

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

**MINUTES**

**REGULAR OPEN SCHOOL BOARD MEETING**

**SCHOOL BOARD OFFICE**

**Tuesday, April 12, 2016 - 7:00 P.M.**

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

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

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

**1. Adoption of Agenda**

**Motion 20160412-1.1a**

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

**Carried**

**2. Presentation(s):**

- 2.1 Technology and Maker Space, Sèbastien Paquet  
The Superintendent introduced the District Career Coordinator, Sèbastien Paquet. Mr. Paquet presented the concept of a Maker Space to the Board. It is intended to provide a wide variety of hands-on learning activities. Trustees saw an item produced by a student using a 3D printer donated by CityWest. The Little Bit technology donated by the Prince Rupert Rotary Club and the Prince Rupert Port Authority was demonstrated. A Maker Space room will be developed at PRMS and will be open to all schools.

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

- 3.1 Open Board Meeting held March 8, 2016  
3.2 Special Open Board Meeting held March 15<sup>th</sup>, 2016  
3.3 Special Open Board Meeting held March 30, 2016

**Motion 20160412-3.1a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the minutes of the open Board meetings held  
March 8, 2016 and the special open Board meetings held March 15, 2016  
and March 30, 2016 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 8, 2016  
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 20160412-4.1a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
 Beil (Prince Rupert) that a 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 Storage Data
    - 5.1.1.1 Special Committee to Review the FIOPPA, March 3, 2016

**Motion 20160412-5.1.1a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
 Beil (Prince Rupert) that the letter from the Special Committee to  
 Review the FIOPPA be received and filed." **Carried**

- 5.2 Copied to the Board
  - 5.2.1 Board Advocacy
    - 5.2.1.1 School District No. 5, March 9, 2016
    - 5.2.1.2 School District No. 5, March 9, 2016
    - 5.2.1.3 School District No. 5, March 9, 2016

**Motion 20160412-5.2.1a**

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

- 5.2.2 Funding
  - 5.2.2.1 School District No. 5, March 9, 2016
  - 5.2.2.2 School District No. 28, March 11, 2016

**Motion 20160412-5.2.2a**

Beil "Be it resolved by the Board of Education of School District No. 52  
 Kuntz (Prince Rupert) that the letters from School District Nos. 5 and 28  
 be received and filed." **Carried**

- 5.2.3 CBC Interview
  - 5.2.3.1 School District No. 69, March 11, 2016

**Motion 20160412-5.2.3a**

Kuntz "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**

- 5.2.4 New Curriculum
  - 5.2.4.1 School District No. 8, March 22, 2016

**Motion 20160412-5.2.4a**

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from School District No. 8 be received and filed."	<b><u>Carried</u></b>
Huddleston		

**6. Superintendent of Schools' Report**

- 6.1 For Board Information:
  - 6.1.1 Field Trips
 

The Superintendent presented the list of approved field trips for a wide variety of activities.
  - 6.1.2 Enrolment
 

The Director, Human Resources reported that enrolment at March 31, 2016 was 2,043 students, down 12 primarily at CHSS.
  - 6.1.3 Imagine Grants
 

The Superintendent reported that two grants have been received. One will support outdoor equipment at Roosevelt and the other will train teachers to be instructors in children's yoga.
  - 6.1.4 2016-17 School Calendar

**Motion 20160412-6.1.4a**

Huddleston	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that Motion 20160315-2.1a be reconsidered."	<b><u>Carried, Trustees Last, Beil, Horne, Huddleston, &amp; Kuntz in favour</u></b> <b><u>Trustee Sanchez opposed</u></b>
Beil		

**Motion 20160315-2.1a**

Kuntz	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that School Calendar Option 2 be approved."	<b><u>Carried, Trustees Last, Beil, Horne, Huddleston, &amp; Kuntz in favour</u></b> <b><u>Trustee Sanchez opposed</u></b>
Horne		

Trustees expressed their disappointment with many of the negative comments in the community following the special open Board meeting on March 15, 2016. Each trustee expressed their hopes and concerns with the implementation of a 2 week Spring Break.

- 6.1.5 Upcoming Learning Opportunities
 

The Superintendent reported Carole Fullerton will be here April 18 & 19.

6.1.6 In Our Schools

The Superintendent advised that 2 CHSS students, Chelsea Mitchell and Janilee Bruce, will receive the Verna J. Kirkness Science and Engineering Program award which is a scholarship provided to Aboriginal grade 11 students to spend a week at a Canadian university interacting with scientists in their research laboratories

6.1.7 CHSS Hockey Academy

**Motion 20160412-6.1.7a**

Kuntz	"Be it resolved by the Board of Education of School District	<b><u>Carried</u></b> <b><u>Unanimously</u></b>
Huddlestone	No. 52 (Prince Rupert) that the Board Approved Course for Hockey be approved."	

The Superintendent presented a proposal for a Board Approved Course for a Hockey class at Charles Hays Secondary School.

6.1.8 Other

The Superintendent thanked everyone who participated in the thoughtexchange process on student learning. The data is being analysed and will be provided soon.

UBC field experience students will be here in April and May.

BCSTA has advised that a video from our district has been accepted for presentation at the BCSTA AGM.

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

7.1 Expenditure Statement

The Secretary-Treasurer presented the Expenditure Statement for March 2016.

7.2 Operations Department Report

**Motion 20160412-7.2a**

Horne	"Be it resolved by the Board of Education of School District No. 52	<b><u>Carried</u></b>
Kuntz	(Prince Rupert) that staff report back to the Board in the fall on the district's progress in addressing water quality issues."	

The Secretary-Treasurer presented the Operations Department Report for March 2016.

Trustees discussed the importance of having a system in place to ensure water quality in district buildings is monitored regularly.

Trustees asked the Finance & Building Committee to review the impact on district Annual Facilities Grant from the implementation of water quality equipment.

7.3 Information Technology Reports

The Secretary-Treasurer presented the Information Technology Department Report for March 2016.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Huddleston, Sanchez)

8.1.1 2016-17 Annual Budget

**Motion 20160412-8.1.1a**

Beil "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 2016/2017 be read at the same meeting."

**Carried**  
**Unanimously**

**2016/17 ANNUAL BUDGET**

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 2016/2017 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 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 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$29,410,369 for the 2016/2017 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2016/2017.

**Motion 20160412-8.1.1b**

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) Annual  
Budget Bylaw for fiscal year 2016/2017 be read a first time the 12th  
day of April, 2016."

**Carried**

**Motion 20160412-8.1.1c**

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) Annual  
Budget Bylaw for fiscal year 2016/2017 be read a second time the  
12th day of April, 2016."

**Carried**

**Motion 20160412-8.1.1d**

Beil "Be it resolved by the Board of Education of School District No.  
Huddleston 52 (Prince Rupert) that the School District No. 52 (Prince Rupert)  
Annual Budget Bylaw for fiscal year 2016/2017, as amended, be  
read a third time, finally passed and adopted, the 12th day of April,  
2016."

**Carried as**  
**Amended**

The Secretary-Treasurer presented the draft budget to the Board, outlining the changes reflected in the budget. The Board was asked to consider an appropriate level of surplus and the changes needed to balance the budget.

**Motion 20160412-8.1.1e**

Huddleston      "Be it resolved by the Board of Education of School District No. 52  
Horne              (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual  
Budget Bylaw for fiscal year 2016/2017 be amended to target an  
unrestricted surplus of \$500,000 in the budget for fiscal year  
2016/2017."

**Carried**

Trustees discussed making deeper budget cuts to provide a \$500,000 surplus for next year.

**Motion 20160412-8.1.1f**

Horne              "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 2016/2017 be amended by the amounts  
recorded by the Secretary-Treasurer."

**Carried**

The Chair asked the Secretary-Treasurer to review the budget cuts proposed for trustees to balance the budget, and noted that trustees are discussing positions, not the individuals currently filling those positions.

The Secretary-Treasurer reviewed the list of proposed budget reductions. Trustees discussed which deductions they would choose in order to balance the budget.

**Motion 20160412-8.1.1g**

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

**Carried**

8.1.2      2016-17 Annual Facilities Grant Capital Bylaw

**Motion 20160412-8.1.2a**

Beil                "Be it resolved by the Board of Education of School District  
Huddleston      No. 52 (Prince Rupert) that all three readings of the School  
District No. 52 (Prince Rupert) Annual Facilities Grant Capital  
Bylaw for fiscal year 2016/2017 be read at the same meeting."

**Carried**  
**Unanimously**

**CAPITAL PROJECT BYLAW NO. 127091**

A BYLAW by the Board of Education of School District No. 52 (Prince Rupert) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved Capital Project No. 127091 – 2016/17 Annual Facilities Grant.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the Project substantially as directed by the Minister;
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Project of the Board approved by the Minister and specifying a maximum expenditure of \$513,771 for Project No. 127091 is hereby adopted.
2. This Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Project Bylaw No. 127091.

**Motion 20160412-8.1.2b**

Beil "Be it resolved by the Board of Education of School District No. 52  
Huddlestone (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual  
Facilities Grant for fiscal year 2016/2017 be read a first time the 12th  
day of April, 2016."

**Carried**

**Motion 20160412-8.1.2c**

Beil "Be it resolved by the Board of Education of School District No. 52  
Huddlestone (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual  
Facilities Grant for fiscal year 2016/2017 be read a second time the  
12th day of April, 2016."

**Carried**

**Motion 20160412-8.1.2d**

Beil "Be it resolved by the Board of Education of School District No. 52  
Huddlestone (Prince Rupert) that the School District No. 52 (Prince Rupert) Annual  
Facilities Grant for fiscal year 2016/2017 be read a third and final time,  
and adopted, the 12th day of April, 2016."

**Carried**

The Secretary-Treasurer presented the Annual Facilities Grant capital bylaw for 2016/17.

8.1.3 District Facilities Plan

**Motion 20160412-8.1.3a**

Beil "Be it resolved by the Board of Education of School District No. 52  
Huddlestone (Prince Rupert) that the District Facilities Plan be approved by the  
Board and submitted to the Ministry of Education." **Carried**

The Secretary-Treasurer advised that the April 2009 District Facilities Plan prepared by Matrix Planning Associates required an update to reflect the current operations of the district. Stantec Inc. was engaged to update the plan. The Secretary-Treasurer reviewed the Summary of the updated District Facilities Plan and answered questions from trustees.

8.2 District Improvement Team Report **(Trustees Huddlestone, Sanchez)**

**Motion 20160412-8.2a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Sanchez (Prince Rupert) that future agendas refer to the "Framework for  
Enhancing Student Learning" Report." **Carried**

Information on the framework for enhancing student learning is available on the district website.

8.3 Provincial Council **(Trustee Horne)**  
Trustee Horne advised that he would attend the Provincial Council meeting on Sunday following the BCSTA AGM.

8.4 Aboriginal Education Council **(Trustees Huddlestone, Last)**  
Nothing to report at this time.

8.5 Policy Committee **(Trustees Horne, Kuntz)**  
Nothing to report at this time.

8.6 District Technology Committee **(Trustee Last)**  
Trustee Last advised that the committee will meet next week.

9. **Old Business**

9.1 By-Election  
The Chair advised that the Board of Education would meet with City Council at the end of April to discuss the trustee by-election and other issues.

10. **New Business**

None.



11. **Information Items**

- 11.1 BCSTA AGM, April 14-16, 2016  
Chair Last advised that all trustees would be attending the BCSTA AGM.
- 11.2 CHSS Grad, May 27<sup>th</sup>, 2016  
Chair Last asked trustees to mark their calendar for the graduation event.
- 11.3 Service Awards, June 6, 2016, Lester Centre  
Chair Last asked trustees to mark their calendar for the Service Awards.
- 11.4 PCS Grad, June 13, Lester Centre  
Chair Last asked trustees to mark their calendar for the graduation event.

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

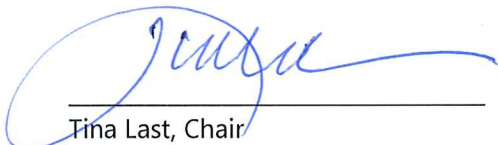
- Q. Has the district considered submitting a "needs" budget?  
A. Not at this point.
- Q. Will there be an increase in water charges to schools as a result of the flushing program?  
A. Yes.
- Q. Did the Board say in March that the decision on a 2 week Spring Break was not to balance the budget?  
A. That is correct.
- Q. Do trustees think it is appropriate to send educators to the Portland Assessment institute?  
A. That money is coming out of the school budget at CHSS. Next year's school budget will be reduced.
- Q. Thank you to the Board for addressing these difficult decisions; I expect you will see backlash.  
A. Thank You
- Q. Will the travel cuts impact teams going to competitions?  
A. No, this is for staff and trustee travel.

13. **Adjournment**

**Motion 20160412-13.1a**

Huddleston "Be it resolved by the Board of Education of School District No.  
Kuntz 52 (Prince Rupert) that the meeting be adjourned at 9:30 pm.

**Carried**

  
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Tina Last, Chair

  
\_\_\_\_\_  
Cameron McIntyre, Secretary-Treasurer

