

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
SCHOOL BOARD OFFICE
Tuesday, April 11, 2017- 7:00 P.M.**

Trustees Present: T. Last, J. Beil, J. Horne, T-L. Huddleston, B. Kuntz, L. Sanchez

Staff Present: S. Jones, K. Minette, C. McIntyre, K. Gomez

Regrets: A. Samoil

Chair Tina Last acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:00 p.m.

1. Adoption of Agenda

Motion 20170307-1.1a

Huddleston "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the agenda be approved as presented."

Carried

2. Presentation(s):

2.1 CHSS Police Car Restoration Project

The Superintendent introduced vice-principal Carla Street and students Bren Stevenson and Sehjot Sahdra who described the work underway in the Charles Hays Secondary School auto shop to restore a 1940's police car and to film the restoration process.

3. Approval of the Minutes of the

3.1 Open Board Meeting held March 7, 2017

Motion 20170411-3.1a

Huddleston "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the minutes of the open Board meeting held
March 7, 2017 be approved as presented."

Carried

4. Necessity of Closed Meeting and Agenda

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes of the In-Camera Meeting held March 7, 2017
- 4.3 Human Resources Report
- 4.4 Secretary-Treasurer's Report
- 4.5 Other
- 4.6 Legal Items
- 4.7 Information Items
- 4.8 Old Business
- 4.9 Items for Release

Motion 20170411-4.1a

Huddlestone "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the closed meeting be held and that agenda
items 1 through 9 be approved."

Carried

5. **Correspondence**

- 5.1 Addressed to the Board
 - 5.1.1 Service Delivery Project
 - 5.1.1.1 Ministry of Education, March 20, 2017

Motion 20170411-5.1.1a

Huddlestone "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the letter from the Ministry of Education be
received and filed."

Carried

- 5.2 Copied to the Board
 - 5.2.1 Refugee Support
 - 5.2.1.1 BCSTA, March 2, 2017

Motion 20170411-5.2.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the letter from the BCSTA be received and
filed."

Carried

- 5.2.2 BCSTA Letter of Support for SD61
 - 5.2.2.1 School District No. 5, March 13, 2017

Motion 20170411-5.2.2a

Horne "Be it resolved by the Board of Education of School District No. 52
Huddlestone (Prince Rupert) that the letter from School District No. 5 be
received and filed."

Carried

- 5.2.3 Funding

Motion 20170411-5.2.3a

Kuntz "Be it resolved by the Board of Education of School District No.
Huddlestone 52 (Prince Rupert) that the letters from School Districts Nos. 5
and 23, and the BCTSA, be received and filed."

Defeated

- 5.2.3.1 School District No. 5, March 13, 2017

Motion 20170411-5.2.3.1a

Horne "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the letter from School District No. 5 be
received and filed."

Carried

- 5.2.3.2 School District No. 5, March 13, 2017

Motion 20170411-5.2.3.2a

Horne "Be it resolved by the Board of Education of School District No. 52
Huddlestone (Prince Rupert) that the Chair write a letter asking for support for
mental health services."

Carried

5.2.3.3 School District No. 5, March 13, 2017

Motion 20170411-5.2.3.3a

Horne "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the letter from School District No. 5 be
received and filed."

Carried

5.2.3.4 School District No. 23, March 13, 2017

Motion 20170411-5.2.3.4a

Horne "Be it resolved by the Board of Education of School District No. 52
Huddleston (Prince Rupert) that the Chair write a letter seeking additional
funding to support Aboriginal Education."

Carried

5.2.3.5 BCSTA, March 20, 2017

Motion 20170411-5.2.3.5a

Horne "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the letter from the BCSTA be received and
filed."

Carried

5.2.4 Rural Education

5.2.4.1 School District No. 20, March 13, 2017

Motion 20170411-5.2.4a

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the letter from School District No. 20 be
received and filed."

Carried

5.2.5 FSA Reporting

5.2.5.1 School District No. 42, March 31, 2017

Motion 20170411-5.2.5a

Kuntz "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the letter from School District No. 42 be
received and filed."

Carried

5.2.6 Child Care Plan

5.2.6.1 School District No. 69, April 4, 2017

Motion 20170411-5.2.6a

Sanchez "Be it resolved by the Board of Education of School District No.
Horne 52 (Prince Rupert) that the school district support the SD69
letter."

**Defeated
on a tie**

Trustees discussed the proposed \$10 a day child care plan.

Motion 20170411-5.2.6b

Horne "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the letter from School District No. 69 be
received and filed."

Carried

6. Superintendent of Schools' Report

6.1 For Board Information:

6.1.1 Field Trips

The Superintendent presented the list of approved field trips.

6.1.2 Enrolment

The Director, Human Resources reported that the district's enrolment at April 7, 2017 was 1945 students, down 5 students from March.

6.1.3 Upcoming Projects/Learning

The Superintendent advised that the Carole Fullerton and Shelley Moore would be coming to the district in May.

6.1.4 Minister's Visit

Motion 20170411-6.1.4a

Huddleston "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the Chair send a letter to the Minister of
Education thanking him for his visit and advocating for the
replacement of Prince Rupert Middle School."

Carried

The Superintendent reported on the Minister's visit, which included tours of CHSS and PRMS as well as a meeting with the Board of Education. In response to a question the Superintendent advised that the Minister was very engaged in the tours of shop areas and attentive to what he was shown at the middle school.

6.1.5 Information Technology Report

The Superintendent presented the Information Technology Report for March 2017.

6.1.6 2017-18 Calendar

The Superintendent reported that the Prince Rupert District Teachers' Union had agreed to the changes needed to the collective agreement to facilitate a two week Spring Break. The calendar conditionally approved at the February Board meeting is now the official calendar for 2017-18.

6.1.7 Student Learning Grant

The Superintendent presented the letter from the Ministry of Education detailing the Student Learning Grant and described how the funds may be used in the district. In response to a question the Superintendent confirmed that the report to DPAC will occur before the summer break.

6.1.8 Other

The Superintendent reported that Kevin Reimer, the BCPVPA president visited the district.

Students from Hartley Bay school have partnered with students from West Vancouver to create a movable mural. The students will travel to each other's communities and experience their home cultures. This project is supported by grants from the Federal Government and the West Vancouver Community Foundation.

Students at Pacific Coast School were awarded honourable mention from WorkSafe BC for a safety video.

Students from Charles Hays Secondary School attended the 100th anniversary commemoration of the Vimy Ridge conflict in France. They also attended a ceremony in London and visited Amsterdam as part of their tour.

7. **Secretary-Treasurer's Report**

7.1 Expenditure Statement

The Secretary Treasurer presented the Expenditure Statement for March 2017.

7.2 Operations Department Report

The Secretary Treasurer presented the Operations Department Report for March 2017. In response to questions the Secretary-Treasurer advised that radon testing was new in the district, with results expected in September, and that replacement custodians would be hired to fill the vacancies created by the upcoming retirements.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Huddleston, Sanchez)

8.1.1 2017-18 Annual Budget

Motion 20170411-8.1.1a

Huddleston "Be it resolved by the Board of Education of School District
Kuntz No. 52 (Prince Rupert) that all three readings of the School
District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal
year 2017/2018 be read at the same meeting."

**Carried
Unanimously**

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2017/18 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. The Board has complied with the provisions of the *Act* respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2017/18
3. The attached Statement 2 showing the estimated revenue and expense for the 2017/2018 fiscal year and the total budget bylaw amount of \$29,513,914 for the 2017/2018 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2017/2018.

Motion 20170411-8.1.1b

Huddleston "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual
Budget Bylaw for fiscal year 2017/2018 be read a first time the 11th
day of April, 2017."

Carried

Motion 20170411-8.1.1c

Huddleston "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual
Budget Bylaw for fiscal year 2017/2018 be read a second time the
11th day of April, 2017"

Carried

Motion 20170411-8.1.1d

Huddleston "Be it resolved by the Board of Education of School District No.
Sanchez 52 (Prince Rupert) that the School District No. 52 (Prince Rupert)
Annual Budget Bylaw for fiscal year 2017/2018 be read a third time,
finally passed and adopted, the 11th day of April, 2017."

**Carried as
Amended**

The Secretary-Treasurer presented the proposed Annual Budget Bylaw. Trustees discussed various amendments to the bylaw.

Motion 20170411-8.1.1e

Beil "Be it resolved by the Board of Education of School District No.
Horne 52 (Prince Rupert) that the School District No. 52 (Prince Rupert)
Annual Budget Bylaw for fiscal year 2017/2018 be amended to
increase spending by \$250,000, drawing \$50,000 from surplus."

Carried

Trustees agreed to maintain a surplus of \$500,000 and provide a contingency of \$650,000 for potential enrolment increases.

Motion 20170411-8.1.1f

Huddleston "Be it resolved by the Board of Education of School District No.
Horne 52 (Prince Rupert) that the meeting extend beyond 3 hours."

Carried

8.1.2 Classroom Enhancement Fund

Motion 20170411-8.1.2a

Huddleston "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the Chair send a letter of thanks to the Minister
of Education for the additional funding provided through the
Classroom Enhancement Fund."

Carried

The Secretary Treasurer presented the letter from the Ministry of Education describing the implementation of the Classroom Enhancement Fund.

8.1.3 Capital Bylaw No. 17/18-CP-SD52-01

Motion 20170411-8.1.3a

Beil "Be it resolved by the Board of Education of School District
Horne No. 52 (Prince Rupert) that all three readings of the School
District No. 52 (Prince Rupert) Capital Bylaw No. 17/18-CP-SD52-
01 be read at the same meeting."

**Carried
Unanimously**

CAPITAL BYLAW NO. 17/18-CP-SD52-01

CAPITAL PLAN 2017-18

A BYLAW by the Board of Education of School District No. 52 (Prince Rupert) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 17, 2017 from the 2017-18 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Bylaw No. 17/18-CP-SD52-01

Motion 20170411-8.1.3b

Beil "Be it resolved by the Board of Education of School District No. 52
Huddleston (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital
Bylaw No. 17/18-CP-SD52-01 be read a first time the 11th day of
April, 2017."

Carried

Motion 20170411-8.1.3c

Beil "Be it resolved by the Board of Education of School District No. 52
Huddleston (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital
Bylaw No. 17/18-CP-SD52-01 be read a second time the 11th day of
April, 2017."

Carried

Motion 20170411-8.1.3d

Beil "Be it resolved by the Board of Education of School District No. 52
Huddleston (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital
Bylaw No. 17/18-CP-SD52-01 be read a third time, finally passed and
adopted, the 11th day of April, 2017."

Carried

The Secretary-Treasurer presented the proposed Capital Bylaw. In response to a question the Secretary-Treasurer advised that the work proposed for Prince Rupert Middle School is intended to address urgent needs to ensure the building remains functional until it is replaced.

8.1.4 Capital Plan Response Letter

The Secretary Treasurer presented the Ministry response to the annual five-year capital plan submission.

8.1.5 Youth Trades Capital Decision Letter

The Secretary Treasurer presented the Industry Training Authority letter providing grant money for trades capital equipment and thanked the District Career Coordinator and the Director of Operations for their work in preparing the grant application.

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
Trustee Sanchez reported on the committee's review of a draft Framework and noted how encouraging it is to see the stakeholders working together.

8.3 Provincial Council **(Trustee Horne)**
Trustee Horne advised that the next Provincial Council meeting would take place on Sunday after the BCSTA AGM.

8.4 Aboriginal Education Council **(Trustees Huddleston, Sanchez)**
Nothing to report.

8.5 Policy Committee **(Trustees Kuntz, Horne)**

8.5.1 April 5, 2017 Meeting Minutes

Trustee Kuntz presented the minutes of the April 5, 2017 meeting of the committee.

8.5.2 Policies for Review

8.5.2.1 1120 French Immersion Policy

8.5.2.2 1320 Communicable Diseases and Immunizations Policy

Motion 20170411-8.5.2a

Kuntz "Be it resolved by the Board of Education of School District
Horne No. 52 (Prince Rupert) that the French Immersion Policy and the
Communicable Diseases and Immunizations Policy be sent to
the district's partner groups for their input." **Carried**

Trustee Kuntz advised that the Policy Committee recommended these two policies be sent to the district's partner groups for their review and input.

8.5.3 Policies for Approval

8.5.3.1 1140 Student Reporting Policy

8.5.3.2 5220 Use of Schools, Grounds and Equipment Policy

Motion 20170411-8.5.3a

Kuntz "Be it resolved by the Board of Education of School District
Horne No. 52 (Prince Rupert) that the Student Reporting Policy and
Use of Schools, Grounds and Equipment Policy be approved." **Carried**

Trustee Kuntz advised that the Policy Committee recommended the approval of these two policies.

8.5.4 Policy for Deletion

8.5.4.1 1710 Student Fees and Deposits Policy

Motion 20170411-8.5.4a

Kuntz "Be it resolved by the Board of Education of School District
Horne No. 52 (Prince Rupert) that the Student Fees and Deposits
Policy be deleted." **Carried**

Trustee Kuntz advised that the Policy Committee recommended the Board delete this policy as it duplicates the *School Act* provisions.

- 8.6 District Technology Steering Committee **(Trustee Horne)**
Trustee Horne reported on the District Technology meeting which reviewed the new draft website. The committee is reviewing the cost of technology and the extent to which students are making use of the technology.

9. **Old Business**

- 9.1 CHSS Heating
The Secretary-Treasurer reported on the work district staff have done to resolve issues with heat in the school, and the constraints on their ability to do more. In response to a question the Secretary-Treasurer agreed to discuss a project to replace the unit ventilators at the school in a future capital budget submission.

10. **New Business**

None.

11. **Information Items**

- 11.1 April 20-23, 2017 BCSTA AGM
Chair Last advised that all trustees would be attending the BCSTA AGM.
- 11.2 May 3-5, 2017 Carole Fullerton
The Chair noted the change of date for Carole Fullerton.
- 11.3 MONDAY, May 8, 2017 Board Meeting
The Chair reminded everyone that the May Board Meeting is on a Monday.
- 11.4 May 25-26, 2017, Shelley Moore
The Chair advised that Shelley Moore will be here in May.
- 11.5 May 26, 2017 CHSS Grad
Chair Last asked trustees to mark their calendar for the CHSS graduation event.
- 11.6 June 12, 2017 Service Awards
Chair Last asked trustees to mark their calendar for the Service Awards.
- 11.7 June 16, 2017 Hartley Bay Grad
Chair Last noted the date for the Hartley Bay graduation.
- 11.8 June 16, 2017 Pacific Coast School Grad
Chair Last asked trustees to mark their calendar for the PCS graduation event.

12. **10 Minute Question and Answer Period**

- Q. Did you know the full time custodian had been in place in previous years?
A. Thank you.
- Q. Is there a potential for more retirements and thus unexpected savings?
A. Yes, we have not budgeted for retirements.

Q. Can the budget be adjusted through the year?

A. Yes

Q. Will there still be book deposits with the deletion of the school fees policy?

A. Yes, through the regulation.

Q. Thank you for the additional extra-curricular money.

A. Your welcome.

13. **Adjournment**

Motion 20170411-13.1a

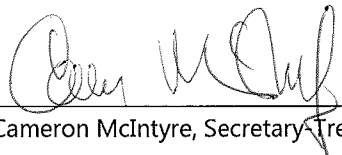
Huddlestone "Be it resolved by the Board of Education of School District

Beil No. 52 (Prince Rupert) that the meeting be adjourned at 9:15 p.m."

Carried



Tina Last, Chair



Cameron McIntyre, Secretary-Treasurer