

**BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59**  
**11600 – 7<sup>TH</sup> Street, Dawson Creek, BC V1G 4R8**

## **Open Session Minutes**

DATE & TIME: October 20, 2021 – 1:00 PM

PLACE: Chetwynd Recreation Centre – Chetwynd, BC

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

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

The meeting was called to order at 1:08 pm.

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

### APPROVAL OF AGENDA

Additions:

Deletions:

(2021-10-006)

MOVED/SECONDED – Borton/Jones

THAT, the Regular Meeting agenda be approved as presented.

CARRIED UNANIMOUSLY

### 1.0 ITEMS FOR ADOPTION

#### R1.1 Regular Board Meeting Minutes – September 22, 2021

The Chair asked for any corrections to the minutes.

(2021-10-007)

The Chair declared the minutes of the open meeting September 22, 2021 approved as presented.

#### R1.2 Excerpts of Closed Board Meeting – September 22, 2021

(2021-10-008)

The Chair declared the excerpts of the closed board meeting September 22, 2021 approved as presented.

## 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 school/student news:

- Truth and Reconciliation Week was recognized throughout the district during the last week of September, this included Orange Shirt Day on September 29<sup>th</sup>.
- Schools participated in Terry Fox runs across the district.
- DiscoverE Science sponsored science kits for Moberly Lake Elementary; the students are having fun learning about energy and circuits.
- Tremblay Elementary students enjoyed a field trip to Swan Lake and are cooking in focus groups.
- DCSS girls volleyball teams placed 3<sup>rd</sup> at a tournament in Prince George, the senior girls team is currently ranked 6<sup>th</sup> in the province.
- Little Prairie students are enjoying activities in their outdoor classroom.
- TRSS students are focusing on teamwork and cooperative learning.
- Canalta Elementary School just completed a very successful potato fundraiser. The students harvested the potatoes during the first snow fall of the season!
- Don Titus Montessori students are enjoying a new PE unit which explores playing outside; the students even enjoyed a Thanksgiving lunch outside.

### R5.2 K-12 Communicable Disease Plan Update

The Superintendent reviewed the latest changes to the K-12 Communicable Disease Plan. All students in K-12 are now required to wear a mask while in school.

### R5.3 Ratios, Class Size, Composition and Remedies Report

There are 11 schools not in compliance with class size and/or composition maximums as described in LOU #17. A meeting occurred with the union president of the PRSTA to report on best efforts to resolve any class size or composition issues. The District demonstrated best efforts and will be applying remedies in classrooms that are over class size and/or composition maximums.

The district is reporting a shortfall in following ratios:

- Teacher Librarian ratio (-0.669 FTE)
- Combined ratios of SERT, LAT and ELL (-1.413 FTE)
- Secondary Counsellors ratio (-0.068 FTE)

#### R5.4 Ministry K-12 Student Reporting Policy for Public Feedback

The Superintendent shared the draft policy on K-12 Student Reporting developed by the Ministry of Education. The Ministry is accepting public feedback on the policy until November 5, 2021. Once approved, the final policy is projected to come into effect for the 2022-23 school year.

#### R5.5 Field Trip Request

The grade 8/9 French Immersion group at DCSS-Central Campus submitted a field trip application request for a student trip to Quebec in the spring of 2022.

(2021-10-009)

MOVED/SECONDED – Hillton/Borton

THAT, the Board give approval to proceed with planning the French Immersion field trip to Quebec in the spring 2022.

CARRIED UNANIMOUSLY

#### R5.6 Unrestricted Operating Surplus Draft Plan

The Superintendent presented potential initiatives as part of the Unrestricted Operating Surplus Draft Plan. The initiatives were identified as key areas that could use additional funding support. The plan will be further developed to identify initiatives and allocate funding.

### 6.0 REPORTS FROM THE SECRETARY TREASURER

#### R6.1 2021-22 Final Enrollment

The final enrollment for the district was reported at 3672.06 FTE (an increase of 49.6 FTE from last year). Dawson Creek Secondary School has seen the largest increase of FTE (29.5) and Tumbler Ridge Elementary has the largest decreases in FTE (-20).

#### R6.2 2020-21 Executive Compensation Disclosure

The Secretary-Treasurer presented the 2020-21 Executive Compensation Disclosure Report. The report is an annual reporting requirement which includes the compensation philosophy of the district, including labour market comparators, cash and non-cash compensation, compensation administration and accountability. The disclosure includes the top five executive level decision makers with compensation over \$125,000. The report is reviewed by both BCPSEA and PSEC. This report is posted on the district website.

(2021-10-010)

MOVED/SECONDED – Jones/Borton

THAT, the Board receive the 2020-21 Executive Compensation Disclosure report as presented.

CARRIED UNANIMOUSLY

### R6.3 Ventilation Report

The Secretary Treasurer updated the board on the upgrades made to the ventilation systems within the district to strengthen health and safety measures. Regular maintenance and inspections are conducted for all HVAC systems. Ventilation reports for each facility will be posted on the website.

### R6.4 Banking Services Tender

The Secretary-Treasurer announced that the Canadian Imperial Bank of Commerce has been awarded the banking services tender. There will be a transition phase to move from the current bank to the new service provider. The new agreement will be for a five-year term.

The tender for banking services is in alignment with policy 5020: Auditors and Banking.

## 7.0 TRUSTEE ITEMS

### R7.1 BCSTA Update – T. Jones

Trustee Jones presented the latest news and events from the BCSTA.

- Trustees attended the BCSTA Northern Interior Branch virtual meeting on October 2, 2021.
- Trustee Gulick is attending the BCSTA Provincial Learning Committee meetings on October 21 & 22, 2021.
- Trustee Jones will be attending the BCSTA Provincial Council virtual meeting on October 23, 2021.
- Trustees will be attending the BCSTA Academy conference to be held in Vancouver December 2-4, 2021.

Trustee Borton attended a board chair meeting with BCSTA and a partner liaison meeting with the Ministry of Education on behalf of Trustee Anderson. Trustee Borton provided an update from the meeting.

### R7.2 Pro-D Report – T. Ziemer

Trustee Ziemer provided a professional development report to the board.

### R7.3 Advisory Committee on Staff Vaccinations – C. Anderson

The Board Chair reported that the Ministry of Education has formed an advisory committee to review and build a framework for school districts to use if they mandate vaccinations for staff. The committee is expected to publish information in the near future. The board will consider the guidelines and framework from the advisory committee and BCPSEA after they have been received.

## 8.0 COMMITTEE REPORTS

## 9.0 DIARY

## 10.0 NOTICE OF MOTION

## 11.0 QUESTION PERIOD

A question and answer period was provided.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – November 17, 2021

ADJOURNMENT

(2021-10-021)

MOVED –

THAT, the Regular Meeting be terminated. (3:55 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:



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(C. Anderson) Board Chair



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(M. Panoulis) Secretary Treasurer