

Board of Education

Regular Public Meeting

February 23, 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, October 26, 2021
Boardroom – 2100 Ferry Avenue
Zoom On-Line System

A G E N D A

1. **CALL TO ORDER**

2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Trustee Polillo

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 September 28, 2021 Page 1

6.2 Special Public Meeting of October 12, 2021 Page 9

6.3 Record of Minutes of Regular In Camera Meeting of
September 28, 2021 and Special In Camera Meetings of
September 28 and 30, October 2, 5, 12, and 18, 2021 Page 11

7. **BUSINESS ARISING FROM THE MINUTES**

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8. **EDUCATION PROGRAMS AND PLANNING COMMITTEE**
- 8.1 Committee Report (R. Polillo) Page 13
- 8.2 Public Access to Education Programs and Planning
Committee and Education Services Committee Page 14
9. **EDUCATION SERVICES COMMITTEE**
- 9.1 Committee Report (B. Thompson) Page 15
10. **POLICY AND GOVERNANCE COMMITTEE**
- 10.1 Committee Report (B. Bekkering) Page 17
11. **NEW BUSINESS**
- 11.1 Recommendations of Special Advisors' Report dated
June 24, 2021 (S. Warrington) Page 18
- 11.2 Bylaw No. 4 – Working Group (T. Bennett) Page 20
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(S. Warrington) Page 21
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- 12.1 Acting Superintendent of Schools
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14. **TRUSTEE REPORTS**
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- 14.2 BC Public School Employers' Association
(S. Warrington)
- 14.3 District Parent Advisory Council (S. Warrington)
- 14.4 District Student Advisory Council (R. Polillo) Page 23
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| 14.5 | Indigenous Education Advisory Committee
(S. Warrington) | Page 24 |
| 14.6 | Various Trustee Reports | |
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| 14.6.4 | Other Trustees | |
| 15. | CORRESPONDENCE | |
| 15.1 | Letter dated September 29, 2021 to the Ministry of
Education regarding the 2020-2021 Under-Expenditure
of Indigenous Education Targeted Grant | Page 29 |
| 15.2 | Letter dated October 19, 2021 to Lheidli T'enneh Chief
Dolleen Logan regarding an invitation to meet related to
the recommendations of the Special Advisors' report | Page 30 |
| 15.3 | Letter dated October 19, 2021 to McLeod Lake Indian
Band Chief Harley Chingee regarding an invitation to
meet related to the recommendations of the Special
Advisors' report | Page 31 |
| 16. | ADJOURNMENT | |

UPCOMING MEETINGS:

Education Services Committee – November 8, 2021
Policy and Governance Committee – November 9, 2021
Management and Finance Committee – November 15, 2021
Education Programs and Planning Committee – November 16, 2021
Public Board Meeting – December 14, 2021

DRAFT
Minutes
Regular Public
Meeting

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

2020.01.26
6:00 p.m.

Present via Zoom On-Line System:

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

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

1. **CALL TO ORDER**

The meeting was called to order at 6:02 p.m.

2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Trustee Bekkering provide a formal acknowledgement of the traditional territory of the Lheidli T'enneh First Nation.

3. **APPROVAL OF AGENDA**

The agenda was approved as published.

4. **PUBLIC INPUT**

Trina Fyfe, parent, echoed the request made by Zoe Meletis at the January 5th special public meeting for the Board to make masks mandatory in schools for all age groups as a way to curb the spread of COVID 19 schools.

Karen Wong representing CUPE 3742 commented on the hard work and dedication of its members during the COVID 19 pandemic and requested that their hard work be recognized.

Andrea Beckett representing the District Parent Advisory Council commented on the school district's current strategic plan regarding consultation requirements and formally requested a meeting for its executive with the Board of Education. Ms. Beckett also provided an overview of the items discussed at the recent DPAC meeting.

Taryn Atkinson, Harsh Dhaliwal and Vice Principal Katie Marren representing the District Student Advisory Council reported that the focus for the group this year is to educate and to develop students to be anti-racist. The students provided an overview of their work to date and the next steps.

Joanne Hapke representing the Prince George District Teachers' Association encouraged the Board to have presentations made at Education Programs and Planning Committee meetings available to the public. Ms. Hapke also provided comment on the use of the safe return to school special purpose funding, strategic planning, policy and governance, foundation skills assessment, and 2021/22 budget discussions.

5. **SCHOOL DISTRICT NEWS**

The Board Chair acknowledged the generous donation of \$10,000 from the Construction and Specialized Workers Union Local 1611 in support of the school district's food program.

Trustee Polillo commented on the viral story regarding the letter sent by Hart Highlands Elementary School Vice Principal Whitehead making a plea to the tooth fairy after kindergarten student loses tooth at school.

Mr. Polillo also highlighted the significant donation of 16 new sets of hockey gear from the NHL Player Association to the Prince George Secondary School Hockey Program.

Trustee Bennett reported that the draft 2021/22 school district calendar is available on the school district website and is collecting feedback from the public prior to the Board's consideration for approval at the February 26th regular public meeting.

Mr. Bennett commented on the letters from Duchess Park Secondary students in support of the SD75 transgender student that was viciously attacked earlier this month. Mr. Bennett recited the letter submitted by Daisy Scheifley, Grade 11 student at Duchess Park Secondary that was included in a recent CBC story.

6. **MINUTES OF PREVIOUS MEETINGS**

6.1 Regular Public Meeting of November 24, 2020

The minutes of the regular public meeting of November 24, 2020 were adopted as published.

6.2 Special Public Meeting of January 5, 2021

The minutes of the special public meeting of January 5, 2021 were adopted as published.

6.3 Record of In Camera Meeting Minutes

The report on the items discussed and decisions made at the regular in camera meeting of November 24, 2020 and special in camera meetings of November 24, December 15, 2020 and January 5, 12 and 18, 2021 were approved.

7. **BUSINESS ARISING FROM THE MINUTES**

None.

8. **PRESENTATION**

Joseph Jeffery, District Teacher Librarian provide an overview of the main goals of the District Learning commons. Trustees were each provided with a copy of Marvel's Indigenous Voices featuring Indigenous superheroes written and illustrated by Indigenous people. Mr. Jeffery commented on the school district's ongoing work to bring diverse books into schools.

Trustee Bennett requested an update on the Diversity Audit be provided through the Education Programs and Planning Committee.

9. **MANAGEMENT AND FINANCE COMMITTEE**

9.1 Committee Report

Trustee Bennett drew attention to the January 2021 Management and Finance Committee of the Whole report that was included in the agenda package.

MOVED and SECONDED

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

CARRIED

9.2 2020-2021 Amended Annual Budget

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

MOVED and SECONDED

That, in accordance with Section 68 (4) of the *School Act*, all three readings of Amended Annual Budget Bylaw 2020-2021 be given at this meeting.

CARRIED

MOVED and SECONDED

That Amended Annual Budget Bylaw 2020-2021 be given first reading.

CARRIED

MOVED and SECONDED

That Amended Annual Budget Bylaw 2020-2021 be given second reading.

CARRIED

The Secretary Treasurer provided a PowerPoint presentation on the 2020-2021 amended annual budget document that was included in the agenda package. Ms. Patterson responded to questions from the Trustees.

MOVED and SECONDED

That Amended Annual Budget Bylaw 2020-2021 be given third and final reading.

CARRIED

10. **EDUCATION SERVICES COMMITTEE**

10.1 Committee Report

Trustee Thompson reviewed the January 2021 Education Services Committee report that was included in the agenda package.

MOVED and SECONDED

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

CARRIED

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

Trustee Thompson 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 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.

CARRIED

11. EDUCATION PROGRAMS AND PLANNING COMMITTEE**11.1 Committee Report**

Trustee Polillo reviewed the January 2021 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 January 19, 2021 be received.

CARRIED

A recess was called at 8:17 p.m. and the meeting reconvened at 8:23 p.m.

12. OLD BUSINESS**12.1 Draft Administrative Procedures Manual**

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

Trustee Warrington, the Acting Superintendent and Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

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.

CARRIED

13. NEW BUSINESS

None.

14. DISTRICT ADMINISTRATION REPORTS**14.1 Acting Superintendent of Schools**

The Acting Superintendent provided an update on the following:

- Restart following Winter Break
- Refining COVID 19 practices and procedures to support students and staff
- School Exposure Notification
- Revision of Restart Plan
- Third quarter begins on February 8th

15. TRUSTEE REPORTS**15.1 British Columbia Public School Employers' Association**

No report.

15.2 British Columbia School Trustees' Association

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

15.3 District Parent Advisory Council

Trustee Bennett provided an overview of the District Parent Advisory Council meeting held on January 11, 2021, which included a COVID 19 update provided by the Acting Superintendent.

15.4 District Student Advisory Council

Trustee Bekkering drew attention to the December 7, 2020 and January 18, 2021 reports that were included in the agenda package.

15.5 Indigenous Education Advisory Committee

Trustee Valimohamed reviewed the December 14, 2020 and January 11, 2021 reports that were included in the agenda package.

15.6 Liaison Updates**15.6.1 Trustee Bekkering**

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

15.6.2 Trustee Polillo

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

16. CORRESPONDENCE

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

- Letter from McLeod Lake Indian Band dated December 8, 2020 regarding the Ad Hoc Truth and Reconciliation Terms of Reference
- Letters of Congratulations to:
 - o Hon. Jennifer Whiteside, Minister of Education
 - o Shirley Bond, MLA
 - o Mike Morris, MLA
 - o Terry Teegee, Regional Chief
- Letter of Response to McLeod Lake Indian Band dated December 10, 2020 regarding the Ad Hoc Truth and Reconciliation Terms of Reference
- Letter from Lheidli T'enneh Nation and McLeod Lake Indian Band dated January 15, 2021 requesting a Forensic Audit
- Letter of Support dated January 21, 2021 to the Vancouver Foundation

17. ADJOURNMENT

The meeting adjourned at 9:04 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

January 26, 2021 Special In Camera Meeting at 3:30 p.m.

1. Adoption of the Special In Camera Meeting of January 18, 2021.
2. Receipt of an update regarding a personnel matter.

The meeting was called to order at 3:30 p.m. and adjourned at 3:43 p.m.

January 26, 2021. Special In Camera Meeting at 3:45 p.m

1. Adoption of the minutes of the Special In Camera meetings of November 24 and December 15, 2020 and January 5, 2021.
2. Receipt of a personnel updates.

The meeting was called to order at 3:44 p.m. and adjourned at 4:07 p.m.

January 26, 2021 Regular In Camera Meeting

1. Adoption of the minutes of the regular in camera meeting of November 24, 2020.
2. Adoption of the minutes of the special in camera meetings of December 7, 2020, and January 12, 2021.
3. Receipt of an update regarding the 2022 BC Summer Games Nomination Select Committee.
4. Discussion and decisions related to the British Columbia Public School Employers' Association Annual General Meeting.
5. Receipt of British Columbia School Trustees Association updates.
6. Receipt of an update related to the Strategic Plan development process.
7. Receipt of an update regarding a governance matters.
8. Receipt of an update regarding property matters.
9. Receipt of an update regarding a legal matter.

The meeting was called to order at 4:07 p.m. and adjourned at 5:27 p.m.

February 1, 2021 Special In Camera Meeting

1. Discussion and decision regarding personnel matters.

The meeting was called to order at 5:01 p.m. and adjourned at 6:38 p.m.

February 9, 2021 Special In Camera Meeting at 4:00 p.m.

1. Adoption of the minutes of the Special In Camera meeting of January 18, 2021.
2. Discussion and decision regarding a personnel matter.

The meeting was called to order at 4:01 p.m. and adjourned at 4:22 p.m.

February 9, 2021 Special In Camera Meeting at 4:15 p.m.

1. Receipt of personnel updates.

The meeting was called to order at 4:24 p.m. and adjourned at 4:29 p.m.

February 9, 2021 Special In Camera Meeting at 4:30 p.m.

1. Discussion and decision regarding a request for a letter of support.
2. Receipt of an update regarding a stakeholder's concern.
3. Receipt of British Columbia School Trustees Association updates.
4. Receipt of information regarding the 2019/20 graduation rates.
5. Receipt of an update regarding governance matters.

The meeting was called to order at 4:32 p.m. and adjourned at 5:53 p.m.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 8, 2021

MEMORANDUM

TO: Board of Education

FROM: Tim Bennett, Trustee, and Chair
Management and Finance Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2021**

RECOMMENDATION

That the report of the Management and Finance Committee
Meeting held on February 8, 2021 be received.

* * * * *

REPORT:

- 1) The Management and Finance Committee met on February 8, 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.
 - c) **Financial Update to January 31, 2021** – The Director of Finance provided the Committee with a financial update for the first seven months of the school and fiscal year to January 31, 2021. 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 will continue to monitor the results of operations for the year.
 - d) **2021-22 Budget Assumptions**– This item appears on this evening's agenda for consideration of the Board's approval.
 - e) **Draft Policy 3433.2 Accumulated Operating Surplus** – The Committee agreed to postpone the review of Policy 3433.2 pending the results of the provincial review related to operating surplus.

- f) **BCSTA School Life Cycle Funding** – The Committee reviewed and discussed the report from the BC School Trustees Association titled “The Case for Increased School Life Cycle Funding. A copy of the Board's letter to the BCSTA Capital Working Group providing support for the case for increased school life cycle funding appears on this evening's agenda.
 - g) **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 March 8, 2021

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 8, 2021

MEMORANDUM

TO: Board of Education

FROM: Management and Finance Committee

SUBJECT: **2021-2022 BUDGET ASSUMPTIONS**

RECOMMENDATION

That in accordance with Policy 1160, Role of the Board, Regulation 8.2 the following assumptions be approved to guide the development of the 2021-2022 Annual Budget:

1. A balanced annual budget will be presented for approval by the Board of Education.
2. Schools will be allocated funding, and be expected to develop their 2021-2022 organization on the same basis as the prior year based on enrolment assumptions.
3. Departments will be expected to develop their 2021-2022 budgets on the same basis as the prior year.
4. Cost pressures, primarily from inflation and statutory requirements will be addressed for employee benefits, student transportation and utilities.
5. Salaries and wages will be budgeted based on known general wage increases and expected school district average salaries and wages.
6. In accordance with the scope outlined in the Terms of Reference for the Expanded Committee of the Whole, that Committee will consider:
 - The 2016-2021 Strategic Plan goals of Learning, Engagement, Opportunity and Sustainability based on initiatives prioritized by the Board of Education.
 - In the event that operating revenues exceed operating expenditures after compilation of a draft annual operating budget, the committee will provide input to the Board of Education as to options to be considered for additional expenditures in support of student learning.
 - In the event that operating expenditures exceed operating revenues after the compilation of a draft annual operating budget, the committee will provide input to the Board of Education as to options to be considered for additional revenue or reduced/decreased expenditures.

7. Salary, employee benefits, and defined overhead expenses incurred related to the actual cost of the language restored to the Collective Agreement with the Prince George District Teachers' Association will be fully funded by the Ministry of Education through the Classroom Enhancement Fund.
8. Consideration of the implications of potential changes to the funding model as a result of the recommendations from the Funding Model Review Panel which introduce risk into our budget.
9. Consideration of the 2021-2022 Budget Assumptions being developed provincially by the British Columbia Association of School Business Officials.

* * * * *

RATIONALE

1. Policy 1160, Regulation 8, Fiscal Accountability in Regulation 8.1 indicates that the Board shall approve budget process and timelines at the outset of the budget process. The Board did so in approving the Expanded Committee of the Whole, Budget Consultation draft agenda and meeting schedule at the Board of Education meeting held on November 24, 2020.
2. Regulation 8.2 indicates that the Board shall, in collaboration with the Superintendent, identify budget assumptions and draft Board priorities to be used in the creation of the annual operating budget.
3. The Superintendent and Secretary Treasurer reviewed the 2021-2022 budget assumptions with the Management and Finance Committee on February 8, 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 1, 2021

MEMORANDUM

TO: Board of Education

FROM: Bob Thompson, Committee Chair
Education Services Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2021**

RECOMMENDATION

That the report of the Education Service Committee meeting held on February 1, 2021 be received.

* * * * *

REPORT:

1. The Education Services Committee met on February 1, 2021.
2. The meeting's agenda included the following topics:
 - a. **Minutes of Previous Meetings** – The minutes of the January 11, 2021 meeting were approved as presented.
 - b. **Updates**
 - I. **Concern re: Lead in Water at Morfee Elementary and Mackenzie Secondary Schools** – Brett Apolczer, General Manager Facility Services (Operations) provided a written report and responded to questions and concerns.
 - II. **Concern re: Heating in Mackenzie Secondary School** – Brett Apolczer, General Manager Facilities (Operations) provided a written report and responded to questions and concerns.
 - c. **Energy and Sustainable Conservation Update – October 2020 to January 2021** – Barry Beppe, Energy & Sustainable Conservation Coordinator, provided a written Energy and Sustainable Conservation update report and responded to questions
 - d. **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 Capital Project reporting the demolition of the old building will begin after Spring Break and that signage was replaced outside of the new building.
 - e. **Work Place Culture Working Group Update:** Lee Karpenko provided a verbal report that the Work Place Culture Working Group is meeting in March 2021 to continue their work for preparation of the 2021-2022 school year to establish a

more welcoming and respectful workplace and responded to questions from the committee.

- f. **Traffic Congestion at Schools Update:** Lee Karpenko, Assistant Superintendent reported that prior to the COVID-19 pandemic a few schools were identified as needing educational materials related to traffic safety for parents and students. Mr. Karpenko advised that beginning in April 2021 elementary students will be filming video safety messages for upload to the district and school websites for parent and community awareness.
3. The next Education Services Committee meeting is scheduled to be held March 1, 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 16, 2021

MEMORANDUM

TO: Board of Education

FROM: Trustee Polillo, Chair
Education Programs and Planning Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2021**

RECOMMENDATION

That the report of the Education Programs and Planning
Committee meeting held on February 16, 2021 be received.

* * * * *

REPORT:

1. The Education Program and Planning Committee met on February 16, 2021.
2. The meeting's agenda items were:
 - a. **Approval of the minutes of the previous meeting held.**
 - b. **District Learning Supports/Alternative Community Program (ACP):** Christa Barnes, Principal of District Learner Support Program reported on the various support programs, alignment of district resources, outreach and reconnection plans, and approaches used to indigenize and decolonize courses to meet the needs of learners.
 - c. **Honouring Diversity Gr. 8 Course:** Pam Spooner, Director of Instruction, Indigenous Education reported on the Honouring Diversity Gr.8 course being developed with Dr. Dustin Louie, district staff and secondary schools.
 - d. **Central Interior Distance Education School (CIDES):** Rob Lewis, Vice Principal of Curriculum and Innovation reported on increased student enrollment, expanded curriculum, creating sustainable programs and additional supports for elementary, secondary and adult students.
 - e. **Information Technology:** Lee Karpenko Assistant Superintendent and Morris Scarpino, District Technology Support Coordinator reported on the wireless upgrade, Office 365 implementation, virtual learning and communications, enhanced cyber security, professional development opportunities for district staff and the district's technology plan for sustainability.

- f. **Yearly Plan:** Review and update of the yearly plan.
- 3. The next Education Programs and Planning Committee meeting will be held on March 9, 2021.

/jc

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 2, 2021

MEMORANDUM

TO: Board of Education

FROM: Betty Bekkering, Chair
Policy and Governance Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2021**

RECOMMENDATION

That the report of the Policy and Governance Committee meeting held on February 2, 2021 be received.

* * * * *

REPORT:

- 1) The Policy and Governance Committee met on February 2, 2021.
- 2) The meeting's agenda items were:
 - a) Approval of the minutes of the previous meeting held.
 - b) **Draft Administrative Procedures Manual-** In accordance with the motion passed at the January 26, 2021 regular public meeting the committee began its review of the draft Administrative Procedures Manual. The committee were provided feedback from staff that were involved in the development of the draft policy and administrative procedures regarding the process undertaken which began in July 2019.

The committee was also provided with a detailed document providing an overview of the components of the administrative procedures that included information from existing policies, the School Operations Handbook and other existing school district resources. The document also noted administrative procedures that are new and under review or construction.

The committee will review specific administrative procedures as requested by its members at the next scheduled meeting.

- 3) The next Policy and Governance Committee meeting will be held on March 2, 2021.

/dlh

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 28, 2021

TO: Board of Education

FROM: Trustee Thompson
Trustee Warrington

SUBJECT: **BRITISH COLUMBIA PUBLIC EMPLOYERS' ASSOCIATION**

BC Public Employers' Association Annual General Meeting was held on January 28, 2021. Given the COVID 19 Pandemic the AGM was held virtually via Zoom.

The AGM opened at 9:00 am with reports from BCPSEA Board Chair Alan Chell, Interim CEO Rebecca Maurer and greetings from BC School Trustees Association President Stephanie Higginson.

The Business Session addressed the following:

- A report of the 2019 2020 audited financial statements.
- A review and presentation of the 2021 – 2022 BCPSEA Budget
- Two proposed resolutions
- Nominations from the Floor and Elections for Director for Vancouver Island Coastal and Fraser Valley regions

The Representative Council consisting of designated BCPSEA Trustee Representatives from all Boards of Education adopted the proposed BCPSEA Budget for April 1 2021 through March 31 2022 as presented.

The Assembly then debated and passed the following proposed resolutions:

Ordinary Resolution 0-1 Submitted by SD 68 Nanaimo Ladysmith

- Be it resolved that BCPSEA perform a review of the governance structure Implemented in the revised BCPSEA Bylaws in 2018 with specific focus on the effectiveness of electing Trustee Directors on a regional basis, to ensure optimal capacity to achieve the mandate and purpose identified in the BCPSEA Constitution and further
- Be it resolved that the review shall be conducted by a committee composed of Trustee Representatives from boards of education and members of the BCPSEA Board of Directors with the majority of the committee being comprised of BCPSEA board of education Trustee Representatives. The number of representatives to the committee and appointments to the committee shall be determined by the Board of Directors. The committee will report back to the BCPSEA AGM 2022 with any recommendations to changes in governance structure recognizing that such changes if approved by the members would require the approval of the Minister responsible for the Public Sector Employers Act.

This resolution was carried.

Ordinary Resolution 0-2 Submitted by SD42 Maple Ridge-Pitt Meadows and SD 43 Coquitlam

- Be it resolved that BCPSEA work with the sector to develop and present a business case to the Minister responsible for the Public Sector Employers Act outlining the implications and effect of the BC Public Sector Executive Compensation Freeze Policy on School District operations and requesting that the Provincial Government exempt School Districts from the BC Public Sector Executive Compensation Freeze Policy in recognition of Executive Staff performance, efforts and resiliency in maintain quality public education during the pandemic.

This resolution was carried.

There were no further nominations from the floor for Director for the Vancouver Island Coastal region or the Fraser Valley regions. Both candidates, Eve Flynn of Vancouver Coastal region and Shirley Wilson of Fraser Valley region were elected by acclamation.

Board Chair Alan Chell thanked attendees for their participation and expressed appreciation for the ongoing work of BCPSEA.

The AGM was adjourned at 11:00 am.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

February 23, 2021

TO: Board of Education

FROM: Trustee Polillo

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

I had the privilege to represent School District No. 57 at the Provincial Council Meeting by Zoom on Saturday, February 20th. We heard oral reports from the President, the Chief Executive Officer, and the Canadian School Board Association. As well, reports from the BCSTA Professional Learning and Indigenous Committees.

We reviewed the draft budget for 2021/2022, BCSTA's Policy on Travel and Expenses and approved a small bylaw change for the Thompson Okanagan Branch.

Three motions were debated and approved by the 60 Provincial Councillors. Funding for Distributed Learning, COVID-19 Vaccine Priority for workers in the Public Education Sector and providing accessible and timely information regarding COVID-19 and school safety.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 1, 2021

MEMORANDUM

TO: Board of Education

FROM: Trustee Derrick

SUBJECT: **DISTRICT PARENT ADVISORY COUNCIL, FEBRUARY 1, 2021**

REPORT:

The District Parent Advisory Council meeting was held by Zoom on Monday, February 1, 2021.

Agenda items included:

- Discussion on Transitioning Students
- Discussion on Exposure Notifications
- A check in on how staff are doing.
- How are we fairing on Staffing Levels?
- Discussion on teacher workloads.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 1, 2021

MEMORANDUM

TO: Board of Education

FROM: Trustee Derrick

SUBJECT: **DISTRICT STUDENT ADVISORY COUNCIL, FEBRUARY 1, 2021**

REPORT:

The District Student Advisory Council meeting was held on Monday, February 1, 2021.

Agenda items included:

- Random Act of Kindness
- Restorative Response to Racism
- Presentation from Videographer
- Book Presentation from Learning Commons

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

February 8, 2021

TO: Board of Education

FROM: Trustee Warrington

SUBJECT: **INDIGENOUS EDUCATION ADVISORY COMMITTEE**

The Indigenous Education Advisory Committee met by Zoom on February 8, 2021 from 9:00 a.m. to 11:00 a.m.

The meeting agenda included the following items:

- **Minutes of January 11, 2021**

The committee had a lengthy discussion on how minutes should be presented to the committee and how they should be posted on the website.

- **Committee Reports**

Representatives for the following committees provided reports and responded to committee questions:

- o School Board Trustee
- o Indigenous Elders Advisory Council
- o Education Programs and Planning Committee
- o Education Services Committee
- o Policy and Governance Committee
- o Calendar Committee
- o Expanded Committee of the Whole
- o Ad Hoc Committee on Truth and Reconciliation and UNDRIP
- o Ad Hoc Committee on BC Poverty Reduction
- o Ad Hoc Committee on Catchment & Capacity

- **Other Business**

- o **Budget** – The committee received information on the budget and questions were responded to.
- o **Program Updates** – Shendah Benoit provided the committee with updates on the Early Years and Indigenous Grad Coach programs and responded to questions.
- o **Strategic Plan** – Acting Superintendent Cindy Heitman provided the committee with information regarding the District's Strategic planning process and responded to questions.

Next Meeting March 8, 2021 at 9 a.m. to 11 a.m. by Zoom

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

February 23, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **TRUSTEE REPORT – FEBRUARY 2021**

Saturday, January 30th

- Northern Interior Branch Meeting (Zoom)

Monday, February 1st

- Education Services Meeting (Zoom)

Tuesday, February 2nd

- BC Summer Games Nomination Select Committee (Zoom)

Tuesday, February 2nd

- Policy and Governance Committee Meeting (Zoom)

Wednesday, February 3rd

- Family of Schools Meeting- Mackenzie, McBride and Valemount (Zoom)

Friday, February 5th

- Duchess Park Grade 12 Capstone Projects

Tuesday, February 9th

- Trustee/Senior Administration Meeting (Zoom)

Wednesday, February 10th

- District Parent Advisory Meeting (Zoom)

Tuesday, February 16th

- Education, Programming and Planning Committee (Chairperson by Zoom)

Wednesday, February 17th

- SD 57 Strategic Plan Planning Meeting (Zoom)

Saturday, February 20th

- BCSTA Provincial Council Meeting (Zoom)



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 27, 2021

Zoe Meletis

By Email: Zoe.Meletis@unbc.ca

Good Afternoon,

Thank you for reaching out to the Board of Education regarding your request for mandatory masks in all schools within our District.

The Board of Education will continue to follow the direction of the Provincial Health Officer and the Ministry of Education which is a Science based approach grounded in the evidence gathered since schools returned in September showing that BC schools are over 4 times safer than the general population when it comes to transmission and exposures.

Our school Restart Safety Plans are working. The evidence shows that organizations with comprehensive COVID-19 safety plans that are implemented and followed have very low risks of site transmission. Since the beginning of October, in SD57, there have been only 32 exposure notifications within a population of over 15,000 students and staff. Only 15 of our 42 schools have had a notification. Our cleaning, hygiene, mask wearing in uncontrolled environments are working and we will continue to follow the Science based advice from our Public Health Officer.

Our current mask requirements in schools require that all adults in both elementary and secondary schools wear masks when they are unable to physically distance outside of their learning group and in common spaces. In addition, students in our secondary schools are required to wear masks when they are on busses, when they are unable to physically distance outside of their learning group and in common spaces. We have also made it a requirement that all visitors must wear a mask when they enter our schools and buildings. Individuals, both staff and students, who wish to wear a mask full-time are supported to do so.

The Public Health Officer is focusing their efforts on where transmission is happening, at uncontrolled small private events where safety protocols are being ignored. Contact tracing is confirming that transmission is happening outside of schools and that the safety measure put in place are proving to be effective in minimizing transmission in schools.

Sincerely,



Trent Derrick, Chair
Board of Education



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January 27, 2021

Trina Fyfe

By Email: Trina.Fyfe@unbc.ca

Good Afternoon,

Thank you for reaching out to the Board of Education regarding your request for mandatory masks in all schools within our District.

The Board of Education will continue to follow the direction of the Provincial Health Officer and the Ministry of Education which is a Science based approach grounded in the evidence gathered since schools returned in September showing that BC schools are over 4 times safer than the general population when it comes to transmission and exposures.

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The Public Health Officer is focusing their efforts on where transmission is happening, at uncontrolled small private events where safety protocols are being ignored. Contact tracing is confirming that transmission is happening outside of schools and that the safety measure put in place are proving to be effective in minimizing transmission in schools.

Sincerely,

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

Trent Derrick, Chair
Board of Education



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February 9, 2021

Mike Murray, Committee Chair
Capital Working Group
British Columbia School Trustees Association
4th Floor – 1580 West Broadway
Vancouver, BC V6J 5K0

By Email: mmurray@bcsta.org

Dear Mike:

On behalf of the Board of Education of School District No. 57 (Prince George) we are writing to offer our support for "The Case for Increased School Life Cycle Funding" report created by BCSTA's Capital Working Group.

Changes to the funding levels for the Annual Facility Grant, School Enhancement Program and Carbon Neutral Capital Programs will play a critical role in the appropriate maintenance of our facilities. Having a life cycle plan for each facility in the district will assist Trustees with understanding the operational needs of the district and provide additional tools for facility and strategic planning.

As a member Board of the Northern Interior Branch we are particularly concerned about the specific challenges facing many rural and remote communities in northern BC. The window of time that districts are able to perform cost effective building and maintenance is smaller and northern districts can face significantly higher building and maintenance costs during colder months than other districts might.

Thank you for your leadership in preparing this report and we look forward to seeing what impact it may have.

Sincerely,

Trent Derrick,
Chair, Board of Education

/dlm



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February 10, 2021

City of Prince George Mayor and Council
1100 Patricia Boulevard
Prince George, BC V2L 3V9

Dear Mayor and Council,

Re: Harmony House Rezoning Zelkwas Avenue

I am writing to express support for the rezoning at 606 Zelkwas Avenue to facilitate the development of Supportive Housing for the Phoenix Transition Society's Harmony House program. Harmony House serves a critical need for mothers and pregnant women in Prince George. Harmony House has successfully been operating their six-bedroom house for four years and has served 94 women from across northern BC. To date, 89% of the women who participated in the Harmony House program have successfully gone through the program and are living independently with their children. This success rate is attributed to the highly effective and unique program that provides 24/7 staffing and focuses on strengthening the bond between mother and child and promoting the women's confidence by teaching life and parenting skills in a non-judgmental and caring environment.

We support Harmony House and know that they are committed to constructing a building that fits into the neighbourhood and is a maximum of 2-storeys. We believe that the neighbourhood concerns about safety, drug use and crime are unwarranted and will be non-issues, as the building will be staffed 24/7 and Harmony House has demonstrated success in their existing development.

We urge you to support this rezoning application, as it serves a critical need in our community and region. From a land use perspective, this development is in an ideal location as most of the mothers living in Harmony House will not have vehicles and therefore having services, schools, and parks within walking distance is important.

Thank you for considering this letter.

Sincerely,

Trent Derrick, Chair
Board of Education

Cc: Hillary Morgan, M'akola Development Services