



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: September 17, 2025 – 1:00 PM

PLACE: School District 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

REGRETS: Nil

The Organizational Meeting was called to order by the Secretary-Treasurer at 1:01 PM.

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

APPROVAL OF AGENDA

Additions: Nil

Deletions: R6.1
• Financial Discussion and Analysis Report

(2025-09-004)

MOVED/SECONDED – Wards/Hillton

THAT the Board of Education of School District No. 59 (Peace River South) approve the September 17, 2025 Regular Meeting agenda as amended.

CARRIED

Election of Chair & Vice-Chair

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

Trustee Hillton nominated Trustee Anderson, seconded by Trustee Schurmann. Trustee Anderson accepted the nomination.

The Secretary Treasurer made a second and third call for further nominations. With no other nominations, Trustee Anderson was acclaimed as Chair.

The Secretary-Treasurer passed the gavel over to the Board Chair.

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

Trustee Schurmann nominated, seconded by Trustee Wards. Trustee Gulick accepted the nomination.

The Board Chair made a second and third call for further nominations for the position of Vice-Chair of the Board. With no other nominations, Trustee Gulick was acclaimed as Vice-Chair.

The following conflict declarations were made:

- Trustee Hillton declared employment with District of Chetwynd in an excluded position.
- Trustee Anderson declared conflict with family members belonging to BCNU and UFCW Local 247.
- Trustee Mounsey declared conflict with family members belonging to BCTF and PVP Association.
- Trustee Wards declared employment as a casual employee of City of Dawson Creek belonging to CUPE and a family member belonging to CUPE.
- Trustee Schurmann declared no conflicts.
- Trustee Gulick declared conflict as a Councillor with District of Tumbler Ridge.
- Trustee Jones declared conflict with a family member belonging to BCTF and exempt staff.

Trustee Gulick departed the meeting at 1:07 pm.

The appointment of 2025-26 Board Committees and Reps was deferred to 9.0 Committee Reports.

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – June 18, 2025

The Chair asked for any corrections to the minutes.

(2025-09-005)

The Chair declared the minutes of the open meeting June 18, 2025 approved as presented.

R1.2 Excerpts of Closed Board Meeting – June 18, 2025

(2025-09-006)

The Chair declared the excerpts of the closed board meeting June 18, 2025 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 CORRESPONDENCE

5.0 PRESENTATIONS

R5.1 Auditors Report – Eclipse, LLP

Mr. Grindle and Mr. Neufeld from Eclipse LLP presented the audit report to the Board. The audit found the financial statements to present fairly, in all material aspects, in accordance with all required regulations.

The audit letter indicates any concerns, observations, and recommendations. The auditors found no major issues and no additional internal controls were recommended.

(2025-09-007)

MOVED/SECONDED – Jones/Wards

The Board accept the Auditors Report as presented.

CARRIED

Trustee Mounsey exited the meeting at 1:30 pm.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Audited Financial Statements 2024-2025

The Secretary-Treasurer reviewed the 2024-2025 Audited Financial Statements with the Board.

The District reported the use of \$818,740 surplus for the June 30, 2025 year-end. The remaining operating reserve balance of \$7,987,358 is available, of which \$4.3 million is internally restricted.

(2025-09-008)

MOVED/SECONDED – Jones/Hillton

THAT, the Board approve the 2024-2025 Audited Financial Statements as presented.

CARRIED

R6.2 Monthly Financial Report – August 2025

The Secretary-Treasurer presented the monthly finance report for August 2025.

R6.3 2025-2026 Budget Change Report

The Secretary-Treasurer presented the budget change report, indicating changes from the Preliminary Budget approved in April 2025.

R6.4 2025-2026 Preliminary Enrolment

The preliminary enrolment is currently being reported at 3623 FTE (a decrease of 99 FTE from projected enrolment).

The final enrolment report will be presented at the October meeting after the 1701 data is submitted to the Ministry of Education and Child Care.

R6.5 2026-2027 Minor Capital Submission

The Secretary-Treasurer presented the 2026-2027 Minor Capital Submission.

(2025-09-009)

MOVED/SECONDED – Wards/Hillton

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 59 (*Peace River South*) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) as provided on the Five-Year Capital Plan Summary for 2026/27 submitted to the Ministry of Education and Child Care.

CARRIED

R6.6 Secretary Treasurer Report – September 2025

The Secretary-Treasurer's report for September was provided for information.

R6.7 Capital Projects Update

The Secretary-Treasurer provided the following updates on the current capital projects:

Crescent Park Elementary School Expansion Project

The Secretary-Treasurer updated the Board on the Crescent Park Elementary School Expansion project. Modular units arrived of the summer and have been placed. Work continues on the tie-in of the modulars to the existing building, the retaining wall construction and backfilling the site with excavated fill after the completion of the retaining wall.

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

ChildCareBC New Spaces – Dawson Creek & Tumbler Ridge

Work continues on the applications for increased funds. A team meeting is planned for September 25th to review applications for submission by month end.

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

7.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R7.1 School/Student News

The Superintendent reported school/student news:

- A Leadership Retreat for Administrators and Senior Leadership was held at the district's outdoor education site at Gwillim Lake in late August.
- The senior leadership team attended the BCSSA conference planning for the 2025/26 school year and allowed the team time to reflect and conduct a mini-SOAR of the district.
- Moberly Lake Elementary has a great food program and the school has been harvesting their rhubarb patch and cooking and canning all things rhubarb!
- The new bus pass system is going really well.

- Don Titus Elementary students are engaged in 'getting to know you' activities and back to school events
- McLeod and Devereaux are excited to have their StrongStart programs opening.
- Crescent Park Elementary School is having a school wide challenge that encourages students to walk, scooter or bike to school which will help with the parking issues while the school expansion project is happening.
- Tumbler Ridge Secondary focussing on Truth and Reconciliation this month. Outdoor Education program building outdoor shelters.
- DCSS-SP are excited to have new student devices in library and a school goal for this year is to encourage students stay in classes.
- Canalta Elementary classes are participating in a read-aloud competition. Each class has developed their own challenge – 100 books by 100s day, a poem a day, and 100 books in the library challenge.
- Central campus – everyone is a piece of the puzzle! Sport activities are in full swing!
- Chetwynd Secondary School has already started out the school year with trips to the educational site at Gwillim Lake - grade 8's had a chance to connect with each other and team building in a fun environment and grade 12's used the space as a retreat to plan for their grad year.
- Ecole Frank Ross now has a paved basketball court that was supported by the school PAC.
- Tremblay Elementary is focussing on making sure their school is welcoming, music every child matters and the Seven Teachings of Truth and Reconciliation. Students and staff were welcomed back with a Muffin Morning and backpacks were available for students that needed one. Tremblay also had a new playground installed over the summer.
- Little Prairie Elementary students are already immersed in literacy and numeracy activities.
- The Gwillim Lake caretakers have been busy updating the cabins and making the site accessible for all students. They have also built a gorgeous deck on the sauna cabin, and they have been working on replacing the deck on the bridge. They have done an amazing job keeping the site maintained.
- The district provided training for LOP's and a new teacher orientation session prior to the start of the school year.

Trustee Mounsey rejoined the meeting at 2:15 pm (mid R7.1).

R7.2 Access Zones

Access zones around K–12 schools have been established through the [Safe Access to Schools Regulation](#) to preserve safe access to education by protecting students, staff and families from disruptive and harmful protest activities at schools.

Access zones are now in place at K–12 schools and police can arrest or ticket anyone found impeding access, disrupting or interfering with educational activities or attempting to intimidate an individual within 20 metres (66 feet) of school property. These zones are in effect on school days from 7 am to 6 pm and during extracurricular school activities at all of BC's K–12 public and independent schools, with limited exceptions.

R7.3 New Curriculum for Physical Health and Education 10

The Physical and Health Education 10 curriculum will include Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) learning.

The [Support Services for Schools Ministerial Order](#) has been amended to include a [Response to Unexpected Health Emergencies Policy](#) effective July 1, 2025. The amendment requires all boards of education to:

- establish, maintain and make publicly available a policy for responding to unexpected health emergencies at schools in the district.
- ensure that Automated External Defibrillators (AEDs) and naloxone are readily accessible in each school.

Boards of education are expected to have the policy in place and AEDs and naloxone kits accessible in all secondary schools by December 31, 2025. Accessibility of AEDs and naloxone kits in all elementary and middle schools is expected by September 8, 2026.

R7.4 BC Center for Disease Control Measles Guidance for K-12 Schools

The BCCDC has developed [Measles Guidance for K–12 Schools](#). This resource supplements the [Public Health Communicable Disease Guidance for K–12 Schools](#) and provides additional guidance for educators, administrators and support staff at public and independent schools related to preventing the spread of measles within the school setting.

R7.5 New Holocaust Education Curriculum

The updates to Social Studies 10 include specifically requiring learning about:

- The Holocaust and the concept of genocide
- Racial segregation and the destruction of Hogan's Alley
- Internment of Japanese Canadians during World War II

In addition, there will be an expanded focus on existing learning about Residential Schools and other injustices towards First Peoples in BC and Canada.

8.0 TRUSTEE ITEMS

R8.1 BCSTA Update – R. Gulick

Chair Anderson presented the latest news and events from the BCSTA on behalf of Trustee Gulick.

Upcoming BCSTA Events:

Northern Interior Branch Meeting – October 17-18, 2025 – Terrace
BCSTA Provincial Council – October 24, 2025 - virtual
BCSTA Academy – November 27-29, 2025 – Vancouver
Advocacy Day – end of October.

A new Learning Series is in development.

9.0 COMMITTEE REPORTS

R9.1 Indigenous Education Councils

Chetwynd Indigenous Education Council will meet on September 23, 2025 for their first meeting of the school year.

The Dawson Creek Indigenous Education Council will meet on September 23, 2025.

R9.2 Policy Committee

The Policy Committee revised Policy and Regulation 4660 Retention and Destruction of Records and is recommending adoption as amended.

(2025-09-010)

MOVED/SECONDED – Hillton/Wards

THAT, the Board of Education of School District No. 59 (Peace River South) adopt Policy and Regulation 4660 Retention and Destruction of Records as amended.

CARRIED

2025-26 Board Committees and Reps

The Board assigned trustees to standing committees and schools for the 2025-26 school year, effective October 1, 2025.

A vote was held when more than one trustee was running for the same committee.

10.0 DIARY

11.0 NOTICE OF MOTION

12.0 QUESTION PERIOD

A question and answer period was provided.

13.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – October 22, 2025 – Little Prairie Elementary School - Chetwynd

ADJOURNMENT

(2025-09-011)

MOVED – Hillton

THAT, the Regular Meeting of September 17, 2025 be terminated. (2:58 PM)

CARRIED

CERTIFIED CORRECT:

Original Signed By:
C. Anderson, Board Chair

Original Signed By:
K. Morris Secretary Treasurer