

**SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)**

**MINUTES**

**REGULAR OPEN SCHOOL BOARD MEETING**

**SCHOOL BOARD OFFICE**

**Tuesday, September 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, David Carter, A. Samoil

Chair Tina Last acknowledged that the meeting is being held on traditional Ts'msyen territory and welcomed everyone to the 2017-18 school year. Chair Last welcomed the Superintendent to his first meeting in this role. The meeting was called to order at 7:00 p.m.

**1. Adoption of Agenda**

**Motion 20170912-1.0a**

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

**Carried**

**2. Presentation(s):**

**2.1 Summer Read and Play – R. Edzerza**

The Superintendent introduced Roberta Edzerza, District Principal, Aboriginal Education; Anne-Marie Helin, StrongStart Coordinator; and Bea Skog, teacher at École Roosevelt school. The District Principal and her team described the successful return of the Summer Read and Play program to the district. Outdoor activities, culturally relevant reading materials and a focus on the "Daily Five" combined to instill students with a greater confidence in their reading ability. Other staff involved at the various sites were acknowledged and thanked.

Pacific Northwest LNG was acknowledged and thanked for the funding which allowed this program and Camp Jupiter to proceed.

**3. Approval of the Minutes of the**

**3.1 Open Board Meeting held June 13, 2017**

**Motion 20170912-3.1.1a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince  
Horne Rupert) that the minutes of the open Board meeting held June 13, 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 June 13, 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 20170912-4.1a**

Huddleston "Be it resolved by the Board of Education of School District No. 52  
 Horne (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 2017-18 Transportation Services
    - 5.1.1.1 Metlakatla Governing Council, July 6, 2017

**Motion 20170912-5.1.1a**

Horne "Be it resolved by the Board of Education of School District No. 52  
 Sanchez (Prince Rupert) that the Superintendent arrange a meeting to follow  
 up on the letter from the Metlakatla Governing Council and report to  
 the Board."

**Carried**

The Superintendent responded to questions from trustees.

- 5.1.2 New Curriculum Funding
  - 5.1.2.1 Office of the Deputy Minister, June 9, 2017

**Motion 20170912-5.1.2a**

Horne "Be it resolved by the Board of Education of School District No. 52  
 Beil (Prince Rupert) that the Chair write a letter to the new Minister asking  
 for the decision of the previous Deputy Minister to be reviewed."

**Carried**

- 5.2 Copied to the Board
  - 5.2.1 Congratulations
    - 5.2.1.1 School District No. 23, July 18, 2017

**Motion 20170912-5.2.1a**

Beil "Be it resolved by the Board of Education of School District No. 52  
 Horne (Prince Rupert) that the letter from the School District No. 23 be  
 received and filed."

**Carried**

- 5.2.2 Day Child Care Plan
  - 5.2.2.1 School District No. 8, July 26, 2017

**Motion 20170912-5.2.2a**

Kuntz "Be it resolved by the Board of Education of School District No. 52  
 Horne (Prince Rupert) that the letter from the School District No. 8 be  
 received and filed."

**Carried**

- 5.2.3 By-Election, School District No. 83
  - 5.2.3.1 BCSTA Thomson Okanagan Branch, August 8, 2017

**Motion 20170912-5.2.3a**

Horne "Be it resolved by the Board of Education of School District No. 52  
 Kuntz (Prince Rupert) that the letters under agenda items 5.2.3, 5.2.4 and  
 5.2.5 be received and filed."

**Carried**

- 5.2.4 Anti-Spam Legislation
  - 5.2.4.1 BCSTA, August 14, 2017
  
- 5.2.5 Motions and Initiatives
  - 5.2.5.1 BCSTA, August 16, 2017
  - 5.2.5.2 BCSTA, August 16, 2017
  - 5.2.5.3 BCSTA, August 18, 2017
  - 5.2.5.4 BCSTA, August 25, 2017
  - 5.2.5.5 BCSTA, August 30, 2017
  - 5.2.5.6 BCSTA, August 30, 2017
  - 5.2.5.7 BCSTA, August 30, 2017
  - 5.2.5.8 BCSTA, September 1, 2017
  - 5.2.5.9 BCSTA, September 1, 2017
  
- 5.2.6 PSEC Consultation
  - 5.2.6.1 BCSTA, September 6, 2017

|                               |   |
|-------------------------------|---|
| <b>Motion 20170912-5.2.6a</b> |   |
| Huddleston                    | "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 reinstatement of the BCPSEA trustee Board of Directors." |
| Horne                         |   |
| <b>Carried</b>                |   |

**6. Superintendent of Schools' Report**

- 6.1 For Board Information:
  - 6.1.1 Field Trips

|                               |   |
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| <b>Motion 20170912-6.1.1a</b> |   |
| Beil                          | "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the proposed field trip for the PRMS band be approved in principle." |
| Sanchez                       |   |
| <b>Carried</b>                |   |

The Superintendent presented the list of approved field trips. The Superintendent advised that he has received a request for approval for a field trip for the PRMS band program to Toronto, Ontario for the National Music Festival. This request requires Board approval. The middle school band won the invitation with their gold medal at the Northwest Music Festival in Terrace in May, 2017.

- 6.1.2 Enrolment
 

The Director of Instruction reported that the district's preliminary enrolment at September 8, 2017 was 1,986 students.
  
- 6.1.3 School Opening
 

The Superintendent thanked maintenance, custodial and technology staff for their hard work over the summer to get the schools ready. First day went smoothly, and there are a significant number of new teachers across the district.

6.1.4 Upcoming Projects/Learning

|                               |  |
|-------------------------------|--|
| <b>Motion 20170912-6.1.1a</b> |  |
| Kuntz                         | "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the pilot reporting project at PRMS be approved." |
| Beil                          |  |
| <b>Carried</b>                |  |

The Superintendent informed the Board that work on implementing the new curriculum is underway. A new reporting policy was approved last year and will also be implemented this year. The Grade 4 and 5 report cards used last year were a model for the district. PRMS will use descriptive reporting for grade 6, with grades appearing only at the end of the year.

Peter Scott is promoting Applied Design, Skills and Technology (ADST) across the district, and classes in elementary and middle schools are participating. Grade 4 to 8 students will participate in a learning session on DNA in fruit from September 18 to 21.

BC Aboriginal Education speaker Monique Grey-Smith will be speaking to all education staff on Implementation Day.

Carole Fullerton will be here for the 4<sup>th</sup> year, and Shelley Moore for the 2<sup>nd</sup> year. The Superintendent is looking forward to NOII and AESN inquiry questions. The introduction feast for grade 8 students going to CHSS, hosted by the grade 11 students, was an example of a successful inquiry question last year.

The district is intending to start grade group meetings including all elementary schools this year. The lack of TTOC's will present some challenges.

Susan Crichton from UBC Okanagan will present on Maker Way training.

6.1.5 Learning Improvement Fund – IUOE

The Superintendent noted that additional hours for Education Assistants will be provided once again in 2017-18 through the Learning Improvement Fund.

6.1.6 Classroom Enhancement Fund

The Superintendent advised that the district received preliminary approval from the Classroom Enhancement Fund for \$1.38 million. This is subject to change following the confirmation of actual enrolment numbers and actual staffing at September 30, 2017.

6.1.7 Other

CHSS bleacher shelter will be completed Friday, with funds from the last 2 years grad classes.

Gender neutral signage will be provided on some washrooms in all buildings.

**Motion IC20170912-6.1.7a**

Beil "Be it resolved by the Board of Education of School District No. 52  
Kuntz (Prince Rupert) that the number of Department Heads at CHSS be  
increased from 8 to 10."

**Carried**

The Superintendent reported that he was recommending CHSS, in order to work on the implementation of the new curriculum, will need to address the additional workload by the appointment of 2 additional Department Heads. This would be an increase from 8 to 10.

Trustees discussed the difficult budget decisions made for the 2016-17 budget and the need to meet the needs of the school for the current year.

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

7.1 Expenditure Statement

The Secretary-Treasurer presented the Expenditure Statement for August 31, 2017.

7.2 Information Technology Department Report

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

7.3 Operations Department Report

The Secretary-Treasurer presented the Operations Department Report for July and August 2017. The Secretary-Treasurer noted that this would be the last report from Mr. Garcia, who has resigned, and thanked Mr. Garcia for his contributions to the district.

Mr. James Warburton will be the Director of Operations effective October 1, 2017.

7.4 Transportation Funding

The Secretary-Treasurer advised that the new Transportation funding was used in 2016-17 as planned, and that the district would use the funds in the same manner in 2017-18. The Secretary-Treasurer answered questions from trustees.

**8. Committee Reports**

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

8.1.1 2017-18 Annual Facilities Grant Plan

Trustee Beil presented the Annual Facilities Grant Plan for 2017-18 and noted that the district should be proud of the number of projects that are being completed.

The Secretary-Treasurer advised that the slab replacement project for Lax Kxeen Elementary School is currently scheduled to be completed on November 1, 2017.

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**

8.2.1 Document Approval

**Motion 20170912-8.2.1a**

Huddleston "Be it resolved by the Board of Education of School District No. 52  
Horne (Prince Rupert) that the Framework for Enhancing Student Learning  
for 2017-2020 be approved as presented."

**Carried**

The Superintendent presented the draft Framework for Enhancing Student Learning for approval. Following approval, the document will be posted on the district website for parents and other interested users to read.

Trustees expressed their appreciation for the work of all of the committee members.

The Superintendent advised that the District Principal, Learner Support Services and the District Principal, Aboriginal Education, will take over as leaders of the Framework Committee. One of their tasks will be to survey students over the course of the school year.

8.3 Provincial Council **(Trustees Horne, Sanchez)**

8.3.1 October Provincial Council Meeting, October 27-28

8.3.1.1 Deadline for Motions, September 22, 2017

Trustee Horne reminded the Board that the deadline for Motions for the Provincial Council meeting is September 22, 2017.

Trustee Huddlestone suggested the Northwest Branch may wish to submit a motion related to the PSEC letter.

8.4 Aboriginal Education Council **(Trustees Huddlestone, Sanchez)**

Trustee Huddlestone advised there was nothing to report from the council. The FNEESC conference will be held this fall, and Trustee Huddlestone expressed her interest in attending the conference herself, or the whole Board attending.

Trustees agreed to discuss this request at the next Board meeting.

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

8.5.1 June 28 2017 Meeting Minutes

Trustee Kuntz presented minutes of the June 28, 2017 meeting of the Policy Committee.

8.5.2 Policies for Review

8.5.2.1 3520 Disposal of Land and Improvements Policy

8.5.2.2 3530 Disposal of Surplus Assets Policy

8.5.2.3 6250 District Parent Advisory Council Policy

**Motion 20170912-8.5.2a**

Kuntz  
Horne

"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Disposal of Land and Improvements, Disposal of Surplus Assets, and the District Parent Advisory Council policies be sent to the district's partner groups for their input."

**Carried**

Trustee Kuntz advised that the Policy Committee recommended these three policies be sent to the partner groups for their input.

8.5.3 Policies for Approval

8.5.3.1 1440 Diversity and Inclusion Policy

8.5.3.2 6310 Role of the Superintendent Policy

8.5.3.3 6315 Delegation to the Superintendent Policy

**Motion 20170912-8.5.3.1a**

Kuntz "Be it resolved by the Board of Education of School District  
Horne No. 52 (Prince Rupert) that the Diversity and Inclusion, Role of  
the Superintendent and the Delegation to the Superintendent  
policies be approved."

**Carried**

Trustee Kuntz advised that the Policy Committee recommended these three policies be approved by the Board.

Trustees expressed their appreciation for the work of the Policy Committee.

- 8.6 District Technology Steering Committee **(Trustee Horne)**  
Trustee Horne reported that the next meeting of the committee will be on September 20, 2017.

9. **Old Business**

None.

10. **New Business**

None.

11. **Information Items**

- 11.1 BCSTA Northwest Branch Meeting, September 15-16, 2017  
Chair Last reminds all attendees to check their travel arrangements.
- 11.2 BCSTA Liaison Meeting, October 25, 2017  
Chair Last noted the date for the BCSTA Liaison Meeting was October 25, not October 24 as printed in the Board package.
- 11.3 BCSTA Board Chairs Meeting, October 26, 2017  
Chair Last will be attending the meeting on October 26, not October 25 as printed in the Board package.
- 11.4 BCPSEA Provincial Advisory Committee, November 1, 2017  
Chair Last noted that Trustee Huddlestone would attend this meeting as a member of the committee.
- 11.5 BCPSEA Symposium, November 2-3, 2017  
Chair Last advised that Trustee Huddlestone would attend the Symposium as the Board's delegate.
- 11.6 BCSTA Academy, November 23-25, 2017  
Chair Last asked all trustees to mark the dates of the Academy in their calendars.

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

- Q. Will the district include the grade 8 and 9 teachers in the department meetings to share their experience with the new curriculum?  
A. This is an excellent idea.
- Q. Which report card will be used for a grade 6/7 split class?  
A. The plan for a grade 6/7 split class is still being determined. The school will make that decision.

13. **Adjournment**

**Motion 20170912-13.1a**

Huddlestone "Be it resolved by the Board of Education of School District  
Horne No. 52 (Prince Rupert) that the meeting be adjourned at 8:22 p.m."

**Carried**

  
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Tina Last, Chair  
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Cameron McIntyre, Secretary-Treasurer