

Approved
Minutes
Regular
Meeting

Board of School Trustees
School District No. 57 (Prince George)
1894 Ninth Avenue, Prince George, B.C.

2002.10.01
7:00 p.m.

Present:

Bill Christie, Chairperson	Dick Chambers, Superintendent of Schools
Bev Christensen, Vice-Chairperson	Bryan Mix, Secretary-Treasurer
Barb Hall, Trustee	Wendy De Marsh, Executive Assistant (Recorder)
Lyn Hall, Trustee	
Michelle Marrelli, Trustee	
Fred McLeod, Trustee	
Patricia Wick Thibault, Trustee	

In attendance:

Kerry Firth, Assistant Superintendent (for Item 4.1)
Allan Reed, Manager of Finance (for Items 5.1-5.3)

1. **CALL TO ORDER**

The meeting was called to order at 7:14 p.m.

2. **APPROVAL OF AGENDA**

The agenda was approved with the following additions:

- Budget Review Committee Update
- Corporate Sponsorship Task Force Update
- Rural Schools Update

3. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

3.1 Regular Meeting

The minutes of the regular meeting held September 10, 2002 were approved as circulated.

3.2 Record of In Camera Meeting Minutes

The Chairperson noted that a report on the items discussed and decisions made at the in camera meeting of September 10, 2002 were included in the agenda booklet.

4. **BUSINESS ARISING FROM THE MINUTES**

4.1 District Configuration Committee Update

Assistant Superintendent Kerry Firth, chair of the District Configuration Committee, reported on the committee's work to date. The target date for the committee's report to the Board is January 28, 2003.

5. **MANAGEMENT AND FINANCE COMMITTEE**

5.1 Variance from 2001-2002 Final Budget for Transfer to Local Capital Reserve

MOVED:

That the Board approve a reduction of \$65,000 with respect to the transfer to local capital reserve in the district's 2001-2002 final budget.
CARRIED.

5.2 2001-2002 Financial Statements

Ron Epp, Partner, and Stan Mitchell, Associate, representing KPMG, presented their report on the district's 2001-2002 financial statements.

MOVED:

That the Board of School Trustees of School District No. 57 (Prince George) receive the financial statements for the year ending June 30, 2002.
CARRIED.

5.3 2002 Auditors' Management Letter

MOVED:

That the Board of School Trustees of School District No. 57 (Prince George) receive the auditors' 2002 management letter.
CARRIED.

5.4 Committee Report

Mrs. Christensen reported on the topics discussed at the last Management and Finance Committee meeting, which included, in addition to the items brought forward to the board meeting, a request for the District of Mackenzie regarding trustee electoral areas, a request from the City of Prince George regarding property set aside for a school and a request from the Regional District of Fraser-Fort George for a meeting to discuss the Buckhorn sewage lagoon.

5.5 Trustee Remuneration

MOVED:

That the remuneration provided to trustees remain unchanged for the current year.

CARRIED.

A motion to amend the main motion by increasing trustees' remuneration by \$1,000 per year was DEFEATED.

5.6 2001-2002 Technology Grant

Mrs. Christensen explained that the district had received the first installment of its 2001-2002 technology grant from the Ministry of Education, but that the second installment of 30%, or \$45,182 had never been received. Because confirmation had been received in October 2001 from the ministry that the money would be forthcoming, the funds had been allocated to schools.

Mr. Mix explained that when contacted, ministry staff indicated that the funds had been included in the one-time grant provided to school districts in the spring, although there had been no documentation indicating this.

MOVED:

That the Board write a strongly worded letter demanding the \$45,000 that the Ministry of Education owes the district for its technology grant.

CARRIED.

6. **EDUCATION PROGRAMS AND PLANNING COMMITTEE**

6.1 Committee Report

Ms. Wick Thibault reported on the topics discussed at the last EPPC meeting, which included updates on a new social studies curriculum and work done over the summer on tools for teachers and a presentation from Youthquest on harassment. Presentations on a community read-along program and the UNBC Centre for Excellence were postponed.

7. **EDUCATION SERVICES COMMITTEE**

7.1 Committee Report

Mr. McLeod reported on the topics discussed at the last Education Services Committee meeting, which included the crossing guard program, concerns about playgrounds at closed schools, the soil study done on Wildwood Elementary School, Policy 1330 Use of School Facilities and the report on purchases over \$10,000 for April-August, which was included in the Board's agenda for information.

Trustees discussed the issue of public access to the playgrounds at closed schools. In its public consultation meetings, trustees had assured parents that the playgrounds would remain open. The district's insurance provider is concerned about the district's liability on this issue.

This issue was referred back to the committee for further discussion.

Mr. McLeod reported that there was one additional issue discussed by the committee, and that was courtesy busing. He explained that the district's transportation budget is now frozen, where previously it had increased along with costs. He explained that the district's transfer policy indicated that if parents chose to transfer their child to a school outside their catchment area, they would bear the cost of transportation for their child. He reported that the committee had discussed the issue, in light of complaints received from parents in the new Shady Valley catchment area who had chosen to send their children to Hart Highlands, and that the committee was not recommending that the policy be reviewed.

8. **POLICY AND GOVERNANCE COMMITTEE**

8.1 Committee Report

Ms. Hall reported that at its last meeting the Policy and Governance Committee had reviewed a number of policies that were affected by changes in legislation, including those dealing with student transfers, parent advisory councils and the District Parent Advisory Council.

8.2 Minor Revision to Policy 8310 Policy and Policy Development

Ms. Hall explained that Administrative Council had the authority to revise administrative procedures related to district policies, but that there had been no requirement to report these revisions to the Board, so there wasn't always a record of them.

MOVED:

That the proposed minor revision to Policy 8310 Policy and Policy Development be approved.

CARRIED.

9. **DISTRICT ADMINISTRATION REPORTS**

9.1 Enrolment Update

Mr. Chambers reported that only preliminary numbers were available, as the September 30 enrolment count was still being tabulated, but that it appeared that the district's enrolment would be down from last year's by approximately 675 students. He noted that school-age, regular school-based student enrolment had declined by approximately 900 students, but that this had been offset by an increase in adult students and by the

inclusion of distance education students in the district's enrolment for the first time.

9.2 Rural Schools

Mr. Mix reported that he and the Director of Human Resources had met twice with staff from the Regional District of Fraser-Fort George and that further meetings were planned. He explained that the meetings had been exploratory in nature, consisting of the sharing of information and discussion of processes, and that once this had been concluded, the meetings would be expanded to include the school district's budget review committee and the regional district's rural schools committee.

10. **TRUSTEE REPORTS**

10.1 BC School Trustees' Association

Mrs. Christensen reported on the agenda for the upcoming Northern Interior Branch meeting in Fort Nelson, which included school planning councils, the ministry's rural schools task force, changes to graduation requirements and a superintendents' panel discussing changes in education.

10.2 District Student Advisory Council

This item was withdrawn.

10.3 Millennium Scholarship

Mrs. Christensen reported that the scholarship fund now totaled more than \$90,000, the return on which was greater than was needed for the funds current two scholarship commitments, and that discussions would be held to determine how the excess income would be distributed.

10.4 Budget Review Committee

Mr. Hall reported that the committee, appointed at the last Board meeting, was reviewing all of the suggestions that had been submitted during last year's budget consultation meetings and he expected to bring its first report to the Board's next public meeting.

10.5 Corporate Sponsorship Task Force

Mr. Hall reported that a public consultation meeting was scheduled for October 24 at the Van Bien Training and Development Centre.

11. **OLD BUSINESS**

11.1 Blackburn Jr. Secondary Capital Project

Ms. Wick Thibault noted that the project to replace Blackburn Jr. Secondary had been given preliminary approval by the Ministry of Education, but that the district had not included the project on its recently-approved capital plan and the school was now closed.

The issue was referred to the Management and Finance Committee for discussion, with a report to be brought to the November 26 public Board meeting.

At 9:30 p.m., in accordance with Bylaw No. 1, a motion to continue the meeting beyond two and a half hours was adopted.

12. **NEW BUSINESS**

12.1 Report on Directions 2001-2002

Trustees reviewed the report that was provided in the evening's agenda.

12.2 Directions 2002-2003

The newly published brochure was distributed and reviewed.

12.3 Advertising on School Signs

MOVED:

That corporate advertising, limited to that which is appropriate for association with public education facilities, be permitted on the automated display sign at Prince George Secondary School for a trial period ending December 31, 2002, and that a report on any issues that have arisen related to the advertising be brought to the Board at its meeting of November 26, 2002.

DEFEATED.

13. **ATTACHMENTS FOR INFORMATION**

Mr. Christie drew the Board's attention to the items included in the agenda for information, which were:

- Letter dated September 18, 2002 from the Minister of Education regarding the Green Buildings BC Retrofit Program
- Letter dated September 24, 2002 from the Regional District of Fraser-Fort George regarding Rural Schools
- Report of Purchases over \$10,000 for April-August 2002.

14. **ADJOURNMENT**

The meeting adjourned at 9:50 p.m.