

Board of Education

Regular Public Meeting

January 26, 2021



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

School District No. 57 (Prince George)

BOARD OF EDUCATION

CHARTER

Our mission, as a Board of Education, is to create a culture of trust and integrity by adhering to the highest standards of ethical behaviour and fiduciary responsibility.

We, the Board of Education, individually and collectively, in the conduct of our duties, will be:

- Transparent
- Open-minded
- Consultative
- Committed
- Respectful of Diversity

BOARD OF EDUCATION AND SENIOR ADMINISTRATION

GUIDING PRINCIPLES

The Board of Education and senior administration believe we are accountable to the families and communities we serve. We respect their diversity and support their involvement.

We further believe that all children can learn, achieve and succeed, and that by working together with our employees, students, parents, and our communities, we will enable our students to reach their greatest academic potential.

We believe our students have the right:

- To a safe and respectful learning environment.
- To be valued.
- To have the opportunity to explore and develop their potential.
- To have their intellectual, emotional, physical and social needs met

We also believe that with these rights come responsibilities with respect to their school, classroom and work habits.

We believe our employees have the following rights and responsibilities:

- To be treated fairly and work in a safe environment.
- To be respected, trusted, included and valued.
- To explore, collaborate and develop to their potential.
- To treat others fairly, work cooperatively, and create a safe working and learning environment.

Together, we affirm that these guiding principles provide the foundation for the decisions we make in School District No. 57.

BOARD OF EDUCATION
SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)
REGULAR PUBLIC MEETING
6:00 p.m., Tuesday, January 26, 2021
Boardroom – 2100 Ferry Avenue

A G E N D A

1. CALL TO ORDER

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Trustee Bekkering

3. APPROVAL OF AGENDA

4. PUBLIC INPUT

Thirty minutes maximum; limit of five minutes per speaker

5. SCHOOL DISTRICT NEWS

6. MINUTES OF PREVIOUS MEETINGS

6.1 Regular Public Meeting of November 24, 2020 Page 1

6.2 Special Public Meeting of January 5, 2021 Page 7

6.3 Record of Minutes of Regular In Camera Meeting of
November 24, 2020, Special In Camera meetings of
November 24, December 15, 2020 and January 5, 12
and 18, 2021 Page 9

7. BUSINESS ARISING FROM THE MINUTES

8. PRESENTATIONS

- 8.1 Joseph Jefferies, District Learning Commons

9. MANAGEMENT AND FINANCE COMMITTEE

- 9.1 Committee Report (T. Bennett) Page 11

- 9.2 2020-2021 Amended Annual Budget Page 13

10. EDUCATION SERVICES COMMITTEE

- 10.1 Committee Report (B. Thompson) Page 31

- 10.2 Expanded Committee of the Whole Catchment and
Capacity Review Stakeholder Advisory Committee Page 32

11. EDUCATION PROGRAMS AND PLANNING COMMITTEE

- 11.1 Committee Report (R. Polillo) Page 34

12. OLD BUSINESS

- 12.1 Draft Administrative Procedures Manual (S. Warrington) Page 36

13. NEW BUSINESS**14. DISTRICT ADMINISTRATION REPORTS**

- 14.1 Acting Superintendent of Schools

15. TRUSTEE REPORTS

- 15.1 BC Public School Employers' Association
(S. Warrington)

- 15.2 BC School Trustees' Association (R. Polillo) Page 39

- 15.3 District Parent Advisory Council (T. Bennett)

15.4	District Student Advisory Council (B. Bekkering)	
15.4.1	December 7, 2020	Page 40
15.4.2	January 18, 2021	Page 41
15.5	Indigenous Education Advisory Committee (S. Valimohamed)	
15.5.1	December 14, 2020	Page 42
15.5.2	January 11, 2021	Page 43
15.6	Various Trustee Reports	
15.6.1	Trustee Bekkering	Page 44
15.6.2	Trustee Polillo	Page 45
16.	CORRESPONDENCE	
16.1	Letter from McLeod Lake Indian Band dated December 8, 2020 regarding the Ad Hoc Truth and Reconciliation Terms of Reference	Page 46
16.2	Letters of Congratulations to: • Hon. Jennifer Whiteside, Minister of Education • Shirley Bond, MLA • Mike Morris, MLA • Terry Teegee, Regional Chief	Page 48 Page 49 Page 50 Page 51
16.3	Letter of Response to McLeod Lake Indian Band dated December 10, 2020 regarding the Ad Hoc Truth and Reconciliation Terms of Reference	Page 52
16.4	Letter from Lheidli T'enneh Nation and McLeod Lake Indian Band dated January 15, 2021 requesting a Forensic Audit	Page 53
16.5	Letter of Support dated January 21, 2021 to the Vancouver Foundation	Page 54

17. ADJOURNMENT

UPCOMING MEETINGS:

Education Services Committee – February 1, 2021
Policy and Governance Committee – February 2, 2021
Management and Finance Committee – February 8, 2021
Education Programs and Planning Committee – February 16, 2021
Public Board Meeting – February 23, 2021

DRAFT
Minutes
Regular Public
Meeting

Board of Education
School District No. 57 (Prince George)
2100 Ferry Avenue, Prince George, B.C.

2020.11.24
6:00 p.m.

Trent Derrick, Chair
Shuirose Valimohamed, Vice-Chair
Betty Bekkering, Trustee
Tim Bennett, Trustee
Ron Polillo, Trustee
Bob Thompson, Trustee
Sharel Warrington, Trustee

Anita Richardson, Superintendent of Schools
Darleen Patterson, Secretary Treasurer
Diane Nygaard, Executive Assistant (Recorder)

1. **CALL TO ORDER**

The meeting was called to order at 6:05 p.m.

2. **APPROVAL OF AGENDA**

The following items were added to the agenda:

Trustee Reports

British Columbia Public School Employers' Association (S. Warrington)

New Business

Letters of Congratulations (R. Polillo)

The agenda was approved as amended.

3. **PUBLIC INPUT**

Joanne Hapke representing the Prince George District Teachers' Association commented on a recent workshop with Dr. Dustin Louie regarding how to Indigenize and decolonize education held at Shas Ti Kelly Road Secondary School and stated that she hopes that the district provides similar learning opportunities to all teachers. Ms. Hapke also commented on her attendance at recent governance meetings with Lheidli T'enneh and McLeod Lake Indian Band. She also requested that the Board provide a message of support to teachers.

Andrea Beckett representing the District Parents Advisory Council (DPAC) commented on the Board's work to support the values and priorities of Truth and Reconciliation. Ms. Beckett asked the district to prioritize the start of the Policy and Governance Committee meetings to update critically needed documents to support families, students and staff. She provided an overview of the virtual DPAC Leadership Summit hosted by the British Columbia Confederation of Parent Advisory Councils on November 20 and 21, 2020.

Chair Taryn Atkinson and Vice-Principal Katie Marren representing the District Students Advisory Council provided an overview of their first meeting of the 2020-21 school year. Ms. Marren stated that the group's number one priority is mental health and moving from being present at meetings of the Board to actually participating and having impacts on decisions.

4. **SCHOOL DISTRICT NEWS**

Trustees Warrington and Bennett commented on the success of the Capstone projects at College Heights Secondary School.

Trustee Warrington expressed gratitude to school district teachers for the sacrifices they make to create opportunities for students.

Trustee Polillo congratulated students and staff on the virtual Remembrance Day ceremonies.

Trustee Bekkering commented on the success of the DP Todd Secondary School Grade 8 first Band concert.

5. **MINUTES OF PREVIOUS MEETINGS**

5.1 Inaugural Meeting of November 3, 2020

A correction was noted under item 7 Election of Representative to the B.C. Public School Employers' Association to read*Trustee Warrington elected by acclamation.*

The minutes of the Inaugural meeting of November 3, 2020 were adopted as amended.

5.2 Regular Public Meeting of November 3, 2020

The minutes of the regular public meeting of November 3, 2020 were adopted as published.

5.3 Record of In Camera Meeting Minutes

The report on the items discussed and decisions made at the regular in camera meeting of November 3, 2020 were approved.

6. **BUSINESS ARISING FROM THE MINUTES**

None.

7. **MANAGEMENT AND FINANCE COMMITTEE**

7.1 Committee Report

Trustee Bennett reviewed the November 2020 Management and Finance Committee report that was included in the agenda package. Mr. Bennett drew attention to the overview of Indigenous funding provided to the committee that was also included in the agenda package.

MOVED and SECONDED

That the report of the Management and Finance Committee meeting held on November 16, 2020 be received.

CARRIED

7.2 Trustee Remuneration

Trustee Bennett reviewed the recommendation and background included in the agenda package.

The Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

That Policy 8230 Trustee Remuneration and Expenses, Regulation 1, be revised, effective July 1, 2020, to reflect the annual remuneration for trustees as follows:

- 1.1 Chairperson - \$22,662
- 1.2 Vice-Chairperson - \$21, 162
- 1.3 Trustees - \$19,662

CARRIED

Trustee Warrington requested that her vote in opposition be recorded.

7.3 2021-2022 Budget Consultation – Expanded Committee of the Whole

Trustee Bennett reviewed the recommendation, draft terms of reference and the suggested timeline and proposed agendas for the 2021-2022 Budget Consultation Expanded Committee of the Whole that was included in the agenda package.

MOVED and SECONDED

That the Terms of Reference of the Budget Consultation Expanded Committee of the Whole, and suggested meeting timelines and proposed agendas, be confirmed for the 2021-2022 Annual Budget process.

CARRIED

8. **EDUCATION PROGRAMS AND PLANNING COMMITTEE**

8.1 Committee Report

Trustee Polillo reviewed the November 2020 Education Programs and Planning Committee report that was included in the agenda package.

MOVED and SECONDED

That the report of the Education Programs and Planning Committee meeting held on November 17, 2020 be received.

CARRIED

9. **DISTRICT ADMINISTRATION REPORTS**

9.1 Superintendent of Schools

The Superintendent provided an update on the following:

- o Successful new strategies in the COVID world
- o Completion of first quarter with second quarter now up and running.
- o Schools feeling the impact of the COVID-19 pandemic
- o Federal and Provincial Government Funding to provide additional supports

Ms. Richardson expressed gratitude to school district staff and leadership for focusing on the learning and well-being of all our students. She recognized the additional strain the effects of COVID are having on our staff and the resilience they are showing to continue the incredible work they are doing as they continue to have to re-imagine it as they go.

10. **TRUSTEE REPORTS**

10.1 British Columbia School Trustees' Association

Trustee Polillo reviewed the report that was included in the agenda package.

10.2 District Parent Advisory Council

Trustee Polillo drew attention to the report that was included in the agenda package.

10.3 District Student Advisory Council

Trustee Polillo drew attention to the report that was included in the agenda package.

10.4 Indigenous Education Advisory Committee

Trustee Valimohamed reviewed the report that was included in the agenda package.

10.5 British Columbia Public School Employers' Association

Trustee Warrington congratulated BCPSEA Chief Executive Officer Renzo Del Negro on his recent retirement and welcomed Rebecca Bower to the position of Interim Chief Executive Officer.

Ms. Warrington reminded Trustees of the virtual Annual General Meeting scheduled for January 28, 2021.

10.6 Liaison Updates

10.6.1 Trustee Polillo

Trustee Polillo drew attention to the report included in the agenda package.

10.6.2 Trustee Valimohamed

Trustee Valimohamed drew attention to the report that was included in the agenda package.

10.6.3 Trustee Warrington

Trustee Warrington drew attention to the report that was included in the agenda package.

11. **NEW BUSINESS**

11.1 Trustee Committee and Liaison Appointments

The Board Chair reviewed the recommendation and rationale that was included in the agenda package.

The following correction was noted:

- Education Programs and Planning Committee change from Shuirose Valimohamed to Sharel Warrington
- Education Services Committee change from Sharel Warrington to Shuirose Valimohamed

MOVED and SECONDED

That the Trustee Committee and Liaison Appointments – December 2020 be approved as amended.

CARRIED

11.2 Letters of Congratulations

Trustee Polillo brought forward the following verbal recommendation.

MOVED and SECONDED

That the Board of Education send Letters of Congratulations to MLA Shirley Bond, MLA Mike Morris, Regional Chief Terry Teegee on their recent election to their positions including the soon to be named Minister of Education. Further congratulates to MLA Bond on the recently being named as the Interim Leader for the BC Liberal Party.

CARRIED

12. **CORRESPONDENCE**

Trustee Derrick drew the Board's attention to the following letters that were included in the agenda package:

- o Letter of Support from Nk'azdli Whut'en October 19, 2020 for Indigenous Trustees
- o Letter from the Mackenzie Chamber of Commerce dated October 28, 2020 regarding the McLeod Lake Indian Band Request for Trustee Position
- o Letter to Lheidli T'enneh Nation and McLeod Lake Indian Band dated November 10, 2020 regarding their request for support for Indigenous Trustees

13. **ADJOURNMENT**

The meeting adjourned at 7:38 p.m.

Chairperson

Secretary Treasurer

DRAFT
Minutes
Special Public
Meeting

Board of Education
School District No. 57 (Prince George)
2100 Ferry Avenue, Prince George, B.C.

2021.01.05
6:00 p.m.

Trent Derrick, Chair
Shuirose Valimohamed, Vice-Chair
Betty Bekkering, Trustee
Tim Bennett, Trustee
Ron Polillo, Trustee
Bob Thompson, Trustee
Sharel Warrington, Trustee

Darleen Patterson, Secretary Treasurer
Cindy Heitman, Acting Superintendent
Diane Nygaard, Executive Assistant (Recorder)

1. **CALL TO ORDER**

The meeting was called to order at 6:05 p.m.

2. **APPROVAL OF AGENDA**

The agenda was approved as published.

3. **PUBLIC INPUT**

Zoe Meletis, parent, advised that her eight-year-old daughter has been working on a petition calling for masks to be mandatory in schools for all age groups as a way to curb the spread of COVID19. Ms. Meletis requested that the Board consider a mask mandate with certain exceptions in local schools. She recited the names of others that have provided support to her request.

Joanne Hapke representing the Prince George District Teachers' Association commented on the stress of many teachers within the school district related to the COVID 19 pandemic. Ms. Hapke requested that the Trustees speak to Teachers within each of their Family of Schools regarding the safety protocols currently in schools. She also requested that the school district's Restart Plan be reviewed and provided support for mandatory masks in schools.

4. **NEW BUSINESS**

4.1 Recorded Public Meetings Link to Website

The Board Chair reviewed the recommendation and rationale that was included in the agenda package.

The Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

That the Board of Education authorizes the School District to record and link a video archive of public Board meetings to the School District's website. The video link will remain on the school district's website for up to a one-year period.

CARRIED

5. **OLD BUSINESS**

5.1 Revised Terms of Reference for the Ad Hoc Committee – Truth and Reconciliation and the United Nations Declaration on the Rights of Indigenous Peoples

Trustee Bekkering reviewed the recommendation and rationale that was included in the agenda package.

Trustees Bekkering and Warrington representatives of the Ad Hoc Committee – TRC and UNDRIP responded to questions from the Trustees.

MOVED and SECONDED

That the revised Terms of Reference for the Ad Hoc Committee – Truth and Reconciliation and the United Nations Declaration on the Rights of Indigenous Peoples be approved as presented.

CARRIED

5.2 Draft Policy Manual and Administrative Procedures Manual

The Board Chair reviewed the recommendation for consideration and the background that was included in the agenda package.

The Secretary Treasurer responded to questions from the Trustees.

The following motion was moved and seconded at the June 16, 2020 regular public meeting:

That the draft policies and procedures are referred to the Ad Hoc Committee to review how the school district can implement the calls to action for the Truth and Reconciliation Report as well as the United Nations Declaration for the rights of Indigenous People.

CARRIED

6. **ADJOURNMENT**

The meeting adjourned at 6:49 p.m.

Chairperson

Secretary Treasurer

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

RECORD PURSUANT TO SECTION 72 OF THE SCHOOL ACT

MATTERS DISCUSSED AND DECISIONS REACHED AT THE SPECIAL AND
REGULAR IN CAMERA MEETINGS HELD SINCE THE LAST SUCH REPORT

November 24, 2020 Regular In Camera Meeting

1. Receipt of the annual report regarding the Employee and Family Assistance Program.
2. Adoption of the minutes of the regular in camera meeting of November 3, 2020.
3. Receipt of an update regarding students on transitional programs.
4. Discussion regarding a governance matter.
5. Discussion regarding a personnel matter.
6. Receipt of British Columbia School Trustees Association update.
7. Discussion regarding a governance matter.
8. Discussion regarding the development of the strategic plan.

The meeting was called to order at 4:06 p.m. and adjourned at 5:23 p.m.

November 24, 2020 Special In Camera Meeting

1. Adoption of the minutes of the special in camera meeting of November 3, 2020.
2. Receipt of an update regarding personnel matters.
3. Discussion regarding a governance matter.

The meeting was called to order at 3:32 p.m. and adjourned at 4:03 p.m.

December 15, 2020 Special In Camera Meeting

1. Receipt of an update regarding personnel matters.
 2. Discussion and decision regarding a governance matter.
 3. Receipt of an update regarding property matters.
 4. Receipt of an update regarding a legal matter.
 5. The meeting was called to order at 4:06 p.m. and adjourned at 4:46 p.m.
-

January 5, 2021 Special In Camera Meeting

1. Motion to waive written notice to revise the agenda to include a governance matter.
2. Receipt of an update regarding personnel matters.
3. Receipt of an update regarding the Ministry of Education.
4. Receipt of an update regarding the British Columbia Public Schools Employers Association.
5. Discussion and decision regarding a governance matter.

The meeting was called to order at 5:30 p.m. and adjourned at 5:57 p.m.

January 12, 2021 Special In Camera Meeting

1. Receipt of an update regarding the British Columbia Public Schools Employers Association.
2. Discussion and decision regarding the development of the strategic plan.
3. Receipt of an update regarding the Ministry of Education.

The meeting was called to order at 4:00 p.m. and adjourned at 4:50 p.m.

January 18, 2021 Special In Camera Meeting

1. Discussion and decision regarding personnel matters.
2. Discussion regarding a governance matter.

The meeting was called to order at 5:05 p.m., with a recess called at 6:08 p.m., reconvened at 6:44 p.m. and adjourned at 7:14 p.m.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 18, 2021

MEMORANDUM

TO: Board of Education

FROM: Tim Bennett, Trustee, and Chair
Management and Finance Committee of the Whole

SUBJECT: **COMMITTEE REPORT – JANUARY 2021**

RECOMMENDATION

That the report of the Management and Finance Committee of the Whole Meeting held on January 18, 2021 be received.

* * * * *

REPORT:

- 1) The Management and Finance Committee met on January 18, 2021.
- 2) The Management and Finance Committee meeting's agenda items were:
 - a) **Minutes of the Previous Meeting** – The minutes of the previous meeting were approved as presented.
 - b) **Staffing Update** – The Director of Human Resources provided a staffing update and responded to questions from to the Committee.
 - a) **Ministry Funding Announcement – December 18, 2020** - The Secretary Treasurer reviewed the funding for all students enrolled in School District No. 57 at September 30, 2020.
 - b) **2020-2021 Amended Annual Budget** – This item appears on this evening's agenda for consideration of the Board's approval.
 - c) **2021-2022 Budget Process** – The Secretary Treasurer reviewed the provincial timeline related to the 2021-2022 budget process with the Committee and responded to questions.

- d) **Financial Update to December 31, 2020** – The Committee received a financial update for the first six months of the school and fiscal year to December 31, 2020. The update indicates that all schools and departments are currently operating within their approved budget. The Committee will receive an update at each meeting through to June 2021 and it will continue to monitor the results of operations for the year.

The Director of Finance also reviewed the funding and costs to December 31, 2020 related to the Safe Return to School Special Purpose Funds with the Committee.

- e) **Analysis of Trustee Travel** - A report was presented to the Committee on expenditures and/or reimbursements to date.
- 3) The next Management and Finance Committee meeting is scheduled to be held on February 8, 2021

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 18, 2021

Memorandum

TO: Board of Education

FROM: Management and Finance Committee

SUBJECT: **AMENDED ANNUAL BUDGET BYLAW 2020-2021**

RECOMMENDATION

1. That, in accordance with Section 68 (4) of the *School Act*, all three readings of the Amended Annual Budget Bylaw 2020-2021 be given at this meeting.
2. That Amended Annual Budget Bylaw 2020-2021 be given first reading.
3. That Amended Annual Budget Bylaw 2020-2021 be given second reading.
4. That Amended Annual Budget Bylaw 2020-2021 be given third and final reading.

RATIONALE:

1. In accordance with Section 113 (2) of the *School Act*, the Minister of Education is requiring that an amended annual budget for 2020-2021 be prepared.
2. The amendments to the annual budget passed by the Board on June 16, 2020 reflect an updated estimate of operations based on actual student enrolment at September 30, 2020.
3. Section 68 (1) of the *School Act* requires a bylaw to be given three distinct readings; Section 68 (4) allows a board to give all three readings at one meeting if the members of the board who are present at the meeting agree unanimously to do so.

/dlm

Amended Annual Budget

School District No. 57 (Prince George)

June 30, 2021

School District No. 57 (Prince George)

June 30, 2021

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 57 (PRINCE GEORGE) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 57 (Prince George) Amended Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$181,498,081 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE 26th DAY OF JANUARY, 2021;

READ A SECOND TIME THE 26th DAY OF JANUARY, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2021;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 57 (Prince George) Amended Annual Budget Bylaw 2020/2021, adopted by the Board the _____ DAY OF _____, 2021.

Secretary Treasurer

School District No. 57 (Prince George)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	12,904,313	13,107,500
Adult	90,375	104,625
Other	-	15,000
Total Ministry Operating Grant Funded FTE's	12,994,688	13,227,125
Revenues	\$	\$
Provincial Grants		
Ministry of Education	166,771,664	157,061,967
Other	58,080	
Other Revenue	3,624,378	4,047,594
Rentals and Leases	445,000	600,000
Investment Income	227,000	532,000
Amortization of Deferred Capital Revenue	3,459,994	3,480,687
Total Revenue	174,586,116	165,722,248
Expenses		
Instruction	140,536,865	127,988,019
District Administration	7,108,671	7,198,242
Operations and Maintenance	28,833,596	28,691,354
Transportation and Housing	4,134,504	4,221,942
Total Expense	180,613,636	168,099,557
Net Revenue (Expense)	(6,027,520)	(2,377,309)
Budgeted Allocation (Retirement) of Surplus (Deficit)	4,724,276	568,397
Budgeted Surplus (Deficit), for the year	(1,303,244)	(1,808,912)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,303,244)	(1,808,912)
Budgeted Surplus (Deficit), for the year	(1,303,244)	(1,808,912)

School District No. 57 (Prince George)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	149,521,537	142,776,279
Operating - Tangible Capital Assets Purchased	884,445	88,087
Special Purpose Funds - Total Expense	22,826,840	17,323,016
Capital Fund - Total Expense	8,265,259	8,000,262
Total Budget Bylaw Amount	181,498,081	168,187,644

Approved by the Board

Signature of the Chairperson of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer _____ Date Signed _____

School District No. 57 (Prince George)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(6,027,520)	(2,377,309)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(884,445)	(88,087)
Total Acquisition of Tangible Capital Assets	(884,445)	(88,087)
Amortization of Tangible Capital Assets	5,652,683	5,387,686
Total Effect of change in Tangible Capital Assets	4,768,238	5,299,599
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(1,259,282)	2,922,290

School District No. 57 (Prince George)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2021

	Operating Fund	Special Purpose Fund	Capital Fund	2021 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	6,078,000	-	34,496,895	40,574,895
Changes for the year				
Net Revenue (Expense) for the year	(3,839,831)		(2,187,689)	(6,027,520)
Interfund Transfers				
Tangible Capital Assets Purchased	(884,445)		884,445	-
Net Changes for the year	<u>(4,724,276)</u>	-	<u>(1,303,244)</u>	<u>(6,027,520)</u>
Budgeted Accumulated Surplus (Deficit), end of year	<u>1,353,724</u>	-	<u>33,193,651</u>	<u>34,547,375</u>

School District No. 57 (Prince George)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
 Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	143,452,248	140,246,375
Other	58,080	
Other Revenue	1,526,378	949,594
Rentals and Leases	445,000	600,000
Investment Income	200,000	500,000
Total Revenue	145,681,706	142,295,969
Expenses		
Instruction	118,485,943	111,432,220
District Administration	6,999,970	7,098,242
Operations and Maintenance	19,901,120	20,023,875
Transportation and Housing	4,134,504	4,221,942
Total Expense	149,521,537	142,776,279
Net Revenue (Expense)	(3,839,831)	(480,310)
Budgeted Prior Year Surplus Appropriation	4,724,276	568,397
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(884,445)	(88,087)
Local Capital		-
Total Net Transfers	(884,445)	(88,087)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 57 (Prince George)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
 Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	136,854,380	137,616,395
ISC/LEA Recovery	(390,454)	(329,375)
Other Ministry of Education Grants		
Pay Equity	2,271,692	2,271,692
Transportation Supplement	687,663	687,663
Teachers' Labour Settlement Funding	3,726,145	-
Early Career Mentorship Funding	300,000	-
Early Learning Framework	2,822	-
Total Provincial Grants - Ministry of Education	143,452,248	140,246,375
Provincial Grants - Other	58,080	-
Other Revenues		
Other School District/Education Authorities	350,000	260,000
Funding from First Nations	390,454	329,375
Miscellaneous		
Administrative Fees	108,701	100,000
After School Sports Initiative	198,000	-
Cafeteria Recoveries	40,000	90,000
Industry Training Authority	64,500	120,219
Miscellaneous	324,723	-
Municipal Purchasing program group Mastercard	20,000	20,000
Career Education Society Grant	30,000	30,000
Total Other Revenue	1,526,378	949,594
Rentals and Leases	445,000	600,000
Investment Income	200,000	500,000
Total Operating Revenue	145,681,706	142,295,969

School District No. 57 (Prince George)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
 Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Salaries		
Teachers	57,415,324	55,402,834
Principals and Vice Principals	9,029,818	9,402,835
Educational Assistants	13,455,245	12,295,918
Support Staff	12,321,700	12,441,648
Other Professionals	7,738,831	7,233,886
Substitutes	3,968,485	3,801,495
Total Salaries	103,929,403	100,578,616
Employee Benefits	23,580,763	23,107,178
Total Salaries and Benefits	127,510,166	123,685,794
Services and Supplies		
Services	6,695,726	4,635,343
Student Transportation	4,064,763	4,169,164
Professional Development and Travel	1,283,746	1,217,625
Rentals and Leases	466,636	499,021
Dues and Fees	81,830	77,000
Insurance	335,500	335,500
Supplies	6,073,860	5,147,322
Utilities	3,009,310	3,009,510
Total Services and Supplies	22,011,371	19,090,485
Total Operating Expense	149,521,537	142,776,279

School District No. 57 (Prince George)
 Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	45,971,346	658,794	160,178	81,903	-	2,755,368	49,627,589
1.03 Career Programs	740,916	-	-	43,644	-	2,500	787,060
1.07 Library Services	1,296,180	38,087	-	457,288	-	-	1,791,555
1.08 Counselling	1,707,309	17,229	-	-	-	-	1,724,538
1.10 Special Education	4,845,840	-	10,651,952	135,288	1,975,264	271,116	17,879,460
1.30 English Language Learning	1,810,775	-	-	-	-	-	1,810,775
1.31 Indigenous Education	358,800	242,415	2,619,278	40,704	956,811	36,489	4,254,497
1.41 School Administration	-	7,780,592	-	2,814,824	424,421	495,548	11,515,385
1.60 Summer School	44,048	-	-	-	-	-	44,048
1.64 Other	98,658	-	23,837	83,047	-	-	205,542
Total Function 1	56,873,872	8,737,117	13,455,245	3,656,698	3,356,496	3,561,021	89,640,449
4 District Administration							
4.11 Educational Administration	541,452	286,118	-	191,041	1,257,902	171,115	2,447,628
4.40 School District Governance	-	-	-	-	134,816	-	134,816
4.41 Business Administration	-	6,583	-	832,085	1,420,953	9,906	2,269,527
Total Function 4	541,452	292,701	-	1,023,126	2,813,671	181,021	4,851,971
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	94,331	713,477	-	807,808
5.50 Maintenance Operations	-	-	-	6,792,080	825,805	145,614	7,763,499
5.52 Maintenance of Grounds	-	-	-	659,873	-	80,829	740,702
5.56 Utilities	-	-	-	-	-	-	-
Total Function 5	-	-	-	7,546,284	1,539,282	226,443	9,312,009
7 Transportation and Housing							
7.41 Transportation and Housing Administration	-	-	-	84,864	29,382	-	114,246
7.70 Student Transportation	-	-	-	10,728	-	-	10,728
7.73 Housing	-	-	-	-	-	-	-
Total Function 7	-	-	-	95,592	29,382	-	124,974
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	57,415,324	9,029,818	13,455,245	12,321,700	7,738,831	3,968,485	103,929,403

School District No. 57 (Prince George)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2021

	Total Salaries \$	Employee Benefits \$	Total Salaries and Benefits \$	Services and Supplies \$	2021 Amended Annual Budget \$	2021 Annual Budget \$
1 Instruction						
1.02 Regular Instruction	49,627,589	11,049,613	60,677,202	4,623,034	65,300,236	61,760,921
1.03 Career Programs	787,060	176,140	963,200	257,024	1,220,224	1,086,521
1.07 Library Services	1,791,555	407,378	2,198,933	206,469	2,405,402	1,975,202
1.08 Counseling	1,724,538	383,761	2,108,299	1,700	2,109,999	2,097,650
1.10 Special Education	17,879,460	4,185,919	22,065,379	1,727,484	23,792,863	22,628,005
1.30 English Language Learning	1,810,775	402,898	2,213,673	8,350	2,222,023	2,528,564
1.31 Indigenous Education	4,254,497	993,471	5,247,968	764,114	6,012,082	5,546,670
1.41 School Administration	11,515,385	2,641,460	14,156,845	308,656	14,465,501	13,615,944
1.60 Summer School	44,048	9,911	53,959	-	53,959	53,959
1.64 Other	205,542	47,753	253,295	650,359	903,654	138,784
Total Function 1	89,640,449	20,298,304	109,938,753	8,547,190	118,485,943	111,432,220
4 District Administration						
4.11 Educational Administration	2,447,628	548,618	2,996,246	566,763	3,563,009	3,636,341
4.40 School District Governance	134,816	3,316	138,132	136,500	274,632	277,395
4.41 Business Administration	2,269,527	504,502	2,774,029	388,300	3,162,329	3,184,506
Total Function 4	4,851,971	1,056,436	5,908,407	1,091,563	6,999,970	7,098,242
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	807,808	172,031	979,839	424,450	1,404,289	1,441,029
5.50 Maintenance Operations	7,763,499	1,845,635	9,609,134	3,620,380	13,229,514	13,381,121
5.52 Maintenance of Grounds	740,702	178,805	919,507	824,000	1,743,507	1,683,215
5.56 Utilities	-	-	-	3,523,810	3,523,810	3,518,510
Total Function 5	9,312,009	2,196,471	11,508,480	8,392,640	19,901,120	20,023,875
7 Transportation and Housing						
7.41 Transportation and Housing Administration	114,246	26,962	141,208	5,300	146,508	128,978
7.70 Student Transportation	10,728	2,590	13,318	3,972,678	3,985,996	4,090,964
7.73 Housing	-	-	-	2,000	2,000	2,000
Total Function 7	124,974	29,552	154,526	3,979,978	4,134,504	4,221,942
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	103,929,403	23,580,763	127,510,166	22,011,371	149,521,537	142,776,279

School District No. 57 (Prince George)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2021

	2021 Amended Annual Budget	2021 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	20,706,840	14,203,016
Other Revenue	2,098,000	3,098,000
Investment Income	22,000	22,000
Total Revenue	22,826,840	17,323,016
Expenses		
Instruction	22,050,922	16,555,799
District Administration	108,701	100,000
Operations and Maintenance	667,217	667,217
Total Expense	22,826,840	17,323,016
Budgeted Surplus (Deficit), for the year	-	-

School District No. 57 (Prince George)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2021

Schedule 3A

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	87,340	839,601	1,360,714	570	25,421	53,845	158,547	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	667,217	498,079	100,000	1,998,000	320,000	78,400	163,625	2,157,419	395,411
Other			20,000	2,000					
Investment Income			120,000	2,000,000	320,000	78,400	163,625	2,157,419	395,411
Less: Allocated to Revenue	667,217	585,419	120,000	2,000,000	320,570	103,821	217,470	2,315,966	395,411
Deferred Revenue, end of year	-	-	839,601	1,360,714	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	667,217	585,419	100,000	1,998,000	320,570	103,821	217,470	2,315,966	395,411
Other Revenue			20,000	2,000					
Investment Income			120,000	2,000,000	320,570	103,821	217,470	2,315,966	395,411
Expenses									
Salaries									
Teachers							28,704	11,625	
Educational Assistants							15,835	344,591	
Support Staff	64,294	471,579			200,132			178,892	108,360
Other Professionals					7,279			781,194	76,553
Substitutes									
Employee Benefits	64,294	471,579	-	-	207,411	-	44,539	1,316,302	184,913
Services and Supplies	13,450	113,840			49,835		10,209	300,290	42,173
	589,473		120,000	2,000,000	63,324	103,821	162,722	699,374	168,325
	667,217	585,419	120,000	2,000,000	320,570	103,821	217,470	2,315,966	395,411
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 57 (Prince George)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2021

Schedule 3A

	FASD Other	Community LINK Other	TOTAL
Deferred Revenue, beginning of year	\$ 4,472	\$ -	\$ 2,622,996
Add: Restricted Grants			
Provincial Grants - Ministry of Education			20,315,684
Other			2,098,000
Investment Income	-	-	22,000
			22,435,684
Less: Allocated to Revenue			
Deferred Revenue, end of year	-	-	22,826,840
	4,472	-	2,231,840
Revenues			
Provincial Grants - Ministry of Education			20,706,840
Other Revenue			2,098,000
Investment Income			22,000
	-	-	22,826,840
Expenses			
Salaries			
Teachers			8,933,371
Educational Assistants			2,314,955
Support Staff			2,237,172
Other Professionals			993,139
Substitutes			2,823
	-	-	14,481,460
Employee Benefits			3,236,335
Services and Supplies			5,109,045
	-	-	22,826,840
Net Revenue (Expense)	-	-	-

School District No. 57 (Prince George)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2021

	2021 Amended Annual Budget			2021 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	2,612,576		2,612,576	2,612,576
Investment Income		5,000	5,000	10,000
Amortization of Deferred Capital Revenue	3,459,994		3,459,994	3,480,687
Total Revenue	6,072,570	5,000	6,077,570	6,103,263
Expenses				
Operations and Maintenance	2,612,576		2,612,576	2,612,576
Amortization of Tangible Capital Assets				
Operations and Maintenance	5,652,683		5,652,683	5,387,686
Total Expense	8,265,259	-	8,265,259	8,000,262
Net Revenue (Expense)	(2,192,689)	5,000	(2,187,689)	(1,896,999)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	884,445		884,445	88,087
Total Net Transfers	884,445	-	884,445	88,087
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(1,308,244)	5,000	(1,303,244)	(1,808,912)

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 11, 2021

MEMORANDUM

TO: Board of Education

FROM: Bob Thompson, Committee Chair
Education Services Committee

SUBJECT: **COMMITTEE REPORT – JANUARY 2021**

RECOMMENDATION

That the report of the Education Service Committee meeting
held on January 11, 2021 be received.

* * * * *

REPORT:

1. The Education Services Committee met on January 11, 2021.
2. The meeting's agenda included the following topics:
 - a. **Minutes of Previous Meetings** – The minutes of the October 5, 2020 meeting were approved as presented.
 - b. **Shas Ti Kelly Road Secondary School Capital Project** – Nino Maletta, General Manager Capital Projects provided a verbal update on the Shas Ti Kelly Road Secondary Replacement School Capital Project and responded to questions from the committee.
 - c. **Purchase Orders over \$25,000 to December 31, 2020** - The Committee received the report of Purchase Orders in excess of \$25,000 for the period from October 1 to December 31, 2020.
 - d. **Catchment and Capacity Review Stakeholder Advisory Committee** – This item appears on this evening's agenda for consideration of the Board's approval.
3. The next Education Services Committee meeting is scheduled to be held February 1, 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 11, 2021

MEMORANDUM

TO: Board of Education

FROM: Education Services Committee

SUBJECT: **CATCHMENT AND CAPACITY REVIEW STAKEHOLDER
ADVISORY COMMITTEE**

RECOMMENDATIONS

That the Board of Education waives the convening of the Expanded Committee of the Whole Catchment and Capacity Review Stakeholder Advisory Committee for the 2020/21 school year, and that the enrolment restrictions adopted February 25, 2020 remain in effect.

RATIONALE:

- 1) The Terms of Reference for the Expanded Committee of the Whole Catchment and Capacity Review Stakeholder Advisory Committee states that the Committee will meet once annually between November 15 and January 15 and will report to the Board of Education no later than March 31 of each year with the expectation that any recommendations of the Committee be effective no earlier than the school year commencing seventeen months later.
- 2) The Secretary Treasurer advised Trustees at a regular in camera meeting that due to the COVID-19 pandemic, students have moved from our physical buildings to Distance Learning during this school year which makes it difficult to make reasonable predictions through Baragar. She reported the district is not having any additional capacity issues at this time based on the current enrolment.

The Trustees referred the item to the Education Services Committee to prepare a recommendation to the Board for consideration at a future public meeting.

- 3) The Secretary Treasurer advised that the following motion approved by the Board of Education at the February 25, 2020 regular public meeting remains in effect.

MOVED and SECONDED

1. That, effective for the 2020-2021 school year and subsequent years, enrolment at the following schools be restricted to catchment area students only:
 - a) College Heights Secondary
 - b) Duchess Park Secondary, Regular Program only
 - c) Edgewood Elementary
 - d) Glenview Elementary
 - e) Hart Highlands Elementary
 - f) Harwin Elementary
 - g) Heritage Elementary
 - h) Ron Brent Elementary
 - i) Southridge Elementary
 - j) Springwood Elementary

2. That, effective for the 2020-2021 school year and subsequent years, Kindergarten enrolment at the following schools be restricted:
 - a) College Heights Elementary – French Immersion program, no more than 40 students
 - b) Spruceland Traditional Elementary, no more than 40 students
 - c) Polaris Montessori Elementary – no more than 40 students
 - d) Ecole Lac des Bois – no more than 60 students

CARRIED

DP/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 19, 2021

MEMORANDUM

TO: Board of Education

FROM: Trustee Polillo, Chair
Education Programs and Planning Committee

SUBJECT: **COMMITTEE REPORT – JANUARY 2021**

RECOMMENDATION

That the report of the Education Programs and Planning
Committee meeting held on January 19, 2021 be received.

* * * * *

REPORT:

1. The Education Program and Planning Committee met on January 19, 2021.
2. The meeting's agenda items were:
 - a. **Approval of the minutes of the previous meeting held.**
 - b. **City of Prince George Poverty Reduction:** Cindy Heitman, Acting Superintendent advised that the City of Prince George is requesting the districts assistance in sending the City of Prince George Poverty Reduction survey to district students through school newsletters.
 - c. **Curriculum and Innovations:**
 - **Comprehensive Academic Intervention Strategy (CAIS)**
Jennifer Dionne, District Resource Teacher presented a PowerPoint presentation providing an update on the Comprehensive Academic Intervention Strategy. Ms. Dionne reported the seven elementary schools participating are Van Bien, Nusdeh Yoh, Ron Brent, Quinson, Peden Hill and Harwin noting the program weave of the Indigenous world views and First Peoples Principles of Learning and the positive outcomes of the program.
 - **Literacy:** District Literacy Resource Teacher, Nancy Reid delivered a PowerPoint presentation on the school district's literacy initiatives, the cross curricular collaboration, professional development opportunities and the ways in which she supports teachers in improving student learning.
 - **Numeracy:** District Numeracy Resource Teacher Marie Fanshaw delivered a PowerPoint presentation on the school districts numeracy initiatives, her work with First Nations Education Steering Committee (FNESC) reviewing the Math First Peoples resources for Elementary and Secondary and the ways in which she supports student learning.

- **Early Learning:** Andrea Maurice, Early Learning Coordinator presented a PowerPoint presentation on the early learning initiatives, programs and collaborations within the school district and the community partnerships.
 - **Skills, Trades and Careers:**
 - o **Career and Technical Centre:** Doug Borden, Career and Technical Centre Coordinator provided a PowerPoint presentation on the various programs offered through the Career and Technical Centre and applauded the partnership with the Northern Regional Construction Association.
 - o **Youth Work in Trades:** Bruce Northrup, Career Coordinator in the Youth in Trades Program presented a PowerPoint presentation on the identifying and supporting students pursuing a career in trades.
 - o **Career Education:** Erin Thomas, Career Education Coordinator presented a PowerPoint presentation on the district's Work Experience program and the innovative and sustainable ways of delivering the program including assessment for learning and First Peoples Principles of Learning.
 - o **Elementary Trades:** Trevor Pearen, Elementary Trades Teacher provided a PowerPoint presentation on the collaborative process with the Indigenous Education Department and their assistance in creating indigenous designs, curriculum and language and the District Learning Commons in providing on-line resources available for schools.
 - d. **Yearly Plan:** Review and update of the yearly plan.
3. The next Education Programs and Planning Committee meeting will be held on February 16, 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 12, 2021

MEMORANDUM

TO: Board of Education

FROM: Sharel Warrington, Trustee

SUBJECT: **REVIEW OF DRAFT ADMINISTRATIVE PROCEDURES
MANUAL**

RECOMMENDATION

That in accordance with Regulation 5, Policy 8310, Policy and Policy Development, while the Ad Hoc Committee on the United Nations Declaration on the Rights of Indigenous People proceeds with its mandate and its review of the Boards draft Policy Manual and draft Administrative Procedures Manual, the Policy and Governance Committee also undertake its review of the draft Administrative Procedures Manual.

* * * * *

RATIONALE:

The recommendation before the Board is to follow the existing Regulation of Policy 8310 as it applies to the major revisions of the Board's policies, regulations and administrative procedures as developed and edited in the draft Administrative Procedures Manual.

To date a review of the draft Administrative Procedures Manual by the Policy and Governance Committee has not been undertaken.

This recommendation:

- Addresses the Board's responsibility under its current Policy 8310 Regulation 5, "new policy or major revisions to an existing policy must be reviewed by senior administration, by the appropriate committee of the Board, if applicable, and by the Policy and Governance Committee before being presented to the Board (in draft) for consideration."
- Supports the Board's responsibility for transparency and accountability through its existing policy regulations.

- Supports the work of the District Leadership Team who under the guidance of consultant Dr. Leroy Sloan, “reviewed and edited all existing directional documents in the district and through follow-up assignments worked to ensure currency, accuracy and alignment with legislation, collective agreements and current practice in the development of the draft administrative procedures.”
- Recognizes that a further 6 months will be needed before the Board will be presented with both the draft Policy Manual and the draft Administrative Procedures Manual for consideration.
- Recognizes that while the Ad Hoc Committee – TRC and UNDRIP is undertaking its important work and is developing its recommendations, this recommendation provides time for the Board’s Policy and Governance Committee to complete its review as required under Regulation 5 of Policy 8310.
- Provides full transparency and opportunity through the Board’s Policy and Governance Committee and one representative from each Rightsholder and Stakeholder groups (which include teachers, principals and vice principals, support staff, students, and parents) to review, with the senior team, the structure, the major revisions, the procedures under review and the procedures under construction in the draft Administrative Procedures Manual.

BACKGROUND:

On July 3, 2019, the Board of Education approved a motion to enter into a contract with Dr. Leroy Sloan, Sloan Consultants to conduct a review and revision of the school districts policies.

On September 21, October 19 and December 9, 2019, core governance policies were reviewed by the Board. During these meetings, revisions of the Board’s bylaws and governance policies were discussed and reviewed by the Board and were included in a new draft Board Policy Manual.

On December 18 and 19, 2019, under the guidance of the consultant, all remaining Board policies, regulations, administrative procedures and “all existing directional documents in the district were reviewed and edited by a team of 23 members of the District Leadership Team.”... “Follow-up assignments were accepted by participants to ensure currency, accuracy and alignment with legislation, collective agreements and current practice. In addition, areas for which administrative procedures needed to be developed or reviewed were identified and assigned”.

At the April 7, 2020 Regular Public Board meeting, the Board of Education, as per Policy 8310, approved the draft Board Policy Manual for distribution to reference groups for input for 60 days. The rationale to support this approval referenced Policy 8310 Policy and Policy Development which states that draft policies be distributed to reference groups for input for a period of 60 days.

At the June 16th Regular Public Meeting of the Board, the decision to approve the draft Board Policy Manual was tabled until the Ad Hoc Committee – TRC and UNDRIP Terms of Reference had been approved.

At the June 16, 2020 Regular Public meeting the recommendation to receive the draft Administrative Procedures Manual was tabled until the Ad Hoc Committee – TRC and UNDRIP Terms of Reference had been approved.

On January 5, 2021 Special Public Meeting, the Board approved the Ad Hoc Committee's Terms of Reference.

/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 26, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **BRITISH COLUMBIA SCHOOL TRUSTEES' ASSOCIATION**

I will be representing School District No. 57 at the upcoming Provincial Council meeting by Zoom on Saturday, February 20th. The following motions have been approved for debate at our upcoming Provincial Council meeting.

1. Covered Outdoor Play Spaces and Outdoor Classrooms - submitted by SD70
2. COVID-19 vaccine priority for workers in the public education sector - submitted by SD72
3. Emphasis on Transformative Education - submitted by SD48

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

December 7, 2020

MEMORANDUM

TO: Board of Education

FROM: Trustee Bekkering

SUBJECT: **DISTRICT STUDENT ADVISORY COUNCIL**

REPORT:

Attended the District Student Advisory Council meeting on December 7th at 11a.m at the Van Bien Training and Development Centre.

Excellent presentation by two of the students who serve on the DSAC Committee, on Racial Justice.

There was a robust discussion on how each of the schools could be more proactive on encouraging anti- racist behaviour. There was unanimous agreement that all students be encouraged to “call-out” racism when it is witnessed, the “Silence is Not Acceptable”!

The plan of DSAC is to make anti-racism a focus in the New Year and to visit each of the schools especially the early kindergarten, grade 1 grades.

The “homework” from the last meeting was to have read the first 15 pages of a booklet, “The Decision Playbook”, making thoughtful choices in a complex world. My feedback to the group was that I wanted to share this excellent booklet with my fellow Trustees. Vice Principal leader, Katie Marren said she would try to acquire the extra booklets . That has happened, and each of the Trustees have been given a copy! Thank you so much Ms. Marren!

Representative from DSAC have a standing invitation to attend the Education Services Committee, Education Programs and Planning Committee and Policy and Governance Committee meetings and are a welcomed addition!

The next District Student Advisory Council meeting is on Monday January 18th.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

January 18, 2021

MEMORANDUM

TO: Board of Education
FROM: Trustee Bekkering
SUBJECT: **DISTRICT STUDENT ADVISORY COUNCIL**

REPORT:

I attended the meeting on January 18th at the Van Bien Training and Development Centre on behalf of Trustee Tim Bennett.

The meeting started with a presentation by a UNBC student who was a former DSAC committee member. Her idea is to expand a current group, active at UNBC who are involved in Random Acts of Kindness, to SD57 high school students, and then eventually elementary students.

The DSAC members were enthusiastic about the idea and further discussions will take place about how this can happen.

The next 10 pages of "The Decision Playbook" were discussed and smaller groups formed for a robust discussion.

The last meetings' topic of Restorative Justice took place and again smaller groups formed to discuss and plan for "Next Steps".

Through lunch, Martin Luther Kings' speech "I have a dream" speech was listened to and watched in honour of it being Martin Luther King Day and the relevance to the content to the current focus of the Committee.

I am always impressed with the maturity, enthusiasm and commitment of this committee's membership and their leader, Vice Principal Katie Marren to making a positive difference to SD57!

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

December 14, 2020

TO: Board of Education

FROM: Trustee Valimohamed

SUBJECT: **INDIGENOUS EDUCATION ADVISORY COMMITTEE**

The Indigenous Education Advisory Committee held its meeting on December 14, 2020, the topics and discussions included:

- Discussion on the Board Trustee Committee and Liaison Appointments, Committee Chair and membership were established. The Standing Committee appointments are as follows; Education Services Committee Chair – Bob Thompson, Trustee members Betty Bekkering and Shuirose Valimohamed; Education Programs and Planning Committee Chair – Ron Polillo, Trustee members Bob Thompson and Sharel Warrington; Policy and Governance Committee Chair – Betty Bekkering, Trustee members Tim Bennett and Ron Polillo; Management and Finance Committee Chair – Tim Bennett, Trustee members Shuirose Valimohamed and Sharel Warrington.
- Discussion on Ad Hoc Committee on BC Poverty Reduction Strategy Food Security Report has come to a conclusion. Meals program starting in Mackenzie.
- Student Centered Indigenous Education Graphic feedback: Jennifer Pighin, Vice Principal Indigenous Education, Culture and Language shared and explained the graphic.
- Overview of Dakelh Curriculum Draft for feedback:
- Discussions on Budget. We received a PowerPoint Presentation and further explanation of budget line items.
- Received an update on the Equity Awareness session that was recently presented to the school district's contracted bus drivers. It was well received and very educational.

Next meeting will be held on January 11, 2021

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 11, 2021

TO: Board of Education

FROM: Trustee Valimohamed

SUBJECT: **INDIGENOUS EDUCATION ADVISORY COMMITTEE**

The Indigenous Education Advisory Committee held its meeting on January 11, 2021 the topics and discussions included:

- Discussion on Targeted Funding and were provided with detailed description on Programs and Support
- Discussion on Student Centered Indigenous Education Graphic feedback
- Discussion on Dakelh Holistic Lifelong Learning Model: Dakelh Ways of Knowing and Enduring Understandings
- Review the Ministry of Education Languages Template Draft Guidelines for Developing Indigenous Languages Curricula that was provided for information purposes.
- Update on the Ad Hoc Committee – Truth and Reconciliation and United Nations Declaration on the Rights of Indigenous Peoples

Next Meeting: February 8, 2021

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 26, 2021

TO: Board of Education

FROM: Trustee Bekkering

SUBJECT: **TRUSTEE REPORT – DECEMBER 2020**

Attended the following Winter Festivals, Virtually:

December 14th

- Heritage Elementary School

The entire school singing, "We are the World" through technology, was a highlight!

- DP Todd Secondary School

Presentations were so polished and mature, DP Todd's reputation for music excellence is definitely secure! Special mention of Ms. Klein! Her leadership is exemplary!

December 16th

- Foothills Elementary School

Through some technological glitch, I was unable to join and view!

I would like to congratulate the staff and students for all the work that went into these presentations and hope the other schools in the DP Todd Family will include me in and Spring Activities to come?

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 26, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **TRUSTEE REPORT – DECEMBER 2020 AND JANUARY 2021**

Thursday, December 3rd

- Shaᑭ Ti Kelly Road Secondary Steering Committee Meeting

Tuesday, December 15th

- Trustee/Senior Administration Meeting (Zoom)

Wednesday December 16th

- McBride Centennial Elementary on-line Radio Play

Thursday, December 17th

- Nukko Lake Elementary on-line Christmas Musical Play

Tuesday January 5th

- Special Public Board Meeting (Zoom)

Monday, January 11th

- Education Services Committee Meeting (Zoom)

Tuesday, January 12th

- Trustee/Senior Administration Meeting (Zoom)

Wednesday, January 13th

- CLA Trustee Family of Schools Meeting (Zoom)

Thursday, January 14th

- Calendar Committee Meeting (Zoom)

Monday, January 18th

- Management and Finance Committee Meeting (Zoom)

Tuesday, January 19th

- Education Programs and Planning Committee Meeting (Zoom)

Thursday, January 21st

- Shaᑭ Ti Kelly Road Secondary Steering Committee Meeting (Zoom)

McLeod Lake



Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

December 8, 2020

Sent via Email

School District 57
Senior Administration
And Trustees

RE: AD HOC Truth and Reconciliation Terms of Reference

We have met and had several discussions on the membership for this AD HOC committee. Currently the request for membership is:

- Two SD57 Trustees from the Board of Education
- A Lheidli T'enneh Nation Elder
- **A McLeod Lake Indian Band (MLIB) Elder**
- A Simpcw First Nation Elder
- A Lheidli T'enneh Nation Student
- **A McLeod Lake Indian Band Student**
- A Simpcw First Nation Student
- A Lheidli T'enneh Nation Councilor
- **A McLeod Lake Indian Band Councilor**
- A Simpcw First Nation Councilor
- The SD57 Superintendent of Schools
- The Director of Instruction – Indigenous Education
- The Secretary Treasurer
- The Lheidli T'enneh Nation Education Manager
- **The McLeod Lake Indian Band Education Director**
- The Simpcw First Nation Education Manager

Obtaining the specific quorum listed above has become a challenge. The trust between Senior Administration, Trustees and MLIB has been strained for some time now and members do not want to be part of this committee due to negative experiences in meetings similar to these that have been held.

McLeod Lake Indian Band still wishes to be part of this AD HOC committee because we believe we can make some much needed change within the School District, but we need to amend the

terms of reference in order for this to happen. The proposed amendments we request are as following:

- 1) that quorum shall be met providing that MLIB has at least two (2) representatives from MLIB and;
- 2) the number of Trustees increases to four (4) and ask that Chair Trent Derrick and Vice-Chair Shuirose Valimohamed receive an invite to sit on this committee.

These two trustees have gained our trust with always showing transparency and being honest. Trent is First Nations, has the skills and the knowledge to help guide this table and having this support from both will help guide the meetings properly.

Once we receive the updated policies and procedures, approved them and the above changes made, we feel we can move forward with this committee and make real change.

We would like these changes in effect for our next scheduled meeting on Monday December 14, 2020.

Thank you,



Harley Chingee
Chief



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

Phone: (250) 561-6800 • Fax (250) 561-6801
www.sd57.bc.ca

December 1, 2020

The Hon. Jennifer Whiteside, MLA
Minister of Education
PO Box 9045, STN PROV GOVT
Victoria, B.C.
V8W 9E2

Dear Minister Whiteside:

The Board of Education of School District No. 57 (Prince George) congratulates you on your appointment as Minister of Education. Our Board has worked diligently to establish a positive and productive relationship with each Minister of Education and we are committed to working together with you and your staff during the coming school year.

Please also consider this letter our invitation to meet with us, here in Prince George, as your schedule permits. We know you to be well versed in the challenges facing public education in British Columbia. Our Board of Education has focused on supporting student learning for all of our students whether they live in Prince George, or our rural communities of Mackenzie, McBride and Valemount. We would like to discuss this issue, and other matters that are critical to improving student achievement for all of our students.

Sincerely,

A handwritten signature in black ink, appearing to be 'Trent Derrick', written over a horizontal line.

Trent Derrick, Chair
Board of Education

/dlN



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

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www.sd57.bc.ca

December 1, 2020

Shirley Bond, MLA
Prince George-Valemount
1350 – 5th Avenue
Prince George, BC V2L 3L4

Dear Ms. Bond:

On behalf of the Board of Education of School District No. 57 (Prince George), I am writing to offer our best wishes on your re-election as Member of the Legislative Assembly for Prince George-Valemount. The Board also congratulates you on recently being named the Interim BC Liberal Party Leader.

Over the last nineteen years, we have enjoyed working with you in support of the students, parents and staff of the school district.

The Board of Education looks forward to meeting with you at the virtual BCSTA Northern Interior Branch MLA Forum on January 30, 2021 from 9:30 a.m. to 10:30 a.m.

Congratulations,

A handwritten signature in black ink, appearing to read 'Trent Derrick', written over a horizontal line.

Trent Derrick, Chair
Board of Education

/dlm



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

Phone: (250) 561-6800 • Fax (250) 561-6801
www.sd57.bc.ca

December 1, 2020

Mike Morris, MLA
Prince George-Mackenzie
102 – 1023 Central Street
Prince George, BC V2M 3C9

Dear Mr. Morris:

On behalf of the Board of Education of School District No. 57 (Prince George) I am writing to offer our best wishes on your re-election as Member of the Legislative Assembly for Prince George-Mackenzie.

Over the last seven years we have enjoyed working with you in support of the students, parents and staff of the school district.

The Board of Education looks forward to meeting with you at the virtual BCSTA Northern Interior Branch MLA Forum on January 30, 2021 from 9:30 a.m. to 10:30 a.m.

Congratulations,

A handwritten signature in black ink, appearing to read 'Trent Derrick', written over a horizontal line.

Trent Derrick, Chair
Board of Education

/dlm



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

Phone: (250) 561-6800 • Fax (250) 561-6801
www.sd57.bc.ca

December 1, 2020

Terry Teegee, Regional Chief
BC Assembly of First Nations
1004 Landooz Road
Prince George, BC
V2K 5S3

Dear Chief Teegee:

On behalf of the Board of Education of School District No. 57 (Prince George), I am writing to offer our congratulations on your re-election as regional chief for the B.C. Assembly of First Nations.

We appreciate having voice for the region on the BC Assembly of First Nations for our students.

Congratulations,



Trent Derrick, Chair
Board of Education

/dlm



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

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December 10, 2020

Chief Harley Chingee
McLeod Lake Indian Band
General Delivery
McLeod Lake, BC

By Email

Good Afternoon Chief Harley Chingee,

I want to thank you for reaching out with your concerns in the letter dated December 8, 2020, so that we are able to address them.

As the Terms of Reference were adopted in principle by the Board of Education at the November 3rd regular public meeting, suggested edits can be made at the committee table and suggestion will be brought back to the Board for finalization. As the committee is about Truth and Reconciliation, it is important for the Board of Education to understand the difficulty you have getting members to volunteer. The work of the committee would not be able to move forward if the Nations are not comfortable with the configuration so the Board would be open to making changes to consider your request and the feedback from the committee.

I do want to thank you for your kind words of earning your trust. I did want to let you know that as Chair, I was the one who made appointments to the committee. I do hope that you accept my rationale for the two appointments that I made.

I know that Truth and Reconciliation can only genuinely move forward when the majority of the larger community understands what it is. Trustees Sharel Warrington and Betty Bekkering have shown a commitment to genuinely try and understand what they need to do as individuals as well as their responsibilities as leaders to the community at large. These two have earned my trust to work honestly in order to bring MLIB, the Board and Administration together so that any recommendations can move forward from the communities at large. Sharel and Betty have committed to work through collaboration with the Nations. They know that they need to listen, ask clarifying questions and come with an open heart to hear what needs to be changed.

We have also committed to work towards understanding what work is needed to be done regarding the Policies and Procedures. We hope to obtain clarifications of how we can move forward together at the December 14th Committee meeting.

I do hope that this answers your concerns and that we are moving forward with open hearts and minds in being able to work together for the betterment of our students.

Respectfully,

Trent Derrick, Chair
Board of Education

Cc: Rachael Weber, McLeod Lake Indian Band



January 15, 2021

Chair Trent Derrick
Board of Education
School District 57
2100 Ferry Avenue
Prince George, B.C. V2L 4R5

email: TDerrick@sd57.bc.ca

Dear Chair,

The McLeod Lake Indian Band (MLIB) Education Department sent an email on October 23rd, 2020 regarding an inquiry about our provincial tuition dollars. The focus was to determine where and how these dollars are being spent. Although we have received correspondence in 'Draft' form, we are formally requesting a forensic audit report on all targeted dollars, in addition to our annual Local Education Agreement (LEA) dollars.

Since then, Lheidli T'enneh Nation (LTN) has also expressed concern with respect to their targeted and LEA dollars and have decided to join MLIB in this request.

We assert that the proposed forensic auditor must be approved by all parties: School District 57 (SD57), MLIB, and Lheidli T'enneh prior to conception. Additionally, we are asking that either SD57, the Ministry of Education or First Nations Education Steering Committee (FNESC) cover the fees for the forensic audit.

It has been made noticeably clear to us that transparency and trust needs to improve between SD57 and First Nations. This forensic audit will show in detail where the dollars have been spent since 2000. All parties will then be able to clearly see where things need to improve or change.

As well, FNESC will be fully involved and aware of this request and will be following this matter closely. We thank you for your cooperation with this and expect that it will be completed within a timely manner.

Respectfully submitted,


Dayi Clay Pountney
Lheidli T'enneh Nation


Chief Harley Chingee
McLeod Lake Indian Band

Cc; Anita Richardson, Superintendent, SD57



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

Phone: (250) 561-6800 • Fax (250) 561-6801
www.sd57.bc.ca

January 21, 2021

Vancouver Foundation
475 W George Street, Suite 200
Vancouver, BC
V6B 4M9

To Whom It May Concern:

RE: Vancouver Foundation Systems Change (Test) Grant - *Raise Up Our Kids*

Please accept this letter of support on behalf of the students, staff and community members connected to Nusdeh Yoh Elementary "House of the Future". Nusdeh Yoh is an Indigenous Choice school located in the heart of Prince George. 96% of students that attend are of indigenous ancestry.

As more and more data becomes available, we are getting a more fulsome understanding of the true strengths and ongoing struggles of our students and their families. As we continue to identify, acknowledge and build on strengths, it is the ongoing struggles that continue to be of concern. Many students arrive at school well below the readiness levels of their peers (e.g., 2018 EYE: Early Years Evaluation data indicated 75% of our Kindergarten students required one-on-one support and 25% required small group instruction). This combined with the ongoing impact of an incredibly high percentage of students experiencing a multitude of Adverse Childhood Experiences results in long lasting and distressing outcomes for our students and their families.

The proposed model, which is rooted in a system change approach, addresses student needs in the areas of health, education and pro-social activities as identified and recommended by students, staff and students' families. Our vision is that which moves our school site from being a 10-month, 8:30 a.m. to 2:30 p.m. model to being one which supports students and their families throughout the entire year including holidays by keeping school doors open into the early evenings, a particularly vulnerable time. It is an exciting endeavour as focussing on each of these three areas in and of their own will have a positive impact on the other.

The proposed model requires close collaboration and strong relationships between numerous partner groups within the City of Prince George – this work is well underway with the development of the proposal and excitement about the potential positive impact it will have on the students and their families that attend Nusdeh Yoh.

Additionally, steps have been taken toward the long-term vision of a robust and bustling hub for the past few years. Recent renovations have been done to support spaces that allow services such as a community kitchen and health care appointments to take place at the school. Working relationships have been developed with service providers including Axis Family Support, the Native Healing Center, Urban Aboriginal Justice Society and Central Interior Native Health. Each of these partners have begun to work out of our building for small amounts of time each week during the school day to support students and families. We have in fact begun the work of changing a system and in the steps that have already been made, our commitment and potential success we believe is being demonstrated.

We are extremely grateful for the work being done by not only School District No. 57 staff but also for the commitment from the numerous partner groups who are invested in improving outcomes for students. We look forward with anticipation to the next steps of moving from visioning to reality. With the support of funding from Vancouver Foundation, we believe the positive impact of this project will be far reaching both immediately and into the future. This proposed service delivery model is a way to intercept the cycle of poverty, mitigate the effects of intergenerational trauma, and improve poor health outcomes for children and families in the school which we believe is critical to countering the negative factors that influence lifelong health/wellness.

It is with no hesitation that we support the project plans and model as outlined in "Raise Up Our Kids: Dedicated to Improving Health, Social and Educational Outcomes for Indigenous Children and Youth".

Should you require further information or have any questions, please feel free to contact Liza Arnold, Principal, Nusdeh Yoh Elementary at 250-562-7201 or Cindy Heitman, Acting Superintendent of Schools at 250-561-6800.

Sincerely,



Trent Derrick, Chair
Board of Education

Cc: Cindy Heitman, Acting Superintendent of Schools
Liza Arnold, Principal, Nusdeh Yoh Elementary