

Board of Education

Regular Public Meeting

February 22, 2022



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

School District No. 57 (Prince George)

BOARD OF EDUCATION

CHARTER

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

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

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

BOARD OF EDUCATION AND SENIOR ADMINISTRATION

GUIDING PRINCIPLES

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

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

We believe our students have the right:

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

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

We believe our employees have the following rights and responsibilities:

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

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

BOARD OF EDUCATION
SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)
REGULAR PUBLIC MEETING
6:00 p.m., Tuesday, February 22, 2022
Boardroom – 2100 Ferry Avenue

A G E N D A

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. PUBLIC INPUT

Thirty minutes maximum; limit of five minutes per speaker

4. SCHOOL DISTRICT NEWS

5. MINUTES OF PREVIOUS MEETINGS

5.1 Inaugural Meeting of January 25, 2022 Page 1

5.2 Regular Public Meeting of January 25, 2022 Page 4

5.3 Record of Minutes of Regular In Camera Meeting of January 24, 2022 and Special In Camera Meetings of January 21, January 24 at 4 p.m. and 6:30 p.m., January 25, January 27 and February 8, 2022. Page 12

6. BUSINESS ARISING FROM THE MINUTES

6.1 Aboriginal Report 2016/17 – 202/21 How Are We Doing?
– Follow-Up (S. Warrington/C. Heitman)

7. MANAGEMENT AND FINANCE COMMITTEE

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| 7.1 | Committee Report (T. Bennett) | Page 15 |
| 7.2 | 2021-2022 Amended Annual Budget | Page 18 |
| 7.3 | Policy 8230 Trustee Remuneration and Expenses | Page 51 |
| 7.4 | Ad Hoc Language Planning Committee – Terms of Reference | Page 57 |

8. EDUCATION PROGRAMS AND PLANNING COMMITTEE

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| 8.1 | Committee Report (R. Polillo) | Page 60 |
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9. EDUCATION SERVICES COMMITTEE

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| 9.1 | Committee Report (B. Thompson) | Page 61 |
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10. POLICY AND GOVERNANCE COMMITTEE

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| 10.1 | Committee Report (B. Bekkering) | Page 65 |
| 10.2 | Draft Policy 1120 Access to the Board | Page 66 |
| 10.3 | Draft Policy Anti-Racism – Terms of Reference | Page 72 |

11. OLD BUSINESS

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| 11.1 | Draft Trustee Committee and Liaison Appointments – February 2022 (S. Warrington) | Page 74 |
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12. NEW BUSINESS

13. **DISTRICT ADMINISTRATION REPORTS**

- 13.1 Superintendent of Schools

14. **TRUSTEE REPORTS**

- 14.1 BC School Trustees' Association (R. Polillo) Page 78

- 14.2 BC Public School Employers' Association
(B. Bekkering)

- 14.3 District Parent Advisory Council (S. Warrington)

- 14.4 Indigenous Education Advisory Committee
(S. Warrington)

- 14.5 Various Trustee Reports

- 14.5.1 Trustee Bekkering Page 79

- 14.5.2 Trustee Polillo Page 80

- 14.5.3 Other Trustees

15. **CORRESPONDENCE**

- 15.1 Letter of Support dated January 25, 2022 to the First
People's Cultural Council Page 81

16. **ADJOURNMENT**

UPCOMING MEETINGS:

Public Board Meeting – March 8, 2022

DRAFT
Minutes
Inaugural
Meeting

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

2022.01.25
5:00 p.m.

Present:

Betty Bekkering, Trustee
Tim Bennett, Trustee
Milton Mahoney, Trustee
Ron Polillo, Trustee
Bob Thompson, Trustee
Sharel Warrington, Trustee
Rachael Weber, Trustee

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

In attendance:

Darlene McIntosh, Elder, Lheidli T'enneh First Nation
Doris Leclair, Elder, McLeod Lake Indian Band

1. **CALL TO ORDER**

Acting Superintendent Cindy Heitman called the meeting to order at 5:00 p.m.

2. **GREETINGS AND WELCOME**

Darlene McIntosh, Elder, Lheidli T'enneh First Nation provided an opening prayer and welcome to the traditional territory.

3. **CONFIRMATION OF OFFICIAL ELECTION RESULTS**

The Secretary Treasurer drew attention to the declaration of official election results that were included in the agenda package.

4. **ADMINISTRATION OF OATHS OF OFFICE**

The Secretary Treasurer administered the trustees' code of ethics and oaths of office.

In addition to taking the Oath of Office before the Secretary Treasurer, an Indigenous ceremonial component was delivered by Darlene McIntosh, Elder, Lheidli T'enneh Band and Doris Leclair, Elder, McLeod Lake Indian Band.

5. **ELECTION OF CHAIRPERSON**

The Acting Superintendent called for nominations for chairperson.

Trustee Thompson nominated Trustee Warrington, who accepted the nomination.

The Superintendent called twice more for nominations for chairperson and hearing none, declared Trustee Warrington elected by acclamation.

Trustee Warrington took the chair.

6. **ELECTION OF VICE-CHAIRPERSON**

The Board Chair called for nominations for vice-chairperson.

Trustee Bekkering nominated Trustee Polillo, who accepted the nomination.

The Board Chair called twice more for nominations for vice chair and hearing none, declared Trustee Polillo elected by acclamation.

7. **ELECTION OF BCSTA PROVINCIAL COUNCILLOR**

The Board Chair called for nominations for BCSTA Provincial Councillor.

Trustee Bennett nominated Trustee Polillo, who accepted the nomination.

The Board Chair called twice more for nominations and, hearing none, declared Trustee Polillo elected by acclamation.

8. **ELECTION OF AN ALTERNATE BCSTA PROVINCIAL COUNCILLOR**

The Board Chair called for nominations for an alternate BCSTA Provincial Councillor.

Trustee Bennett nominated Trustee Weber, who accepted the nomination.

The Board Chair called twice more for nominations and, hearing none, declared Trustee Weber elected by acclamation.

9. **ELECTION OF REPRESENTATIVE TO THE B.C. PUBLIC SCHOOL EMPLOYERS' ASSOCIATION**

The Board Chair called for nominations for representative to the B.C. Public School Employers' Association.

Trustee Thompson nominated Trustee Bekkering, who accepted the nomination.

The Board Chair called twice more for nominations and, hearing none, declared Trustee Bekkering elected by acclamation.

10. **ELECTION OF AN ALTERNATE REPRESENTATIVE TO THE B.C. PUBLIC SCHOOL EMPLOYERS' ASSOCIATION**

The Board Chair called for nominations for an alternate representative for the B.C. Public School Employers' Association.

Trustee Polillo nominated Trustee Thompson, who accepted the nomination.

The Board Chair called twice more for nominations and, hearing none, declared Trustee Thompson elected by acclamation.

11. **ADJOURNMENT**

The meeting adjourned at 5:35 p.m.

Chairperson

Secretary Treasurer

DRAFT
Minutes
Regular Public
Meeting

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

2022.01.25
6:00 p.m.

Present:

Sharel Warrington, Chair
Ron Polillo, Vice Chair
Betty Bekkering, Trustee
Tim Bennett, Trustee
Milton Mahoney, Trustee
Bob Thompson, Trustee
Rachael Weber, Trustee

Cindy Heitman, Superintendent of Schools
Darleen Patterson, Secretary Treasurer
Lee Karpenko, Assistant Superintendent
Kap Manhas, Assistant Superintendent
Diane Nygaard, Executive Assistant (Recorder)

1. **CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

2. **APPROVAL OF AGENDA**

The agenda was amended to include an addition under New Business as item 10.1 Smokehouse Project.

The agenda was approved as amended.

3. **PUBLIC INPUT**

Daryl Beauregard representing the Prince George District Teachers' Association commented on the important role educators have in the work towards truth and reconciliation. Mr. Beauregard commented on the teacher shortage and requested that the Trustees ask how many qualified and unqualified teachers teaching on call are available each day

Karen Wong representing CUPE 3742 with Suzanne Dallman in attendance requested that Trustees support the recommendation included in the Special Advisors' Report that an ombudsperson be hired to receive confidential reports from members of the educational community or staff who have concerns they wish to report and that all Trustees recognize the Special Advisors' Report.

Andrea Beckett representing the District Parent Advisory Council commented that truth and reconciliation is about the education of people. Ms. Beckett recognized the collaborative work with the school district related to catchment and capacity and the review of Bylaw No. 4.

Olivia Masich and Kyla McKinnon representing the District Student Advisory Council with Vice Principal Katie Marren in attendance provided an update on the recent activities of the group. Activities include working to move the learning series videos on anti-racism to the public, participation in a podcast with Rod Allen on January 22nd, and participation in sessions with Learning Forward through to April. Ms. Marren stressed the importance of having students' voices at the table when the Board is making decisions.

4. **SCHOOL DISTRICT NEWS**

Trustee Bennett expressed appreciation to staff for their hard work and dedication in keeping schools open and commented on the positive activities happening within the school district.

Trustee Bekkering acknowledged the commitment of the Indigenous Education Department in bringing welcoming drumming to all of the schools.

Trustee Polillo acknowledged the raising of the new Lheidli T'enneh First Nation flag in the Boardroom on January 24th. Mr. Polillo also noted that the Kindergarten registration process for the 2022-23 school year opens on February 1st.

Trustee Warrington recognized the work of teachers, staff and students during this school year. Ms. Warrington also spoke in honour of the new Lheidli T'enneh First Nation flag that features an orange ribbon in the lower right corner which serves to honour the children found in Kamloops and all those who died in residential schools.

5. **MINUTES OF THE PREVIOUS MEETINGS**

5.1 Regular Public Meeting of December 14, 2021

The minutes were corrected to reflect that Trustee Bennett participated in the meeting by Zoom and a housekeeping item was noted under the Trustee Liaison report for the District Parent Advisory Council.

The minutes of the regular public meeting of December 14, 2021 were adopted as amended.

5.2 Record of Minutes of Regular In Camera Meeting of December 13, 2021 and Special In Camera Meetings of December 13, 15 at 5:30 p.m. and 6 p.m., 30, 2021, January 6, 13, 17 at 5 p.m. and 6 p.m., 2022

The report on the items discussed and decisions made at the regular in camera meeting of December 13, 2021 and Special In Camera Meetings of December 13, 15 at 5:30 p.m. and 6 p.m., 30, 2021, January 6, 13, 17 at 5 p.m. and 6 p.m., 2022 were approved.

6. **BUSINESS ARISING FROM THE MINUTES**

None.

7. **EDUCATION PROGRAMS AND PLANNING COMMITTEE**

7.1 Committee Report

Trustee Polillo reviewed the January 2022 Education Programs and Planning Committee report that was included in the agenda package.

MOVED and SECONDED

That the report of the Education Programs and Planning Committee meeting held on January 18, 2022 be received.

CARRIED

Trustee Polillo noted that the presentations made at the Committee are available to view on the school district's website under the Board of Education.

7.2 Board Authorized Courses

Trustee Polillo drew attention to the recommendation, rationale and the Board Authorized Course Framework for the proposed authorized courses that was included in the agenda package.

Stephen Porter, Teacher, Sha_u Ti Kelly Road Secondary School provided a PowerPoint presentation on the proposed Football 10 course, the intended learning outcomes, and the rationale for developing the course.

Grant Erickson, Teacher, College Heights Secondary School provided a PowerPoint presentation on the proposed Football 12 course, the intended learning outcomes, and the rationale for developing the course.

Mr. Porter and Mr. Erickson responded to questions from the Trustees.

MOVED and SECONDED

That Football Grade 10 and Football Grade 12 be approved as Board authorized courses.

CARRIED

8. MANAGEMENT AND FINANCE COMMITTEE**8.1 Committee Report**

Trustee Bennett reviewed the January 2022 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 January 17, 2022 be received.

CARRIED

8.2 Ad Hoc Committee on Trustee Remuneration – Terms of Reference

Trustee Bennett reviewed the recommendation and background that was included in the agenda package. Mr. Bennett reviewed the draft terms of reference for the Ad Hoc Committee on Trustee remuneration that was also included in the agenda package.

Trustee Bennett responded to questions from the Trustees.

MOVED and SECONDED

That the Board of Education approve the Terms of Reference for the Ad Hoc Committee on Trustee Remuneration as presented.

CARRIED

9. OLD BUSINESS**9.1 Report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee**

Trustee Thompson reviewed the recommendation that was included in the agenda package.

The Secretary Treasurer reviewed the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee dated January 19, 2022 that was included in the agenda package.

The Acting Superintendent and Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

That the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee be received.

CARRIED

9.2 September 2022 Enrolment Restrictions and Other Recommendations

Trustee Polillo reviewed the recommendations and rationale that was included in the agenda package.

The Secretary Treasurer responded to questions from the Trustees.

MOVED and SECONDED

That, effective for the 2022/23 school year, enrolment at the following schools be restricted to catchment area students only:

- a) Beaverly Elementary
- b) College Heights Secondary
- c) College Heights Elementary
- d) Duchess Park Secondary, Regular Program only
- e) Edgewood Elementary
- f) Glenview Elementary
- g) Hart Highlands Elementary
- h) Harwin Elementary
- i) Heritage Elementary
- j) Malaspina Elementary
- k) Ron Brent Elementary
- l) Southridge Elementary
- m) Springwood Elementary;
- n) Vanway Elementary

And that, effective for the 2022/23 school year, Kindergarten enrolment at the following schools be restricted:

- a) College Heights Elementary – French Immersion program, no more than 20 students
- b) Polaris Montessori Elementary – no more than 40 students
- c) Ecole Lac des Bois – no more than 60 students

And that the Board of Education establishes a Long Range Facility Use Committee to consider many of the challenges identified during the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee meetings and that the Committee be comprised of at least two (2) members from each of the Rightsholder and Stakeholder groups.

And that the Board of Education establishes a Language Planning Committee to review the resource needs of the French Immersion program in relation to current staffing challenges.

CARRIED

10. NEW BUSINESS**10.1 Smoke House Project**

Pam Spooner, Director of Instruction, Indigenous Education provided an overview of the Smoke House Project proposed by the Prince George Aboriginal Business and Community Development Association. A copy of the draft letter of support was provided to the Trustees as a handout.

MOVED and SECONDED

That the Board of Education approve the letter of support regarding to the Smoke House Project as presented.

CARRIED

A recess was called at 8:15 p.m. and the meeting reconvened at 8:21 p.m.

11. DISTRICT ADMINISTRATION REPORTS**11.1 Acting Superintendent of Schools**

The Acting Superintendent provided a PowerPoint presentation providing an overview of the public report released by the Ministry of Education titled "Aboriginal Report 2016/17 – 202/21 How are We Doing?" for School District No. 57. Ms. Heitman advised that a copy of the full report is available on the school district's website.

The Acting Superintendent responded to questions from the Trustees.

12. TRUSTEE REPORTS**12.1 BC School Trustees' Association**

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

12.2 BC Public School Employers' Association

Trustee Warrington reported that Trustee Thompson will be representing the Board at the virtual Annual General Meeting of the BC Public School Employers' Association on January 27 and 28, 2022.

12.3 District Parent Advisory Council

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

12.4 District Student Advisory Council

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

12.5 Indigenous Education Advisory Committee

Trustee Warrington drew attention to the report that was included in the agenda package. Ms. Warrington noted that CUPE 3742 was also present at the partner roundtable discussion.

12.6 Various Trustee Reports

12.6.1 Trustee Bekkering

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

12.6.2 Trustee Polillo

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

12.6.3 Trustee Warrington

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

12.6.4 Other Trustees

None.

13. **CORRESPONDENCE**

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

- o Letter dated December 21, 2021 to The Honourable Jennifer Whiteside extending an invitation to visit our district and meet with the Board
- o Letter dated January 12, 2022 from the McLeod Lake Indian Band and Lheidli T'enneh First Nation – Position Paper, Special Advisor Recommendations
 - Letter of Response dated January 20, 2022 to the McLeod Lake Indian Band and Lheidli T'enneh First Nation – Position Paper, Special Advisor Recommendations

14. **ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

Chairperson

Secretary Treasurer

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

RECORD PURSUANT TO SECTION 72 OF THE SCHOOL ACT

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

January 21, 2022 Special In Camera Meeting

1. Approval of the agenda.
2. Discussion and decision regarding a personnel matter.

The meeting was called to order at 4:59 p.m. and adjourned at 5:43 p.m.

January 24, 2022 Special In Camera Meeting

1. Approval of the agenda.
2. Receipt of an update related to a Bylaw No. 4 hearing.

The meeting was called to order at 4:03 p.m. and adjourned at 4:16 p.m.

January 24, 2022 Regular In Camera Meeting

1. Approval of the agenda.
2. Adoption of the minutes of the regular in camera meeting of December 13, 2021
3. Adoption of the minutes of the special in camera meeting of January 17, 2022
4. Discussion and decision related to a personnel matter.
5. Receipt of an update related to a personnel matter.
6. Discussions regarding governance matters.
7. Receipt of a British Columbia Public School Employers' Association update.
8. Receipt of a British Columbia School Trustees Association update.
9. Receipt of the quarterly report July 1 – September 30, 2021 from the British Columbia Ombudsperson.

The meeting was called to order at 4:18 p.m. and adjourned at 6:34 p.m.

January 24, 2022 Special In Camera Meeting at 6:30 p.m.

1. Approval of the agenda.
2. Adoption of the minutes of the special in camera meeting of December 13, 2021.
3. Adoption of the minutes of the special in camera meeting of December 15, 2021 at 5:30 p.m.
4. Adoption of the minutes of the special in camera meeting of December 15, 2021 at 6 p.m.
5. Adoption of the minutes of the special in camera meeting of December 30, 2021.
6. Adoption of the minutes of the special in camera meeting of January 6, 2022.
7. Adoption of the minutes of the special in camera meeting of January 13, 2022.
8. Adoption of the minutes of the special in camera meeting of January 17, 2022.
9. Adoption of the minutes of the special in camera meeting of January 21, 2022.
10. Discussion and decision related to a personnel matter.

The meeting was called to order at 6:52 p.m. and adjourned at 8:15 p.m.

January 25, 2022 Special In Camera Meeting

1. Motion to waive written notice.
2. Approval of the agenda.
3. Adoption of the minutes of the special in camera meeting of January 24, 2022.
4. Correction to the minutes of the special in camera meeting of December 13, 2021.

The meeting was called to order at 10:36 a.m. and adjourned at 10:44 a.m.

January 27, 2022 Special In Camera Meeting

1. Motion to waive written notice.
2. Approval of the agenda.
3. Discussion and decisions related to a personnel matter.

The meeting was called to order at 6:02 p.m. and adjourned at 7:10 p.m.

February 8, 2022 Special In Camera Meeting

1. Motion to waive written notice.
2. Approval of the agenda.
3. Discussion and a decision regarding a governance matter.

The meeting was called to order at 5:32 p.m. and adjourned at 5:54 p.m.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 14, 2022

MEMORANDUM

TO: Board of Education

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

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2022**

RECOMMENDATION

That the report of the Management and Finance Committee of the Whole meeting held on February 14, 2022 be received.

* * * * *

REPORT:

- 1) The Management and Finance Committee met on February 14, 2022.
- 2) The Management and Finance Committee meeting's agenda items were:
 - a) **Minutes of the Previous Meeting** – The minutes of the previous meeting were approved as presented.
 - b) **Staffing Update** – The Director of Human Resources provided a staffing update and responded to questions from to the Committee. The update included an update on the daily absence tracking within the school district.

The Committee requested an update regarding the number of vacant teaching and Education Assistant positions within the district at the next Committee meeting.

- c) **Financial Update to January 31, 2022** - The Committee received a financial update for the first six months of the school and fiscal year to January 31, 2022. The update indicates that all schools and departments are currently operating within their approved budget. The Committee will receive an update at each meeting through to June 2022 and it will continue to monitor the results of operations for the year.
- d) **Ministry Funding Announcement – December 2021**– The Secretary Treasurer reviewed the analysis of Ministry of Education funding 2021-2022 at December 2021 compared to the 2021-2022 estimate at March 2021 and responded to questions from the Committee.

- e) **2021-2022 Amended Annual Budget** – This item appears on this evening's agenda.
 - f) **2022-2023 Budget Process**– The budget process timeline has been appended to this committee report for information purposes.
 - g) **Policy 8230 Trustee Remuneration and Expenses**– This item appears on this evening's agenda.
 - h) **Ad Hoc Language Planning Committee – Terms of Reference** – This item appears on this evening's agenda.
 - i) **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 held on April 11, 2022.

2022/23 Budget Process

February 23rd

- Preliminary budget discussions between Superintendent, Secretary Treasurer and Finance department staff
- Finance department staff work to draft preliminary department budgets based on budget assumptions adopted by the Board

March 2nd, 3rd, and 4th

- Department budget meetings – budget and staffing process attended by Department Leadership, Superintendent, Secretary Treasurer and Finance department staff (approximately 1 hour scheduled for each department)

March 30th

- 1st 2022/23 Budget Consultation Committee meeting with Rightsholder and stakeholder groups

April 4th to 8th

- School Organization meetings – budget and staffing process attended by School Leadership, Superintendent, Assistant Superintendent, Indigenous Education, Inclusive Education, Finance and Human Resources department staff (approximately 1 hour scheduled for each school)

April 11th

- Indigenous Education Advisory Committee budget consultation

April 20th

- 2nd 2022/23 Budget Consultation Committee meeting with Rightsholder and stakeholder groups

TBD

- Trustee meeting with Department leads to review budget opportunities and challenges

TBD

- Indigenous Education Leadership Table budget consultation

May 4th

- 3rd 2022/23 Budget Consultation Committee meeting with Rightsholder and stakeholder groups

May 31st

- Report of the Budget Consultation Committee presented to the Board of Education at the Public Meeting
- 1st, 2nd and 3rd reading of the 2022/2023 Annual Budget to be considered at the Board of Education at the Public Meeting

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 14, 2022

Memorandum

TO: Board of Education

FROM: Management and Finance Committee

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

RECOMMENDATION

1. That, in accordance with Section 68 (4) of the *School Act*, all three readings of the Amended Annual Budget Bylaw 2021-2022 be given at this meeting.
2. That Amended Annual Budget Bylaw 2021-2022 be given first reading.
3. That Amended Annual Budget Bylaw 2021-2022 be given second reading.
4. That Amended Annual Budget Bylaw 2021-2022 be given third and final reading.

RATIONALE:

1. In accordance with Section 113 (2) of the *School Act*, the Minister of Education is requiring that an amended annual budget for 2021-2022 be prepared.
2. The amendments to the annual budget passed by the Board on June 22, 2021 reflect an updated estimate of operations based on actual student enrolment at September 30, 2021.
3. Section 68 (1) of the *School Act* requires a bylaw to be given three distinct readings; Section 68 (4) allows a board to give all three readings at one meeting if the members of the board who are present at the meeting agree unanimously to do so.

/dlm

Amended Annual Budget

School District No. 57 (Prince George)

June 30, 2022

School District No. 57 (Prince George)

June 30, 2022

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 57 (PRINCE GEORGE) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 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 Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 57 (Prince George) Amended Annual Budget Bylaw for fiscal year 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 \$182,072,743 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE _____ DAY OF _____, 2022;

READ A SECOND TIME THE _____ DAY OF _____, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2022;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

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

Secretary Treasurer

School District No. 57 (Prince George)

Statement 2

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

	2022 Amended Annual Budget	2022 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	13,079.063	12,860.188
Adult	51.375	7.500
Other	13.250	-
Total Ministry Operating Grant Funded FTE's	13,143.688	12,867.688
Revenues	\$	\$
Provincial Grants		
Ministry of Education	165,876,079	161,439,704
Other	404,097	98,197
Tuition	12,000	
Other Revenue	3,542,188	3,104,785
Rentals and Leases	500,000	640,500
Investment Income	272,000	277,000
Amortization of Deferred Capital Revenue	4,246,987	3,459,994
Total Revenue	174,853,351	169,020,180
Expenses		
Instruction	138,296,681	132,239,369
District Administration	7,331,211	7,371,322
Operations and Maintenance	30,375,091	29,029,177
Transportation and Housing	4,709,184	4,676,634
Total Expense	180,712,167	173,316,502
Net Revenue (Expense)	(5,858,816)	(4,296,322)
Budgeted Allocation (Retirement) of Surplus (Deficit)	4,953,048	2,602,215
Budgeted Surplus (Deficit), for the year	(905,768)	(1,694,107)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(905,768)	(1,694,107)
Budgeted Surplus (Deficit), for the year	(905,768)	(1,694,107)

School District No. 57 (Prince George)

Statement 2

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

	2022 Amended Annual Budget	2022 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	152,548,040	147,979,136
Operating - Tangible Capital Assets Purchased	1,360,576	493,582
Special Purpose Funds - Total Expense	18,882,034	17,072,107
Capital Fund - Total Expense	9,282,093	8,265,259
Total Budget Bylaw Amount	182,072,743	173,810,084

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

School District No. 57 (Prince George)
Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2022

Statement 4

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(5,858,816)	(4,296,322)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,360,576)	(493,582)
Total Acquisition of Tangible Capital Assets	(1,360,576)	(493,582)
Amortization of Tangible Capital Assets	6,513,331	5,652,683
Total Effect of change in Tangible Capital Assets	5,152,755	5,159,101
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(706,061)	862,779

School District No. 57 (Prince George)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2022

	Operating Fund	Special Purpose Fund	Capital Fund	2022 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	8,475,727		38,023,414	46,499,141
Changes for the year				
Net Revenue (Expense) for the year	(3,592,472)		(2,266,344)	(5,858,816)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,360,576)		1,360,576	-
Net Changes for the year	(4,953,048)	-	(905,768)	(5,858,816)
Budgeted Accumulated Surplus (Deficit), end of year	3,522,679	-	37,117,646	40,640,325

School District No. 57 (Prince George)

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2022

Schedule 2

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	146,330,655	143,875,021
Other	404,097	98,197
Tuition	12,000	
Other Revenue	1,458,816	1,006,785
Rentals and Leases	500,000	640,500
Investment Income	250,000	250,000
Total Revenue	148,955,568	145,870,503
Expenses		
Instruction	120,297,087	115,932,250
District Administration	7,233,440	7,273,551
Operations and Maintenance	20,439,854	20,096,701
Transportation and Housing	4,577,659	4,676,634
Total Expense	152,548,040	147,979,136
Net Revenue (Expense)	(3,592,472)	(2,108,633)
Budgeted Prior Year Surplus Appropriation	4,953,048	2,602,215
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,360,576)	(493,582)
Total Net Transfers	(1,360,576)	(493,582)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 57 (Prince George)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2022

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	143,792,719	141,306,120
ISC/LEA Recovery	(441,144)	(390,454)
Other Ministry of Education Grants		
Pay Equity	2,271,692	2,271,692
Student Transportation Fund	687,663	687,663
FSA Scorer Grant	15,693	
Early Learning Framework	4,032	
Total Provincial Grants - Ministry of Education	146,330,655	143,875,021
Provincial Grants - Other	404,097	98,197
Tuition		
International and Out of Province Students	12,000	
Total Tuition	12,000	-
Other Revenues		
Other School District/Education Authorities	320,000	320,000
Funding from First Nations	441,144	390,454
Miscellaneous		
Administrative Fees	97,771	95,000
Cafeteria Recoveries	40,000	50,000
Miscellaneous	519,901	111,331
Municipal Purchasing Program Group Mastercard	20,000	20,000
Career Education Society Grant	20,000	20,000
Total Other Revenue	1,458,816	1,006,785
Rentals and Leases	500,000	640,500
Investment Income	250,000	250,000
Total Operating Revenue	148,955,568	145,870,503

School District No. 57 (Prince George)

Schedule 2B

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

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Salaries		
Teachers	57,302,455	56,659,575
Principals and Vice Principals	9,983,727	9,138,086
Educational Assistants	15,141,906	12,664,390
Support Staff	12,165,145	12,313,839
Other Professionals	7,782,403	8,633,838
Substitutes	4,000,478	3,737,788
Total Salaries	106,376,114	103,147,516
Employee Benefits	23,982,798	23,417,147
Total Salaries and Benefits	130,358,912	126,564,663
Services and Supplies		
Services	5,864,437	6,376,497
Student Transportation	4,521,359	4,581,329
Professional Development and Travel	1,636,162	1,244,806
Rentals and Leases	488,077	453,336
Dues and Fees	86,098	83,235
Insurance	335,705	340,155
Supplies	6,247,080	5,327,705
Utilities	3,010,210	3,007,410
Total Services and Supplies	22,189,128	21,414,473
Total Operating Expense	152,548,040	147,979,136

School District No. 57 (Prince George)

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

	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	46,106,542	508,300	164,536	55,465		3,000,523	49,835,366
1.03 Career Programs	630,124		36,634			2,500	669,258
1.07 Library Services	1,249,545	27,811		463,348			1,740,704
1.08 Counselling	1,696,088	17,032					1,713,120
1.10 Special Education	4,775,442	300,102	12,288,298	130,850	2,285,176	208,223	19,988,091
1.30 English Language Learning	1,720,041						1,720,041
1.31 Indigenous Education	420,510	250,323	2,623,028	64,612	784,488	9,690	4,152,651
1.41 School Administration		7,972,777		2,736,038	449,026	514,630	11,672,471
1.60 Summer School	10,304					1,335	11,639
1.64 Other	95,498		29,410	91,140		6,865	222,913
Total Function 1	56,704,094	9,076,345	15,141,906	3,541,453	3,518,690	3,743,766	91,726,254
4 District Administration							
4.11 Educational Administration	598,361	760,854		176,442	960,649	24,450	2,520,756
4.40 School District Governance					136,765		136,765
4.41 Business Administration		146,528		816,449	1,370,366	9,921	2,343,264
Total Function 4	598,361	907,382	-	992,891	2,467,780	34,371	5,000,785
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				97,734	856,648		954,382
5.50 Maintenance Operations				6,798,120	909,693	140,104	7,847,917
5.52 Maintenance of Grounds				673,108		82,237	755,345
5.56 Utilities							-
Total Function 5	-	-	-	7,568,962	1,766,341	222,341	9,557,644
7 Transportation and Housing							
7.41 Transportation and Housing Administration				51,397	29,592		80,989
7.70 Student Transportation				10,442			10,442
7.73 Housing							-
Total Function 7	-	-	-	61,839	29,592	-	91,431
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	57,302,455	9,983,727	15,141,906	12,165,145	7,782,403	4,000,478	106,376,114

School District No. 57 (Prince George)

Amended 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 Amended Annual Budget	2022 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	49,835,366	10,782,162	60,617,528	3,909,766	64,527,294	63,468,214
1.03 Career Programs	669,258	151,148	820,406	251,962	1,072,368	1,007,178
1.07 Library Services	1,740,704	399,944	2,140,648	210,131	2,350,779	2,328,283
1.08 Counselling	1,713,120	384,698	2,097,818	1,700	2,099,518	1,938,723
1.10 Special Education	19,988,091	4,731,067	24,719,158	1,098,885	25,818,043	24,251,162
1.30 English Language Learning	1,720,041	386,149	2,106,190	9,050	2,115,240	2,053,165
1.31 Indigenous Education	4,152,651	983,059	5,135,710	1,459,764	6,595,474	6,087,368
1.41 School Administration	11,672,471	2,722,790	14,395,261	338,378	14,733,639	14,557,818
1.60 Summer School	11,639	2,450	14,089	3,751	17,840	
1.64 Other	222,913	52,387	275,300	691,592	966,892	240,339
Total Function 1	91,726,254	20,595,854	112,322,108	7,974,979	120,297,087	115,932,250
4 District Administration						
4.11 Educational Administration	2,520,756	575,229	3,095,985	473,539	3,569,524	3,540,621
4.40 School District Governance	136,765	4,494	141,259	235,500	376,759	309,001
4.41 Business Administration	2,343,264	521,849	2,865,113	422,044	3,287,157	3,423,929
Total Function 4	5,000,785	1,101,572	6,102,357	1,131,083	7,233,440	7,273,551
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	954,382	203,048	1,157,430	427,655	1,585,085	1,608,967
5.50 Maintenance Operations	7,847,917	1,876,822	9,724,739	3,832,272	13,557,011	13,206,663
5.52 Maintenance of Grounds	755,345	184,229	939,574	827,000	1,766,574	1,768,661
5.56 Utilities	-	-	-	3,531,184	3,531,184	3,512,410
Total Function 5	9,557,644	2,264,099	11,821,743	8,618,111	20,439,854	20,096,701
7 Transportation and Housing						
7.41 Transportation and Housing Administration	80,989	18,726	99,715	5,300	105,015	136,642
7.70 Student Transportation	10,442	2,547	12,989	4,447,655	4,460,644	4,527,992
7.73 Housing	-	-	-	12,000	12,000	12,000
Total Function 7	91,431	21,273	112,704	4,464,955	4,577,659	4,676,634
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	106,376,114	23,982,798	130,358,912	22,189,128	152,548,040	147,979,136

School District No. 57 (Prince George)

Schedule 3

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

	2022 Amended Annual Budget	2022 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	16,776,662	14,952,107
Other Revenue	2,083,372	2,098,000
Investment Income	22,000	22,000
Total Revenue	18,882,034	17,072,107
Expenses		
Instruction	17,999,594	16,307,119
District Administration	97,771	97,771
Operations and Maintenance	653,144	667,217
Transportation and Housing	131,525	
Total Expense	18,882,034	17,072,107
Budgeted Surplus (Deficit), for the year	-	-

School District No. 57 (Prince George)

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

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
\$	\$	\$	\$	\$		\$	\$	\$
	155,918	846,474	1,224,985	48,936	36,997	119,380	511,048	
653,144	491,986	40,000 20,000	1,998,000 2,000	320,000	78,400	172,306	2,197,842	395,411
653,144	491,986	60,000	2,000,000	320,000	78,400	172,306	2,197,842	395,411
653,144	647,904	60,000	2,000,000	368,936	115,397	291,686	2,708,890	395,411
-	-	846,474	1,224,985	-	-	-	-	-
653,144	647,904	40,000 20,000	1,998,000 2,000	368,936	115,397	291,686	2,708,890	395,411
653,144	647,904	60,000	2,000,000	368,936	115,397	291,686	2,708,890	395,411
68,054	520,256			227,108	17,810 18,676	50,605 22,511	241,413 432,757 174,636 942,977	117,649
68,054	520,256	-	-	227,108	36,486	73,116	1,791,783	235,451 353,100
14,237 570,853	127,648	60,000	2,000,000	55,392 86,436	8,553 70,358	16,851 201,719	414,028 503,079	28,695 13,616
653,144	647,904	60,000	2,000,000	368,936	115,397	291,686	2,708,890	395,411
-	-	-	-	-	-	-	-	-

School District No. 57 (Prince George)

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

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)

Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School / Restart: Health & Safety Grant	Federal Safe Return to Class Fund	PRP Regional Hospital	PRP Two Wolves Centre	PRP FASD Outreach
\$	\$	\$	\$	\$	\$	\$	\$	\$
	102,331	51,000	31,882	44,550	85,196	8,216	-	50,596
9,417,824	29,194	120,482	6,000	341,931		352,661	259,059	753,184
9,417,824	131,525	171,482	37,882	386,481	85,196	352,661	259,059	753,184
-	-	-	-	-	-	8,216	-	50,596
9,417,824	131,525	171,482	37,882	386,481	85,196	352,661	259,059	753,184
9,417,824	131,525	171,482	37,882	386,481	85,196	352,661	259,059	753,184
7,691,159		20,375				212,157	182,574	312,303
				5,756	5,926	28,250		
				122,561	11,829		8,547	19,351
						6,279		124,095
7,691,159	-	20,375	-	128,317	17,755	246,686	191,121	455,749
1,726,665	131,525	4,574		31,060	12,588	55,730	43,072	100,792
	146,533		37,882	227,104	54,853	50,245	24,866	196,643
9,417,824	131,525	171,482	37,882	386,481	85,196	352,661	259,059	753,184
-	-	-	-	-	-	-	-	-

School District No. 57 (Prince George)

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

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)

PRP Camp Trapping	FASD Other	Community LINK Other	TOTAL
\$ 21,865	\$ 4,472	\$ -	\$ 3,343,846
-	900	40,000	15,589,424
-	900	40,000	2,078,900
-	5,372	40,000	22,000
21,865	-	-	17,690,324
-	5,372	40,000	18,882,034
21,865	-	-	2,152,136
-	5,372	40,000	16,776,662
-	5,372	40,000	2,083,372
-	5,372	40,000	22,000
-	-	-	1,135,126
-	-	-	241,730
-	-	-	11,821,065
-	5,372	40,000	2,639,885
-	5,372	40,000	4,421,084
-	5,372	40,000	18,882,034
-	-	-	-
-	-	-	-

School District No. 57 (Prince George)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2022

	2022 Amended Annual Budget			2022
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	Annual Budget
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	2,768,762		2,768,762	2,612,576
Investment Income			-	5,000
Amortization of Deferred Capital Revenue	4,246,987		4,246,987	3,459,994
Total Revenue	7,015,749	-	7,015,749	6,077,570
Expenses				
Operations and Maintenance	2,768,762		2,768,762	2,612,576
Amortization of Tangible Capital Assets				
Operations and Maintenance	6,513,331		6,513,331	5,652,683
Total Expense	9,282,093	-	9,282,093	8,265,259
Net Revenue (Expense)	(2,266,344)	-	(2,266,344)	(2,187,689)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,360,576		1,360,576	493,582
Total Net Transfers	1,360,576	-	1,360,576	493,582
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(905,768)	-	(905,768)	(1,694,107)

School District No.57

2021/22 Amended Annual Budget
Public Board Meeting
Budget Briefing

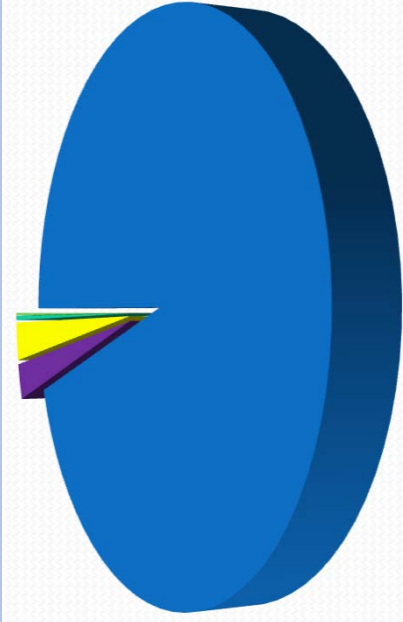
Enrollment 2021/22:

FTE's	September Enrollment	Projected Enrollment	Variance
School- Age Students	13,079.063	12,916.188	162.875
Adult Students	51.375	51.500	(0.125)
Other Students	13.250	-	13.250
	13,143.688	12,967.688	176.000

Total Revenue

(Statement 2)

	Amended	Annual	Variance
Ministry of Education Grants	\$ 165,876,079	\$ 161,439,704	\$ 4,436,375
Other Revenues	3,958,285	3,202,982	755,303
Rentals and Leases	500,000	640,500	(140,500)
Investment Income	272,000	277,000	(5,000)
Amortization of Deferred Capital			
Contributions	4,246,987	3,459,994	786,993
	\$ 174,853,351	\$ 169,020,180	\$ 5,833,171



■ Ministry of Education Grants

■ Other Revenue

■ Amortization of DCC

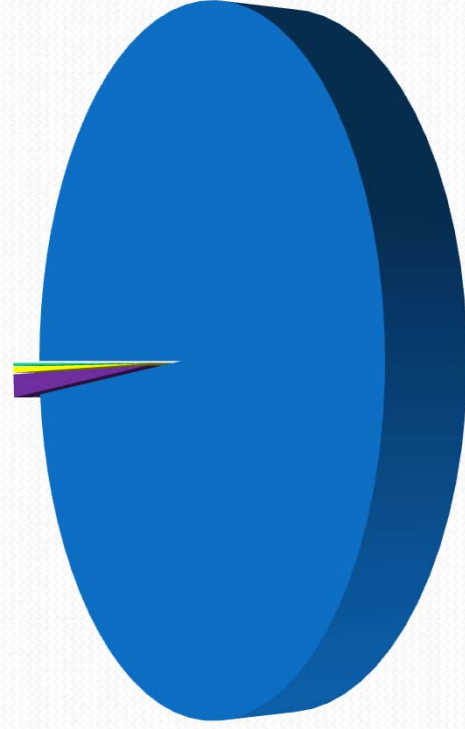
■ Rentals and Leases

■ Investment Income

Total Operating Revenue

(Schedule 2)

	Amended	Annual	Variance
Ministry of Education Grants	\$ 146,330,655	\$ 143,875,021	\$ 2,455,634
Other Revenues	1,874,913	1,104,982	769,931
Rentals and Leases	500,000	640,500	(140,500)
Investment Income	250,000	250,000	0
	\$ 148,955,568	\$ 145,870,503	\$ 3,085,065



■ Ministry of Education Grants

■ Other Revenue

■ Rentals and Leases

■ Investment Income

Ministry of Education Grants

(Schedule 2A)

	Amended	Annual	Variance
Ministry of Education Operating Grants:			
Operating Grant, Ministry of Education	\$ 143,792,719	\$ 141,306,120	\$ 2,486,599
DISC/LEA Recovery	(441,144)	(390,454)	(50,690)
	\$ 143,351,575	\$ 140,915,666	\$ 2,435,909
Other Ministry of Education Grants:			
Pay Equity	\$ 2,271,692	\$ 2,271,692	\$ 0
Transportation Supplement	687,663	687,663	0
FSA Scorer Grant	15,693	-	15,693
Early Learning Framework	4,032	-	4,032
	\$ 2,979,080	\$ 2,959,355	\$ 19,725
Total Ministry of Education Grants	\$ 146,330,655	\$ 143,875,021	\$ 2,455,634

Components of Ministry of Education Grants:

Funding type:	Amended	Annual	Variance
Regular Enrollment - school age	\$ 100,320,362	\$ 98,879,378	\$ 1,440,984
Other Enrollment - school age	2,161,722	2,331,692	(169,970)
February enrolment supplement - estimated	334,235	334,235	-
May enrolment supplement - estimated	210,925	210,925	-
Equity of Opportunity Supplement	639,899	641,358	(1,459)
Unique Student Needs funding:			
English Language Learning	2,280,815	2,404,445	(123,630)
Indigenous Education	5,942,305	5,634,000	308,305
Special Needs Education	18,834,840	17,298,450	1,536,390
Adult Education	37,096	37,725	(629)
Salary Differential	1,035,877	1,584,112	(548,235)
Unique Geographic Factors	11,834,165	11,834,165	-
Education Plan	115,635	115,635	-
Summer Learning	44,843	-	44,843
	\$ 143,792,719	\$ 141,306,120	\$ 2,486,599

Other Revenues

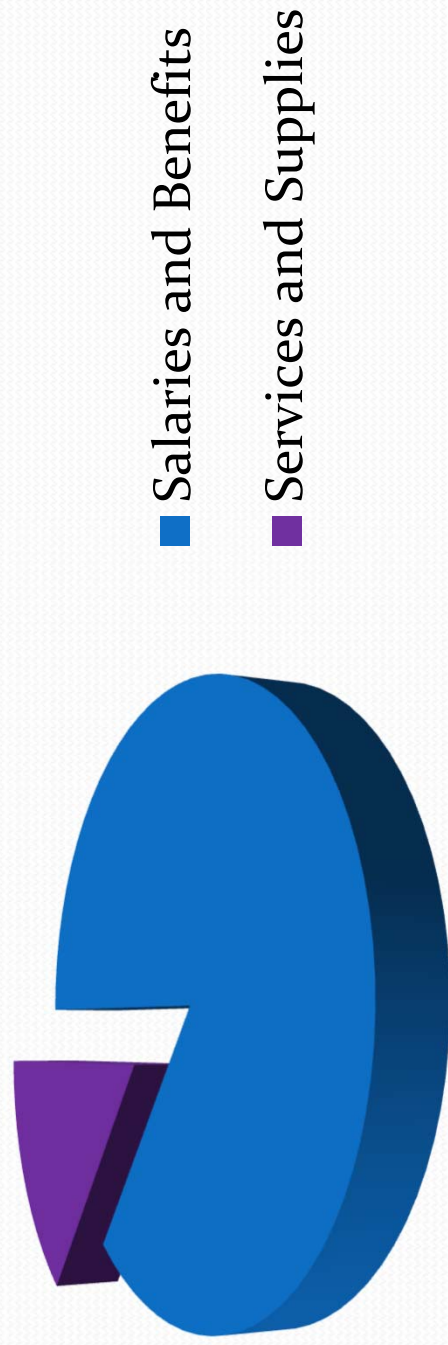
(Schedule 2A):

Funding type:	Amended	Annual	Variance
LEA / Direct Funding from First Nation	\$ 441,144	\$ 390,454	\$ 50,690
Other School District Education Authorities	320,000	320,000	-
Industry Training Authority	123,900	-	123,900
After School Sports Initiative	145,500	-	145,500
Miscellaneous	519,901	111,331	408,570
Administrative Fees	97,771	95,000	2,771
Other Provincial funding	134,697	98,197	36,500
Cafeteria Recoveries	40,000	50,000	(10,000)
Career Education Society Grant	20,000	20,000	-
Municipal purchasing group Mastercard rebal	20,000	20,000	-
International Tuition	12,000	-	12,000
	\$ 1,874,913	\$ 1,104,982	\$ 757,931
Rentals and Leases	\$ 500,000	\$ 640,500	(140,500)
Investment Income	\$ 250,000	\$ 250,000	-

Operating expenses by Source

(Schedule 2B)

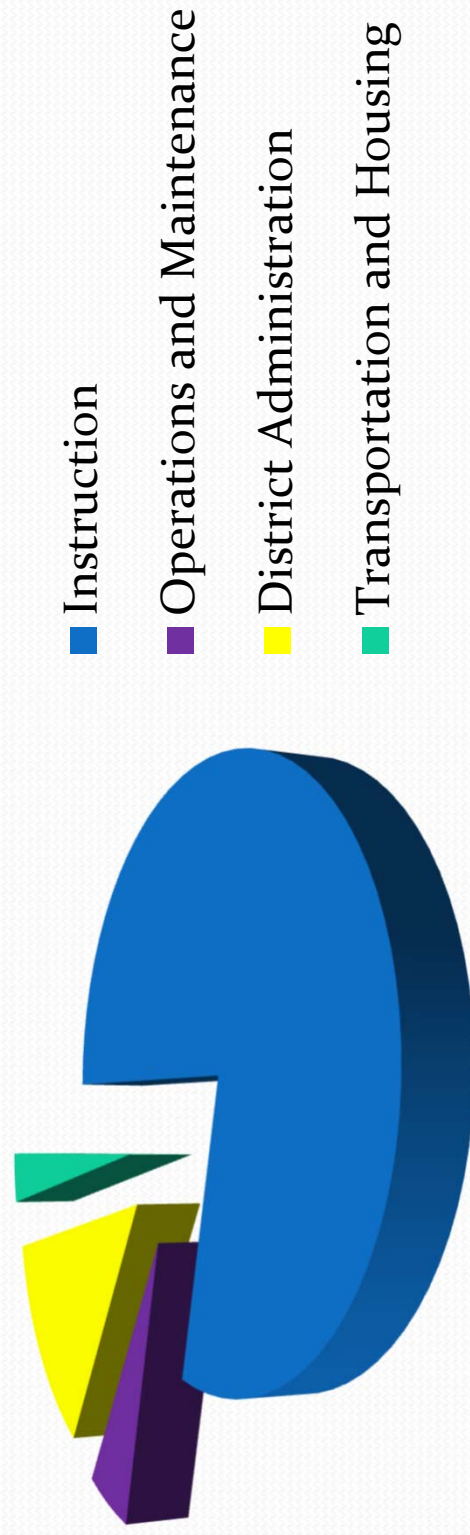
	Amended	Annual	Variance
Salaries	\$ 106,376,114	69.73% \$ 103,147,516	69.70% \$ 3,228,598
Benefits	23,982,798	15.72% 23,417,147	15.82% 565,651
Salaries and Benefits	130,358,912	85.45% 126,564,663	85.53% 3,794,249
Services and Supplies	22,189,128	14.55% 21,414,473	14.47% 774,655
	\$ 152,548,040	100.00% \$ 147,979,136	100.00% \$ 4,568,904



Operating expenses by Function

(Schedule 2C)

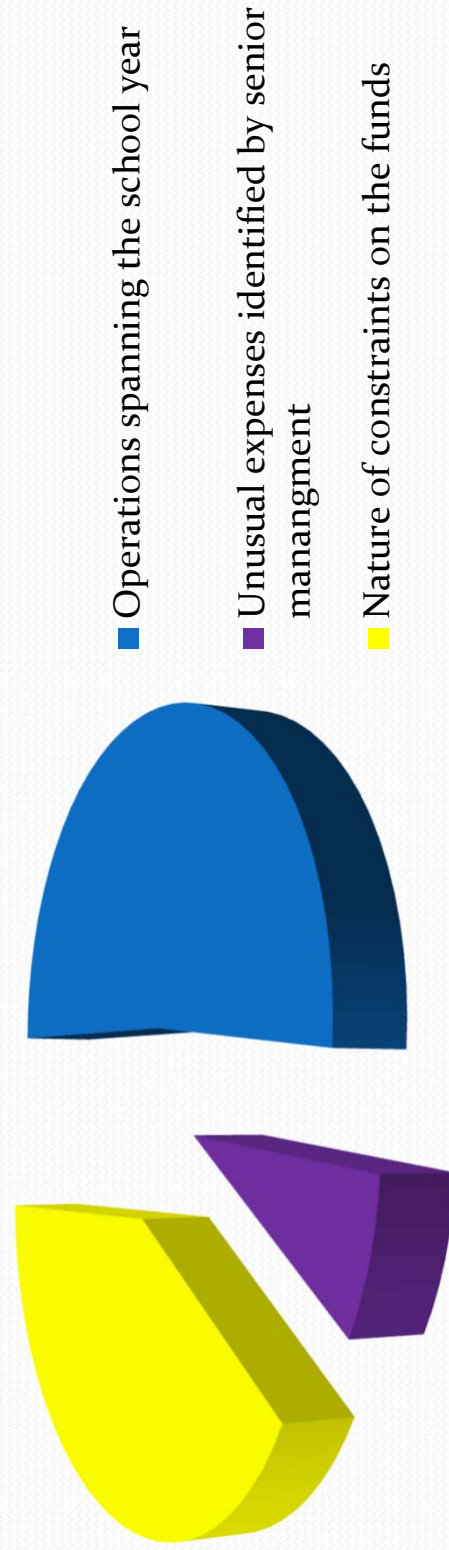
	Amended		Annual	Variance
Instruction	\$ 120,297,087	78.86%	\$ 115,932,250	78.34%
District Administration	7,233,440	4.74%	7,273,551	4.92%
Operations and Maintenance	20,439,854	13.40%	20,096,701	13.58%
Transportation	4,577,659	3.00%	4,676,634	3.16%
	<u>\$ 152,548,040</u>	<u>100.00%</u>	<u>\$ 147,979,136</u>	<u>100.00%</u>
			\$ 4,568,904	



Operating - Use of Surplus

(Schedule 2)

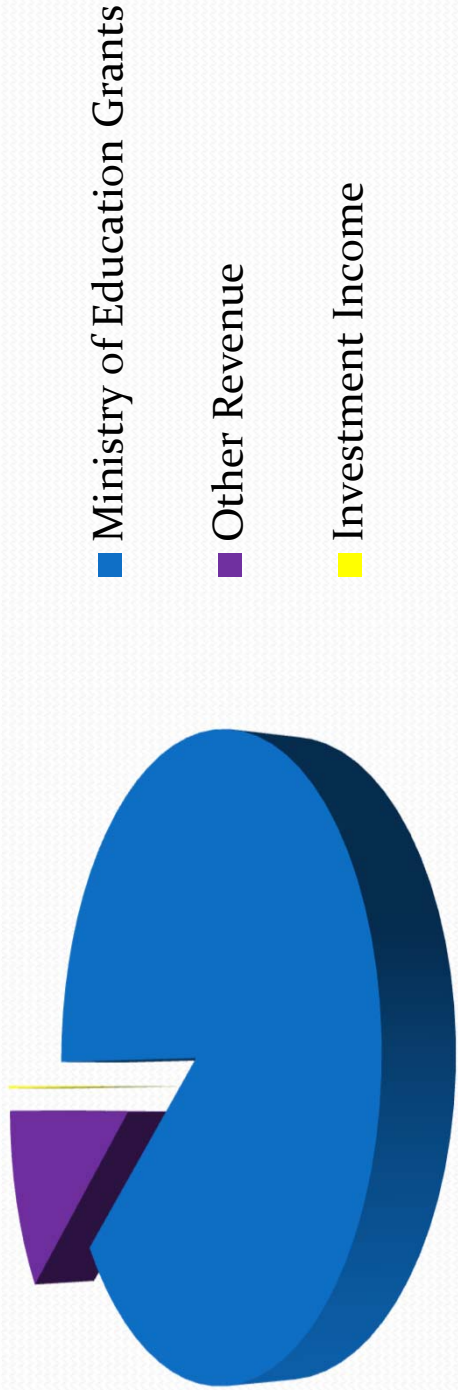
	Amended	Annual	Variance
Internally restricted due to:			
operations spanning the school year	\$ 2,657,130	\$ 2,252,215	\$ 404,915
anticipated unusual expenses identified by senior management	350,000	350,000	-
the nature of constraints on the funds	1,945,918	-	1,945,918
	<u>\$ 4,953,048</u>	<u>\$ 2,602,215</u>	<u>\$ 2,350,833</u>



Special Purpose Fund Revenue by Source

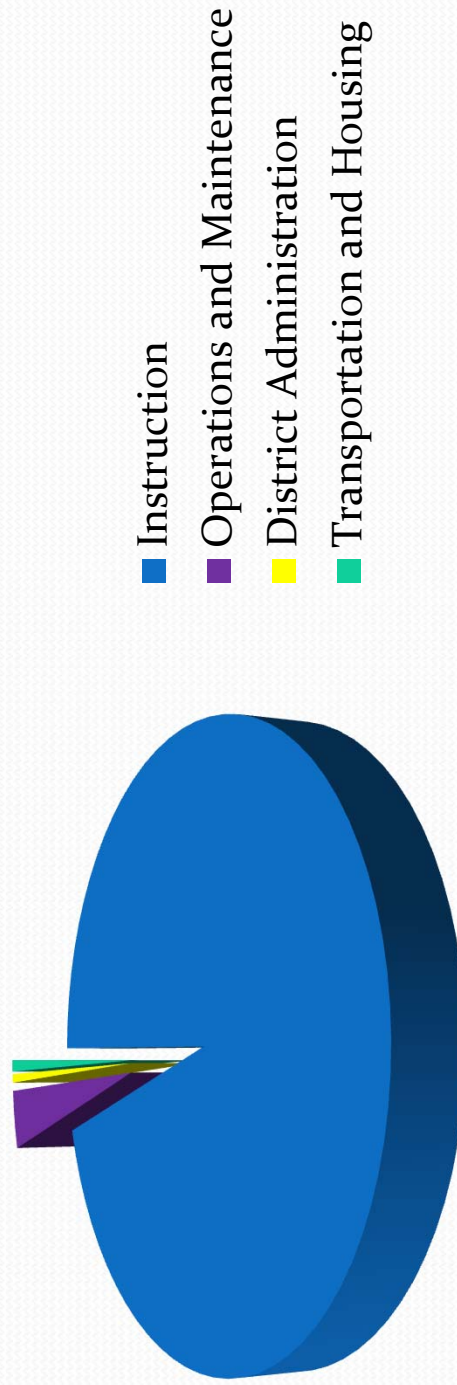
(Schedule 3)

	Amended	Annual	Variance
Ministry of Education Grants	\$ 16,776,662	\$ 14,952,107	\$ 1,824,555
Other Revenue	2,083,372	2,098,000	(14,628)
Investment Income	22,000	22,000	-
	\$ 18,882,034	\$ 17,072,107	\$ 1,809,927



Special Purpose Fund Expenses by Function (Schedule 3)

	Amended	Annual	Variance
Instruction	\$ 17,999,594	\$ 16,307,119	\$ 1,692,475
District Administration	97,771	97,771	-
Operations and Maintenance	653,144	667,217	(14,073)
Transportation and Housing	131,525	-	131,525
	<u>\$ 18,882,034</u>	<u>\$ 17,072,107</u>	<u>\$ 1,809,927</u>



Capital Fund (Schedule 4)

Revenues	Amended	Annual	Variance
Ministry of Education Grants	\$ 2,768,762 \$	2,612,576 \$	156,186
Amortization of Deferred Capital Revenue	4,246,987	3,459,994	786,993
Investment Income	-	5,000	(5,000)
	\$ 7,015,749 \$	6,077,570 \$	938,179
Expenses			
Operations and Maintenance	\$ 2,768,762 \$	2,612,576 \$	156,186
Amortization of Tangible Capital Assets	6,513,331	5,652,683	860,648
	\$ 9,282,093 \$	8,265,259 \$	1,016,834
Transfers			
Tangible Capital Assets Purchased	\$ 1,360,576 \$	493,582 \$	866,994
Transfers to Local Capital	-	-	0
	\$ 1,360,576 \$	493,582 \$	866,994
Budgeted Surplus (Deficit)	\$ (905,768) \$	(1,694,107) \$	788,339

Amended Annual Budget Bylaw

(Statement 2)

Operating Fund:			
Total Expenses	\$ 152,548,040	\$ 147,979,136	\$ 4,568,904
Tangible Capital Assets	1,360,576	493,582	866,994
Special Purpose Funds:			
Total Expenses	18,882,034	17,072,107	1,809,927
Capital Fund:			
Total Expenses	9,282,093	8,265,259	1,016,834
	<u>\$ 182,072,743</u>	<u>\$ 173,810,084</u>	<u>\$ 8,262,659</u>

School District No.57 (Prince George)

2021/2022 appropriated operating surplus	June 30, 2021	Loaded Annual Budget	Loaded Amended Budget	Ending
Internally restricted due to nature of constraints on the funds	1,945,918	-	1,945,918	-
Ministry of Education				
Indigenous Education	653,169		653,169	-
Special Advisory Committee	75,000		75,000	-
2020-21 Operating Holdback Carryover	396,173		396,173	-
Recreation trusts and other funds				
CUPE 3742, CUPE 4991 and PGDTA specific purpose funding				
CUPE SIA	81,535		81,535	-
Mentorship Funding	250,533		250,533	-
Specific purpose grants	343,532		343,532	-
Mackenzie Community Use	90,969		90,969	-
Harrower (Kelly Road)	16,745		16,745	-
BCSTA - Northern Interior Branch	20,748		20,748	-
BCASBO - Zone 3	1,200		1,200	-
Cultural Activities	16,314		16,314	-
Internally restricted due to anticipated unusual expenses identified by senior management	350,000	350,000	-	-
Building Stronger Schools	350,000	350,000	-	-
Internally restricted due to operations spanning the school year	6,179,809	2,252,215	404,915	3,522,679
Future Years' Operating / Budgets:	-	-	-	-
Appropriated for future budgets	269,623	124,389	790	144,444
School Surpluses	-			-
School based budgeting decisions - Secondary Schools	1,108,896	1,092,826	(1,022,901)	1,038,971
School based budgeting decisions - Elementary Schools	1,623,638	1,035,000	(403,797)	992,435
Department and Program Surpluses	-			-
Inclusive Education	-			-
CC404	18,816		18,816	
CC405	92,735		92,735	
School Support Initiatives	100,000		-	100,000
Careers, Skills & Trades	1,042		1,042	-
Distance Education (CIDES)	75,542		75,542	-
International Program	58,232		58,232	-
Technology, Equipment and Capital Projects:	-			-
Schools - equipment and capital projects	854,009		854,009	-
School Support - facility lease commitment	276,392		90,842	185,550
Building renewal and landlord commitments	200,000		26,438	173,562
Snow Removal Reserve	205,000			205,000
Facility Services capital equipment reserve	240,500		126,850	113,650
Energy management projects	351,505		351,505	-
Technology and telephone system renewal	703,879	-	134,812	569,067
Unrestricted operating surplus	-	-	-	-
Future budgets > 3 years	-	-	-	-
Total Available for Future Operations	8,475,727	2,602,215	2,350,833	3,522,679

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 22, 2022

MEMORANDUM

TO: Board of Education

FROM: Management and Finance Committee

SUBJECT: **POLICY 8230 TRUSTEE REMUNERATION AND EXPENSES**

RECOMMENDATION

That Policy 8230 Trustee Remuneration and Expenses, Regulation 1, be revised, effective July 1, 2022, based on the same increment if any, as the grid lift directed by the British Columbia School Employers' Association (BCPSEA) for exempt staff.

* * * * *

BACKGROUND

1. Policy 8230 Trustee Remuneration and Expenses, Regulation 2 states that *the annual remuneration for trustees will be reviewed by the Management and Finance Committee on an annual basis prior to March 31, commencing in 2019, within the following guidelines:*
 - o *Remuneration for the Chairperson will be increased based on the same increment as the grid lift directed by the British Columbia School Employers' Association (BCPSEA) for exempt staff.*
 - o *Remuneration for the Vice-Chairperson will be \$1,500 less than that of the Chairperson.*
 - o *Remuneration for trustees will be \$3,000 less than that of the Chairperson.*
2. At the February 14, 2022 Management and Finance Committee meeting, the Secretary Treasurer reviewed and discussed the annual remuneration for Trustees with the Committee.

The Secretary Treasurer advised the Committee that the school district's Collective Agreements with the Prince George District Teachers Association, CUPE 3742 and CUPE 4991 provides for a 2% salary increase effective July 1, 2022. Ms. Patterson advised that the British Columbia School Employers' Association will determine if there will be a grid lift for exempt staff.

3. Policy 8310, Policy and Policy Development defines a “minor update” as a factual change, including district information and titles of individuals, organizations or legislation that do not change the intent of the policy.
4. Policy 8310, Regulation 12 indicates that minor updates to policies may be presented directly to the Board for immediate approval.

DP/dln

DP/dln



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

POLICY 8230

TRUSTEE REMUNERATION AND EXPENSES

APPROVED: 1975.02.18

REVISED: 1999.01.26

2004.10.26

2006.10.10

2008.09.23

2013.10.29

2015.06.23

2018.02.27

2018.04.10

2019.04.30

2019.06.18

2020.07.01

2020.11.24

2021.07.01

POLICY

Appropriate financial recognition shall be provided to trustees as remuneration for their services. This remuneration shall be reviewed by the Management and Finance Committee on an annual basis. Trustees shall also be reimbursed for expenses necessarily incurred in the discharge of their duties.

Responsibility Centre: Secretary-Treasurer

References: *School Act*, Sections 71 and 85
Income Tax Act, Section 81(3)

TRUSTEE REMUNERATION AND EXPENSES

PREAMBLE

Section 71 of the *School Act* provides for an annual remuneration to be paid to trustees.

Approved: 1999.01.26
Revised: 2004.10.26



TRUSTEE REMUNERATION AND EXPENSES**REGULATIONS:**

1. The annual remuneration for trustees, as of July 1, 2021, shall be as follows:
 - 1.1 Chairperson \$23,115
 - 1.2 Vice-Chairperson \$21,615
 - 1.3 Trustees \$20,115
2. The annual remuneration for trustees will be reviewed by the Management and Finance Committee on an annual basis prior to March 31, commencing in 2019, within the following guidelines:
 - 2.1 Remuneration for the Chairperson will be increased based on the same increment as the grid lift directed by the British Columbia School Employers' Association (BCPSEA) for exempt staff.
 - 2.2 Remuneration for the Vice-Chairperson will be \$1,500 less than that of the Chairperson.
 - 2.3 Remuneration for trustees will be \$3,000 less than that of the Chairperson.
3. Trustees will be reimbursed for in-district travel, in accordance with district policy, for attendance at meetings.
 - 3.1 Mileage may be claimed for attendance at regular and special board meetings.
 - 3.2 Mileage may be claimed for attendance at committee meetings, liaison meetings or other school district functions at which trustee representation is required or requested.
 - 3.3 Optional trustee travel, including school visits, parent advisory council meetings and meetings of committees of which the trustee is not an appointed member will not be eligible for reimbursement.
4. Trustees will be reimbursed for out-of-district travel in accordance with Policy 4133.1 (Reimbursement of Travel and Meeting Expenses).



TRUSTEE REMUNERATION AND EXPENSES

5. An annual budget will be established for trustee professional development.
 - 5.1 Each trustee will be entitled to \$3,500 for his or her own professional development. Trustees will be encouraged to attend:
 - The B.C. School Trustees Association's annual general meeting
 - The B.C. School Trustees Association's trustee academies
 - The BC. School Trustees Association's Northern Interior Branch meetings
 - Off-site working sessions as organized by the school district
 - 5.2 An additional \$3,500 will also be used for trustee professional development at the discretion of, and as directed by, the Board of Education
6. Trustees will be reimbursed for the following expenses:
 - 6.1 Printer paper, to be obtained upon request from the reception desk.
 - 6.2 Consumable printer supplies to be reimbursed upon presentation of a receipt.
7. Trustees will be provided with district owned communication devices for school district business.

Approved: 1975.02.18

Revised: 2004.10.26, 2006.10.10, 2008.05.27 (effective June 1, 2008), 2008.09.23, 2013.10.29, 2015.06.23, 2018.02.27, 2018.04.10, 2019.04.30, 2019.06.18, 2020.07.01, 2020.11.24, 2021.07.01



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 14, 2022

Memorandum

TO: Board of Education

FROM: Management and Finance Committee

SUBJECT: **AD HOC LANGUAGE PLANNING COMMITTEE**

RECOMMENDATION

That the Board of Education approve the Terms of Reference for the Ad Hoc Language Planning Committee as presented.

* * * * *

RATIONALE:

1. In alignment with a recommendation contained in the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee “that the Board of Education establishes a Language Planning Committee to review the resource needs of the French Immersion program in relation to current staffing challenges”.
2. The Ad Hoc Language Planning Committee will require information and feedback from members of both the Education Programs and Planning Committee and Management and Finance Committee in order to ensure that the committee is able to consider all factors impacting their recommendations. In determining reporting structure, the focus was applied to the current staffing challenges which fall under the Management and Finance Committee.

DP/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

AD HOC LANGUAGE PLANNING COMMITTEE

TERMS OF REFERENCE

Purpose

The committee is being formed in response to the following motion, adopted by the Board at its public meeting of January 25, 2022. “that the Board of Education establishes a Language Planning Committee to review the resource needs of the French Immersion program in relation to current staffing challenges”.

The committee will gather information and provide feedback and recommendations through the Management and Finance Committee to the Board of Education on the following relevant sections of Bylaw 1 contained in the mandates for both the Education Programs and Planning Committee and the Management and Finance Committee:

- Curriculum implementation and program requirements
- School learning resources and supplies
- Personnel

The committee’s feedback and recommendations to the Board will also inform the work of the 2022/2023 Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee.

The committee will consider the 2021-2026 Strategic Plan, including the district Directions of Truth and Reconciliation, Equity of Access, Wellness, and Learning as well as the district Values of Transparency, Integrity, Equity, Inclusion, Respect and Community in their discussions.

Scope

1. To receive information provided to the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee considered during meetings of the committee.
2. To review and discuss the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee received by the Board of Education January 25, 2022.
3. To identify trends, challenges and emergent issues based on the information received.
4. To make recommendations to the Board of Education, through the Management and Finance Committee on options for addressing the identified trends, challenges, and emergent issues.

Membership

Trustees (2) (Chair Management and Finance, Chair Education Programs and Planning)
Lheidli T'enneh Nation (2)
McLeod Lake Indian Band (2)
Simpw First Nation (2)
Indigenous Education Advisory Committee (2)
Assistant Superintendent
CUPE 3742 (2)
CUPE 4991 (2)
Director of Human Resources
Director of Instruction, Curriculum and Innovation
District Parent Advisory Council (2)
District Principal, Human Resources
District Student Advisory Council (2)
District Vice Principal, Curriculum and Innovation
Prince George District Teachers' Association (2)
Prince George Principals and Vice Principals Association (2)
Secretary Treasurer
Superintendent

Chair

Chair, Education Programs and Planning Committee

Reporting

The Ad Hoc Language Planning Committee will report to the Board of Education, through the Management and Finance Committee, no later than December 31, 2022.

Meetings

The Ad Hoc Language Planning Committee will meet as required between March 31, 2022 and December 31, 2022 - meeting dates to be determined.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 15, 2022

MEMORANDUM

TO: Board of Education

FROM: Trustee Polillo, Chair
Education Programs and Planning Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2022**

RECOMMENDATION

That the report of the Education Programs and Planning Committee meeting held on February 15, 2022 be received.

* * * * *

REPORT:

1. The Education Programs and Planning Committee met on February 15, 2022.
2. The meeting's agenda items were:
 - a. **Approval of the minutes of the previous meeting held.**
 - b. **District Student Advisory Committee:** The District Student Advisory Committee advised of their plans to release three of their Video Series on anti-racism to the Community on March 2, 2022 and also reported on partnering and building connections with Ron Brent Elementary students.
 - c. **After School Sport and Arts Program:** The district Community Schools Coordinators provided a PowerPoint Presentation on the various after school programs available to students that strives to build positive, healthy relationships, promotes resilience, confidence and self-esteem.
 - d. **D. P. Todd Family of Schools –** The Principal of D.P. Todd Secondary School and the Principal of Quinson Elementary School delivered a PowerPoint Presentation reporting on field trips to an active trap-line, ice fishing, plant identification and land based opportunities that builds confidence in students.
 - e. **District Learning Support Programs:** The Principal of District Learner Support Programs reported on the various support programs available through the Alternate Community Program, Online Learning /Continuing Education and the Central Interior District Education school that are available to students advising the programs are developing to meet the needs of the students.
3. The next Education Programs and Planning Committee meeting will be held on April 12, 2022.

/jc

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 7, 2022

MEMORANDUM

TO: Board of Education

FROM: Bob Thompson, Committee Chair
Education Services Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2022**

RECOMMENDATION

That the report of the Education Service Committee meeting held on
February 7, 2022 be received.

* * * * *

REPORT:

1. The Education Services Committee met on February 7, 2022.
2. The meeting's agenda included the following topics:
 - a. **Minutes of Previous Meeting** – The minutes of the November 8, 2021 meeting were approved as presented.
 - b. **Ad Hoc Long Range Facility Use Committee** - The committee received the Ad Hoc Long Range Facility Use Committee Recommendation and Terms of Reference that is being considered by the Board at this evening's meeting.
 - c. **Energy and Sustainable Conservation Update – Aug 2021 to Dec 2021** -The Energy and Sustainable Conservation Coordinator, provided a written Energy and Sustainable Conservation update report and responded to questions.
 - d. **Shas Ti Kelly Road Secondary School Capital Project** – The Director of Facility Services provided a verbal update on the Shas Ti Kelly Road Secondary Capital Project advising that outside work will continue in the Spring on the parking lots, bus and fire lanes. An access road will be constructed to the storm water retention pond to manage surface water from parking lots and the construction of sports storage buildings.
 - e. **Annual Facility Grant Project Update** – The Manager of Capital Planning and Projects provided a verbal update advising of the replacement of gym floors at Pineview and Buckhorn Elementary schools.
 - f. **Purchase Orders Over \$25,000, Oct to Dec 2021** – The committee reviewed the Purchase Orders over \$25,000 report and the Secretary Treasurer responded to questions.
3. The next Education Services Committee meeting is scheduled to be held April 4, 2022.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 7, 2022

Memorandum

TO: Board of Education

FROM: Education Services Committee

SUBJECT: **AD HOC LONG RANGE FACILITY USE COMMITTEE**

RECOMMENDATION

That the Board of Education approve the Terms of Reference for the Ad Hoc Long Range Facility Use Committee as presented.

* * * * *

RATIONALE:

1. In alignment with a recommendation contained in the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee "that the Board of Education establishes a Long Range Facility Use Committee to consider many of the challenges identified during the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee meetings and that the Committee be comprised of at least two (2) members from each of the Rightsholder and Stakeholder groups.
2. A comprehensive Long-Range Facilities Plan (LRFP) will guide the Board of Education in making decisions regarding capital asset management and capital plan submissions, both in terms of facility operations and educational programming.
3. Significant changes have occurred in the school district impacting a variety of factors which had originally informed the creation of the Long-Range Facilities Plan dated 2014/2015 to 2023/2024.

DP/dln

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

AD HOC LONG RANGE FACILITY USE COMMITTEE

TERMS OF REFERENCE

Purpose

The committee is being formed in response to the following motion, adopted by the Board at its public meeting of January 25, 2022. "That the Board of Education establishes a Long Range Facility Use Committee to consider many of the challenges identified during the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee meetings".

The committee will gather information and provide feedback and recommendations through the Education Services Committee to the Board of Education on the following relevant sections of Bylaw 1:

- Facilities, planning and utilization
- Capital planning
- Enrolment
- School boundaries

The committee's feedback and recommendations to the Board will also inform the development of a new Long Range Facility Plan ("LRFP") for the district through the development of a wide-ranging vision for the use of the Board's current and potential future inventory of capital assets; a broad set of strategies for the most-effective delivery of education programs; and recommendations for the alternative community use of space in open schools and closed schools, as well as the use of school property.

The committee will consider the 2021-2026 Strategic Plan, including the district Directions of Truth and Reconciliation, Equity of Access, Wellness, and Learning as well as the district Values of Transparency, Integrity, Equity, Inclusion, Respect and Community in their discussions.

Scope

1. To receive information provided to the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee considered during meetings of the committee.
2. To review and discuss the report of the Expanded Committee of the Whole Catchment and Capacity Review Rightsholder and Stakeholder Advisory Committee received by the Board of Education January 25, 2022.
3. To identify trends, challenges and emergent issues based on the information received.
4. To make recommendations to the Board of Education, through the Education Services Committee on options for addressing the identified trends, challenges, and emergent issues.

Membership

Trustees (Chair Education Services Committee)
Lheidli T'enneh Nation (2)
McLeod Lake Indian Band (2)
Simpco First Nation (2)
Indigenous Education Advisory Committee (2)
Assistant Superintendent
CUPE 3742 (2)
CUPE 4991 (2)
Director of Facilities Services
District Parent Advisory Council (2)
District Student Advisory Council (2)
Energy and Sustainable Conservation Coordinator
Manager of Capital Planning and Projects
Prince George District Teachers' Association (2)
Prince George Principals and Vice Principals Association (2)
Secretary Treasurer
Superintendent

Chair

Secretary Treasurer

Reporting

The Ad Hoc Long Range Facility Use Committee will report to the Board of Education, through the Education Services Committee, no later than April 20, 2023.

Meetings

The Ad Hoc Long Range Facility Use Committee will meet as required between March 31, 2022 and April 30, 2023 - meeting dates to be determined.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 8, 2022

MEMORANDUM

TO: Board of Education

FROM: Betty Bekkering, Chair
Policy and Governance Committee

SUBJECT: **COMMITTEE REPORT – FEBRUARY 2022**

RECOMMENDATION

That the report of the Policy and Governance Committee meeting held on February 8, 2022 be received.

* * * * *

REPORT:

- 1) The Policy and Governance Committee met on February 8, 2022.
- 2) The meeting's agenda items were:
 - a) Approval of the minutes of the previous meeting held.
 - b) **Draft Policy 4116.3 Confidential Disclosure: Whistle-Blower Protection - Update-**
The Superintendent stated that the Committee was advised at the November 2021 meeting that the deadline for school districts to develop the policy had been extended from December 31, 2021 to December 31, 2023. Ms. Heitman advised that the Secretary Treasurer will create a draft terms of reference for a working group to develop the draft policy which will be presented at the next committee meeting for review.
 - c) **Draft Policy 1120 Access to the Board** – This item appears on this evening's agenda.
 - d) **Draft Policy Child Care**– Assistant Superintendent Karpenko reviewed and discussed the draft policy created by the policy development working group with the Committee. The committee requested revisions to the draft policy; the policy has been referred to Senior Administration for further review and will be brought back to a future Committee meeting.
 - e) **Draft Policy Anti-Racism – Terms of Reference**– This item appears on this evening's agenda.
 - f) **Draft Policy Indigenous Anti-Racism Policy – Update** – The Superintendent and Director of Instruction, Indigenous Education discussed a proposed draft policy to include restorative practices. The Superintendent and Director of Instruction, Indigenous Education will continue to work to develop a draft policy in consultation with the Nations.
- 3) The next Policy and Governance Committee meeting will be held on April 5, 2022.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 8, 2022

MEMORANDUM

TO: Board of Education

FROM: Policy and Governance Committee

SUBJECT: **DRAFT POLICY 1120 ACCESS TO THE BOARD**

RECOMMENDATIONS

That the Board of Education approve draft Policy 1120
Access to the Board as presented.

* * * * *

BACKGROUND

1. On March 16, 2021 the Board of Education approved the Local Education Agreement between Takla Nation and School District No. 57 (Prince George).
2. On February 8, 2022 the Policy and Governance Committee reviewed and discussed the revision to the definition of "Rightsholder and Stakeholder groups" to include the Metis Nation.
3. In accordance with Policy 8310 (Policy and Policy Development), minor revisions that do not change the intent of a policy may be approved by the Board without being distributed to reference groups for input.



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

POLICY 1120

ACCESS TO THE BOARD

APPROVED: 1981.11.18

REVISED: 1995.09.12

1999.01.26

2001.11.27

2002.11.26

2003.09.30

2012.10.30

2020.09.29

2022.XX.XX

POLICY

Opportunities will be provided for public access to the Board of Education.

DEFINITIONS:

“Ad hoc committees” are appointed by the Board to conduct research into specific issues.

“Formal presentations” are oral or written submissions arranged in advance and presented to Board or committee meetings.

“Regular meetings” are regularly scheduled public Board meetings.

“Rightsholder and Stakeholder groups” are:

- Indigenous Education Advisory Committee
- CUPE Local 3742
- CUPE Local 4991
- District Parent Advisory Council
- District Student Advisory Council
- Lheidli T'enneh First Nation
- McLeod Lake Indian Band
- Metis Nation
- Prince George District Teachers' Association
- Prince George Principals' and Vice-Principals' Association
- Simpcw First Nation



ACCESS TO THE BOARD

“Special meetings” are Board meetings called to deal with specific items.

“Standing committees” are regular committees of the Board, which are generally comprised of three trustees, appointed annually, who meet with staff and representatives of Rightsholder and Stakeholder to receive information, review and make recommendations to the Board as per Bylaw No. 1

Responsibility Centre: Superintendent of Schools & Secretary Treasurer
References: *School Act*, Section 85, Bylaw No. 1



ACCESS TO THE BOARD

PREAMBLE

Practices and procedures need to be in place to facilitate effective public access to the Board.

Approved: 1999.01.26



ACCESS TO THE BOARD**REGULATIONS:**1. Formal Presentations

- 1.1. Individuals or groups may make presentations to the Board or its committees
- 1.2. The Board Chairperson, in consultation with trustees, may direct any formal presentation to one of the Board's committees.
- 1.3. The Board Chairperson, or the chairperson of a committee, in consultation with trustees, reserves the right to decline any request to make a formal presentation.
- 1.4. Generally, the Board will defer any decision on a presentation until trustees have had sufficient time for study and discussion. Presenters will be informed by the office of the Secretary Treasurer when the topic will be placed on a future Board meeting agenda.

2. Informal Presentations

- 2.1. One half hour at the beginning of any regular or special public Board meeting, except an inaugural meeting, will be set aside to receive informal public input. In compliance with the *School Act*, in camera items such as land, legal, contractual and personnel issues, and those defined by Bylaw No. 1, Section 1.3, must not be addressed during this time period.
- 2.2. Time will be set aside to receive informal input from Rightsholder and Stakeholder groups during or immediately following the public input session. In compliance with the *School Act*, in camera items such as land, legal, contractual and personnel issues and those defined in Bylaw No. 1, Section 1.3, must not be addressed during this time period.

Approved: 1981.11.16

Revised: 1995.09.12, 2001.11.27, 2002.11.26, 2003.09.30, 2020.09.29



ACCESS TO THE BOARD***ADMINISTRATIVE PROCEDURES:*****1. Formal Presentations**

- 1.1. Individuals or groups wishing to make a formal presentation to the Board of Education must contact the Secretary Treasurer's office.
- 1.2. Individuals or groups wishing to make a formal presentation to one of the Board's standing committees must contact the chair of the committee.
- 1.3. Presenters shall make themselves known by name.
- 1.4. The Secretary Treasurer's office will notify the individual or groups of their inclusion on a Board agenda.
- 1.5. The committee chairperson, or designate, will notify the individual or group of their inclusion on a committee agenda.
- 1.6. An individual or group making a presentation to the Board or a committee may do so in writing, although a written submission is not required.
- 1.7. Once the presentation is completed and trustees have had an opportunity for questions, it is in order for the group to remain or leave the meeting.

2. Informal Presentations

- 2.1. Individuals or groups wishing to make an informal presentation to the Board at the beginning of a regular or special Board meeting must identify themselves and the issue(s) to be presented on a speakers' list posted 15 minutes prior to the Board meeting.
- 2.2. Each speaker from the public will be allowed five minutes to make comments, to a maximum of 30 minutes. At the discretion of the Chairperson, additional time may be allotted.
- 2.3. One representative from each Rightsholder and Stakeholder groups will also be allowed five minutes to make comments.

Approved: 1981.11.16

Revised: 1995.09.12, 2001.11.27, 2002.11.26, 2003.09.30, 2020.09.29



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 8, 2022

MEMORANDUM

TO: Board of Education

FROM: Policy and Governance Committee

SUBJECT: **ANTI-RACISM, ANTI-DISCRIMINATION POLICY
DEVELOPMENT GROUP**

RECOMMENDATIONS

That the Terms of Reference for the Anti-Racism,
Anti-Decimation Policy Development Group be received

* * * * *

BACKGROUND

1. On February 8, 2022 the Policy and Governance Committee reviewed and approved the proposed terms of reference of the Anti-Racism, Anti-Discrimination Policy Development Group and is providing to the Board for information.

ANTI-RACISM, ANTI-DISCRIMINATION POLICY DEVELOPMENT GROUP

PURPOSE

To revise Policy 4116.14 Multiculturalism, Racial Harmony and Anti-Racism.

SCOPE

- Review current Policy 4116.14
- Review other policies from across the province for exemplars
- Ensure suggested revisions align with the provincial K-12 Anti-Racism Education Action Plan
- Make recommendations to the Policy and Governance Committee for a draft revised policy

MEMBERSHIP

Superintendent of Schools

Trustee (2)

Lheidli T'enneh First Nation (2)

McLeod Lake Indian Band (2)

Simpcw First Nation (2)

Metis BC (2)

Immigration and Multicultural Services Society (IMSS) (2)

Human Resources (2)

CUPE 3742 (2)

PGVPA (2)

CUPE 4991 (2)

PGDTA (2)

District Parent Advisory Council (2)

District Student Advisory Council (2)

CHAIRPERSON

Superintendent of Schools

MEETINGS AND TIMELINES

The Policy Development Group will meet bi-weekly and report to the Policy and Governance Committee by April 30, 2022.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

February 22, 2022

MEMORANDUM

TO: Board of Education

FROM: Sharel Warrington Board Chair

SUBJECT: **TRUSTEE COMMITTEE AND LIAISON APPOINTMENTS**

RECOMMENDATION

That the Trustee Committee and Liaison Appointments
– February 2022 be approved.

RATIONALE:

1. Bylaw 1, 2.8 provides that Trustees shall have an opportunity to make their Committee and Liaison preferences known prior to appointments being made.
2. Trustees were provided that opportunity after the January 25, 2022 Inaugural Meeting.
3. Bylaw 1, 2.9 provides that the Committee and Liaison appointments shall be subject to the approval of the Board at the next regularly scheduled Board Meeting following the Inaugural Meeting.

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)TRUSTEE COMMITTEE AND LIAISON APPOINTMENTS – FEBRUARY 2022**Standing Committees**

Education Programs and Planning Committee	Ron Polillo (Chair) Milton Mahoney Bob Thompson
Education Services Committee	Bob Thompson (Chair) Betty Bekkering Ron Polillo
Management and Finance Committee	Tim Bennett, (Chair) Milton Mahoney Rachael Weber
Policy and Governance Committee	Betty Bekkering, (Chair) Tim Bennett Rachael Weber

Elected Positions

BCSTA Provincial Councillor	Ron Polillo Alternate: Rachael Weber
BCPSEA Representative	Betty Bekkering Alternate: Bob Thompson

Committee Representatives

Calendar Committee	Tim Bennett Ron Polillo
Catchment and Capacity Stakeholder Advisory Committee	All Trustees
Early Learning Advisory Committee	Bob Thompson
Indigenous Education Advisory Committee	Vice Chair Alternate: Rachael Weber
Language Planning Committee	TBD, Draft T of R
Long Range Facility Use Committee	TBD, Draft T of R
Springboard to Success Scholarship Committee	Ron Polillo/Betty Bekkering

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

District Parent Advisory Council	Alternating Schedule
District Student Advisory Council	Alternating Schedule
City of Prince George / Regional District of Fraser-Fort George	Chair/Vice Chair
District of Mackenzie	Rachael Weber Alternate: Chair
Village of McBride	Bob Thompson Alternate: Chair
Village of Valemount	Bob Thompson Alternate: Chair
UNBC	Chair/Vice Chair
CNC / Career Programs Advisory Committee / Trades / CTC	Chair/Vice Chair
CUPE 3742 and 4991	Tim Bennett Ron Polillo
PGDTA	Betty Bekkering
PGDTA Mackenzie Sub-local	Rachael Weber
PGDTA Robson Valley Sub-local	Bob Thompson
PGPVPA	Tim Bennett Ron Polillo

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

FAMILY OF SCHOOLS	Liaison Trustee
College Heights Secondary School	Tim Bennett
D. P. Todd Secondary School	Betty Bekkering
Duchess Park Secondary School	Milton Mahoney
John McInnis Centre	Milton Mahoney
Mackenzie Secondary School	Rachael Weber
McBride Secondary School	Bob Thompson
Prince George Secondary School	Sharel Warrington
Sha's Ti Kelly Road Secondary School	Ron Polillo
Valemount Secondary School	Bob Thompson

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

February 22, 2022

TO: Board of Education

FROM: Trustee Polillo

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

The entire Board took part in the BCSTA Northern Interior Branch Annual General meeting on Saturday February 5th. The morning Zoom conference included a business meeting with Election of Officers, Committee/Board reports and new business. We also had a successful MLA Forum with Jennifer Rice (North Coast), Mike Bernier (Peace River South), Dan Davies (Peace River North), Mike Morris (Prince George- Mackenzie), Shirley Bond (Prince George- Valemount) and Lorne Doerkson (Cariboo- Chilcotin).

On Saturday February 12th, I represented SD57 at the virtual BCSTA Provincial Council Business meeting. The meeting included oral and written reports from the President, the Chief Executive Officer and BCSTA Standing Committee Reports.

We had a Motion Tracking Database update and passed the draft BCSTA Budget for 2022/2023. No motions were submitted to Provincial Council for discussion.

Our next meeting will be the Annual General Meeting in April.

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

January 22, 2022

TO: Board of Education

FROM: Trustee Bekkering

SUBJECT: **TRUSTEE REPORT – FEBRUARY 2022**

January 31st

Attended the 1:00pm Capstone presentations at DPSS. Enjoyed walking to all the presentations and listening to the Grade 12's talk about their passions and interests. For many, these will be lifelong pursuits.

December/January/February

I was the "Trustee Observer" for the local bargaining sessions with the PGDTA. I thank the Union and the Employer for this opportunity.

February

Since making my drum at a workshop with the Indigenous Education Department. I have made good use of it by attending several of the "Welcoming Drumming Circles" held at a different school each weekday. I have lost count of how many! I'd like to say I do it for the students and the school. But, I think I do it for myself! It is a wonderful, uplifting way to begin a day and I encourage you all to try it!

February 5th

Attended the Northern Interior Branch meeting of the BCSTA. It was virtually but a way to meet with all of our fellow Trustees in the North. Although a much shortened Branch meeting we covered a lot of business and the highlights were a Q&A session with 5 of our Northern MLA's and working together on motions to bring forward to the provincial AGM of the BCSTA in Vancouver.

February 9th

Attended the DP Todd Family of Schools meeting on Zoom. It was another exceptional sharing of the great work the Family is doing of incorporating the pillars of the Strategic Plan into the curriculum! I thank all the schools for their hard work!

February 15th

The Board of Education and Senior Administration attended the first historical meeting of the Indigenous Education Leadership Table (IELT) made up of leaders from the Lheidli T'enneh First Nation and McLeod Lake Indian Band. The purpose of the meeting was to establish common ground on leading the policy and political work that supports Indigenous students in SD57. There was unanimous support to move forward on this work!

Respectfully submitted, Betty Bekkering

SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

MEMORANDUM

February 22, 2022

TO: Board of Education

FROM: Trustee Polillo

SUBJECT: **TRUSTEE REPORT – FEBRUARY 2022**

January 26th
Calendar Committee Meeting (Zoom)

January 28th
Superintendent Announcement Meeting (Zoom)
School visit at Blackburn Elementary School

February 2nd
Meeting with Special Advisors, Senior Staff and Provincial Outcomes Team

February 4th
Committee Appointment Meeting

February 5th
BCSTA- Northern Interior Branch Annual General Meeting (Zoom)

February 7th
Education Services Committee Meeting (Zoom)

February 8th
Policy and Governance Committee Meeting (Zoom)

February 9th
Calendar Committee Meeting (Zoom)
DP Todd Family of Schools Meeting (Zoom)

February 10th
Special Advisor Report Workshop with Staff

February 12th
BCSTA Provincial Council Business Meeting (Zoom)

February 14th
Management and Finance Committee Meeting (Zoom)

February 15th
Indigenous Leadership Table meeting- in person
Education Programs and Planning Committee meeting (Zoom)

February 16th
Calendar Committee Meeting (Zoom)

February 22nd
Regular Public Board Meeting



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

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

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

January 25, 2022

First People's Cultural Council
1A Boat Ramp Rd.
Brentwood Bay, BC
V8M 1N9

Attention: Karen Aird

Dear First Peoples Cultural Council,

Re: ABCDC Smoke House Project

SD57 is in full support of the Smoke House Project proposed by the Prince George Aboriginal Business and Community Development Association. This is a wonderful opportunity for our community to come together and create cultural spaces to practice Indigenous culture and share Indigenous knowledge with our students, families, staff and community. We would be delighted to host some of the proposed smoke houses at some schools as deemed appropriate between the district and ABCDC.

The impact of this project for SD57 includes:

- Building community relationships with local organizations and community members
- Engaging students, teachers, support staff, local Elders and community members with authentic Indigenous knowledge around food preparation, stories, traditions, culture and belief systems
- Learning that aligns with the First Peoples Principles of Learning and local Dakelh Holistic Lifelong Learning Model
- Encouraging healthy eating and lifestyles as well as protocols around respect and sustainability
- Enacting the space as a hub and teaching tool for understanding Indigenous ways of knowing and being as interconnected with the environment while operating in a holistic way as an interconnected community of support
- Creating space for our SD57 Land-Based and Project Based programs such as the History and Wilderness Knowledge (HAWK), the Prince George Secondary School's Experiential Project-based Indigenous Community Program (EPIC), Project-Based Learning (PBL), Montessori and any students engaging with these programs through their school based Indigenous Education Workers and classrooms
- High school shop classes will have the opportunity to contribute to the construction of the smoke houses and gain additional access to Indigenous knowledge through their engagement with the project

We thank you for considering this project and look forward to working with the Aboriginal Business and Community Development Centre to make this project possible. Please feel free to reach out if you have any questions regarding our support for this project.

Sincerely,

A handwritten signature in black ink that reads "Sharel Warrington". The script is cursive and fluid, with the first name "Sharel" and last name "Warrington" clearly distinguishable.

Sharel Warrington, Chair,
Board of Education