support Staff Wages	5,161,702	4,891,199	2,083,615	2,807,584	57%		5,513,685	5,397,628	2,584,502	2,813,126	52%	
1204 Clerical Wages	1,347,339	1,347,339	607,291	740,048	55%		1,216,131	1,216,131	621,630	594,501	49%	
1208 Summer Worker Student Wages	100,570	100,570	48,104	52,466	52%		93,197	93,197	37,013	56,184	60%	
1230 Education Assistant Wages	5,713,396	5,656,263	2,240,154	3,416,109	60%		4,972,852	4,974,300	2,251,175	2,723,125	55%	
1300 Other Professionals Wages	2,047,552	2,047,552	1,052,636	994,916	49%		1,929,366	1,941,138	1,018,020	923,118	48%	
1303 Para Educator Wages	539,558	539,558	258,025	281,533	52%		437,355	484,914	67,183	417,731	86%	
1400 Replacement Wages - Teachers	1,332,707	1,287,175	556,103	731,072	57%		1,305,381	1,305,381	541,232	764,149	59%	
1400 Replacement Wages - Maintenance & Custodial	264,813	264,813	143,023	121,790	46%		272,717	272,717	132,218	140,499	52%	
1400 Repalcement Wages - Transportation	94,251	94,251	49,374	44,877	48%		97,264	97,264	50,588	46,676	48%	
1404 Replacement Wages - Clerical	21,436	21,436	7,117	14,319	67%		0	0	3,424	-3,424	0%	
1411 Recoverable Wages - Casual		0	72	-72			0	0	-4,035	4,035	0%	
1430 Replacement Wages - Ed Assistants	110,522	167,655	106,147	61,508	37%		125,965	125,965	67,068	58,897	47%	
TOTAL SALARIES	39,862,262	39,507,779	16,746,302	22,761,477	58%		39,284,793	38,771,490	-	17,007,039	21,764,451	56%
BENEFITS												
2000 Benefits - Regular Employees	8,819,833	8,743,951	3,491,646	5,252,305	60%		8,571,185	8,571,185	3,420,442	5,150,743	60%	
2004 Benefits - Casual Employees	210,942	204,883	108,266	96,617	47%		233,034	233,034	106,845	126,189	54%	
TOTAL BENEFITS	9,030,775	8,948,834	3,599,912	5,348,922	60%		8,804,219	8,804,219	-	3,527,287	5,276,932	60%
SERVICES & SUPPLIES												
3101 Legal	81,000	81,000	55,556	25,444	31%		83,000	83,000	13,773	69,227	83%	
3102 Audit	24,000	24,000	137	23,863	99%		20,000	20,000	-361	20,361	102%	
3103 Labour Relations	5,000	5,000	5,000	0	0%		5,000	5,000	0	5,000	100%	
3104 Contract Services	1,386,110	1,803,498	704,757	1,098,741	61%		1,529,750	1,541,750	691,786	849,964	55%	
3105 Telephone	101,450	101,450	49,940	51,510	51%		93,885	94,435	46,998	47,437	50%	
3106 Photocopy	89,881	89,881	34,131	55,750	62%		88,700	88,700	40,105	48,595	55%	
3107 Postage	19,234	19,234	5,657	13,577	71%		23,722	23,722	6,681	17,041	72%	
3108 Advertising	31,600	31,600	25,845	5,755	18%		6,600	6,600	870	5,730	87%	
3300 Student Transportation	258,100	258,100	89,210	168,890	65%		233,700	233,700	91,675	142,025	61%	
3301 Bussing Contract	981,909	981,909	415,894	566,015	58%		841,435	962,656	415,373	547,283	57%	
3303 Transportation Allowance	12,500	12,500	4,732	7,768	62%		12,500	12,500	3,977	8,523	68%	
3400 Travel	172,700	172,700	64,131	108,569	63%		175,500	177,500	74,832	102,668	58%	
3405 Recruitment Travel	8,000	8,000	0	8,000	100%		-	0	0	0	0%	
3406 Travel - Kilometres	160,667	160,667	78,028	82,639	51%		148,050	148,050	62,046	86,004	58%	
3409 Registration Fees	110,830	110,830	26,973	83,857	76%		84,400	84,400	34,507	49,893	59%	
3410 Recruitment Incentives	70,000	70,000	51,170	18,830	27%		59,660	59,660	64,833	-5,173	-9%	
3415 Professional Development	15,000	15,000	7,582	7,418	49%		15,000	32,031	12,864	19,167	60%	
3499 Meals and Meal Supplies	135,980	135,980	66,536	69,444	51%		115,054	131,054	67,681	63,373	48%	
3600 Rentals & Leases	25,000	25,000	7,503	17,497	70%		16,000	16,000	7,999	8,001	50%	
3601 Equipment Rental	13,500	13,500	9,057	4,443	33%		12,600	12,600	10,505	2,095	17%	
3700 Dues/Fees/Licenses	574,750	574,750	411,079	163,671	28%		426,734	438,734	314,161	124,573	28%	
3706 Radio Licenses	4,900	4,900	0	4,900	100%		4,700	4,700	0	4,700	100%	
3707 Criminal Record Checks	6,000	6,000	2,206	3,794	63%		6,000	6,000	3,583	2,417	40%	

MONTHLY FINANCIAL REPORT - OPERATING - DECEMBER MONTH END

	2025-2026 Budget (Preliminary)	2025-2026 Budget (Amended)	YTD	Available	%		2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)		Dec YTD	Available	%
3710 Scholarships	2,000	2,000	0	2,000	100%		5,000	5,000		2,000	3,000	60%
3900 Insurance	258,450	258,450	252,893	5,557	2%		199,900	204,576		201,858	2,718	1%
4124 Bank Service Charges	3,000	3,000	1,473	1,527	51%		3,000	3,000		1,809	1,191	40%
5100 Supplies General	1,818,164	1,971,968	797,775	1,174,193	60%		1,843,659	2,370,807		738,137	1,632,670	69%
5101 Books	137,292	155,877	32,229	123,648	79%		150,039	150,039		61,238	88,801	59%
5102 Other Supplies	10,000	10,000	5,489	4,511	45%		10,000	10,000		6,564	3,436	34%
5103 Non-Violent Crisis Intervention	5,000	5,000	1,685	3,315	66%		5,000	5,000		5,129	-129	-3%
5400 Utilities - Electricity	465,000	465,000	219,327	245,673	53%		465,000	465,000		253,188	211,812	46%
5401 Utilities - Natural Gas	410,000	410,000	95,688	314,312	77%		410,000	410,000		149,851	260,149	63%
5402 Utilities - Propane	35,000	35,000	11,425	23,575	67%		35,000	35,000		13,906	21,094	60%
5403 Vehicle Fuel	670,000	670,000	238,787	431,213	64%		650,000	670,000		277,955	392,045	59%
5404 Utilities - Water & Sewer	160,000	160,000	53,868	106,132	66%		160,000	160,000		57,369	102,631	64%
5405 Utilities - Garbage	60,000	60,000	31,012	28,988	48%		60,000	60,000		32,230	27,770	46%
5406 Carbon Offsets	70,000	70,000	-24,624	94,624	135%		70,000	70,000		-22,593	92,593	132%
5407 Next Generation Network (NGN)	146,600	146,600	1,587	145,013	99%		145,000	145,000		1,515	143,485	99%
5800 Equipment	96,246	168,929	69,992	98,937	59%		216,000	280,000		54,455	225,545	81%
5900 Computer Replacements	506,039	549,922	393,576	156,346	28%		450,000	495,000		147,482	347,518	70%
Capital		1,850,000	0	1,850,000	100%							
TOTAL SERVICES & SUPPLIES	9,140,902	11,697,245	4,297,306	7,399,939	63%		8,879,588	9,721,214	-	3,945,981	5,775,233	59%
GRAND TOTAL	58,033,939	60,153,858	24,643,520	35,510,338	59%		56,968,600	57,296,923	-	24,480,307	32,816,616	57%

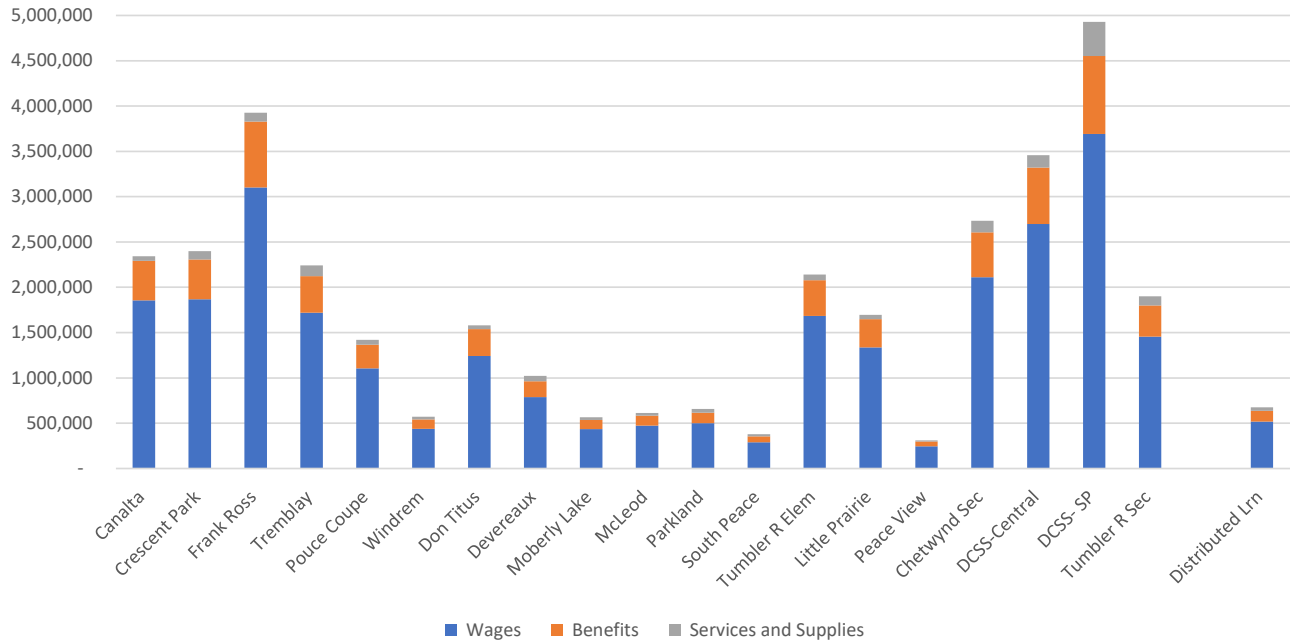
MONTHLY FINANCIAL REPORT - OPERATING -DECEMBER MONTH END

	2025-2026 Budget (Preliminary)	2025-2026 Budget (Amended)	YTD	Available	%		2024-2025 Budget (Preliminary)	2024-2025 Budget (Amended)	Dec YTD	Available	%
FUNCTION 1: INSTRUCTION											
102 Regular (Classroom)	25,084,457	25,164,791	10,351,298	14,813,493	59%		24,964,886	24,935,115	9,931,118	15,003,997	60%
103 Career Prep	394,202	424,323	282,799	141,524	33%		414,956	414,956	252,703	162,253	39%
107 Library	546,897	546,897	180,199	366,698	67%		499,806	499,806	186,404	313,402	63%
108 Counselling	856,183	856,183	445,222	410,961	48%		830,190	830,190	382,783	447,407	54%
110 Inclusion	8,951,915	9,194,416	3,624,702	5,569,714	61%		8,711,079	8,767,132	3,595,789	5,171,343	59%
130 ELL	195,118	195,118	56,837	138,281	71%		135,814	135,814	54,055	81,759	60%
131 Indigenous Education	2,338,196	2,548,724	965,916	1,582,808	62%		2,205,407	2,273,229	893,229	1,380,000	61%
141 School Administration	4,675,964	4,629,104	2,067,995	2,561,109	55%		4,161,290	4,161,290	2,174,449	1,986,841	48%
162 Offshore Students	200,000	200,000	97,114	102,886	51%		200,000	200,000	74,000	126,000	63%
TOTAL INSTRUCTION	43,242,932	43,759,556	18,072,082	25,687,474	59%		42,123,428	42,217,532	17,544,530	24,673,002	58%
FUNCTION 4: ADMINISTRATION											
411 District Education Administration	657,574	657,574	363,476	294,098	45%		607,349	619,121	376,790	242,331	39%
420 Early Learning & Child Care	-	0	0	0	#DIV/0!		0	0	0	0	
440 Governance	258,256	258,256	125,341	132,915	51%		242,991	242,991	133,100	109,891	45%
441 Business Administration	1,629,092	1,647,677	883,137	764,540	46%		1,566,248	1,578,248	790,006	788,242	50%
TOTAL ADMINISTRATION	2,544,922	2,563,507	1,371,954	1,191,553	46%		2,416,588	2,440,360	1,299,896	1,140,464	47%
FUNCTION 5: OPERATIONS & MAINTENANCE											
541 Maintenance Administration	784,157	784,157	518,904	265,253	34%		618,288	622,964	461,358	161,606	26%
550 Maintenance & Custodial Capital	5,265,343	5,000,053	2,169,579	2,830,474	57%		5,523,329	5,523,329	2,402,361	3,120,968	57%
		1,850,000	0	1,850,000	100%						
552 Grounds	740,901	740,901	383,756	357,145	48%		639,106	639,106	422,806	216,300	34%
556 Utilities	1,350,000	1,350,000	388,656	961,344	71%		1,350,000	1,350,000	485,455	864,545	64%
TOTAL SERVICES & SUPPLIES	8,140,401	9,725,111	3,460,895	6,264,216	64%		8,130,723	8,135,399	3,771,980	4,363,419	54%
FUNCTION 7: TRANSPORTATION											
741 Transportation Administration	326,631	326,631	150,142	176,489	54%		313,130	313,680	164,724	148,956	47%
770 Student Transportation	3,779,053	3,779,053	1,588,447	2,190,606	58%		3,984,731	4,189,952	1,699,177	2,490,775	59%
TOTAL SERVICES & SUPPLIES	4,105,684	4,105,684	1,738,589	2,367,095	58%		4,297,861	4,503,632	1,863,901	2,639,731	59%
GRAND TOTAL	58,033,939	60,153,858	24,643,520	35,510,338	59%		56,968,600	57,296,923	24,480,307	32,816,616	57%

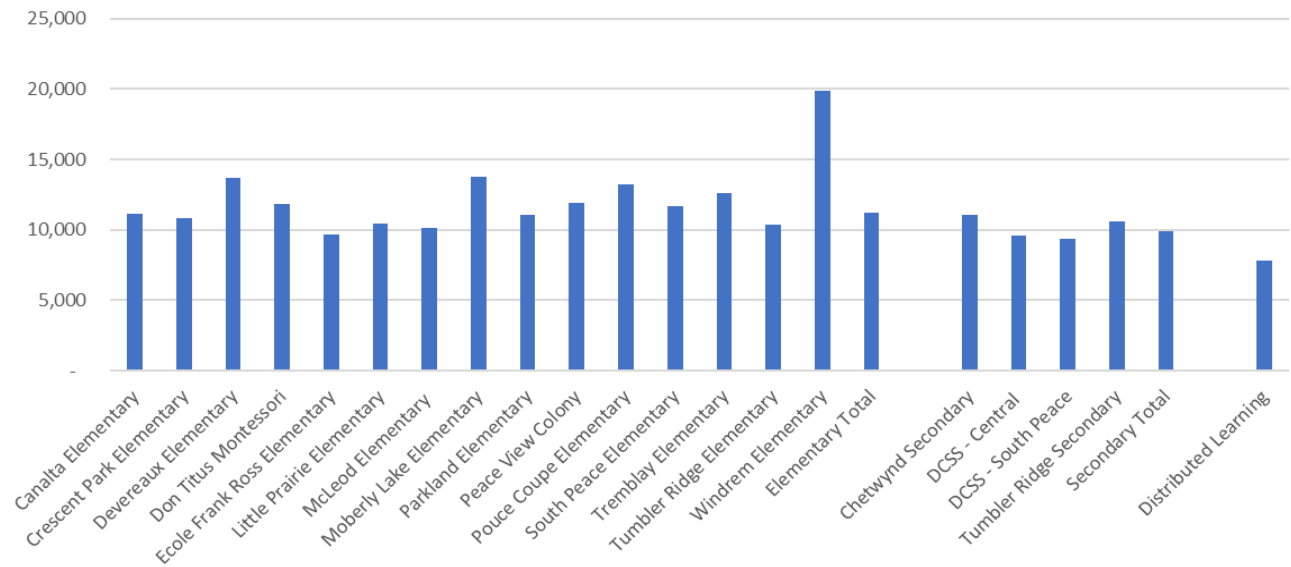
SCHOOLS BUDGET - OPERATING & CLASSROOM ENHANCEMENT FUND (CEF) -DECEMBER MONTH END

School	Budget per Student	Enrolment Headcount	2024-2025	2025-2026	Operating Expenditures Instruction											2025-2026 CEF								
			Operating Budget	Operating Budget Preliminary		Careers	Library	Counselling	Inclusion	ELL	Indigenous	School Admin	YTD Total	Remaining	% Rem	Budget Preliminary	Expenditures Instruction	Library	Counselling	Inclusion	ELL	YTD Total	Remaining	% Rem
Canalta Elementary	11,146	225.00	2,267,624	2,341,258	528,198	0	2,317	0	245,359	552	0	136,088	912,514	1,428,744	61%	166,606	17,852	25,777		24,049		67,678	98,928	59%
Crescent Park Elementary	10,829	250.00	2,345,579	2,397,393	607,016	0	2,984	0	203,110	3,186	124	135,784	952,204	1,445,189	60%	309,911	50,084	33,262		37,901		121,247	188,664	61%
Devereaux Elementary	13,722	80.00	940,774	1,023,074	256,422	0	-124	0	119,405	0	46	40,313	416,062	607,012	59%	74,713	0	10,311		16,592		26,903	47,810	64%
Don Titus Montessori	11,817	143.00	1,384,651	1,579,097	321,128	0	26	0	192,644	2,456	0	75,833	592,087	987,010	63%	110,681	0	19,627		22,972		42,599	68,082	62%
Ecole Frank Ross Elementary	9,649	438.00	3,851,833	3,925,370	1,021,092	0	46,582	0	298,420	1,528	256	206,885	1,574,763	2,350,607	60%	300,806	51,388	30,080		51,302		132,770	168,036	56%
Little Prairie Elementary	10,482	185.00	1,809,709	1,694,783	414,519	0	4,778	0	121,610	0	0	125,969	666,876	1,027,907	61%	244,371	48,823	14,485		33,294		96,602	147,769	60%
McLeod Elementary	10,161	63.00	610,521	612,449	199,857	0	1,392	0	23,679	600	0	24,528	250,056	362,393	59%	27,720		8,032		2,575		10,607	17,113	62%
Moberly Lake Elementary	13,784	42.00	460,656	565,717	156,106	0	0	0	33,851	0	0	19,753	209,710	356,007	63%	13,213	37	3,694		1,931		5,662	7,551	57%
Parkland Elementary	11,037	64.00	703,287	656,443	193,108	0	259	0	46,340	0	0	27,935	267,642	388,801	59%	49,904		7,499		12,700		20,199	29,705	60%
Peace View Colony	11,894	32.00	298,733	311,917	109,220	0	0	0	0	227	0	16,239	125,686	186,231	60%	68,699	6,887	4,081		5,030	10,203	26,201	42,498	62%
Pouce Coupe Elementary	13,199	121.00	1,287,914	1,419,417	285,236	0	305	0	179,412	0	0	70,709	535,662	883,755	62%	177,636	37,702	17,603		16,282		71,587	106,049	60%
South Peace Elementary	11,653	37.00	338,948	378,735	92,934	0	1,554	0	15,169	3,759	0	21,891	135,307	243,428	64%	52,442		2,152		2,330	4,785	9,267	43,175	82%
Tremblay Elementary	12,646	196.00	1,791,295	2,240,305	473,002	0	1,244	0	285,856	0	1,602	139,161	900,865	1,339,440	60%	238,326	47,151	25,142		21,822		94,115	144,211	61%
Tumbler Ridge Elementary	10,358	219.00	1,990,732	2,140,985	512,045	0	5,278	0	174,198	1,314	0	131,389	824,224	1,316,761	62%	127,470	39,622	16,400		7,248		63,270	64,200	50%
Windrem Elementary	19,871	31.00	694,783	570,168	127,977	0	2,685	0	53,708	0	0	46,232	230,602	339,566	60%	45,828	0	3,871		13,570		17,441	28,387	62%
Elementary Total	11,226	2,126.00	20,777,039	21,857,111	5,297,860	0	69,280	0	1,992,761	13,622	2,028	1,218,709	8,594,260	13,262,851	61%	2,008,326	299,546	222,016	0	269,598	14,988	806,148	1,202,178	60%
													0	0										
Chetwynd Secondary	11,049	267.06	2,433,798	2,734,955	601,933	39,178	24,719	27,873	227,367	1,314	0	158,067	1,080,451	1,654,504	60%	215,868	86,514	7,686	20,146	18,322		132,668	83,200	39%
DCSS - Central	9,571	394.00	3,251,631	3,458,304	856,916	0	18,103	61,593	206,579	2,656	1,830	199,574	1,347,251	2,111,053	61%	312,864	53,939	18,833	18,971	18,960	0	110,703	202,161	65%
DCSS - South Peace	9,389	570.13	4,875,274	4,928,483	1,081,972	123,141	39,946	107,382	384,489	12,766	44	248,800	1,998,540	2,929,943	59%	424,204	111,569	51,090	0	1,273	0	163,932	260,272	61%
Tumbler Ridge Secondary	10,573	189.56	1,807,511	1,901,399	516,729	11,742	-155	0	135,380	2,299	0	103,035	769,030	1,132,369	60%	102,834		17,763		12,327		30,090	72,744	71%
Secondary Total	9,909	1,420.75	12,368,214	13,023,141	3,057,550	174,061	82,613	196,848	953,815	19,035	1,874	709,476	5,195,272	7,827,869	60%	1,055,770	252,022	95,372	39,117	50,882	0	437,393	618,377	59%
Distributed Learning	7,851	86.00	642,945	675,158	182,699	29,621	0	0	1,480	0	0	40,434	254,234	420,924	62%	0	0	0	0	0	0	0	0	0
District																616,907			2,250	97,952	127,301	227,503	389,404	63%
Total Total	10,801	3,632.75	33,788,198	35,555,410	8,538,109	203,682	151,893	196,848	2,948,056	32,657	3,902	1,968,619	14,043,766	21,511,644	61%	3,681,003	551,568	317,388	41,367	418,432	142,289	1,471,044	2,209,959	60%

School Operating Budgets - 2025-2026



Budget Per Student





School District No.59 (Peace River South)

January 21, 2026

Board of Education

RE: Capital Projects Update

Crescent Park Elementary School Expansion Project

Since December 5, 2025 the following have occurred:

December 1, 2025

- Partial quote for civil work is received.

December 3, 2025

- Director of Facilities meets with the Ministry to discuss the risks involved with completing the civil work during the winter. Recommended and agreed to postpone until spring to start the civil work.
- New occupancy date is established: summer 2026.

December 10, 2025

- The Board is advised that civil work will be postponed to Spring as well as advised of the new occupancy date.

December 11, 2025

- School administration was advised of the new occupancy date.

December 17, 2025

- Notice of Substantial Completion was issued to Fort Modular.

January 7, 2026

- Director of Operations and Secretary-Treasurer met with engineer to review/update the project budget and a plan to remediate current deficiencies.

Project Budget

Crescent Park Summary		Budget					
		Bid & Award	Change Orders	Total Revised	Exp YTD	Remainder	
Estimate	Force Engineering	296,000	82,000	378,000	351,454	26,546	7%
	Fort Modular	3,033,730	106,764	3,140,494	3,117,742	22,752	1%
	Northern Legendary	4,084,193	118,221	4,202,414	3,399,631	802,783	19%
	City of Dawson Creek	79,023		79,023	79,023	0	0%
	BC Hydro	74,933		74,933	74,933	0	0%
	Other - Signage and Install	667		667	667	0	0%
	Spaces - Boot Rack Equipment	5,749		5,749	5,749	0	0%
Estimate	TBD - 3rd Tender: Catchbasin, Hydro, Storm, Paving	655,000		655,000	0	655,000	100%
Estimate	TBD - 3rd Tender Civil Escalation		220,000	220,000	0	220,000	100%
	Coop - Ceiling Tile (See FM Holdback note; Deficiency)		29,445	29,445	29,445	0	0%
	Millwork SD59 (No GST)	55,000		55,000	4,991	50,009	91%
Estimate	EA Wages and Benefits (1.5 hour/day Sept-Nov)	18,131		18,131	3,886	14,245	79%
	Sub-Total	8,302,426	556,430	8,858,856	7,067,522	1,791,335	20%
	GST	412,371	27,822	440,193	353,376	86,817	20%
	GST Rebate	-280,412	-18,919	-299,331	-240,296	-59,035	20%
	Net	8,434,385	565,333	8,999,718	7,180,602	1,819,116	20%
	Funding						
	MOECC Above			5,000,000			
	MOECC Below			2,500,000			
	SD59 Reserve			1,700,000			
	Total Funding Available			9,200,000			
	Contingency			200,282			



Crescent Park Elementary Modular Addition



ChildCareBC New Spaces – Dawson Creek & Tumbler Ridge

January 9, 2026

- SD59 project team meets with Ministry staff for Ministry to clarify options for escalation application at the outset:
 - Projects cannot be combined if additional funding is not approved for one or both;
 - If a project does not receive additional funding and the facility is not constructed, 100% of the funding must be returned to the Ministry. It is not allowable to return the residual after design costs are spent;
 - Scope may be adjusted if no additional funding is provided (i.e. the facility would be downsized in scale and service in order to meet the constraints of available funding).

The two applications for additional funding have progressed through the initial review to the next level of approval.

To date SD59 has spent \$432,927 on the two projects combined, offset by interest revenue of \$100,000+.

No decision date was provided.

Please follow <https://www.sd59.bc.ca/district/capital-projects> for updates on these projects.

Kim Morris
Secretary-Treasurer/CFO



School District No. 59 (Peace River South)

DATE: January 21, 2026

CHAIR: Trustee Schurmann

Policy for Discussion:

Policy for Circulation:

- 3150 Teacher Absences
- 3210 Political Activities

Policy for Adoption:

- 2060 Legal Requirement
- 4320 Custody of Students
- 4535 Response to Unexpected Health Emergencies
- 4615 Employee Records

Policy/Regulation Under Review:

Policy/Regulation for Repeal:

- 3020 Employment of Summer Students (circulating until February 12, 2026)
- 3080 Retirement (circulating until February 12, 2026)

Regulations for Board Information:

3150 Teacher Absences

Policy 3150

STATUS: **FOR REVIEW**

TEACHER ABSENCES (NOT COVERED BY COLLECTIVE AGREEMENT WITH THE P.R.S.T.A.)

Board Approved and Codified: June 16, 1986

Last Revised: June 19, 2013

Description:

The Board recognizes that there are situations that arise concerning requests for leave by its teaching staff that are not covered by the collective agreement between the Board of School Trustees and the Peace River South Teachers' Association.

The Board encourages the loan of personnel to other districts or to universities provided that the continuity of educational programming to students is not adversely affected.

The Board believes that absences due to inclement weather, transportation problems or any other uncontrollable problems shall be without pay.

TEACHER ABSENCES (NOT COVERED BY COLLECTIVE AGREEMENT WITH THE P.R.S.T.A.)

Re-Issued: August 25, 1986

Last Revised: June 19, 2013

Description:

1. Personnel requested by other school districts or universities, to provide training or consultation, are to request leave through the Superintendent's office using the normal Leave of Absence request procedures. Requests may be granted provided that the full cost of substitutes **TTOC's (Teachers Teaching on Call) or TOC's' (Teaching on Call)** is met by the requesting agency and the Superintendent determines the absence will not have an adverse effect on the provision of educational services.
2. Teachers absent from their duties due to (travel) transportation problems (while away providing training), will have their salary deducted in accordance with the formula:
 - Number of days absent X annual salary
 - Number of prescribed school days in the school calendar
 - The institution receiving services from the teacher will be responsible to make up any loss to the teacher by their own arrangements

Part C: Activities

3210 Political Activities

Policy 3210 STATUS: **FOR REVIEW**

*POLITICAL ACTIVITIES - ~~TEACHERS & SUPPORT~~ **ALL EMPLOYEES***

Board Approved and Codified: September 9, 1985

Last Revised: June 19, 2013, January 21, 2026

Description:

School District #59 employees are expected to assume full responsibilities of citizens living in a democracy. These may include voting, or refraining from voting; discussing the social, political and economic issues of the day in public meetings; supporting candidates; accepting appointment or elected public office; or holding office in political parties - provided that the employees' duties and responsibilities to the Board are not affected in any way. District employees take such actions as individuals and not as representatives of the school district.

However, all employees have a duty of loyalty to the school district as their employer. The duty of loyalty requires employees, irrespective of political preferences or affiliations, to serve the school district to the best of their ability. Employees must, in the conduct of their duties, instill confidence and trust, and must not impugn the reputation of the school district.

School district employees are free to comment on public issues but must exercise caution to ensure, that by doing so, they do not jeopardize the perception of impartiality in the performance of their duties. For this reason, care should be taken in making comments or entering into public debate regarding school district policies. Employees must not use their position in the school district to give added weight or credibility to their personal opinions.

In the event that a teacher's ~~employee's course work~~ **instruction** includes a discussion on political issues or parties, it is incumbent on the teacher to ensure all major political perspectives are represented. Visitations by elected members of the provincial or federal legislatures are to be balanced by inviting representatives of other major political parties to the school to provide opportunities for rebuttal and to present the full spectrum of political thought.

Leave of Absence for Political Activity

The Board recognizes the right of district employees to campaign as a candidate for and to hold political office. Leave of absence for those purposes will be granted according to the regulation 3210.

POLITICAL ACTIVITIES - ~~TEACHERS & SUPPORT~~ ALL EMPLOYEES

Board Approved and Codified: May 20, 1986

Last Revised: June 19, 2013, January 21, 2026

Description:

~~Instructional (Certified) Teachers~~ Staff

~~Teachers~~ Staff should consider the responsibility they have towards their students and the students' legitimate expectation of a consistent ~~teacher~~ staff-learner relationship. Bearing two factors in mind, the superintendent may, upon application, grant a staff member a leave of absence without pay:

For Campaigning

Maximum leave without pay allowable will be:

- For federal and provincial election campaigns - a continuous period of 30 days;
- For municipal election to council - 5 days;
- For mayor election - 10 days.

If Elected

Leave of absence without pay will be granted to a:

- Member of Parliament - for the periods of time that parliament is in session including travel and fulfillment of parliamentary duties, for the duration of time sitting in elected office;
- Member of Legislative Assembly - for the periods of time that the legislature is in session including travel and fulfillment of parliamentary duties, for the duration of time sitting in elected office;
- Councillor - for council or formal meetings, but only under circumstances where ~~teacher~~ staff-learner relationship will not be seriously affected;
- Mayor - for term of office.

2060 Legal Requirement

Policy 2060 STATUS: **FOR ADOPTION**

Legal Requirement

Board Approved & Codified: June 19, 2013

Last Revised: June 19, 2013

Description:

1. The Board Office of the Board of Education of School District No. 59 (Peace River South) is located at: 11600-7th Street, Dawson Creek, BC V1G 4R8.
2. Books, documents and records are securely located at: 11600-7th Street, Dawson Creek, BC V1G 4R8, in paper copy or electronically.
3. The District Seal is located at: 11600-7th Street, Dawson Creek, BC V1G 4R8.

4320 Custody of Students

Policy 4320 STATUS: **FOR ADOPTION**

CUSTODY OF STUDENTS

Board Approved and Codified: February 24, 1986

Last Revised: June 19, 2012, November 2025

Description:

The Board of Education directs that all schools shall guard and protect the legal custody and identity of students in attendance in our schools.

1. A school shall not give custody of a student to any person whatsoever, except to the custodial parent(s) or legal guardian, unless specifically authorized by the custodial parent or legal guardian
2. A school shall not give names, addresses or other student information to anyone except to the custodial parent(s), legal guardian or to those persons specifically authorized by the custodial parent or legal guardian.

4320 Custody of Students

Regulation 4320

STATUS: **FOR ADOPTION**

CUSTODY OF STUDENTS

Board Approved and Codified:

Last Revised:

Description:

Release of Students

1. A school shall not give custody of a student to any person, except to the custodial parent/parents or legal guardian, unless:
 - a. The custodial parent/legal guardian has provided authorization naming the individual.
 - b. The school has confirmed the identity of the person picking up the student.
 - c. In situations of uncertainty or dispute, the student remains under school supervision until clarification is obtained.

Protection of Student Information

2. Information requests from organizations, agencies or extended family members must be referred to the school principal and may require additional documentation such as a sharing of information consent form.

Verification of Legal Custody

3. Where a custody agreement exists, schools should ensure that up-to-date documentation of custody and guardianship (such as court orders or guardianship agreements) are on file and references in the student information system where appropriate. Staff must be aware of the legal decision-making authority, access, and information sharing expectations.

4535 Response to Unexpected Health Emergencies

Policy 4535 STATUS: **FOR ADOPTION**

RESPONSE TO UNEXPECTED HEALTH EMERGENCIES

Board Approved & Codified:

Last Revised:

Description:

The Board of Education is committed to ensuring the health and safety of all students, staff, and visitors in schools. A timely and effective response to unexpected health emergencies is essential to ensuring a safe school environment. Unexpected health emergencies can occur without warning and require an immediate response to improve survival outcomes before emergency responders arrive.

RESPONSE TO UNEXPECTED HEALTH EMERGENCIES

Board Approved & Codified:

Last Revised:

Description:

1. Automated external defibrillators (AED's) and naloxone kits will be made accessible at all schools.
2. Tools will be clearly marked with standardized signage to support easy identification and use.
3. Routine inspections will be carried out to ensure functionality and monitor expiry dates.
4. Barrier free access will be provided to accommodate diverse user needs.
5. Tools will be presented in a non-stigmatizing manner to encourage comfortable and equitable use.
6. School communities will be informed of the location of the AED's and naloxone kits.

4615 Employee Records

Policy 4615

STATUS: **FOR ADOPTION**

EMPLOYEE RECORDS - FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Adopted and Codified: June 28, 1995

Last Revised: June 19, 2012

Description:

In accordance with the Freedom of Information and Protection of Privacy Act, the Board of Education will ensure the confidentiality of personal information of its employees. Personal information may only be obtained as authorized by the Act and used for the specific purpose for which it is gathered. An employee shall have access to all personal information which the District holds about themselves.

EMPLOYEE RECORDS - FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Adopted and Codified: June 28, 1995

Last Revised: June 19, 2013

Description:

Guidelines

1. The employee record consists of all personal information collected or maintained by the District pertaining to the employee. The employee file shall be maintained by the Human Resource Department, but employee records may exist in other locations.
2. Access to an employee's personal information can be gained during normal business hours upon appointment with the Human Resource Department. An employee's personal information is available to:
 - i) the employee, in the presence of the Director of Human Resources or designate;
 - ii) other parties, such as legal counsel of the employee with the specific written consent of the employee;
3. Confidentiality must be protected by each employee who is authorized to have access to the personal information of other employees

Removal or Correction of Employee Record Entries

1. The Freedom of Information and Protection of Privacy Act gives employees the right to request that personal information on file be removed or corrected. This procedure is not intended to be in conflict with, or supersede, an employee's rights outlined in a collective agreement.

Under the Freedom of Information and Protection of Privacy Act:

1. Employees may request the District to correct or remove entries in their personal records. Such a request must be made in writing, either on forms provided or in a letter.
2. The Human Resources Department, upon receiving such a request, will make a recommendation to the Chief Privacy Officer, who may consult with the Superintendent/CEO or designate before making a decision.
3. If the District denies the request, the applicant shall be informed of the right to appeal to the Office of the Information and Privacy Commissioner.

Retention of Employee Records.

1. Employee records shall be maintained for the periods outlined in Board Policy and Regulation 4660.