



School District No.59 (Peace River South)

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.59

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

Open Session Minutes

DATE & TIME: May 29, 2019 - 1:00 PM

PLACE: Northern Lights College – Tumbler Ridge

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

C. Clouthier, Superintendent
C. Fennell, Assistant Superintendent
M. Panoulas, Secretary-Treasurer
R. Schwartz, Recording Secretary

Guests: S. McLeod, PRSTA
W. Howe, District of Tumbler Ridge Council Member
J. Watson, Don Titus PAC member
(note: other individuals were present at the meeting that did not sign in)

Media: none

Called to Order – 1:10 PM

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

APPROVAL OF AGENDA

Additions: R7.6 – Chair/Vice-Chair Election
R7.7 – Support Letter Request

(2019 05-008)

MOVED/SECONDED – Gulick/Jones

THAT, the Regular Meeting agenda be approved as amended.

CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – April 17, 2019

The Chair asked for any corrections to the minutes.

(2019 05-009)

The Chair declared the minutes of the open meeting April 17, 2019 approved as presented.

R1.2 Excerpts of Closed Board Meeting – April 17, 2019

(2019 05-010)

The Chair declared the excerpts of the closed board meeting April 17, 2019 approved as presented.

R1.3 Excerpts of Special Closed Board Meeting – April 30, 2019

(2019 05-011)

The Chair declared the excerpts of the closed board meeting April 30, 2019 approved as presented.

R1.4 Excerpts of Special Closed Board Meeting – March 6, 2019

(2019 05-012)

The Chair declared the excerpts of the closed board meeting March 6, 2019 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:

- Devereaux Elementary students participated in the Gwillim Lake Adventure Race and the Color Run recently held in Fort St. John.
- Ecole Frank Ross will be holding their annual walk-a-thon on June 14th
- Little Prairie Elementary Grade 7 students are teaching Grade 1 & 2 students how to code
- Windrem Elementary School held a whole school event at Gwillim Lake; the Grade 6/7 class will be travelling to Prince George, BC on June 4th to release the salmon they have raised; the school will be holding their annual Appreciation Tea to honour volunteers in school

- Students at Tumbler Ridge Elementary school participated in a project where they incubated chicks and cared for them until they could go to their forever homes.
- Moberly Lake Elementary School participated in the Discover Science program; students participated in a hiking event that incorporated problem solving skills and making connections; some classes have been using Skype to connect with park rangers for learning opportunities – they have connected with archeologists and park rangers; students have also participated in yoga and drumming activities to learn about body movement, spatial awareness, self-care and affirmation.
- The Gwillim Lake Adventure Race was held on May 25th - 39 students participated in teams from 7 schools in the district.
- 30 graduating students from DCSS-South Peace Campus took part in a grad legacy trip at Gwillim Lake – the grads noted that trips to Gwillim Lake were a highlight of their K-12 years in school.

R5.2 Student Discipline Report

The student discipline summary report for the month of April 2019 was presented. A total of 35 suspensions were reported. Following is a breakdown of the main offences:

- Safety of Others 14
- Controlled Substance 9
- Fighting 8

R5.3 Distributed Learning Audit Update

The Ministry of Education conducted an enrollment audit of Distributed Learning at Dawson Creek Secondary School. Overall the audit went well, and the audit team found most enrollment records and reporting documentation to be in place. Dawson Creek Secondary School lost .625 FTE funding in the amount of \$3,812.00.

R5.4 Field Trip

A field trip request was submitted for the Grade 8-9 French Immersion students at Dawson Creek Secondary School to travel to Quebec in February 2020.

(2019 05-013)

MOVED/SECONDED – Lalonde/Jones

THAT, the Board approve in principle to allow Grade 8 and 9 French Immersion students of DCSS to proceed with planning the French Immersion trip to Quebec in February 2020.

CARRIED UNANIMOUSLY

R5.5 Principal Announcements

The Superintendent announced the following principal appointments effective August 1, 2019:

- | | |
|--|---------------------|
| • Principal of Canalta Elementary School: | Jennifer Sutherland |
| • Principal of Little Prairie Elementary School: | Christi Munch |
| • Principal of Pouce Coupe Elementary School: | Amanda Bricker |
| • Vice Principal of Canalta Elementary School: | Susanne Wakeham |
| • Vice Principal of Crescent Park Elementary School: | Joanne Dueck |
| • Principal of Parkland Elementary School: | Kristy Rose |

The Superintendent noted there are still Vice-Principal positions at Chetwynd Secondary School and Little Prairie Elementary schools which will be announced once they are filled.

6.0 REPORTS FROM THE SECRETARY TREASURER

R6.1 Finance Reports

The Secretary-Treasurer presented the finance reports ending April 30, 2019.

R6.2 Interim Audit Report

The auditors performed an interim audit and found the system of internal controls functioning adequately. The auditors will complete the full year end audit in July.

R6.3 Related Party Transactions

Entities within the government's reporting entity require disclosure of transactions between related parties that occur at a value other than fair market value. A related party is described as:

- Entities within the government's reporting entity,
- Key management personnel and their close family members, and
- Entities controlled by key management personnel or their close family members.

The Secretary Treasurer disclosed to the government that no related party transactions at a value other than fair market value were conducted on behalf of School District No. 59.

R6.4 2020-21 – Capital Plan

The Secretary Treasurer reviewed the 2020-21 Capital Plan initiatives to be submitted to the Ministry.

(2019 05-014)

MOVED/SECONDED – Borton/Gulick

THAT, the Board of Education in accordance with provisions under section 142 (4) of the School Act approves the proposed Five-Year Capital Plan as presented.

CARRIED UNANIMOUSLY

R6.5 Don Titus School Closure Update

Due to the unknown outcome of the new funding formula and other uncertainties, the Secretary-Treasurer will not be bringing the first reading of the school closure bylaw for Don Titus Elementary School to the board in the 2020-21 school year.

The capacity situation in Chetwynd will continue to be examined very closely and any future decisions to proceed with a potential school closure in Chetwynd will be brought back to the board for deliberation.

R6.6 Bussing Information

The Secretary Treasurer provided information on transportation services as requested at a previous meeting.

Trustee Gulick is concerned field trip options are limited for the students in Chetwynd and Tumbler Ridge.

The Superintendent reported all schools have funding in their budgets to provide field trips. Although both the bus garage and Standard Bus work very hard to fulfil field trips requests, at times the availability of buses and bus drivers may prohibit a school from booking a field trip.

7.0 TRUSTEE ITEMS

R71 – BCSTA Update – T. Jones
No Report.

R7.2 – Northern Opportunities Update – T. Ziemer
Trustee Ziemer reported that all Northern school districts and the local college supported the letter of request for Northern Opportunities.

R7.3 – Survey Request – T. Ziemer
Trustee Ziemer received a survey request from an independent advocate for regarding post-secondary Education Assistant programs in BC. This information has been brought forward to BCSTA; therefore, Ziemer recommended that completing the survey is unnecessary.

R7.4 – Funding Model Review Feedback – T. Ziemer
Trustee Ziemer reported that feedback has been provided through the BCSTA AGM and Board Chair Meeting, as well as, the Superintendent and Secretary-Treasurer associations. The board agreed no further response is required until more information is provided from the Ministry.

R7.5 – Long Range Facilities Plan – C. Hillton
Trustee Hillton would like to see the board more involved in developing long term planning for the district which would also tie in with the capital plan submission.

The Secretary Treasurer reported the long-range facilities plan is changing to be a much broader document and is no longer focused on capacity utilization. The changes to the long-range facilities plan guidelines are meant to give boards the flexibility and space to allow for a broader focus of their facilities.

R7.6 – Board Chair & Vice Elections – T. Ziemer
The board held a discussion as to when to hold the chair and vice-chair elections. The elections are commonly held during the annual organizational meeting. The board agreed to hold the elections during the organizational meeting at the September board meeting.

R7.7 – Support Letter Request – T. Ziemer
The City of Dawson Creek has asked the Board to provide a letter in support of obtaining a grant for improvements to the Kenn Borek Aquatic Centre.

(2019 05-015)

MOVED/SECONDED - Gulick/Jones

THAT, the Board approve to write a letter to the city of Dawson Creek to support their grant application for equipment upgrades for the Kenn Borek Aquatic Centre.

CARRIED UNANIMOUSLY

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee presented the following revised policy for circulation.

(2019 05-016)

MOVED/SECONDED – Hillton/Borton

THAT, the board approve to circulate Policy and Regulation 2250: Policy Development for feedback.

CARRIED UNANIMOUSLY

With the adoption of the revised district code of conduct policy at the last board meeting which includes language from the student dress code policy, the policy committee recommended to repeal the student dress code policy.

(2019 05-017)

MOVED/SECONDED – Hillton/Jones

THAT, the board approve to repeal Policy and Regulation 4410: Student Dress Code effective immediately.

CARRIED UNANIMOUSLY

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

A question and answer period was held.

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – June 17, 2019

ADJOURNMENT

(2019-05-018)

MOVED – Hillton

THAT, the Regular Meeting be terminated. (3:50 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(T. Ziemer) Board Chair

(M. Panoulas) Secretary Treasurer