



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: April 30, 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
T. Jones

C. Fennell, Superintendent
K. Morris, Secretary-Treasurer
R. Schwartz, Recording Secretary

REGRETS: Nil

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: Nil

Deletions: Nil

(2025-04-008)

MOVED/SECONDED – Jones/Wards

THAT the Board of Education of School District No. 59 (Peace River South) approve the April 30, 2025 Regular Board Meeting agenda as presented.

CARRIED

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – March 12, 2025

The Chair asked for any corrections to the minutes.

(2025-04-009)

The Chair declared the minutes of the open meeting March 12, 2025 approved as presented.

R1.2 Excerpts of Closed Board Meeting – March 12, 2025

(2025-04-010)

The Chair declared the excerpts of the closed board meeting March 12, 2025 approved as presented.

R1.3 Special Open Board Meeting Minutes – April 2, 2025

The Chair asked for any corrections to the minutes.

(2025-04-011)

The Chair declared the minutes of the special open meeting April 2, 2025 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

R4.1 Traversa Implementation Presentation – Transportation Department

Jeff Lekstrom, Transportation Manager and Marisa Kemp, Assistant Manager provided an update on the new transportation system software Traversa. The new software automates many previous manual processes including tracking and managing fleet operations, dispatching and assignment of tasks to drivers, real-time notice of interruption of routes, and attendance tracking.

Most features of the Traversa software will be implemented with the bussing contractor that provides transportation services in Chetwynd.

5.0 CORRESPONDENCE

R5.1 – March 31, 2025 – Received from City of Dawson Creek – Re: Strategic Plan and Budget Consultation RSVP

R5.2 – April 2, 2025 - Village of Pouce Coupe – Re: Representative Councillor

R5.3 - April 2, 2025 - Village of Pouce Coupe – Re: Alternate Representative Councillor

R5.4 – April 9, 2025 – cc letter from Minister Beare to Mayor Krakowka (Tumbler Ridge) – Re: Teacher Recruitment and Retention

6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 School/Student News

The Superintendent reported school/student news:

- Students at Devereaux Elementary built bird houses for Earth Day and put them up in their community forest. Students also had fun participating in a gymnastics program at Mile 0 Gymnastics Academy.
- The concession manager at Dawson Creek Secondary School – South Peace Campus challenged students to raise funds for a fellow student undergoing cancer treatments. The challenge was to raise \$2000 towards the cause in order for the concession manager to shave her head. The students rose to the challenge and raised \$2400 with all proceeds going to the family.
- AT DCSS-South Peace Campus, students in Contemporary Indigenous Education 12 class made their own moccasins. Science for Citizens classes made dioramas for natural disasters. Examples of dioramas included lightening strikes and volcano
- Parkland Elementary students enjoyed a presentation from the Art Starts program where students learned how to beat box.
- Central and South Peace staff attended a Universal Design for Learning (UDL) workshop with Dr. Jennifer Katz. The work emphasized building compassionate classroom communities, designing accessible curriculum for all learners, and supporting social and emotional well-being.
- Eighteen students from across the district participated in the Adventures in Healthcare three-day event. Adventures in Healthcare is a partnership between Rotary, UNBC, NLC, Northern Health, SD59, and SD60 that allows students to explore healthcare careers and services. The students toured Northern Lights College, Dawson Creek and Fort St. John hospitals, Rotary Manor, UNBC – FSJ Campus, and Freedom Physiotherapy.
- South Peace Elementary had a field trip to the sheep barn where the younger students got to watch the older students' shear sheep.
- The District received a Terry Fox participation letter with history of schools that registered and participated in the annual fundraising event. The top two schools are Parkland Elementary for 34 years and Canalta Elementary for 32 years.

R6.2 Don Titus Montessori Review Timeline

A timeline was presented outlining the review process for the Montessori program review. Data gathering will include internal data collection and surveys with students and guardians through the months of April and May. The data will be compiled, and a report will be presented to the Board of Education at the June 25th board meeting.

R6.3 Year One of 2024-2028 Strategic Plan / Operational Plan

The Superintendent presented a detailed plan which included budget allocations to carry out objectives set in the Operation Plan for the 2024-2025 school year.

7.0 REPORTS FROM THE SECRETARY TREASURER

R7.1 Monthly Financial Report – March 2025

The Secretary Treasurer presented the monthly financial report ending March 31, 2025.

R7.2 Trustee Remuneration

Secretary Treasurer Morris presented the results of the BCSTA Compensation Survey. Comparisons of Trustee stipends, meal per diems, and mileage rates.

(2025-04-012)

MOVED/SECONDED – Gulick/Hillton

THAT, the Board refer Policy and Regulation 2250 Trustee Remuneration, Benefits, and Recognition to the policy committee for review.

CARRIED

R7.3 2025-2026 Annual Budget

The Secretary Treasurer presented the following information regarding the 2025-2026 Annual Budget:

- a) April 2, 2025 Consultation Report
- b) 2025-2026 Annual Budget/Bylaw

No feedback beyond the consultation meeting was received; therefore, no changes to the 2025-2026 Annual Budget as presented in the Special Open Meeting on April 2, 2025 were made.

The following motion was called to vote after being MOVED/SECONDED in the April 2, 2025 Special Open Board Meeting:

(2025-04-013)

MOVED/SECONDED – Hillton/Wards

THAT the School District No. 59 (Peace River South) Annual Budget Bylaw for the fiscal year 2025-2026 showing the estimated revenues and expenditures and the total budget bylaw amount of \$69,917,920 for the 2025-2026 fiscal year be read a second time.

CARRIED

(2025-04-014)

MOVED/SECONDED – Gulick/Jones

THAT the School District No. 59 (Peace River South) Annual Budget Bylaw for the fiscal year 2025-2026 showing the estimated revenues and expenditures and the total budget bylaw amount of \$69,917,920 for the 2025-2026 fiscal year be read a third time, passed and adopted.

CARRIED

R7.4 2025-2026 Capital Plan Response Letter / Bylaw

The Secretary Treasurer announced Ministry approval of the following 2025/26 minor capital:

	Project:	Funding:
Tumbler Ridge Elementary	SEP – HVAC Upgrades	\$950,000
Dawson Creek Secondary School – Central Campus	CNCP – Exterior Wall Systems Upgrades	\$300,000
Tremblay Elementary	PEP – Universally Accessible Playground Equipment	\$200,000

Capital Bylaw No. 2025/26-CPSD59-01 was presented to the Board for approval.

(2025-04-015)

MOVED/SECONDED – Hillton/Wards

THAT, the Capital Project Bylaw No. 2025/26-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 25, 2025 be read a first time.

CARRIED

(2025-04-016)

MOVED/SECONDED – Gulick/Jones

THAT, the Capital Project Bylaw No. 2025/26-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 25, 2025 be read a second time.

CARRIED

(2025-04-017)

MOVED/SECONDED – Schurmann/Jones

THAT the Board allows the third reading of Capital Project Bylaw No. 2025/26-CPSD59-01 to occur in the April 30, 2025 meeting.

CARRIED

(2025-04-018)

MOVED/SECONDED – Hillton/Wards

THAT, the Capital Project Bylaw No. 2025/26-CPSD59-01 of the Board approved by the Minister as outlined in the letter received from the Capital Management Branch dated March 25, 2025 be read a third time, passed, and adopted.

CARRIED

R7.5 Capital Projects Report

Crescent Park Elementary School Expansion

Since March 12, 2025, the following have occurred:

- SD59 internal project team met to discuss next steps and delay in receipt of modular costing.
- SD59 internal project team met with architect to discuss concerns with receipt of modular costing, timelines and delayed reports to the Board of Education, BLT (Building Learning Society) and the Dawson Creek Child Care Task Force.
- Architect provided a refined costing for modulars and updated costing for stick build.

ChildcareBC New Spaces – Tremblay & Tumbler Ridge Elementary

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- SD59 internal project team met to discuss next steps and delay in receipt of modular costing.
- SD59 internal project team met with architect to discuss concerns with receipt of modular costing, timelines and delayed reports to the Board of Education, BLT (Building Learning Society) and the Dawson Creek Child Care Task Force.
- Architect provided a refined costing for modulars and updated costing for stick build.

Staff presented a recommendation to proceed with advancing the stick build option, unless otherwise directed by the Board, for the following reasons:

1. Streamlined process with 1 contractor, 1 tender, 1 building permit
2. Schedule
3. Class D Refined Modular will only become more expensive as the costing (Class C, B, A) is more refined thus shrinking the variances of cost of stick build to modular (4.5%-2.1%)
4. Recent challenging experience with Crescent Park Elementary Expansion: 2 tenders, 2 contractors, 3 building permits (third is sprinklers)
5. Increased cost will be requested and assumed funded from Ministry of Education and Child Care
6. Ministry does not have a preference between stick build or modular

A second configuration option is being explored as when the funding applications were made in 2023 and approved in 2024, the Dawson Creek child care request did not include before and after school care in the new structure. The Tumbler Ridge facility did include before and after school care in the request.

The Secretary Treasurer outlined the risk with either option (stick build or modular) with the Board being responsible for any over spending beyond approved.

When the request for increased funding goes to the Ministry, the project team will present two options for Dawson Creek: one as the project application was approved (child care) and one modified project (child care and before and after school care) for the Ministry's consideration. If the Ministry does not approve the increased funding request for either Tumbler Ridge or Dawson Creek, an update will be provided to the Board before proceeding with either project.

(2025-04-019)

MOVED/SECONDED – Gulick/Hillton

THAT the Board approve the child care spaces stick build construction option;
AND FURTHER; the Board approve the submission of two configuration options for the Dawson Creek child care project: one including before and after school care and one without as originally submitted for funding approval, and subsequently approved;
AND FURTHER; the Board be apprised of the Ministry's decision relative to increased funding, before proceeding with either the Dawson Creek or Tumbler Ridge project.

CARRIED

Updates are available on the district website at [Capital Projects | School District 59 \(sd59.bc.ca\)](https://capitalprojects.sdsd59.bc.ca).

R7.6 Lead in Water Testing Results

The district conducted water testing at eight sites in January 2025; a total of 160 samples were obtained in accordance with Ministry guidelines. Results indicated twenty-five deficiencies, of which all but two fixtures passed post purge tests and have signage posted in accordance with Northern Health requirements. Filter installation and/or fixture replacement have started and will be completed by September 2025, at which time the fixtures will be re-tested and reported to Northern Health to ensure compliance.

R7.7 Secretary Treasurer's Report – April 2025

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

8.0 TRUSTEE ITEMS

R8.1 BCSTA Update – R. Gulick

Trustee Gulick presented the latest news and events from the BCSTA. The BCSTA AGM was held on April 24-26, 2025.

The Board congratulated Trustee Gulick who was elected as a director for the BCSTA Board and will serve a 2-year term.

R8.2 Conflict of Interest Declaration – C. Hillton

Trustee Hillton declared conflict with a family member belonging to the CUPE Local 3052, effective May 5, 2025. Trustee Hillton resigned from the BCPSEA representative, and Trustee Gulick was appointed to the primary representative position. Trustee Schurmann will serve as the new alternate.

R8.3 Retirement/Recognition Dinner Event – R. Gulick

Trustee Gulick informed the Board that planning is underway for the annual retirement and long service recognition event. The dinner event will be hosted by the Board on June 11, 2025. Trustees will receive the retirement list in May.

9.0 COMMITTEE REPORTS

R9.1 Indigenous Education Councils

Trustee Hillton reported the Chetwynd Indigenous Council heard from CSS students that went ice fishing with Moberly Lake Elementary students. Council also had a presentation from the Secretary-Treasurer on the 2025-2026 Annual Budget and council is starting the planning for the achievement awards that will be presented on June 19th at the District's National Indigenous Peoples Day event celebration.

Trustee Jones reported the Dawson Creek Indigenous Council is looking forward to the May 5th Truth and Reconciliation professional development day that will be held in Dawson Creek at Unchagah Hall.

R9.2 Policy Committee

The Policy Committee received no feedback on Policy 4585 Media in Schools. The Policy and Regulation was presented for adoption.

(2025-04-020)

MOVED/SECONDED – Gulick/Hillton

THAT, the Board of Education of School District No. 59 (Peace River South) adopt Policy and Regulation 4585 Media in Schools as presented.

CARRIED

10.0 DIARY

11.0 NOTICE OF MOTION

12.0 QUESTION PERIOD

A question-and-answer period was provided.

13.0 FUTURE BUSINESS

R13.1 – May 21, 2025 (Tumbler Ridge – Visitor Information Centre)

ADJOURNMENT

(2025-04-021)

MOVED – Hillton

THAT the Regular Board Meeting of April 30, 2025 be terminated. (3:23 PM)

CARRIED

CERTIFIED CORRECT:

Original Signed By:

C. Anderson, Board Chair

Original Signed By:

K. Morris Secretary Treasurer