

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
SCHOOL BOARD OFFICE**

Tuesday, December 12, 2017- 7:00 P.M.

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

Staff Present: K. Minette, C. McIntyre, D. Carter, A. Samoil

Chair Tina Last acknowledged that the meeting is being held on traditional Ts'msyen territory and welcomed everyone to the last Board meeting of 2017. The meeting was called to order at 7:00 p.m.

1. Adoption of Agenda

Motion 20171212-1.0a

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

Carried

2. Presentation(s):

2.1 Hour of Code

The Superintendent introduced Conrad Elementary School vice-principal Paramjit Khaira. Mr. Khaira's presentation focussed on the activities that took place in the district for the Hour of Code between December 4 to 8, 2017. These activities are tied to the core competency of computational thinking, which includes 7 key concepts.

A video demonstrated students at work and provided comments from teachers describing the students' engagement in the hour of code.

Mr. Khaira answered questions from trustees and emphasized the benefit for students in vocabulary and numeracy skills that arose from the hour of code activities.

3. Approval of the Minutes of the

3.1 Open Board Meeting held

3.1.1 November 14, 2017

3.1.2 December 5, 2017

Motion 20171212-3.1a

Huddlestone "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the minutes of the open Board meetings held
November 14, 2017 and December 5, 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 November 14, 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 20171212-4.1a

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

- 5.1 Addressed to the Board
 - 5.1.1 Winter Gala and Fundraiser
 - 5.1.1.1 STO:LO Service Agency, November 10, 2017

Motion 20171212-5.1.1.1a

Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from STO:LO Service Agency be received and filed."	Carried
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- 5.1.2 Ts'msyen Sm'algyax Language Authority Request
 - 5.1.2.1 Ts'msyen Sm'algyax Language Authority, November 27, 2017

Motion 20171212-5.1.2.1a

Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Chair write a letter of support for the Ts'msyen Sm'algyax Language Authority's application for an Aboriginal Language Initiative grant through the First Peoples Cultural Council."	Carried
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Trustees expressed their appreciation for the ongoing work of the Ts'msyen Sm'algyax Language Authority.

- 5.1.3 Central Interior Building
 - 5.1.3.1 Radon Testing and Mitigation in BC, December 1, 2017

Motion 20171212-5.1.3.1a

Beil Kuntz	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that letter Radon Testing and Mitigation in BC be received and filed."	Carried
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In response to a question the Secretary-Treasurer advised that all district buildings have been tested for Radon with no adverse results.

- 5.2 Copied to the Board
 - 5.2.1 Key funding priorities
 - 5.2.1.1 BCSTA, November 20, 2017

Motion 20171212-5.2.1.1a

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

6.1 For Board Information:

6.1.1 Field Trips

The Superintendent presented the list of approved field trips and answered questions from trustees.

6.1.2 Enrolment

The Director of Instruction reported that the district's enrolment at November 10, 2017 was 1,986 students.

6.1.3 Upcoming Projects/Learning

The Superintendent reported that Shelley Moore will be in the district on December 18 and 19, 2017 instructing teachers on inclusive lesson plans. Carole Fullerton will be here January 17 to 19, 2018 for math instruction, including the instruction of algebra using cedar weaving.

6.1.4 Other

The Superintendent introduced Prince Rupert Middle School principal Michele Cross-Pomponio who explained the pilot project for Grade 6 reporting and answered questions from trustees. The Superintendent emphasized the use of a growth mindset in the report process.

The district band Christmas concert is Sunday, December 17, 2017 at 2 p.m.

CHSS is working on a new timetable, going to a 5 block trimester system. A presentation will be made at a subsequent board meeting.

Charles Hays Secondary School student Aaliyah Mahboubi is one of two Canadian students heading to Taiwan for the 2018 International Science Competition.

Dates for school Christmas activities were provided to trustees.

Chair Last congratulated the Charles Hays Secondary School drama and band programs for the production of "Into the Woods".

7. Secretary-Treasurer's Report

7.1 Expenditure Statement

The Secretary-Treasurer presented the Expenditure Statement for November 2017 and answered questions from trustees.

7.2 Information Technology Department Report

The Secretary-Treasurer presented the Information Technology Department Report for November, 2017 and answered questions from trustees.

- 7.3 Operations Department Report
The Secretary-Treasurer presented the Operations Department Report for November, 2017 and answered questions from trustees.

7.4 ABC Dates

Motion 20171212-7.4a

Huddlestone "Be it resolved by the Board of Education of School District
Sanchez No. 52 (Prince Rupert) that the proposed dates for the Annual Budget Consultation be approved." **Carried**

The Secretary-Treasurer presented the proposed dates for the Annual Budget Consultation.

8. **Committee Reports**

8.1 Finance & Building Committee **(Trustees Beil, Huddlestone, Sanchez)**

8.1.1 Amendment No. 1 Ministry Response to Five-Year Capital Plan

8.1.1.1 Ministry of Education Capital Management Branch
November 21, 2017

Trustee Beil presented the Ministry of Education's updated approval of the district's 2017-18 Capital Plan.

8.1.2 Capital Bylaw

8.1.2.1 Bylaw No. 17/18-CP-SD52-02

Motion 20171212-8.1.2.1ba

Beil "Be it resolved by the Board of Education of School District
Huddlestone No. 52 (Prince Rupert) that all three readings of School District No. 52 (Prince Rupert) Capital Bylaw 17/18-CP-SD52-02 be read at the same meeting." **Carried**

**CAPITAL BYLAW NO. 17/18-CP-SD52-02
AMENDMENT NO. 1
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.

Motion 20171212-8.1.2.1ba

Beil "Be it resolved by the Board of Education of School District
Huddlestone No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert)
Capital Bylaw 17/18-CP-SD52-02 be read a first time the 12th day
of December, 2017."

Carried

Motion 20170110-8.1.1c

Beil "Be it resolved by the Board of Education of School District
Huddlestone No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert)
Capital Bylaw 17/18-CP-SD52-02 be read a second time the 12th
day of December, 2017."

Carried

Motion 20170110-8.1.1d

Beil "Be it resolved by the Board of Education of School District
Huddlestone No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert)
Capital Bylaw 17/18-CP-SD52-02 be read a third time, passed and
adopted the 12th day of December, 2017."

Carried

- 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
8.2.1 District Framework Board Meeting Report December, 2017
Trustee Horne presented the District Framework Board Meeting Report
for December and advised that the large frame group would meet in
January.
- 8.3 Provincial Council **(Trustees Horne, Sanchez)**
8.3.1 Provincial Council submission deadline, January 12, 2018
8.3.2 Provincial agenda package distributed to members January, 26, 2018
8.3.3 Provincial Council at Wosk Centre in Vancouver, February 16-17, 2018
Trustee Horne advised that the deadline for motions for Provincial Council
is prior to the January Board meeting.
- 8.4 Aboriginal Education Council **(Trustees Huddlestone, Sanchez)**
8.4.1 Aboriginal Education Report to the Board, December, 2017
Trustee Huddlestone presented the Aboriginal Education report for
December. In response to a question, the District Principal, Aboriginal
Education provided details on changes to the Role Model program.
- 8.5 Policy Committee **(Trustees Kuntz, Horne)**
8.5.1 November 30, 2017 Meeting Minutes
Trustee Horne presented minutes of the November 2, 2017 meeting of
the Policy Committee.
- 8.5.2 Bylaw and Policies for Review
8.5.2.1 Administrative Bylaw No. 1
8.5.2.2 1610 Field Trip Policy
8.5.2.3 5310 Volunteers Policy

Motion 20171212-8.5.2a

Horne "Be it resolved by the Board of Education of School District
Kuntz No. 52 (Prince Rupert) that the Field Trip and Volunteer policies
be sent to the district's partner groups for their input."

Carried

Motion 20171212-8.5.2b

Horne "Be it resolved by the Board of Education of School District
Beil No. 52 (Prince Rupert) that Administrative Bylaw No. 1 be sent to
the district's partner groups for their input."

Carried

Trustee Horne advised that the policy committee recommended the Board send Administrative Bylaw No. 1 and the Field Trip and Volunteer policies to the district's partner groups for their input.

The Secretary-Treasurer outlined the changes in the draft Administrative Bylaw No. 1.

- 8.5.3 Policies for Approval
 - 8.5.3.1 7120 Travel and Subsistence Policy
 - 8.5.3.2 7210 Annual Budget Policy
 - 8.5.3.3 7215 Surplus Policy
 - 8.5.3.4 7410 Audit Services Policy

Motion 20171212-8.5.3a

Horne "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that the Travel and Subsistence, Annual Budget,
Surplus and Audit Services policies be approved."

Carried

Trustee Horne advised that the policy committee recommended these 4 policies be approved.

- 8.6 District Technology Steering Committee **(Trustee Horne)**
Trustee Horne presented the notes from the November 29, 2017 meeting of the committee.

9. **Old Business**

- 9.1 BCSTA Academy, November 23-25, 2017
Trustee Beil reported on the BCSTA Academy.

10. **New Business**

None.

11. **Information Items**

- 11.1 December 25, 2017 -January 5, 2018, Winter Break
The Chair reminded trustees of the dates for the Winter Break.
- 11.2 January 12, 2018, Motions to Provincial Council
The Chair reminded trustees of the deadline for Motions to Provincial Council.

- 11.3 January 15, 2018, Statement of Disclosure
The Chair reminded trustees to complete and submit their Statement of Disclosure forms.
- 11.4 January 25 & 26, 2018, BCPSEA Annual General Meeting
The Chair advised that trustee Huddleston would attend the BCPSEA Annual General Meeting as the Board's representative.
- 11.5 February 15, 2018, Extraordinary motions to BCSTA Annual General Meeting
The Chair reminded the trustees of the deadline for extraordinary motions to the BCSTA Annual General Meeting.
- 11.6 February 25, 2018, Substantive motions to BCSTA Annual General Meeting
The Chair reminded the trustees of the deadline for substantive motions to the BCSTA Annual General Meeting.

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

- Q Did you know the school reviews any picture prior to release to the media?
- A Thank you.

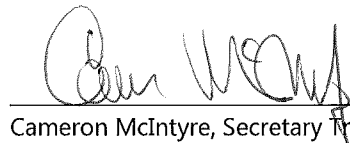
- Q Did you know the second mentorship meeting is taking place.
- A Thank you.

13. **Adjournment**

Motion 20171212-13.1a		
Huddleston	"Be it resolved by the Board of Education of School District No. 52	
Beil	(Prince Rupert) that the meeting be adjourned at 8:00 p.m."	Carried



 Tina Last, Chair



 Cameron McIntyre, Secretary Treasurer

