

Board of Education

Regular Public Meeting

June 22, 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
5:00 p.m., Tuesday, June 22, 2021
Boardroom – 2100 Ferry Avenue

A G E N D A

1. CALL TO ORDER

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Trustee Derrick

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 May 25, 2021

Page 1

6.2 Record of Minutes of Regular In Camera Meeting of
May 25, 2021, Special In Camera meetings of May 25,
June 8, 11 and 14, 2021

Page 8

7. BUSINESS ARISING FROM THE MINUTES

8. PRESENTATIONS**8.1 Indigenous Education**

*Jennifer Pighin, Vice Principal Indigenous Education,
Culture and Language*

9. MANAGEMENT AND FINANCE COMMITTEE

9.1 Committee Report (T. Bennett) Page 10

9.2 2021-2022 Annual Budget – Third and Final Reading Page 12

10. EDUCATION SERVICES COMMITTEE

10.1 Committee Report (B. Thompson) Page 28

10.2 Mackenzie Bussing 2021-2022 Page 29

10.3 2022-2023 Five-Year Major Capital Plan Page 31

10.4 Capital Plan Bylaw No. 2021/22 CP SD57-01 Page 33

11. POLICY AND GOVERNANCE COMMITTEE

11.1 Committee Report (B. Bekkering) Page 38

11.2 Policy 3541.35 Winter Weather Page 40

11.3 Policy 5131.4 Student Attendance Page 45

11.3.1 Administrative Procedures Page 49

12. OLD BUSINESS

12.1 Ad Hoc Committee – Truth and Reconciliation and the
United Nations Declaration on the Rights of Indigenous
Peoples (T. Derrick) Page 52

13. DISTRICT ADMINISTRATION REPORTS

13.1 Acting Superintendent of Schools

14. NEW BUSINESS

- | | | |
|------|--|---------|
| 14.1 | Choice Management Committee (C. Heitman) | Page 53 |
| 14.2 | Strategic Plan 2021 – 2026 (C. Heitman) | Page 54 |
| 14.3 | Framework for Enhancing Student Learning Report (C. Heitman) | Page 69 |

15. TRUSTEE REPORTS

- | | | |
|------|---|---------|
| 15.1 | BC School Trustees' Association (R. Polillo) | Page 70 |
| 15.2 | BC Public School Employers' Association
(S. Warrington) | |
| 15.3 | District Parent Advisory Council (R. Polillo) | Page 71 |
| 15.4 | District Student Advisory Council (S. Valimohamed) | Page 73 |
| 15.5 | Indigenous Education Advisory Committee
(S. Valimohamed) | Page 74 |
| 15.6 | Various Trustee Reports | |
| | 15.6.1 Trustee Bekkering | Page 75 |
| | 15.6.2 Trustee Polillo | Page 76 |
| | 15.6.3 Trustee Warrington | Page 77 |
| | 15.6.4 Other Trustees | |

16. ADJOURNMENT**UPCOMING MEETINGS:**

Education Services Committee – September 13, 2021
Policy and Governance Committee – September 14, 2021
Management and Finance Committee – September 20, 2021
Education Programs and Planning Committee – September 21, 2021
Public Board Meeting – September 28, 2021

DRAFT
Minutes
Regular Public
Meeting

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

2021.05.25
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 6:01 p.m.

2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

Trustee Thompson provided a formal acknowledgement of the unceded ancestral lands, culture and people of the Lheidli T'enneh Nation, McLeod Lake Indian Band and Simpcw First Nation.

3. **APPROVAL OF AGENDA**

The agenda was approved as published.

4. **PUBLIC INPUT**

Shannon Pride representing the Prince George District Teachers' Association Mackenzie Sub-Local requested more supports for the students and staff in Mackenzie.

Joanne Hapke representing the Prince George District Teachers' Association advised that the British Columbia Teachers Federation is providing training to locals in preparation of upcoming bargaining in November. Ms. Hapke stated that she hopes that the Board plans to ensure that every school administrator recognizes the work teachers have done in the district since March 2020. She extended congratulation to the recently elected District Parent Advisory Council executive and Debbie Kaban on being named Teacher Educator of the Year.

Andrea Beckett representing the District Parent Advisory Council commented on the following topics and events:

- Understanding SD57 Teachers' perspective and experience related to the COVID 19 pandemic
- City of Prince George and Council – Virtual Town Hall Meeting regarding Traffic and Student Safety
- BCCPAC Annual General Meeting and Conference
- BCCPAC - Parent Education Conference: Empowerment through Knowledge and Sharing
- Parent and PAC Engagement

Mattias Cheung and Harsh Dhaliwal representing the District Student Advisory Council, with Vice Principal Katie Marren in attendance provided an update regarding the group's anti-racism video. The group is currently in the process of editing the interview footage and has chosen to create a learning series of four 7 to 10 minute videos with the following themes:

- Experience
- Impact of Racism and Advice
- Hope and Allyship
- Things Students want Educators to know

5. **SCHOOL DISTRICT NEWS**

Trustee Valimohamed provided an overview of the canoe building activity held in Mackenzie that was organized by the Indigenous Education Department.

Trustee Bennett commented on the success of the recent local Science Fair and thanked Principal Anjula Corbin and the team who put in many hours in supporting students in the Science Fair.

Trustee Polillo acknowledged the recent passing of retired Teacher Brij Berry and encouraged individuals to watch the 2019 award winning documentary *Mr. Berry* which points to his commitment to thousands of math students he taught and tutored over 65 years.

Trustee Derrick reported on the recent opening of the "*Condor Room*" at Duchess Park Secondary School in support of Indigenous learners.

The Board Chair stated that an additional special public meeting may be required in June to accommodate a variety of outstanding items.

6. MINUTES OF PREVIOUS MEETINGS**6.1 Regular Public Meeting of April 27, 2021**

The minutes of the regular public meeting of April 27, 2021 were adopted as published.

6.2 Record of In Camera Meeting Minutes

The report on the items discussed and decisions made at the regular in camera meeting of April 26, 2021 and special in camera meetings of April 26, May 5, 11, and 19, 2021 were approved.

7. BUSINESS ARISING FROM THE MINUTES

None.

8. PRESENTATIONS**8.1 Debbie Kaban, Teacher Educator of the Year Award**

The Acting Superintendent congratulated Debbie Kaban on being named this year's recipient of the Association of BC Deans of Education Teacher Educator of the Year Award. Ms. Heitman advised that this award is presented annually to a Teacher Educator who has distinguished themselves in partnering with a teacher education program in British Columbia. She acknowledged Ms. Kaban's dedication to our organization leading this important work for our community, our schools and most importantly our students.

8.2 Inclusive Education – Mental Health Support

Lisa Horswell, Director of Instruction, Inclusive Education provided a PowerPoint presentation titled “Mental Health Supports during COVID and Beyond”.

The presentation provided an overview of the following mental health supports provided through the Inclusive Education Department:

- Mental Health Behaviour Clinicians
- District Youth Care Workers
- Professional Development – Compassionate Systems Leadership
- Continual Collaboration and Consultation with Community Counselling Agencies
- Student Preventure Program
- Mental Health Literacy Program
- Continued Immediate response to all:
 - o Violence Threat Risk Assessments
 - o Critical Events
 - o Suicide Risk Assessments

9. **EDUCATION PROGRAMS AND PLANNING COMMITTEE**

9.1 Committee Report

Trustee Polillo reviewed the report of the May 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 May 18, 2021 be received.

CARRIED

9.2 2021-2022 Schedule of Fees and Deposits

Trustee Polillo reviewed the recommendation and rationale, and drew attention to Policy 5101 Financial Hardship that was included in the agenda package.

MOVED and SECONDED

That, in accordance with section 82(6) of the School Act and Ministerial Order 236/07, the Schedule of Fees and Deposits for 2020 - 2021 be approved and published.

CARRIED

10. EDUCATION SERVICES COMMITTEE**10.1 Committee Report**

Trustee Thompson reviewed the May 2021 Education Services Committee report and drew attention to the Energy and Sustainable Conservation Report that was included in the agenda package.

The Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

That the report of the Education Services Committee meeting held on May 3, 2021 be received.

CARRIED

11. MANAGEMENT AND FINANCE COMMITTEE**11.1 Committee Report**

Trustee Bennett reviewed the May 2021 Management and Finance Committee report that was included in the agenda package.

MOVED and SECONDED

That the report of the Management and Finance Committee meeting held on May 10, 2021 be received.

CARRIED

12. POLICY AND GOVERNANCE COMMITTEE**12.1 Committee Report**

Trustee Bekkering reviewed the May 2021 Policy and Governance Committee report that was included in the agenda package.

MOVED and SECONDED

That the report of the Policy and Governance Committee meeting held on May 4, 2021 be received.

CARRIED

13. NEW BUSINESS

None.

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

The Acting Superintendent reported that the engagement process for the revised Strategic Plan has concluded. Ms. Heitman advised that once the draft Strategic Plan has been finalized it will be presented to the Board of Education for approval.

Ms. Heitman provided an overview of the various convocation plans for the graduating students of 2021 within the school district. She commented on outdoor learning activities within the district and provided an update related to the COVID 19 pandemic.

15. TRUSTEE REPORTS**15.1 2022 BC Summer Games Nomination Select Committee**

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

15.2 British Columbia School Trustees' Association

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

15.3 British Columbia Public School Employers' Association

Trustee Warrington reported the British Columbia Public School Employers' Association and the British Columbia School Trustees Association will be holding a joint Board of Directors' meeting on June 7th.

Ms. Warrington advised that BCSPEA will be requesting that Boards of Education provide feedback through a survey on how Trustees should be elected to its Board of Directors.

15.4 District Parent Advisory Council

Trustee Valimohamed reviewed the Trustee Liaison report of the May 3rd District Parent Advisory Council meeting that was included in the agenda package.

15.5 District Student Advisory Council

Trustee Valimohamed drew attention to the Trustee Liaison report of the May 17th District Student Advisory Council meeting that was included in the agenda package.

15.6 Indigenous Education Advisory Committee

Trustee Valimohamed reviewed the Trustee Liaison report of the May 10th Indigenous Education Advisory Committee meeting that was included in the agenda package.

15.7 Liaison Updates

15.7.1 Trustee Bekkering

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

15.7.2 Trustee Polillo

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

15.7.3 Trustee Warrington

Trustee Warrington reviewed the highlights of the report that was included in the agenda package.

15.7.4 Other Trustees

None.

16. **CORRESPONDENCE**

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

- Letter of Support dated May 11, 2021 regarding the David Douglas Botanical Garden Society's Garden Project

17. **ADJOURNMENT**

The meeting adjourned at 7:30 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

May 25, 2021 Regular In Camera Meeting

1. Adoption of the minutes of the regular in camera meeting of April 26, 2021.
2. Adoption of the minutes of the special in camera meeting of May 11, 2021.
3. Receipt of an update related to personnel matters.
4. Discussion regarding a personnel matter.
5. Receipt of an update regarding property and facility matters.

The meeting was called to order at 4:22 p.m. and adjourned at 4:55 p.m.

May 25, 2021 Special In Camera Meeting

1. Adoption of the minutes of the special in camera meeting of May 5, 2021.
2. Adoption of the minutes of the special in camera meeting of April 26, 2021.
3. Adoption of the minutes of the special in camera meeting of May 19, 2021.
4. Receipt of an update regarding a governance matter.

The meeting was called to order at 4:04 p.m. and adjourned at 4:20 p.m.

June 8, 2021 Special In Camera Meeting

1. Receipt of an update regarding personnel matters.
2. Receipt of an update regarding the 2021-2022 Annual Budget.
3. Discussion regarding a personnel matter.
4. Receipt of an update regarding the draft Strategic Plan.
5. Receipt of an update regarding a property matter.
6. Discussion regarding governance matters.

The meeting was called to order at 4:46 p.m. and adjourned at 6:42 p.m.

June 11, 2021 Special In Camera Meeting

1. Discussion regarding legal matters.

The meeting was called to order at 3:01 p.m. and adjourned at 3:55 p.m.

June 14, 2021 Special In Camera Meeting

1. Discussion and decision regarding a personnel matter.

The meeting was called to order at 5:26 p.m. and adjourned at 5:41 p.m.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 14, 2021

MEMORANDUM

TO: Board of Education

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

SUBJECT: **COMMITTEE REPORT – JUNE 2021**

RECOMMENDATION

That the report of the Management and Finance Committee of the Whole Meeting held on June 14, 2021 be received.

* * * * *

REPORT:

- 1) The Management and Finance Committee of the Whole met on June 14, 2021.
- 2) The Management and Finance Committee of the Whole meeting's agenda items were:
 - a) **Minutes of the Previous Meeting** – The minutes of the previous meeting were approved as presented.
 - b) **2021-22 Annual Budget** – The Management and Finance - Committee of the Whole discussed the Report of the Expanded Committee of the Whole – 2021-22 Budget Consultation. A report on that consultation is being brought forward to be received by the Board of Education this evening.

A Special Public meeting was held on June 21, 2021 for the first and second reading of the 2021-22 Annual Budget Bylaw for consideration of the Board's approval.

The third and final reading of the 2021-2022 Annual Budget Bylaw appears on this evening's agenda for consideration of the Board's approval.

- c) **Staffing Update** – The Director of Human Resources provided a staffing update and responded to questions from to the Committee.
- d) **Financial Update to May 31, 2021** – The Director of Finance provided the Committee with a financial update for the first eleven months of the fiscal year to May 31, 2021. The update indicates that all schools and

departments are currently operating within their approved budget. Ms. Brown responded to questions from the Committee. The Director of Finance also reviewed the Federal and Provincial Safe Return to School funding and costs to May 31, 2021 with the Committee and responded to questions.

- 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 will be scheduled to be held in September 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 22, 2021

Memorandum

TO: Board of Education

FROM: Management and Finance Committee of the Whole

SUBJECT: **ANNUAL BUDGET BYLAW 2021-2022**

RECOMMENDATION

1. That Annual Budget Bylaw 2021-2022 be given third and final reading.

* * * * *

RATIONALE:

1. Section 113 (1) of the *School Act* requires that the Board adopt, by bylaw, an annual budget on or before June 30th of each year for the next fiscal year.
2. First and second reading of the bylaw was given at the special public meeting held on June 21, 2021.

DP/dln

Annual Budget

School District No. 57 (Prince George)

June 30, 2022

DRAFT

School District No. 57 (Prince George)

June 30, 2022

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 57 (PRINCE GEORGE) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2021/2022 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 Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 57 (Prince George) Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$173,810,084 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE _____ DAY OF _____, 2021;

READ A SECOND TIME THE _____ DAY OF _____, 2021;

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

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 57 (Prince George) Annual Budget Bylaw 2021/2022, adopted by the Board the _____ DAY OF _____, 2021.

Secretary Treasurer

School District No. 57 (Prince George)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	12,916,188	12,904,313
Adult	51,500	90,375
Other	-	-
Total Ministry Operating Grant Funded FTE's	12,967,688	12,994,688
Revenues	\$	\$
Provincial Grants		
Ministry of Education	161,439,704	166,771,664
Other	98,197	58,080
Other Revenue	3,104,785	3,624,378
Rentals and Leases	640,500	445,000
Investment Income	277,000	227,000
Amortization of Deferred Capital Revenue	3,459,994	3,459,994
Total Revenue	169,020,180	174,586,116
Expenses		
Instruction	132,239,369	140,536,865
District Administration	7,371,322	7,108,671
Operations and Maintenance	29,029,177	28,833,596
Transportation and Housing	4,676,634	4,134,504
Total Expense	173,316,502	180,613,636
Net Revenue (Expense)	(4,296,322)	(6,027,520)
Budgeted Allocation (Retirement) of Surplus (Deficit)	2,602,215	4,724,276
Budgeted Surplus (Deficit), for the year	(1,694,107)	(1,303,244)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,694,107)	(1,303,244)
Budgeted Surplus (Deficit), for the year	(1,694,107)	(1,303,244)

School District No. 57 (Prince George)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	147,979,136	149,521,537
Operating - Tangible Capital Assets Purchased	493,582	884,445
Special Purpose Funds - Total Expense	17,072,107	22,826,840
Capital Fund - Total Expense	8,265,259	8,265,259
Total Budget Bylaw Amount	173,810,084	181,498,081

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

DRAFT - Not Finalized

June 18, 2021 9:20

School District No. 57 (Prince George)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(4,296,322)	(6,027,520)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(493,582)	(884,445)
Total Acquisition of Tangible Capital Assets	(493,582)	(884,445)
Amortization of Tangible Capital Assets	5,652,683	5,652,683
Total Effect of change in Tangible Capital Assets	5,159,101	4,768,238
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	862,779	(1,259,282)

DRAFT

School District No. 57 (Prince George)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget \$	2021 Amended Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education	143,875,021	143,452,248
Other	98,197	58,080
Other Revenue	1,006,785	1,526,378
Rentals and Leases	640,500	445,000
Investment Income	250,000	200,000
Total Revenue	145,870,503	145,681,706
Expenses		
Instruction	115,932,250	118,485,943
District Administration	7,273,551	6,999,970
Operations and Maintenance	20,096,701	19,901,120
Transportation and Housing	4,676,634	4,134,504
Total Expense	147,979,136	149,521,537
Net Revenue (Expense)	(2,108,633)	(3,839,831)
Budgeted Prior Year Surplus Appropriation	2,602,215	4,724,276
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(493,582)	(884,445)
Total Net Transfers	(493,582)	(884,445)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 57 (Prince George)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	141,306,120	136,854,380
ISC/LEA Recovery	(390,454)	(390,454)
Other Ministry of Education Grants		
Pay Equity	2,271,692	2,271,692
Student Transportation Fund	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	143,875,021	143,452,248
Provincial Grants - Other	98,197	58,080
Other Revenues		
Other School District/Education Authorities	320,000	350,000
Funding from First Nations	390,454	390,454
Miscellaneous		
Administrative Fees	95,000	108,701
After School Sports Initiative	-	198,000
Cafeteria Recoveries	50,000	40,000
Industry Training Authority	-	64,500
Miscellaneous	111,331	324,723
Municipal Purchasing Program Group Mastercard	20,000	20,000
Career Education Society Grant	20,000	30,000
Total Other Revenue	1,006,785	1,526,378
Rentals and Leases	640,500	445,000
Investment Income	250,000	200,000
Total Operating Revenue	145,870,503	145,681,706

School District No. 57 (Prince George)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Salaries		
Teachers	56,659,575	57,415,324
Principals and Vice Principals	9,138,086	9,029,818
Educational Assistants	12,664,390	13,455,245
Support Staff	12,313,839	12,321,700
Other Professionals	8,633,838	7,738,831
Substitutes	3,737,788	3,968,485
Total Salaries	103,147,516	103,929,403
Employee Benefits	23,417,147	23,580,763
Total Salaries and Benefits	126,564,663	127,510,166
Services and Supplies		
Services	6,376,497	6,695,726
Student Transportation	4,581,329	4,064,763
Professional Development and Travel	1,244,806	1,283,746
Rentals and Leases	453,336	466,636
Dues and Fees	83,235	81,830
Insurance	340,155	335,500
Supplies	5,327,705	6,073,860
Utilities	3,007,410	3,009,310
Total Services and Supplies	21,414,473	22,011,371
Total Operating Expense	147,979,136	149,521,537

School District No. 57 (Prince George)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2022

Schedule 2C

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	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	44,683,346	634,781	162,240	72,349		2,862,666	48,415,382
1.03 Career Programs	690,901					2,500	693,401
1.07 Library Services	1,224,241	27,811		464,111			1,716,163
1.08 Counselling	1,565,607	16,406					1,582,013
1.10 Special Education	5,532,896		9,883,433	138,789	2,522,812	68,074	18,146,004
1.30 English Language Learning	1,670,082						1,670,082
1.31 Indigenous Education	565,812	247,263	2,618,717	41,518	950,347	36,871	4,460,528
1.41 School Administration		7,902,410		2,729,915	432,909	498,333	11,563,567
1.60 Summer School							-
1.64 Other	90,144			88,398			178,542
Total Function 1	56,023,029	8,828,671	12,664,390	3,535,080	3,906,068	3,468,444	88,425,682
4 District Administration							
4.11 Educational Administration	636,546	309,415		184,838	1,215,029	32,600	2,378,428
4.40 School District Governance					144,936		144,936
4.41 Business Administration				887,136	1,556,932	9,956	2,454,024
Total Function 4	636,546	309,415	-	1,071,974	2,916,897	42,556	4,977,388
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				96,217	855,216		951,433
5.50 Maintenance Operations				6,875,042	900,721	142,906	7,918,669
5.52 Maintenance of Grounds				673,141		83,882	757,023
5.56 Utilities							-
Total Function 5	-	-	-	7,644,400	1,755,937	226,788	9,627,125
7 Transportation and Housing							
7.41 Transportation and Housing Administration				51,404	54,936		106,340
7.70 Student Transportation				10,981			10,981
7.73 Housing							-
Total Function 7	-	-	-	62,385	54,936	-	117,321
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	56,659,575	9,138,086	12,664,390	12,313,839	8,633,838	3,737,788	103,147,516

School District No. 57 (Prince George)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	48,415,382	10,672,683	59,088,065	4,380,149	63,468,214	65,300,236
1.03 Career Programs	693,401	155,857	849,258	157,920	1,007,178	1,220,224
1.07 Library Services	1,716,163	394,449	2,110,612	217,671	2,328,283	2,405,402
1.08 Counselling	1,582,013	355,260	1,937,273	1,450	1,938,723	2,109,999
1.10 Special Education	18,146,004	4,269,592	22,415,596	1,835,566	24,251,162	23,792,863
1.30 English Language Learning	1,670,082	374,933	2,045,015	8,150	2,053,165	2,222,023
1.31 Indigenous Education	4,460,528	1,051,726	5,512,254	575,114	6,087,368	6,012,082
1.41 School Administration	11,563,567	2,697,815	14,261,382	296,436	14,557,818	14,465,501
1.60 Summer School	-	-	-	-	-	53,959
1.64 Other	178,542	41,797	220,339	20,000	240,339	903,654
Total Function 1	88,425,682	20,014,112	108,439,794	7,492,456	115,932,250	118,485,943
4 District Administration						
4.11 Educational Administration	2,378,428	537,883	2,916,311	624,310	3,540,621	3,563,009
4.40 School District Governance	144,936	3,565	148,501	160,500	309,001	274,632
4.41 Business Administration	2,454,024	547,465	3,001,489	422,440	3,423,929	3,162,329
Total Function 4	4,977,388	1,088,913	6,066,301	1,207,250	7,273,551	6,999,970
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	951,433	202,379	1,153,812	455,155	1,608,967	1,404,289
5.50 Maintenance Operations	7,918,669	1,899,425	9,818,094	3,388,569	13,206,663	13,229,514
5.52 Maintenance of Grounds	757,023	184,638	941,661	827,000	1,768,661	1,743,507
5.56 Utilities	-	-	-	3,512,410	3,512,410	3,523,810
Total Function 5	9,627,125	2,286,442	11,913,567	8,183,134	20,096,701	19,901,120
7 Transportation and Housing						
7.41 Transportation and Housing Administration	106,340	25,002	131,342	5,300	136,642	146,508
7.70 Student Transportation	10,981	2,678	13,659	4,514,333	4,527,992	3,985,996
7.73 Housing	-	-	-	12,000	12,000	2,000
Total Function 7	117,321	27,680	145,001	4,531,633	4,676,634	4,134,504
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	103,147,516	23,417,147	126,564,663	21,414,473	147,979,136	149,521,537

School District No. 57 (Prince George)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	14,952,107	20,706,840
Other Revenue	2,098,000	2,098,000
Investment Income	22,000	22,000
Total Revenue	17,072,107	22,826,840
Expenses		
Instruction	16,307,119	22,050,922
District Administration	97,771	108,701
Operations and Maintenance	667,217	667,217
Total Expense	17,072,107	22,826,840
Budgeted Surplus (Deficit), for the year	-	-

DRAFT

School District No. 57 (Prince George)

Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2022

Schedule 3A

2021.06.22 Regular Public - Page 25 of 77

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education
Other
Investment Income

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education
Other Revenue
Investment Income

Expenses

Salaries
Teachers
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense)

Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
\$	\$	\$	\$	\$	\$	\$	\$	\$
		800,000	1,000,000					
667,217	491,986			320,000	78,400	163,625	2,197,842	395,411
667,217	491,986	100,000	1,998,000					
		20,000	2,000					
667,217	491,986	120,000	2,000,000	320,000	78,400	163,625	2,197,842	395,411
-	-	800,000	1,000,000	-	-	-	-	-
667,217	491,986			320,000	78,400	163,625	2,197,842	395,411
		100,000	1,998,000					
		20,000	2,000					
667,217	491,986	120,000	2,000,000	320,000	78,400	163,625	2,197,842	395,411
65,580	395,519			236,641	16,300	24,450	23,285	
					23,459		195,820	
							206,055	130,229
							904,651	174,291
65,580	395,519	-	-	236,641	39,759	24,450	1,329,811	304,520
13,719	96,467			57,717	9,381	5,489	305,878	70,891
587,918		120,000	2,000,000	25,642	29,260	133,686	562,153	20,000
667,217	491,986	120,000	2,000,000	320,000	78,400	163,625	2,197,842	395,411
-	-	-	-	-	-	-	-	-

Net Revenue (Expense)

School District No. 57 (Prince George)

Schedule 4

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget			2021 Amended 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	5,000
Amortization of Deferred Capital Revenue	3,459,994		3,459,994	3,459,994
Total Revenue	6,072,570	5,000	6,077,570	6,077,570
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	5,652,683
Total Expense	8,265,259	-	8,265,259	8,265,259
Net Revenue (Expense)	(2,192,689)	5,000	(2,187,689)	(2,187,689)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	493,582		493,582	884,445
Total Net Transfers	493,582	-	493,582	884,445
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(1,699,107)	5,000	(1,694,107)	(1,303,244)

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 22, 2021

MEMORANDUM

TO: Board of Education

FROM: Bob Thompson, Trustee, Chair
Education Services Committee

SUBJECT: **COMMITTEE REPORT – JUNE 2021**

RECOMMENDATION

That the report of the Education Service Committee meeting held on June 7, 2021 be received.

* * * * *

REPORT:

1. The Education Services Committee met on June 7, 2021. The meeting's agenda included the following topics:
 - a. **Minutes of Previous Meeting** – The minutes of the previous meeting were approved as presented.
 - b. **2022-2023 Five-Year Major Capital Plan** – The Five-Year Major Capital Plan was presented by the Secretary Treasurer and General Manager, Capital Projects. Ms. Patterson and Mr. Maletta responded to questions from Committee members. The Committee recommended that the Plan be presented to the Board of Education and is included in this evening's agenda.
 - c. **Capital Plan Bylaw No. 2021/2022 CP SD57-01** – The Capital Plan Bylaw No. 2021-22 was presented by the Secretary Treasurer. Ms. Patterson responded to questions from Committee members. The Committee recommended that the Plan be presented to the Board of Education and is included in this evening's agenda.
 - d. **Transportation Update** – The Secretary Treasurer reported the district will continue to bus students who are currently transported less than 4.0 kilometers from school within the District of Mackenzie and advised the district will perform a detailed review during 2021-2022. The Committee recommended the motion be presented to the Board of Education and is included in this evening's agenda.
 - e. **Kelly Road Secondary School Capital Project** – Nino Maletta, General Manager Capital Projects provided an update on the Kelly Road Secondary Replacement School Capital Project.
2. The next Education Services Committee meeting is scheduled for September 2021.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 7, 2021

MEMORANDUM

TO: Board of Education

FROM: Education Services Committee

SUBJECT: **MACKENZIE BUSSING 2021-2022**

RECOMMENDATION

That as an exception to Policy 3541 Student Transportation – Home and School, the Board of Education continue to bus students who are currently transported that reside less than 4.0 kilometers from their catchment school in the District of Mackenzie while performing a detailed review of the routes and ridership. And, that the portions of the existing runs which are less than 4.0 kilometers from the school be adjusted for the 2021/2022 school year to ensure that students who reside further than 4.0 kilometers from the school in Mackenzie are transported with the expectation that they will arrive at school at a reasonable time prior to the start of class.

Rationale:

- At the May 3, 2021 Education Services Committee meeting, the Secretary Treasurer advised the school district will be reviewing bussing currently provided within the District of Mackenzie.
- The Committee was advised that bussing is currently provided to Morfee Elementary students residing within 4.0 kilometers of the school. She noted that Policy 3541 Student Transportation – Home and School indicates that regular bussing is provided to students who reside further than 4.0 kilometers from their catchment school or within 4.0 kilometers where unacceptable safety risk to the student has been determined.
- The Committee was advised that transportation was provided to elementary students following the closure of Mackenzie Elementary School within the 4.0 kilometer walk distance due primarily to highway safety concerns. Subsequently to the Board's decision to transport students, a pedestrian controlled crosswalk light has since been installed at Centennial Drive and Mackenzie Blvd.

- While the transportation of students living within the walk distance may not have a significant cost impact to the school district, it does not allow for the effective transportation of the students who qualify for transportation in accordance with Policy 3541 Student Transportation – Home and School.

The bus currently begins to pick up both elementary and secondary students living in the Gantahaz Subdivision at 7:33 a.m. The secondary students currently arrive at the secondary school 53 minutes prior to the start of school. The elementary students from this area continue on the bus to pick up students living within the walk distance and arrive at Morfee 35 minutes prior to the start of school. The bus then transports the Morfee Elementary students in two separate loops causing one group to arrive at the school's start time.

As indicated at the May 3rd meeting the district has continued its review of the runs within the District of Mackenzie in consultation with Diversified, the following concerns have been identified:

- Questions regarding the accuracy of the database of the registered riders
- Questions regarding the number of students that are actively riding

The review brings forward the following recommendations for the 2021/2022 school year:

- Adjustment to the bell schedules of Morfee Elementary and Mackenzie Secondary School
- Requirement for all District of Mackenzie students to re-register for bussing prior to the end of June 2021 with courtesy bussing being considered in accordance with Policy 3541

The adjustment to the bell schedules will assist in the efficient routing of both elementary and secondary students.

The updated registration of students will allow the Transportation Department and Diversified to effectively review and revise the runs for the most effective transportation of students.

Additional Information:

The BC Tripartite Education Agreement Transportation Funding Committee has approved funding for the transportation of McLeod Lake Indian Band students. Effective September 2021 McLeod Lake Indian Band students will be transported to and from school on an express bus to ensure timely transportation.

DP/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 7, 2021

Memorandum

TO: Board of Education

FROM: Education Services Committee

SUBJECT: **2022-2023 FIVE-YEAR MAJOR CAPITAL PLAN**

RECOMMENDATION

That the 2022/23 Five-Year Major Capital Plan
Submission be approved.

* * * * *

RATIONALE:

1. The Ministry of Education requires school districts to prepare five-year capital plans.
2. The district's 2022/23 Major Capital plan must be submitted to the Ministry by July 31, 2021 and must contain an Approved Board Resolution.
3. The 2022/23 five-year capital plan again addresses capacity challenges through a replacement project at DP Todd Secondary School - \$88,685,257.
4. This submission includes the demolition of the closed Mackenzie Elementary School - \$1,278,000.
5. Included in this submission are 3 addition projects which contemplate the addition of 4 classrooms, a daycare and a multipurpose room at each of Malaspina Elementary School - \$ 5,908,464, Edgewood Elementary School - \$5,408,464 and Springwood Elementary School - \$7,095,964.

DP/jc

Submission Summary

School District:	Prince George (SD57)
Open Date:	2021-05-27
Close Date:	2021-07-31
Submission Status:	Draft

Submission Category	Sum Total Project Cost
Addition	\$18,412,892
Demolition	\$1,278,000
Replacement/Renovation	\$88,685,257
Total	\$108,376,149

ADDITION				
Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
150044	Edgewood Elementary	Addition	4 Classrooms Daycare Multipurpose room addition	\$5,408,464
150079	Malaspina Elementary	Addition	4 Classrooms Daycare Multipurpose room addition	\$5,908,464
150124	Springwood Elementary	Addition	4 Classrooms Daycare Multipurpose room addition	\$7,095,964
			Submission Category Total:	\$18,412,892
DEMOLITION				
Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
150146	Mackenzie Elementary	Full Demolition	Demolish derelict building	\$1,278,000
			Submission Category Total:	\$1,278,000
REPLACEMENT/RENOVATION				
Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
150249	D P Todd Secondary	Full Replacement	Replacement to increase capacity to 900 students	\$88,685,257
			Submission Category Total:	\$88,685,257

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 7, 2021

MEMORANDUM

TO: Board of Education

FROM: Education Services Committee

SUBJECT: **CAPITAL BYLAW NO. 2021/22-CP-SD57-01**

RECOMMENDATION

1. That, in accordance with Section 68 (4) of the *School Act*, all three readings of Capital Bylaw No. 2021/22-CP-SD57-01 be given at tonight's meeting.
2. That Capital Project Bylaw No. 2021/22-CP-SD57-01 be given first reading.
3. That Capital Project Bylaw No. 2021/22-CP-SD57-01 be given second reading.
4. That Capital Project Bylaw No. 2021/22-CP-SD57-01 be given third and final reading.

* * * * *

RATIONALE:

1. The Ministry of Education has announced support for projects on the Five Year Capital Plan approved by the Board of Education on June 16, 2020.
2. Support is provided from the Carbon Neutral Capital Program for a Heating, Ventilation and Air Conditioning (HVAC) upgrade at Morfee Elementary School - \$325,000.
3. Support is provided from the School Enhancement Program for Heating, Ventilation and Air Conditioning (HVAC) upgrades at the following schools:
 - a. McBride Centennial Elementary School - \$400,000
 - b. Valemount Secondary School - \$425,000
 - c. McBride Secondary School - \$642,000

4. Support is provided from the Playground Equipment Program for universally accessible playground equipment at McBride Centennial Elementary School - \$165,000.
5. The school district will enter a Capital Project Funding Agreement with the Ministry of Education for these projects. All projects are estimated to be complete by March 31, 2022.
6. Section 68 (4) of the School Act allows a board to give all three readings of a bylaw at one meeting if the trustees present at the meeting agree unanimously to do so.

DP/jc



May 11, 2021

Ref: 246842

To: Secretary-Treasurer and Superintendent
School District No. 57 (Prince George)

Capital Plan Bylaw No. 2021/22-CPSD57-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2021/22

This letter is in response to your School District's 2021/22 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to July 31, 2020, and provides direction for advancing supported and approved capital projects.

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and that are able to proceed to procurement.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

Below are tables for the minor capital projects that are approved. The first table identifies School Enhancement Program and Carbon Neutral Capital Program that school districts were already made aware of in the initial Capital Plan Response Letter issued in March 2021.

The second and third tables identify additional minor capital projects approved in School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

Projects for SEP, CNCP (from initial Capital Plan Response Letter issued in March 2021)

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
McBride Centennial Elementary	SEP - HVAC Upgrades	\$400,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Valemount Secondary	SEP - HVAC Upgrades	\$425,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Morfee Elementary	CNCP - HVAC Upgrades	\$325,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
McBride Secondary	SEP - HVAC Upgrades	\$642,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
McBride Centennial Elementary	PEP - Universally Accessible Playground	\$165,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2021/22 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw Number provided at the beginning of this document) for its approved 2021/22 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Planning Officer Ravnit Aujla at Ravnit.Aujla@gov.bc.ca as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2021/22 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2022/23 Annual Five-Year Capital Plan submission process (using the Ministry's new Capital Asset Planning System (CAPS) online platform) are available at the Ministry's [Capital Planning](#) webpage.

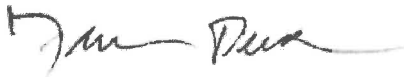
NOTE: School districts' Capital Plan submission deadlines for the 2022/23 fiscal year, using the new CAPS online platform, will be as follows:

- **Major Capital Programs (SMP, EXP, REP, RDP, BEP) – July 31, 2021**
- **Minor Capital Programs (SEP, CNCP, PEP, BUS) – September 30, 2021**

Additionally, the Annual Facility Grant (AFG) project requests for the 2021/22 fiscal year are to be submitted using the new CAPS online platform, on or before June 30, 2021.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,



François Bertrand, Acting Executive Director
Capital Management Branch

pc: Capital Management Branch
Michael Nyikes, Director, Capital Management Branch
Ravnit Aujla, Planning Officer, Capital Management Branch
Rob Drew, Regional Director, Capital Management Branch
Rosa Cutler, Planning Officer, Capital Management Branch
Amanda Austin, Planning Officer, Capital Management Branch

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 15, 2021

MEMORANDUM

TO: Board of Education

FROM: Betty Bekkering, Chair
Policy and Governance Committee

SUBJECT: **COMMITTEE REPORT – JUNE 2021**

RECOMMENDATION

That the report of the Policy and Governance Committee meeting held on June 15, 2021 be received.

* * * * *

REPORT:

- 1) The Policy and Governance Committee met on June 15, 2021.
- 2) The meeting's agenda items were:
 - a) Approval of the minutes of the previous meeting held.
 - b) In accordance with the motion passed at the January 26, 2021 regular public meeting the committee continued its review of the draft Administrative Procedures.

The Committee reviewed the following revised draft administrative procedures that were referred to the Acting Superintendent for further review and/or revisions at a previous committee meeting:

Draft Administrative Procedure 181 Video Surveillance - The Committee requested a minor housekeeping edit to AP 181, no other concerns were expressed regarding this draft administrative procedure.

Draft Administrative Procedure 300 Student Attendance and Appendix A Elementary Safe Start – The Committee requested minor edits to the draft administrative procedure, no concerns were expressed regarding Appendix A of this administrative procedure.

Draft Administrative Procedure 300 Appendix C – The Committee requested a minor housekeeping edits to the appendix and requested that this appendix be made to be a separate administrative procedure.

- c) **Policy 3541.35 Winter Weather** – This item appears on this evening's agenda for consideration of the Board's approval.
- d) **Policy 5131.4 Student Attendance** – This item appears on this evening's agenda for consideration for the Board's approval.

- e) **Draft Administrative Procedure 170 Anti-Discrimination and Human Rights** - The Acting Superintendent reviewed and discussed the revised Administrative Procedure 170 Anti-Discrimination and Human Rights recently adopted by School District No. 73 (Kamloops-Thompson) with the Committee. The Committee was provided with a copy of the administrative procedure by email for further review and discussion at the next Committee meeting.
 - f) **Next Steps** - Trustee Bekkering advised that the next steps related to the draft policy and administrative procedures manuals are pending the outcome of the Special Advisors' Report and the work of the Ad Hoc Committee – Truth and Reconciliation and UNDRIP.
- 3) The next Policy and Governance Committee meeting will be held in September 2021.

/dlm

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 15, 2021

MEMORANDUM

TO: Board of Education

FROM: Policy and Governance Committee

SUBJECT: **POLICY 3541.35 WINTER WEATHER**

RECOMMENDATION

That the Board of Education provides final approval of Policy 3541.35 Winter Weather.

* * * * *

RATIONALE

1. At the September 15, 2020 Policy and Governance Committee meeting the Deputy Superintendent Heitman reviewed and discussed minor revisions to draft Policy 3541.35 Winter Weather to correctly align the regulations and administrative procedures.
2. At the Regular Public meeting held on September 29, 2020, the Board of Education received the revised administrative procedures of Policy 3541.35 Winter Weather and approved the proposed revisions to the regulations of the Policy 3541.35 in principle for implementation while distributed for a 60-day consultation period to Stakeholder and Rightsholder groups.
3. At the June 15, 2021 the Policy and Governance Committee was advised that the consultation period concluded on November 30, 2020 with no feedback received from Rightsholder or Stakeholder groups. The Committee is presenting Policy 3541.35 to the Board for final approval.

/dlm



BOARD OF EDUCATION
School District No. 57
2100 Ferry Avenue
Prince George, B.C. V2L 4R5
(250) 561-6800

POLICY 3541.35

WINTER WEATHER

APPROVED: 1982.12.14

REVISED: 1991.10.29
1994.12.06
1996.06.11
1999.01.26
2008.09.23
2020.09.29

POLICY

Student safety shall be the primary concern that determines actions taken as a result of cold or inclement winter weather.

Responsibility Centre: Office of the Superintendent
References: *School Act*, Sections 73 and 85



WINTER WEATHER

PREAMBLE

School operational procedures and expectations regarding staff and student attendance during severe winter weather must be clarified.

Approved: 1999.01.26



WINTER WEATHER

REGULATIONS:

1. Schools shall not be closed because of cold or inclement weather.
2. The decision to keep a student at home for the day because of winter weather conditions shall be made by the parents.
3. School bus service will not be cancelled because of cold weather.
 - 3.1. Students shall not be expected to wait for a school bus for more than fifteen minutes past the scheduled pick-up time. If the bus has not arrived by that time, students should return to their homes or to another prearranged place of shelter.
4. Notwithstanding Regulation 1, school closures may be required for reasons other than winter weather. See Policy 6114 (Emergency Situations in Schools).

Approved: 1982.12.14

Revised: 1991.10.29, 1994.12.06, 1996.06.11, 2008.09.23, 2020.09.29



WINTER WEATHER

ADMINISTRATIVE PROCEDURES for use with Policy 3541.35:

Administrative procedures, including appendices, are the jurisdiction of the Superintendent of Schools. They are included with policies for the purposes of transparency, clarity and ease of use.

“Administrative procedures” set out the specific management actions necessary at the school or department level to ensure that the policy and regulations are fully implemented.

1. On days when student attendance is reduced substantially because of cold or inclement weather conditions or because travel is considered treacherous, regular scheduled instruction may be modified for those students who attend school.
2. In advance of the cold weather months, schools should consult with parents and clearly communicate to parents what educational alternatives the school will offer in the event of low attendance caused by excessively cold weather.
3. Temperature alone does not warrant an “in day” although the guideline that has been used for quite some time has been (-20). Taking into consideration the many factors of inclement weather such as wind, rain, particulate matter, snow and temperature, the Principal shall make the decision as to keeping the students indoors. Safety of the students is always a priority.
4. Individual bus runs may be cancelled for the day (morning and afternoon runs) because of dangerous road conditions. Cancellations will be announced on local radio and posted on My School Bus Monitor as soon as possible after the decision to cancel a run is made.
5. Employees will report to their worksite as scheduled. Employees that are unable to attend their worksite must contact their principal or supervisor for further instructions.
6. Principals will ensure that parents are informed about Regulations 1 through 3 each fall and periodically through the winter months.

Approved: 1991.10.29
Revised: 1984.12.06, 1996.06.11
Received: 2020.09.29



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 15, 2021

MEMORANDUM

TO: Board of Education

FROM: Policy and Governance Committee

SUBJECT: **POLICY 5131.4 STUDENT ATTENDANCE**

RECOMMENDATION

That the Board of Education provides final approval of Policy 5131.4 Student Attendance.

* * * * *

RATIONALE

1. At the September 15, 2020 Policy and Governance Committee meeting, Deputy Superintendent Heitman reviewed and discussed minor revisions to draft Policy 5131.4 Student Attendance to align with school district practice.
2. At the Regular Public meeting held on September 29, 2020, the Board of Education received the revised administrative procedures of Policy 5131.4 Student Attendance and approved the proposed revisions to the regulations of the policy in principle for implementation while distributed for a 60-day consultation period to Stakeholder and Rightsholder groups.
3. At the June 15, 2021 the Policy and Governance Committee was advised that the consultation period concluded on November 30, 2020 with no feedback received from Rightsholder or Stakeholder groups. The Committee is presenting Policy 5131.4 to the Board for final approval.

/dlm



BOARD OF EDUCATION
School District No. 57
2100 Ferry Avenue
Prince George, B.C. V2L 4R5
(250) 561-6800

POLICY 5131.4

STUDENT ATTENDANCE

APPROVED: 1997.02.04

REVISED: 2004.04.27
2020.09.29

POLICY

It is the responsibility of all students to attend every day all programs and classes in which they are registered.

Responsibility Centre: Office of the Superintendent
References: School Act, Sections 6, 26 and 85
Policy 5131 District Code of Student Conduct



STUDENT ATTENDANCE***PREAMBLE***

Regular attendance by students in all their programs and classes enhances their performance and contributes substantially to their rate of progress. While students have the right to access educational programs, they also have a responsibility to attend classes regularly and pursue their studies in a diligent manner. At all school levels, there will be well-publicized procedures for student attendance, and these procedures shall be made clear to students and their parents.

Approved: 2004.04.27

Revised: 2020.09.29



STUDENT ATTENDANCE

REGULATIONS:

1. Students will attend all educational programs and classes in which they are registered.
2. Attendance and the application of this policy will be considered on a program or course-by-course basis.
3. Teachers are responsible for monitoring attendance in their classes.
4. Specific provisions for regulating the attendance of students shall be developed in consultation with students, staff members and parents' advisory councils, as appropriate.

Approved: 1997.02.04

Revised: 2004.04.27, 2020.09.29



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 15, 2021

MEMORANDUM

TO: Board of Education

FROM: Superintendent of Schools

SUBJECT: **POLICY 5131.4 STUDENT ATTENDANCE –
ADMINISTRATIVE PROCEDURES**

RECOMMENDATION

That the revised administrative procedures
attached to Policy 5131.4 Student Attendance –
Secondary Schools be received.

* * * * *

RATIONALE

1. The Acting Superintendent reviewed and discussed the administrative procedure related to Policy 5131.4 Student Attendance with the Policy and Governance Committee at its May 4 and June 15, 2021 meetings. Through consultation with the Committee, the Acting Superintendent has revised the administrative procedure to align with the school district's current practice.
2. The policy statement of Policy 8310 Policy and Policy Development states that *administrative procedures including appendices, are the jurisdiction of the Superintendent of Schools. They are included with policies for the purposes of transparency, clarity and ease of use.*
3. As defined in Policy 8310 *"administrative procedures" set out the specific management actions necessary at the school or department level to ensure that the policy and regulations are fully implemented.*
4. In accordance with Policy 8310 *revisions to administrative procedures that are approved by senior administration must be reported to the Board at a public meeting.*

CH/dln

STUDENT ATTENDANCE

ADMINISTRATIVE PROCEDURES for use with Policy 5131.4:

Administrative procedures, including appendices, are the jurisdiction of the Superintendent of Schools. They are included with policies for the purposes of transparency, clarity and ease of use.

“Administrative procedures” set out the specific management actions necessary at the school or department level to ensure that the policy and regulations are fully implemented.

1. An accurate daily record of attendance shall be kept for each student.
2. Principals are expected to have an established system for verifying on a daily basis reasons for non-attendance.
 - 2.1. All absences will be entered into the Student Information System (SIS);
 - 2.2. In District elementary schools, the Safe Start program will be activated each school day morning.
 - 2.3. All unexplained student absences during the school day shall be reported to the school office immediately after any such absence becomes apparent. All reasonable efforts must be made immediately to determine the whereabouts of students who are reported absent.
 - 2.4. In elementary schools, a system shall be in place to contact parent/guardian(s) in a timely manner regarding unexplained student absences.
 - 2.5. In District secondary schools, attendance shall be taken during each period. All reasonable efforts must be made to determine the whereabouts of students who are reported absent.
 - 2.6. Principals, in setting procedures for student absences and reasons for non-attendance, will accept students' absences as excused if they are for necessary, important reasons.
3. Teachers shall assist in maintaining an accurate attendance record for each student.
4. Because Principals are often asked to document student absences and attendance, it is strongly recommended that any student absence be explained by the absent students' parent/guardian(s).
5. Parent/guardian(s) are to be encouraged to take the initiative in advising the school when their child is absent.



STUDENT ATTENDANCE

ADMINISTRATIVE PROCEDURES - Continued:

6. In cases of unexplained or excessive absences and/or suspected truanies, parents shall be contacted as soon as a pattern of such absences and/or truanies becomes evident, as determined by the school's attendance procedures.
7. Initial investigation of reasons for extended non-attendance shall be the responsibility of the Principal.
8. The Principal shall establish the following remediation procedures regarding students who are absent without reason:
 - 8.1. Work directly with students to resolve issues of non-attendance;
 - 8.2. Establish ongoing supports to help students attend and be successful;
 - 8.3. Establish ongoing communication and consultation with parents regarding non-attendance;
 - 8.4. Implement progressively more supports and/or interventions consequences for students who persist in being absent without reason; and,
 - 8.5. After all possible remediation efforts have been exhausted at the school level, refer matters of subsequent absences without excuse to the Office of the Superintendent.

Approved: 1997.02.04

Revised: 2004.04.27

Received: 2020.09.29, 2021.XX.XX



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 22, 2021

Memorandum

TO: Board of Education

FROM: Secretary Treasurer

SUBJECT: **AD HOC COMMITTEE - TRUTH AND RECONCILIATION AND
UNITED NATIONS DECLARATION ON THE RIGHTS OF
INDIGENOUS PEOPLES**

FOR INFORMATION

The work of the Committee was suspended by the Committee Chair during the 2020/21 school year pending the outcome of recommendations from the Ministry appointed Special Advisory Committee. Consideration will be given to the ongoing work of the committee in the 2021/22 school year.

* * * * *

Background

1. February 11, 2021 Ministerial Order No. MO64 was issued by the Minister of Education appointing a Special Advisory Committee with a term of appointment to June 1, 2021.
2. May 27, 2021 Ministerial Order No. M215 was issued by the Minister of Education to amend Ministerial Order No. M064 to a term of appointment to July 1, 2021
3. The approved Terms of Reference of the Ad Hoc Committee – Truth and Reconciliation and the United Nations Declaration on the Rights of Indigenous Peoples states:
 - That the Ad Hoc Committee will gather information and provide feedback and recommendations directly to the Board of Education
 - The Chair of the committee will present a summary of the meetings and any recommendations to the Board of Education of School District No.57 (Prince George) on or about June 30, 2021.
 - A comprehensive report of the information gathered will be made available to all SD57 Trustees. The committee will be dissolved following this presentation, having met its mandate.

DP/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 8, 2021

MEMORANDUM

TO: Board of Education
FROM: Acting Superintendent of Schools
SUBJECT: **CHOICE MANAGEMENT COMMITTEE**

Recommendation

That the Board of Education, direct the Acting Superintendent to form a Choice Management Committee as per Policy 6172.2 Establishment of Choice of Programs and Schools to review the philosophical, organizational and/or curricular uniqueness, need and primary objectives of Spruceland Traditional School as they pertain to education today. This work will be completed in November 2021 in preparation for the 2022/23 school year.

RATIONALE:

1. The Spruceland Traditional School, formerly Central Fort George Traditional Schools was formed in 1998 for the 1998/99 school year. The process to form the school began in May 1997. Since that time, the school has changed locations, has had 6 different school based leaders, new staff and a new learning community.
2. The original proposal outlined 12 features that made the school unique as a traditional school that have not been formally updated since 1998.
3. Considering the changes in education, and the changes in our community, the program needs to be reviewed to ensure we are meeting the goals of the choice program and/or to revise the program to meet the educational needs of the school community.

CH

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 22, 2021

MEMORANDUM

TO: Board of Education

FROM: Cindy Heitman, Acting Superintendent of Schools

SUBJECT: **SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)**
STRATEGIC PLAN 2021-2026

RECOMMENDATION

That the School District No. 57 (Prince George) Strategic Plan 2021 – 2026 *The Pathway to a Diverse Learning Community with Purpose, Options and Choices for All*” and its implementation plan for year one and two be approved as presented.

* * * * *

RATIONALE

1. Commencing in February 2021, the school district initiated a community engagement process to gather feedback from our community on what was important for our students to learn, what is valued in education and what our priorities should be for the next 5 years.
2. After each online engagement session, a summary was provided to the Board of Education at the public meeting and presented online for additional feedback.
3. The engagement process included 3 online exchanges of ideas and thoughts, 14 focus group conversations with Rightsholders, Stakeholders and our local First Nations, and multiple workshops with our Board of Education and District Leaders.
4. The Strategic Plan and its implementation aligns with the BC *School Act* requirement that each Board of Education prepares and publishes as part of the *Framework for Enhancing Student Learning* with respect to student performance and plans for improving achievement.

CH/dln

Our Vision:

All students are prepared for each step of their life's journey with the skills, knowledge, options, and choices to be successful.





Our Mission

Through innovation, high standards and culturally responsive care, we nurture and empower all students where they are to be proud, confident, and engaged lifelong learners.

Our Values

Transparency

We are open, honest and accountable for the decisions we make.

Community

We engage all members of our learning community through open and respectful relationships.

Integrity

We are ethical, fair and follow through on our commitments.



Respect

We demonstrate kindness and care for ourselves, others and the environment.

Equity

We create systems where every student has opportunities and supports to be successful.

Inclusion

We ensure all students contribute and participate in all aspects of school life.

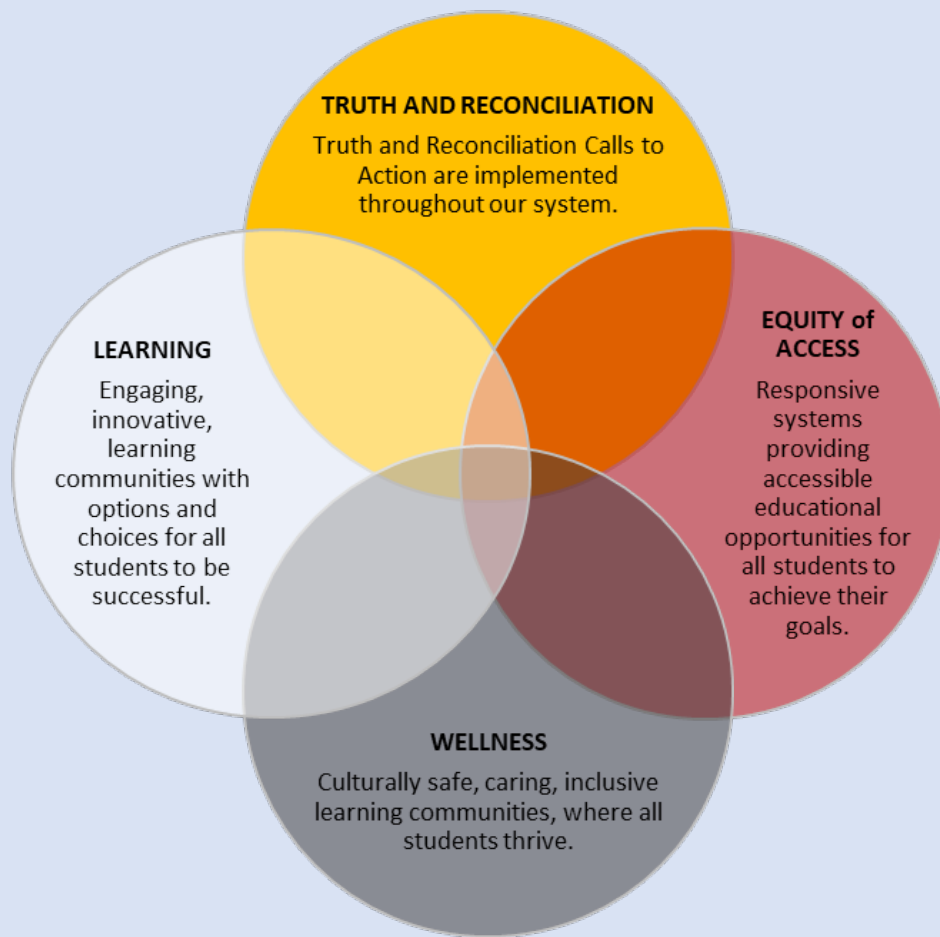
***First Peoples Principles of Learning are
integral in all we do.***



- ✓ Learning ultimately supports the well-being of the self, the family, the community, the land, the spirits and the ancestors.
- ✓ Learning involves recognizing the consequences of one's actions.
- ✓ Learning involves generational roles and responsibilities.
- ✓ Learning recognizes the role of indigenous knowledge.
- ✓ Learning is embedded in memory, history and story.
- ✓ Learning involves patience and time.
- ✓ Learning requires exploration of one's identity.
- ✓ Learning involves recognizing that some knowledge is sacred and only shared with permission and/or in certain situations.

Our District Directions

For the next five years, our priorities will be:



✓ **Truth and Reconciliation**

Truth and Reconciliation Calls to Action are implemented throughout our system.

✓ **Equity of Access**

Responsive systems providing accessible educational opportunities for all students to achieve their goals with specific focus for our Indigenous learners, our children and youth in care and our students with diverse abilities/disabilities.

✓ **Wellness**

Culturally safe, caring, inclusive learning communities, where all students thrive with an emphasis on mental health, physical health and overall well-being for students, staff and families.

✓ **Learning**

Engaging, innovative, learning communities with options and choice for all students to be successful. The focus of increasing literacy, numeracy and graduation rates will be prioritized. Specific strategies will be implemented to support our Indigenous learners, our children and youth in care and our students with diverse abilities/disabilities.

School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"

Skeh Huhoont'i hodul'eh ti.

IMPLEMENTATION PLAN

STRATEGIC PLAN 2021-2026

YEAR 1 AND 2 GOALS, STRATEGIES AND OBJECTIVES:

ACTIONS TOWARD OUR DISTRICT DIRECTIONS



This framework for education was developed in collaboration with our local Lheidli T'enneh and local Dakelh Elders, visually presented by Pam Spooner and created by Becky Dochstader.

School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

“The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all”

Skeh Huhoont’i hodul’eh ti.

We respectfully acknowledge School District 57, resides on the unceded ancestral lands of the Lheidli T’enneh First Nations, McLeod Lake Indian Band and the Simpcw First Nation. It is our honour to walk alongside our indigenous communities in educating our students.

Our Vision:

All students are prepared for each step of their life’s journey with the skills, knowledge, options, and choices to be successful.

Our Mission

Through innovation, high standards and culturally responsive care, we nurture and empower all students where they are to be proud, confident, and engaged lifelong learners.

Our Values

Community

We engage all members of our learning community through open and respectful relationships.

Integrity

We are ethical, fair and follow through on our commitments.

Inclusion

We ensure all students contribute and participate in all aspects of school life.

Transparency

We are open, honest and accountable for the decisions we make.

Respect

We demonstrate kindness and care for ourselves, others and the environment.

Equity

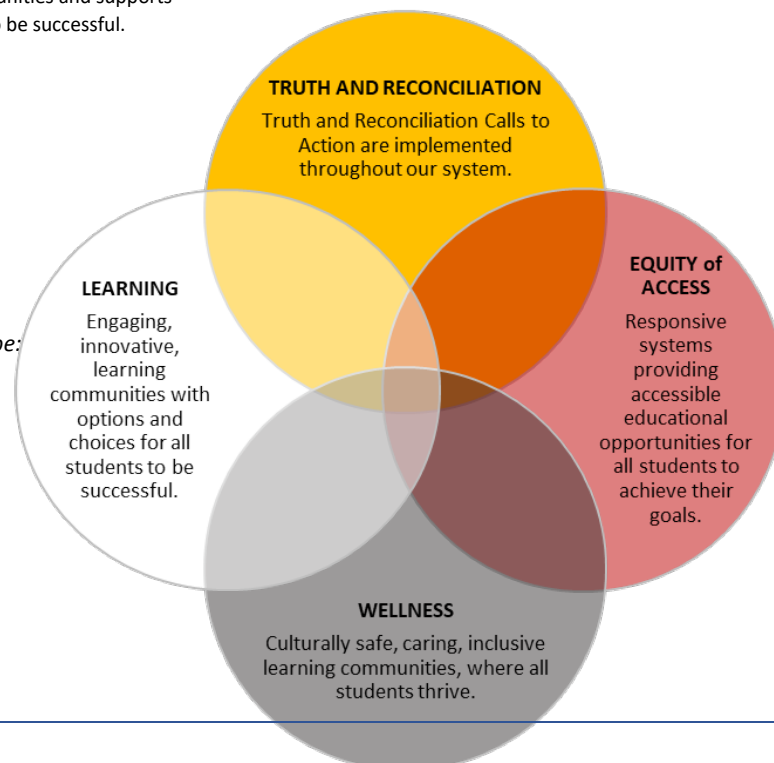
We create systems where every student has opportunities and supports to be successful.

First Peoples Principles of Learning are integral in all we do.

- Learning ultimately supports the well-being of the self, the family, the community, the land, the spirits and the ancestors.
- Learning involves recognizing the consequences of one’s actions.
- Learning involves generational roles and responsibilities.
- Learning recognizes the role of indigenous knowledge.
- Learning is embedded in memory, history and story.
- Learning involves patience and time.
- Learning requires exploration of one’s identity.
- Learning involves recognizing that some knowledge is sacred and only shared with permission and/or in certain situations.

Our District Directions

For the next five years, our priorities will be:



School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

“The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all”

Skeh Huhoont’i hodul’eh ti.

About our District

School District No.57 resides on the unceded ancestral lands of the Lheidli T’enneh First Nations, McLeod Lake Indian Band and the Simpcw First Nations. Geographically we expand from Mackenzie BC, through Prince George BC to McBride and Valemount BC. We serve 41 schools: 32 Elementary schools, 8 Secondary schools and 1 District Learning Support center for alternative and alternate learning opportunities. We provide educational programs for approximately 13000 students inclusive of early learning, after school art and sports programming, trades programs, and dual credit programs with our local post-secondary schools. We support Lheidli T’enneh students, McLeod Lake students and Takla students living on reserve through our Local Education Agreements. With each Nation we co-construct the educational services provided to the students while attending a school within our school district.

Strategic Planning Engagement Process

Our engagement process was designed to gather feedback from our community on what was important for our students to learn, what is valued in education and what our priorities should be for the next 5 years. The engagement process provided us with input from over 2000 people and we recorded over 1500 specific ideas from our staff, students, parents, rightsholders, stakeholders and community at large. Our process included 3 online exchanges of ideas and thoughts, 14 focus group conversations with rightsholders, stakeholders and our local First Nations, and multiple workshops with our Board of Education and District Leaders.

After each online engagement session, a summary was provided to the Board of Education at the public meeting and presented online for additional feedback. Participants in the engagement process consistently expressed the importance of:

- ♦ *All students acquiring the skills necessary to be successful in life*
- ♦ *All students graduating with a Dogwood Graduation Certificate*
- ♦ *All students being provided with options and choice for courses and programs and their future*
- ♦ *All students learning the importance of local Indigenous history, culture and language*
- ♦ *All students having strong Literacy and Numeracy skills*
- ♦ *All students learning in safe, inclusive learning communities with a sense of belonging and purpose*

District Directions

School District No. 57 has identified 4 district directions that set our priorities for the next 5 years. These directions will guide our work.

- ♦ **Truth and Reconciliation**
Truth and Reconciliation Calls to Action are implemented throughout our system.
- ♦ **Equity of Access**
Responsive systems providing accessible educational opportunities for all students to achieve their goals with specific focus for our Indigenous learners, our children and youth in care and our students with diverse abilities/disabilities.
- ♦ **Wellness**
Culturally safe, caring, inclusive learning communities, where all students thrive with an emphasis on mental health, physical health and overall well-being for students, staff and families.
- ♦ **Learning**
Engaging, innovative, learning communities with options and choice for all students to be successful. The focus of increasing literacy, numeracy and graduation rates will be prioritized. Specific strategies will be implemented to support our Indigenous learners, our children and youth in care and our students with diverse abilities/disabilities

School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"

Skeh Huhoont'i hodul'eh ti.

Truth and Reconciliation

Over the next 5 years we will work towards seeing the 94 Calls to Action outlined in the Truth and Reconciliation Commission of Canada (TRC) Report realized in our school district. We acknowledge the land we are on and respect the local language and culture of the area.

We will work with our Indigenous communities to help guide us in this work prioritizing the Calls to Action for Education #6-12, and Education for Reconciliation #62 and #63. Implementation will include consideration of The United Nation Declaration of Indigenous People (UNDRIP) which safeguards the individual rights of Indigenous People.

Year 1 and 2 Goals

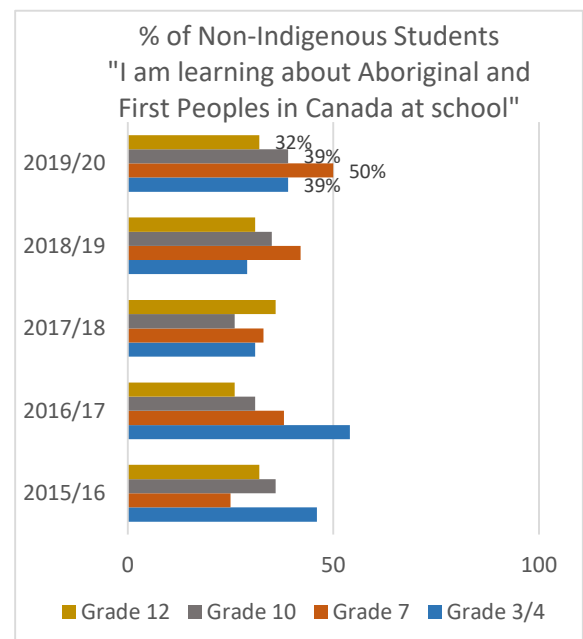
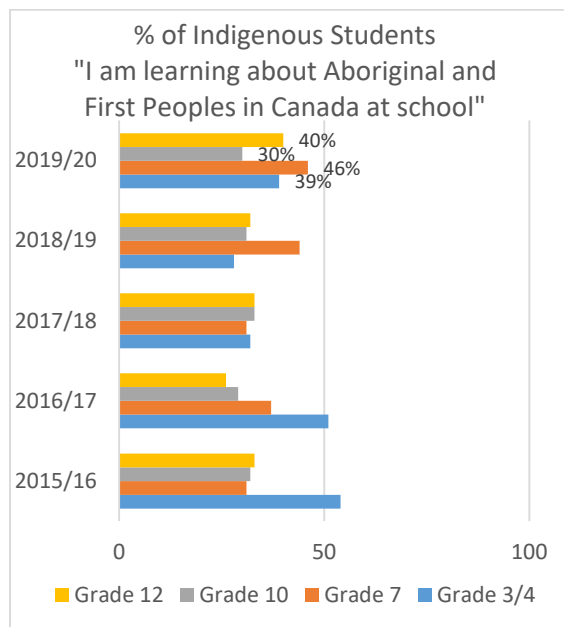
1. Create a systems approach to ensure our staff and students know and understand the TRC Calls to Action as they are implemented in our system
2. Enhance trauma informed and resilience approaches in our schools

Strategies

- ♦ Increase Elders and Knowledge Holders in our schools to support and mentor staff in the education of Residential Schools, Indigenous culture and Indigenous languages
- ♦ Review curriculum to Indigenize with local content and decolonize to allow academics to be learned through a cultural and inclusive lens
- ♦ Provide professional learning to staff about Truth and Reconciliation Calls to Action and Trauma Informed approaches
- ♦ Wednesdays are targeted as Indigenous days of learning throughout the year- Deconstructing Otherness
- ♦ Develop an Education Council of First Nations leaders, Elders and our K- 12 system leaders to discuss education within our learning communities. – "nothing about us without us"
- ♦ Systematically on-board new staff to the district to ensure local indigenous context is reviewed

Success Measures

We will look to our Student Learning Survey administered at grades 4, 7, 10 and 12 to measure the % of students identifying that they are learning about Indigenous content in schools. We expect to see an increase of 10% or higher of students reporting they are learning about Indigenous and First Peoples in Canada in each year of this implementation plan.



School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"

Skeh Huhoont'i hodul'eh ti.

Equity of Access

School District No. 57 will be responsive in providing accessible educational opportunities for all students to achieve their goals. We will pay attention to the needs of our Indigenous learners, our children and youth in care, our students with diverse abilities/disabilities and our students learning in rural and remote communities.

We acknowledge that not all children learn the same way, and require diverse supports. It falls upon us to ensure all students have access to quality educational opportunities needed to be successful on their learning path.

Year 1 and 2 Goals

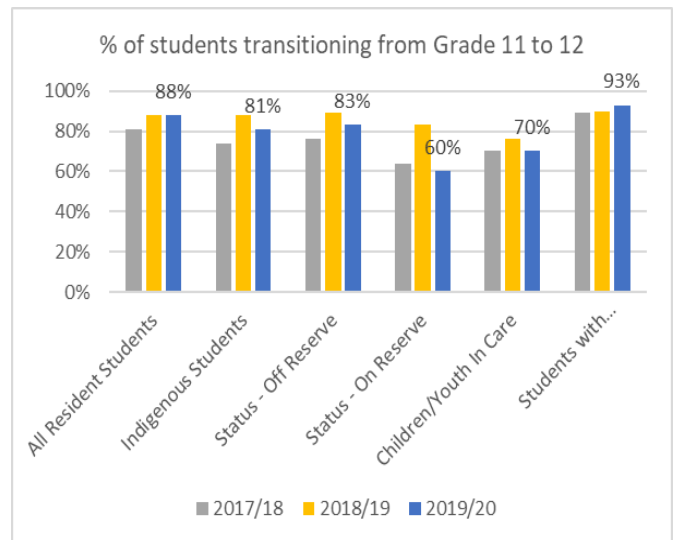
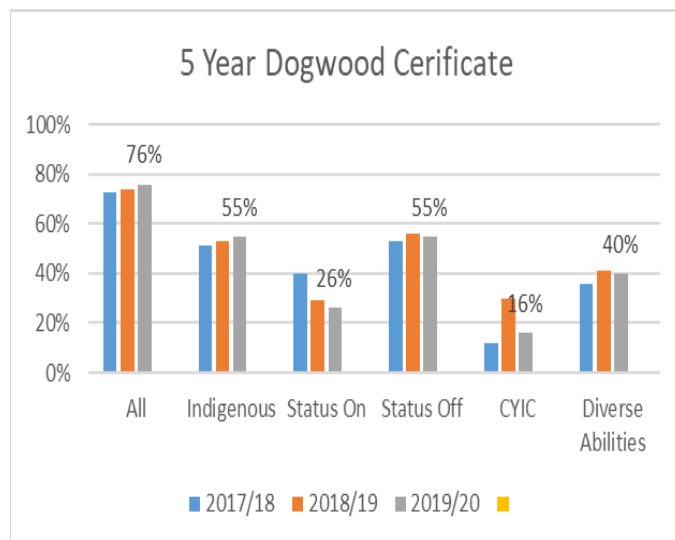
1. Create a continuum of support throughout the district to ensure all students have access to personalized learning.
2. Enhance our learning environments to build diverse supports for students to feel connected, engaged and safe to take learning risks.

Strategies

- ♦ Increase our communication with students and families while developing personalized learning supports to remove barriers for their success
- ♦ Clarify and communicate our process for addressing racism and discrimination within our system
- ♦ Review curriculum to Indigenize with local content and decolonize to allow academics to be learned through a cultural and inclusive lens
- ♦ Provide professional learning to staff about Continuums of Support at the school and district level
- ♦ Wednesdays are targeted as Indigenous days of learning throughout the year- Deconstructing Otherness.
- ♦ Continue to identify systems and structures that are not equitable and adjust or create systems and structures of equity
- ♦ Continue to develop District Learners Supports to provide alternative learning opportunities for our students to personalize their learning paths
- ♦ Launch our partnership with the YMCA- Alternate to Suspension program for students

Success Measures

We will closely monitor the success of our goals by reviewing our 5-year graduation rates and our grade to grade transitions. We will pay attention to the result of our students living in care, our students with diverse abilities/disabilities and our indigenous learners. By the end of year 2, we expect to see a 10% increase in our students who graduate with a Dogwood Certificate after 5 years of starting grade 8 and we expect to see a 10% increase of students transitioning from Grade 11 to 12.



School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"

Skeh Huhoont'i hodul'eh ti.

Wellness

We believe that in order for student to learn, they need culturally safe, caring, inclusive learning communities. As our world moves out of a pandemic, now more than ever we need to emphasis the support for mental health, physical health and overall well-being of our students, staff and families.

Year 1 and 2 Goals

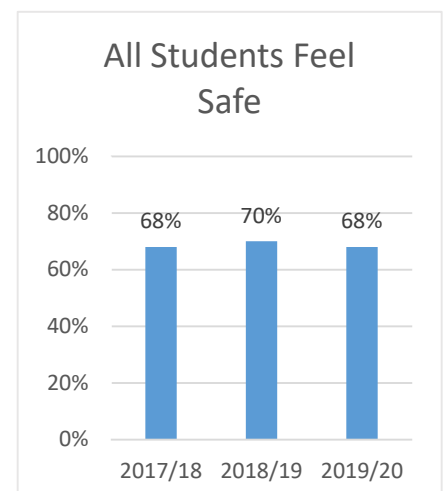
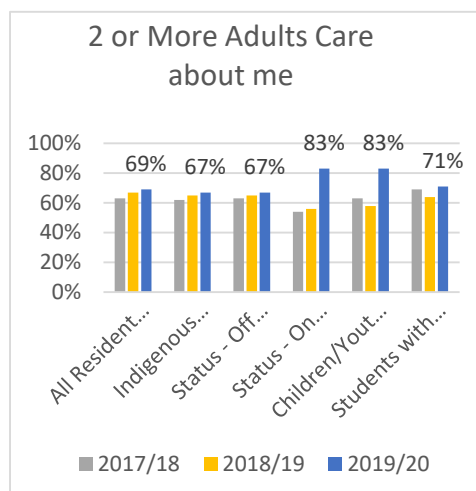
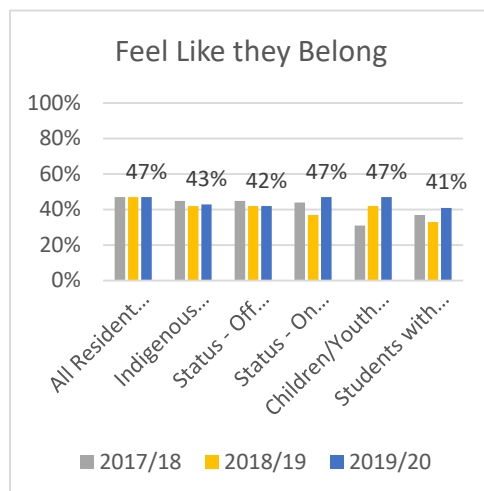
1. Create a systems approach to support equity, diversity, inclusion and belonging
2. Enhance Mental Health Literacy understanding and its implementation

Strategies

- ♦ Continue work towards schools that provide a sense of belonging for all students through various strategies.
 - Diversity audit of resources, Afterschool Art and Sport Programming, etc.
- ♦ Continue work with educational researchers and curriculum developers towards implementation of a new course on Identity at the grade 8 level
- ♦ Develop an EDIB (equity, diversity, inclusion and belonging) team in each school to address racism and support anti-racism initiatives
- ♦ District and school leaders will work through Coaching through Equity book study led by Directors of Instruction
- ♦ Provide professional learning to staff about Compassionate Systems Leadership at the school and district levels
- ♦ Focus on transitions into our schools, from grade to grade, between elementary and secondary school and from secondary to post-secondary
 - Work with our early learning and early care providers on seamless transitions into the k-12 system
 - Work with our Post-Secondary institutions on seamless transitions out of our system
- ♦ Provide instruction for Mental Health Literacies to staff and students
- ♦ Continue to partner with Northern Health to develop stronger supports for students struggling with mental health and/or addictions

Success Measures

Our Student Learning Surveys for our Grades 4,7,10 and 12 students help us identify a sense of belonging for our students. When students are connected and feel like they belong, they are successful. For this implementation cycle ending in 2023, we expect to see a 10% increase in students feeling like they belong for each year. We will also be looking for in increase in students knowing that at least 2 adults care about them and they have systems for support. Our overall measure of success will be students feeling safe at school. We expect a 10% increase in all students feeling safe at the end of this implementation plan in 2023.



School District 57 Strategic Plan 2021-2026

Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"
Skeh Huhoont'i hodul'eh ti.

Learning

We will work to achieve engaging, innovative, learning communities with options and choice for all students to be successful. The focus of increasing literacy, numeracy and graduation rates will be prioritized. Specific strategies will be implemented to support our Indigenous learners, our children and youth in care and our students with diverse abilities/disabilities

Year 1 and 2 Goals

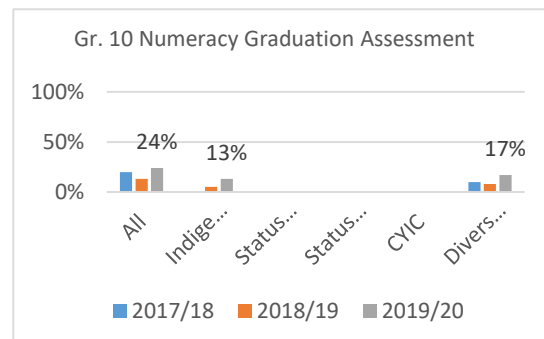
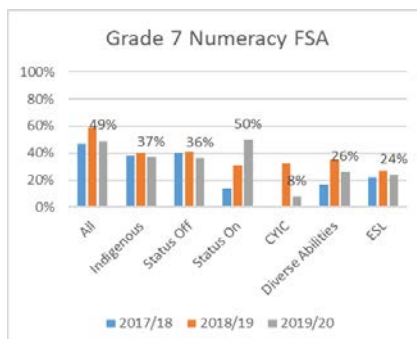
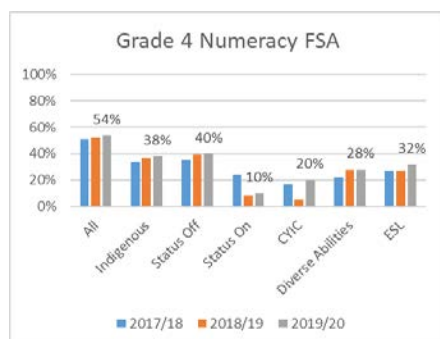
1. Increase literacy, numeracy and graduation rates for all students and close the gap for Indigenous learners, children and youth in care and students with diverse abilities/disabilities.
2. Create a system where all students develop a graduation success plan before transitioning to secondary school to help guide them towards their goals.
3. Enhance the district's academic learning opportunities connected to people, place and land (Land based, Experiential, Passion based, Connected to Identity)

Strategies

- ♦ Focus on data dialogue to move from data as information to data that informs actions.
- ♦ Support continued work on looking for evidence of learning in multiple ways
- ♦ Implement a Framework Implementation Team (FIT) in our secondary schools to focus instruction on Literacy, Numeracy, Indigenous Education and Inclusive Education at the grades 8-12 level
- ♦ Provide professional learning to staff for Numeracy and Literacy Instruction for K- 12. All teachers are teachers of Literacy and Numeracy
- ♦ Utilize the [MyBluePrint](#) to support students developing their graduation pathway before entering secondary.
- ♦ Review resources for both literacy and numeracy in all schools to ensure current and culturally responsive resources are being used with students.
- ♦ Review curriculum to Indigenize with local content and decolonize to allow academics to be learned through a cultural and inclusive lens.
- ♦ Administer a district numeracy assessment at each grade level in elementary school to monitor students' progress
- ♦ Develop and implement a District Numeracy Advisory Committee
- ♦ Implement a Rural Schools Network Project to build on educators' Literacy capacity and understanding within, across, and beyond the curriculum.
- ♦ Continue to support equity in our schools with professional development and supports for teachers to provide intervention in both literacy and numeracy

Success Measures

We will look to our Foundation Skills Assessment and Graduation Assessments to monitor our progress towards our goals. Our numeracy results continue to be of concern. We will provide more focus on numeracy instruction at the K- 12 levels and a new assessment will be administered annually at all grades to monitor our progress in a timelier manner. With enhanced focus on instruction, and ongoing assessment we expect to see a 10% increase on our Grade 4 and 7 FSA and our Grade 10 Numeracy Assessment of student meeting or exceeding expectations.



School District 57 Strategic Plan 2021-2026

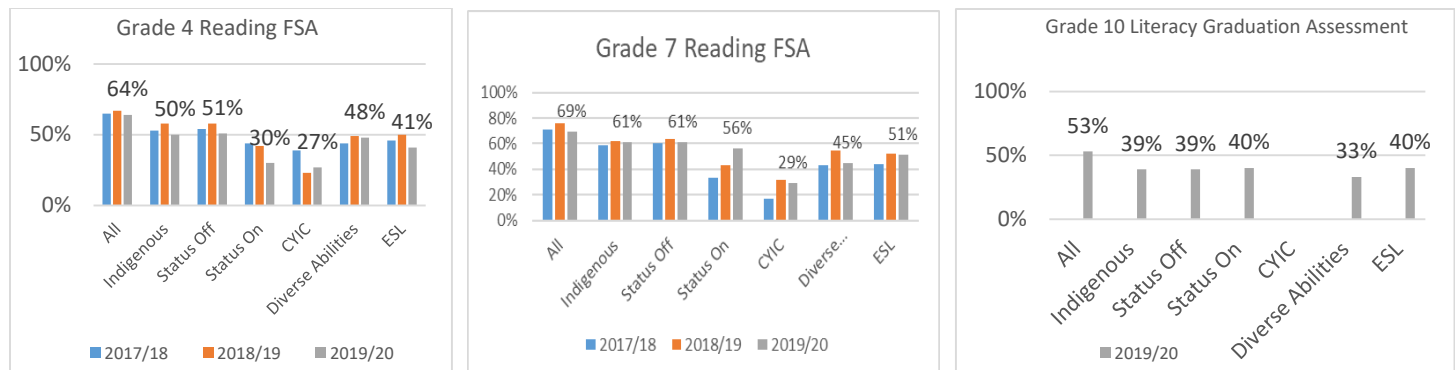
Implementation Year 1 and 2

"The Pathway to a Diverse Learning Community with Purpose, Options and Choices for all"

Skeh Huhoont'i hodul'eh ti.

Success Measures- Learning Cont.

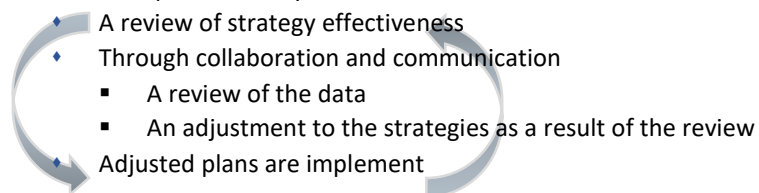
Our district has been on a literacy journey for several years. We have implemented many different instructional strategies to provide intervention. Over the duration of this implementation plan, we will continue to build teacher capacity in reading intervention to support our struggling readers at all grade levels; we want all students to be literate. We will look to classroom based reading assessments collected at the district level to help inform interventions. With our continued focus on literacy by 2023 we expect a 10% increase in the number of students who are meeting or exceeding reading expectations.



Summary

We will review our strategic plan and our implementation plan on an annual basis. This review will include a comprehensive engagement process with our community. Upon completion of our review we will make adjustments to our strategies to support our goals toward the District Directions.

The continuous improvement cycle will ensure:



In addition, our work in the 2021-2022 year will include:

- Schools and learning departments creating implementation plans in alignment with our strategic plan and reporting out progress. The plans and reports will be made available to the public by September 30th of each year.
- Operations of the district (Finance, Facilities, Human Resources, and Technology) aligning with the strategic plan.

For additional data and information please visit:

- [B.C. Education System Performance - Prince George School District \(gov.bc.ca\)](https://www.bceducation.ca/system-performance)
- School District 57 Framework for Enhanced Student Learning Report
- [Framework to Enhance Student Learning- BC Ministry of Education](https://www2.gov.bc.ca/gov2/ministry_of_education/framework_to_enhance_student_learning)

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

June 22, 2021

MEMORANDUM

TO: Board of Education

FROM: Cindy Heitman, Acting Superintendent of Schools

SUBJECT: **FRAMEWORK FOR ENHANCING
STUDENT LEARNING REPORT 2020-2021**

RECOMMENDATION

That the Framework for Enhancing Student Learning Report 2020-2021 be approved.

* * * * *

RATIONALE

The *School Act* requires each Board of Education to prepare and publish the Framework for Enhancing Student Learning Report with respect to student performance and plans for improving achievement.

The Framework for Enhancing Student Learning is a multi-year plan, updated annually,

The Framework for Enhancing Student Learning Report requires:

- A system-wide focus on intellectual, human and social, and career development;
- A multi-year plan of district and school plans that are updated annually;
- Meaningful and effective evidence reported at least annually by districts;
- System-wide capacity building and supports with a focus on continuous improvement.

CH/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 22, 2021

TO: Board of Education

FROM: Trustee Polillo

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

The discovery of the graves of 215 children at the Kamloops Residential School reminds us of the urgency to bring forward the truth of Canada's residential schools before we can move forward with reconciliation.

The BC School Trustees Association (BCSTA) recognizes the important part that the education system has on the path of truth and reconciliation. We grieve with the Tk'emlúps te Secwépemc and all who are impacted by this tragic discovery. We pledge to continue to support Boards of Education across British Columbia who are working with their communities to heal the suffering caused by this dark chapter in our collective past.

We extend our gratitude to the Tk'emlúps te Secwépemc people for their determination to uncover the truth about the children who never returned home from the Kamloops Residential School. We call on the federal government to work alongside those impacted by these horrific tragedies and bring to light the stories of these children. Time does not erase the past and we must work together to heal the suffering caused by Canada's treatment of Indigenous people.

To learn more about the history of Canada's residential schools, visit: <https://nctr.ca/>

To help support the work of truth and reconciliation, BCSTA will make a donation to the National Centre for Truth and Reconciliation and a financial contribution to the Tk'emlúps te Secwépemc to support the continued work to identify and act as caretakers of these children.

This discovery can be triggering and we hold everyone in our hearts. If you need support at this difficult time, please see below for a list of 24/7 supports available.

Mental Health and Crisis Support for Indigenous Peoples Across Canada

1-855-242-3310

www.hopeforwellness.ca

National Indian Residential School Crisis Line

1-866-925-4419

Helpline for Children

310-1234 (no area code required)

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 7, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **DISTRICT PARENT ADVISORY COUNCIL – JUNE 7TH TOWN HALL MEETING**

Many community partners including representatives from SD 57 came together virtually for a round table discussion on June 7th around the following themes and issues: Safety and Traffic

- What are the experiences from your school and community?
- Barriers that prevent you, your child or family from walking or bicycling to school?
- What do you see as potential solutions or interventions to improve the traffic and safety issues currently being experienced at your school?
- What do you see as needing to change to improve safety and provide better commuting options for students and kids?
- What infrastructure challenges have you experienced? For examples, sidewalks, crosswalks, crossing lights, etc.

Topic: DPAC Goals

- Create a Toolkit for schools to access regarding traffic safety concerns: Rural, City and Choice schools
- Send out some quiz/surveys for fun engagement and reinforce correct safety lessons
- Education for parents and caregivers
- Q&A to be sent to guest attendees for responses which will be publicized to parents

Topic: How to get assistance when a parent has concerns/incidents to report

- First: School Administration/Principal
- School Administration will escalate to District Administration for the monthly Traffic Safety Committee agenda or response depending on concern
- District Administration/Committee will escalate to City if relevant
- Information will return back to the School Administration/Principal
- May generate a meeting with the parent/caregiver
- Immediate City Service Requests: 311, webapp, phone, email
- Immediate School Safety Reports: SD57 Administration
- Community Policing Line 250-561-3300
- 911 for immediate threat to safety

Topic: Bike Safety/Active Transportation

- How to bring Bike Safety topics to schools?
- PG Cycling Club has resources but not many members available during the day to facilitate
 - o Could PACs engage parents to help spread the message?
 - o Commuter biking versus Mountain biking courses
- Classroom materials also available through SD57
 - o Implement at school level
 - o Teachers have access to age-appropriate resources
- Parking and driving in bike lanes
- Maintenance of bike lanes: gravel removal in spring.

Requests/Action Items:

- 1) Environmental Scan on 5 Prince George Schools for risks and opportunities
- 2) Reconvene in Fall: October/November
- 3) School District sharing Communication opportunities on Traffic Safety
- 4) DPAC to engage parents by survey on concerns and education for actionable topics
- 5) Edgewood Elementary sidewalks – communication/response

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 7, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **DISTRICT STUDENT ADVISORY COUNCIL**

The District Student Advisory Council postponed their meeting from June 7th to this Thursday, June 24th when they will release their highly anticipated video on anti-racism!

We have been receiving updates on this important project for the last few months and I can't wait to see the finish product at their meeting!

I would like to thank the entire DSAC team for their outstanding work on this video and wish all the graduating students all the best as they start a new chapter in their life! We are all very proud of you!

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 14, 2021

TO: Board of Education

FROM: Trustee Valimohamed

SUBJECT: **INDIGENOUS EDUCATION ADVISORY COMMITTEE**

The Indigenous Education Advisory Committee held its meeting on June 14, 2021, the topics and discussions included:

- All committee reports were presented - Indigenous Elders Advisory Council, Education Programs and Planning, Education Services and Policy and Governance
- A presentation by Indigenous Education Workers (IEW) representatives on the roles of IEW in Schools. The work involved and the extra responsibilities
- Budget and Staffing for 2021/2022 were discussed.
- Permission given by Lheidli T'enneh Nation on Holistic Lifelong Learning Model Poster – will be distributed to all Schools.
- Medical Plant Workshop in the progress.
- Land based Etiquette and Values were presented in consultation with Local Elders and Knowledge Holders. This is a living document.
- Takla Nation, McLeod Lake Indian Band and Lheidli T'enneh Nation sent their regrets.
- Indigenous Education Department, Directors and Senior Staff will be attending Lejac Residential School site on June 28, 2021. Connecting to land and history with Elders present and start the healing process. Principals and Vice Principals may be attending Lejac Residential School site on Aug 24, 2021.
- Discussion on format for this committee for the fall. Ideas included an open discussion period, a summary of each committee and their work.

Next meeting Sept 2021 date has not been confirmed.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 16, 2021

TO: Board of Education

FROM: Trustee Bekkering

SUBJECT: **TRUSTEE REPORT – JUNE 2021**

June 2nd

Filming of grad speech at Vanier Hall as Liaison for DP Todd Secondary School. Emphasized the inclusive mural recently added to their gymnasium. The new mural depicts equal strength in the Trojan. The Class of 2021 is leaving a great legacy for DP Todd!

June 3rd

As Liaison for Edgewood Elementary School, I attended the "Welcome to Kindergarten" Drive-by that was wonderfully organized by Principal Bryce and Staff. A big shout-out to the enthusiasm and help to the Grade 7 class! I really enjoyed meeting them and sharing the welcome to the shy, 5 year olds driving by!

June 3rd

As Liaison, I attended Van Bien Elementary School's tribute walk around the field in memory of the 215 unmarked graves that were discovered at the Indian Residential School in Kamloops, BC. Many of the staff and students had their own handmade drums, and that was the only sound in the walk, except the one pause where all the staff and students joined in unison with 2 songs in the Dalkeh language. VERY touching!

June 17th

Will be attending the Retirement Celebration for SD 57 employees at the virtual program.

June 21st

Will represent the Board of Education at Ecole Lac Des Bois Elementary at the opening of their new Outdoor Learning Centre. Another initiative in SD 57's mission of "Learning Happening Anywhere"! Looking forward to it!!

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 16, 2021

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **TRUSTEE REPORT – JUNE 2021**

June 7th - Education Services Committee Meeting – Zoom

June 7th - District Parent Advisory Council - Zoom

June 8th- In Camera and Trustee/Senior Administration Meeting

June 14th – Management and Finance Committee Meeting – Zoom

June 15th – Policy and Governance Committee Meeting – Zoom

June 17th – Retirement Celebration – Virtual

June 21st- Special Public Meeting

June 22nd – Regular Public Board Meeting

June 24th-District Student Advisory Council

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

June 22, 2021

TO: Board of Education

FROM: Trustee Warrington

SUBJECT: **TRUSTEE REPORT – JUNE 2021**

 Hadih:

June has been another busy month. As we wind down the last month of the school year, I want to acknowledge the many activities that have been planned in all our schools to celebrate the work of our students, and acknowledge the commitment of our employees.

While COVID has limited our opportunity to engage with our schools in person, I extend my thanks and appreciation to our administrators, teachers and all support staff who have worked so hard to meet the needs of our students and their families during this challenging year. I also want to extend my thanks to our senior team for the exceptional work they have done to support our schools, students and all employees by ensuring our schools and work places are safe and healthy places to work and learn.

“Every Child Matters”

“Congratulations to our Graduates of 2021”

“A special recognition to all School District employees who have retired this year, for their dedication and service over the years.”

Special Events attended in June:

- Virtual Graduation Ceremony 2021 – Prince George Senior Secondary School
- Virtual Employee Retirement Celebration – June 17th.

Board meetings attended during June include:

- Management and Finance Committee of the Whole – June 14th
- Education Services Committee – June 7th
- Policy and Governance Committee – June 15th
- Trustee/Senior Administration Meeting- June 8th
- Special Public Board Meeting – June 21st
- Regular Public Board Meeting – June 22nd

BCPSEA meetings attended during June include:

- BCPSEA Board of Director Meeting - June 10th
- BCPSEA Governance Committee Meeting – June 10th
- BCSTA/ BCPSEA Board of Director joint meeting – June 7th
- BCPSEA Trustee Director Election Review Committee – May 28th

“Have a very restful and safe summer everyone.”