



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: September 17, 2019 - 1:00 PM

PLACE: School Board Office – Dawson Creek

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. Panoulis, Secretary-Treasurer
R. Schwartz, Recording Secretary

Guests: J. Watson, J. Neufeld. E. Fitzpatrick

Media:

The Organizational Meeting was called to order by the Secretary Treasurer at 1:00 PM

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

Election of Chair & Vice-Chair

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

Trustee Jones nominated Trustee Anderson (accepted)

The Secretary Treasurer made a second and third call for further nominations.

(2019-09-006)

MOVED to cease nominations – Gulick

Congratulations to Trustee Anderson to hold position as Board Chair by acclamation.

The Secretary Treasurer turned the gavel over to the Board Chair.

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

Trustee Lalonde nominated Crystal Hillton. (accepted)

Trustee Gulick nominated herself.

The Board Chair made a second and third call for further nominations for the position of Vice-Chair of the Board.

(2019-09-007)
MOVED to cease nominations – Ziemer

Ballots were distributed and tallied.

Congratulations to Trustee Hillton to hold position as Vice-Chair.

(2019-09-008)
MOVED to destroy ballots – Lalonde

Declarations of Conflict of Interest:

- Trustee Hillton declared conflict with District of Chetwynd and CUPE.
- Trustee Ziemer declared conflict with Northern Lights College and BCGEU
- Trustee Jones declared conflict with family member belonging to BCTF.
- Trustee Borton declared conflict with a family member belonging to Unifor.
- Trustee Lalonde declared conflict with family member belonging to BCGEU
- Trustee Anderson declared conflict with family member belonging to BCNU.

APPROVAL OF AGENDA

Additions: R7.6 Temporary Dog Park

(2019-09-009)
MOVED/SECONDED – Ziemer/Lalonde
THAT, the Regular Meeting agenda be approved as amended.
CARRIED UNANIMOUSLY

1.0 ITEMS FOR ADOPTION

R1.1 Regular Board Meeting Minutes – June 19, 2019

The Chair asked for any corrections to the minutes.

(2019-09-010)
The Chair declared the minutes of the open meeting June 19, 2019 approved as presented.

R1.2 Excerpts of Closed Board Meeting – June 19, 2019

(2019-09-011)

The Chair declared the excerpts of the closed board meeting June 19, 2019 approved as presented.

R1.3 Excerpts of Special Closed Board Meeting – June 28, 2019

(2019-09-012)

The Chair declared the excerpts of the special closed board meeting June 28, 2019 approved as presented.

2.0 BUSINESS ARISING

3.0 ESSENTIAL ITEMS

4.0 PRESENTATIONS

Mr. Neufeld from Sander Rose Bone Grindle Accounting Firm presented the audit report to the board. The auditor found the financial statements to present fairly, in all material aspect, in accordance with all required regulation.

The auditor reviewed the audit letter provided to management. The audit letter indicates any concerns, observations, and recommendations. The auditors found no major issues and no additional internal controls were recommended.

5.0 REPORTS FROM THE SECRETARY TREASURER

R5.1 Audited Financial Statements 2018-19

The Secretary-Treasurer reviewed the audited financial statements with the board. The district recorded an operating deficit of \$580,653 for the 2018-19 year. As of June 30, 2019, an operating reserve balance of \$6.4 million is available, of which \$2.6 million is restricted funds.

(2019-09-013)

MOVED/SECONDED – Gulick/Lalonde

THAT, the Board approve the 2018-19 audited financial statements as presented.

CARRIED UNANIMOUSLY

R5.2 Audit Management Letter

Reviewed under R4.1 – Auditor Presentation.

R5.3 Reserve Analysis

The Secretary Treasurer presented a summary of reserve funds as of June 30, 2019.

School reserves - \$1.044 million (decreased \$135,000)

District reserves - \$6.450 million (decreased \$474,000)

The following is a breakdown of District Reserves:

Unrestricted Equity - (not designated) - \$3.826 million

Internally Restricted – (designated) – \$2.175 million

Special Purpose (designated) – \$172,000
Local Capital Funds – (no designation or restriction) - \$277,000

R5.4 Pouce Coupe Portables

The Secretary Treasurer reported that one portable has been delivered and set up at the Pouce Coupe School site. A grade 4-5 class has been in the portable since the beginning of the school year. The second portable is expected to be delivered by mid-October. Both portables are on separate temporary foundations as the district continues to advocate for a permanent addition for the school.

Because the buildings are expected to be temporary, they were not ordered with washrooms. The class has scheduled washroom breaks throughout the day and a key fob system is being investigated to allow for easier access into the school.

The Secretary-Treasurer showed pictures of the first portable to the board.

R5.5 Preliminary Enrolment

As of September 13th, 2019, the preliminary enrolment was reported at 3633 FTE (increase of 43.3 FTE from projected enrolment).

Final enrolment numbers for Ministry funding will be determined as of September 27, 2019.

R5.6 Lease Bylaw (NLC)

The Board read the bylaw to approve leasing two buildings on DCSS-SP Campus to Northern Lights College to house their dual credit programs. Heavy Mechanical, Auto Service, Hairstyling and Cosmetology programs are housed in the buildings.

(2019-09-014)

MOVED/SECONDED – Jones/Ziemer

THAT the Board of Education of School District No. 59 (Peace River South) hereby authorizes to lease a portion of the premises known as Dawson Creek Secondary School Annex Buildings, legally described as, **Lot 1, Section 10, Township 78, Range 15, West of the 6th meridian, Peace River District Plan 16955, Peace River Land District (PID: 011-749-954)**, to Northern Lights College of Dawson Creek, B.C., approving a nine year and eleven month lease term and additional terms as set out in the lease agreement satisfactory to the Secretary-Treasurer of the Board, and that the Secretary-Treasurer has authority to execute the lease on behalf of the Board;

WHEREAS this bylaw may be cited as Board of Education of School District No. 59 (Peace River South) Lease of Real Property Bylaw No. 2019-01

FURTHERMORE, that Lease of Real Property By-Law No. 2019-1 is read a first time.

CARRIED UNANIMOUSLY

(2019-09-015)

MOVED/SECONDED – Lalonde/Borton

THAT, the Board of Education of School District No.59 (Peace River South) Lease of Real Property Bylaw No. 2019-01 be read a second time.

CARRIED UNANIMOUSLY

(2019-09-016)

MOVED/SECONDED – Jones/Ziemer

THAT, the Board allows the third reading of the Board of Education of School District No.59 (Peace River South) Lease of Real Property Bylaw No. 2019-01 to occur in this meeting.

CARRIED UNANIMOUSLY

(2019-09-017)

MOVED/SECONDED – Hillton/Borton

THAT, the Board of Education of School District No.59 (Peace River South) Lease of Real Property Bylaw No. 2019-01 be read a third time, passed and adopted.

CARRIED UNANIMOUSLY

6.0 REPORTS FROM THE SUPERINTENDENT OF SCHOOLS

R6.1 School/Student News

The Superintendent reported school/student news:

- DCSS South Peace Campus Girls Volleyball team has won their first two tournaments
- Tremblay hosted the WHL Edmonton Oil Kings – the players talked about goal setting, working hard and following your dreams before they played a game of floor hockey with the students
- Crescent Park Elementary – has a job board with application forms for students to apply – the students learn real life skills and build responsibility
- Crescent Park Elementary has started community groups – the groups are cross grade groupings that take part in activities like baking, karate, and mask making
- The Prince George Cougars WHL team visited Crescent Park and talked about what it took to become a WHL player
- Tumbler Ridge Elementary is excited about their new playground (joint partnership with the District of Tumbler Ridge) and will be holding an open house event on September 27th, 2019
- Windrem Elementary held a community building day in the gym for students and family members to participate in
- Windrem Elementary is hosting the Northern participants of the COPS for Cancer Tour on September 19th and will be holding their annual pancake breakfast and open house on September 26th, 2019 and then participating in the terry fox run in the afternoon
- TRSS students participated in the Coal Forum – the students gave presentations to the panel

R6.2 Principal Announcements

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

- Ron Berg, Principal at Dawson Creek Secondary School – Central Campus
- Sean Cowie, Vice-Principal at Dawson Creek Secondary School – Central Campus
- Sue Wakeham, Vice-Principal at Tremblay Elementary School

R6.3 Student Discipline Report

The student discipline summary report for the month of June 2019 was presented. A total of 16 suspensions were reported. Following is a breakdown of the main offences:

- Safety of Others 8
- Controlled Substance 5

The Superintendent reviewed the student discipline trend data with board members. The data presented information on suspensions from 2012 to present by school and category.

R6.4 2018-19 Field Trips Summary Report

The board reviewed the summary report on school field trips for the 2018-19 school year.

The Pat O'Reilly Education Site at Gwillim Lake saw over 500 students visit the site over the 2018-19 school year. Over 400 students participated in overnight stays at the site.

R6.5 Montessori Review Summary

The Superintendent presented the written report on the Montessori Review to the board. Overall, parents, students, and staff are pleased with the Montessori program and the Superintendent is satisfied that the Montessori philosophy is being implemented across the whole school. The review is complete with the following recommendations:

1. School staff create a process for an annual review of the Montessori program
2. Staff continues to see solutions to challenges and barriers that might impact the ability fully implement Montessori methodology within the BC curriculum
3. Staff hired to the school have a commitment to gaining Montessori qualification
4. The district conducts a review of the Montessori program every 5 years.

R6.6 Student Voice Forum

Mr. Chisholm, District Principal, presented information on the student voice initiative and the forum that was on May 29, 2019. Evidence shows student engagement and achievement improve when students have a real voice. Students from across the district from grades 7 to 12 got together and talked about democracy, communication, and how to develop a student voice platform. A group of staff from various schools in the district will continue to lead the group of students and provide them guidance in having student voice for students in their school as well as the district.

7.0 TRUSTEE ITEMS

R7.1 BCSTA Update – T. Jones

Trustee Jones provided the board with the latest news and events for the BCSTA.

The BCSTA Northern Interior Branch Meeting will be held in Prince George on October 4 & 5, 2019. The focus of the branch meeting is Truth and Reconciliation in Schools.

The BCSTA Trustee Academy will be held in Vancouver from November 28-30, 2019.

R7.2 Recording Meetings – R. Gulick

Trustee Gulick brought forward a motion to videotape the open board meetings. Trustee Gulick believes having the meetings videotaped would provide the public the opportunity to view the meetings if they are unable to attend the meetings in person and would provide the public with a chance to see the role of the trustee.

(2019-09-018)

MOVED/SECONDED – Gulick/Lalonde

THAT, the public board meetings held in the school district board office be videotaped and posted on the school district website.

DEFEATED

R7.3 Summer Work – C. Hillton

Trustee Hillton commended everyone that helped get schools ready for September. There was extensive work done in schools over the summer plus several playground installations that had crews and custodians busy over the summer.

R7.4 Immunization Requirements – C. Hillton

Trustee Hillton asked for an update of the role of the schools regarding the Vaccination Status Reporting Regulation that came into effect July 1, 2019.

Mrs. Clouthier, the Superintendent, stated that for now the process for the schools hasn't changed. The schools have always shared class lists with Northern Health Authority and will continue to support public health with the distribution and collection of consent forms as part of the routine process for immunization clinics offered at schools. Northern Health has the responsibility to contact parents that do not have up to date immunization records.

R7.4 Committees and Reps

The board appointed committee representatives and school/program liaisons for the 2019-20 school year.

R7.6 Temporary Dog Park – J. Lalonde

Trustee Lalonde informed the board that the City of Dawson Creek approved the temporary dog park in the ball diamond near Canalta Elementary School. Trustee Lalonde is concerned the society initiating the proposal for the dog park has not fulfilled their obligations as stated in the initial proposal.

(2019-09-019)

MOVED/SECONDED – Lalonde/Gulick

THAT, a letter be written to the City of Dawson Creek with concerns regarding the current use of the approved temporary dog park;

WHEREAS, the Board of Education of SD59 (PRS) is requesting all terms in the initial proposal including permanent fencing be in place before the park is used as an off-leash dog park.

CARRIED UNANIMOUSLY

8.0 COMMITTEE REPORTS

R8.1 Policy Committee

The Policy Committee presented the following revised policy for adoption.

(2019-09-020)

MOVED/SECONDED – Gulick/Ziemer

THAT, the board approve Policy and Regulation 4530: Animals in District Facilities as presented to be effective immediately.

CARRIED UNANIMOUSLY

9.0 DIARY

10.0 NOTICE OF MOTION

11.0 QUESTION PERIOD

12.0 FUTURE BUSINESS

R12.1 - Regular Board Meeting – October 24, 2019 (Chetwynd)

ADJOURNMENT

(2019-09-021)

MOVED – Ziemer

THAT, the Regular Meeting be terminated. (4:38 PM)

CARRIED UNANIMOUSLY

CERTIFIED CORRECT:

(C. Anderson) Board Chair

(M. Panoulis) Secretary Treasurer