

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

**MINUTES**

**REGULAR OPEN SCHOOL BOARD MEETING**

**SCHOOL BOARD OFFICE**

**Tuesday, April 14, 2015 – 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, K. Minette, A. Samoil

Regrets: J. Carlick-Pearson, K. Gomez

Chair Tina Last acknowledged that the meeting is taking place on traditional Ts'msyen territory, advised that trustee Carlick-Pearson and the Director, Human Resources sent their regrets and called the meeting to order at 7:00 p.m.

**1. Adoption of Agenda**

**Motion 20150414-1.0**

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

**2. Presentation(s):**

**2.1 District Careers Report – Sèbastien Paquet**

The Superintendent advised that Sèbastien Paquet, the District Career Coordinator, has been hired with money from a one-time grant from the Ministry of Education.

Mr. Paquet provided a presentation for the Board which highlighted the work he has completed in the district this year.

Trustees expressed their appreciation for the quality of the presentation and expressed their hope that the Ministry would provide funding to allow Mr. Paquet to continue his work next year.

**3. Approval of the Minutes of the Open Board Meeting held March 10, 2015**

**Motion 20150414-3.0**

Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Beil the minutes of the open Board meeting held March 10, 2015 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 10, 2015
- 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 20150414-4.0**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Huddleston 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 Funding

5.1.1.1 DPAC, February 17, 2015

**Motion 20150414-5.1.1**

Huddleston "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the district provide DPAC with \$2,500 in funding as requested in their letter." **Carried**

Trustees expressed their appreciation for the work of DPAC and discussed the value of the SOLOS presentations on internet safety that were sponsored by DPAC.

5.1.2 Non-Instructional Day

5.1.2.1 BC Education Collaborative, March 4, 2015

**Motion 20150414-5.1.2**

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

The Superintendent advised that selection of Professional Development dates includes a consultation process with the Prince Rupert and District Teachers' Union and that this request will be presented during that consultation.

5.2 Copied to the Board

5.2.1 Provincial Budget / Administrative Savings

5.2.1.1 List attached

**Motion 20150414-5.2.1**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the letters about the Provincial Budget and Administrative Savings from various school districts be received and filed." **Carried**

5.2.2 BCSTA MOU

5.2.2.1 School District No. 78, February 2, 2015

5.2.2.2 School District No. 57, February 5, 2015

5.2.2.3 BCSTA, April 1, 2015

**Motion 20150414-5.2.2**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the letters from School District Nos. 78 and 57 and the letter from BCSTA be received and filed." **Carried**

5.2.3 Adult Education

5.2.3.1 School District No. 57, February 5, 2015

5.2.3.2 School District No. 62, March 6, 2015

**Motion 20150414-5.2.3**

Kuntz "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Beil the letters from School District Nos. 57 and 62 be received and filed." **Carried**

- 5.2.4 Exempt Compensation Freeze
- 5.2.5.1 List attached

**Motion 20150414-5.2.4**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the letters about the Exempt Compensation Freeze from various school districts be  
received and filed." **Carried**

**6. Superintendent of Schools' Report**

6.1 For Board Information:

- 6.1.1 Field Trips  
The Superintendent advised the Board of the approved field trips.
- 6.1.2 Enrolment  
The Secretary-Treasurer advised that enrolment at March 31, 2015 was 2,057, an increase of 6 from February.
- 6.1.3 Upcoming Learning Opportunities  
The Superintendent reported on the learning opportunities offered in the last month.
- 6.1.4 School Fees and Deposits

**Motion 20150414-6.1.4**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the school fees and deposits for the 2015-16 school year be approved as presented." **Carried**

The Superintendent presented the list of proposed school fees and deposits for the 2015-16 school year.

- 6.1.5 Healthy Living Grants  
The Superintendent reported that a number of Healthy Living Grants have been received. Roosevelt recently received a grant in support of the early morning Daily Physical Activity (DPA) program.
- 6.1.6 Other  
The Superintendent reported that Learning Improvement Fund (LIF) consultations have been completed with the Prince Rupert and District Teachers' Union to spend the remaining funds available in the Education Fund.

UBC rural field candidates are coming to the district on April 27.

The posters on the walls inform staff and students of the school district's beliefs related to the Achievement Contract. There is a hope that these posters might find their way to places like doctor's offices.

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

7.1 Expenditure Statement

The Secretary Treasurer presented the Expenditure Report for March 2015.

- 7.2 Operations Department Report  
The Secretary Treasurer presented the Operations Department Report for March 2015. In response to a question, the Secretary-Treasurer confirmed that a second vehicle would be retired when two new vehicles arrive.
- 7.3 Information Technology Report  
The Secretary-Treasurer presented the Information Technology Department Report for March 2015. In response to a question, the Director of Instruction, Information Technology provided further details on the information learned during the visit from Apple Canada.
- 7.4 City Rezoning Notice

**Motion 20150414-7.4**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Horne the district ask City Council to discuss the Board's concerns with the rezoning of the property beside Kanata school at the requested meeting between City Council and the Board of Education." **Carried**

The Secretary-Treasurer advised that he had attended the public meeting with Chair Last and trustee Horne. At the meeting the Secretary-Treasurer expressed concerns on behalf of the Board with respect to the proposed amendment of the City zoning bylaws. Chair Last expressed her disappointment that City Council did not seem receptive to the Board's concerns.

**8. Committee Reports**

- 8.1 Finance & Building Committee **(Trustees Beil, Huddlestone, Sanchez)**  
8.1.1 2015-16 Annual Budget

**Motion 20150414-8.1.1.1**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz all three readings of the School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2015/2016 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 2015/2016 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 2015/2016.
3. The attached Statement 2 showing the estimated revenue and expense for the 2015/2016 fiscal year and the total budget bylaw amount of \$30,129,983 for the 2015/2016 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 2015/2016.

**Motion 20150414-8.1.1.2**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2015/2016 be read a first time the 14<sup>th</sup> day of April, 2015." **Carried**

**Motion 20150414-8.1.1.3**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Beil the School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2015/2016  
be read a second time the 14<sup>th</sup> day of April, 2015." **Carried**

**Motion 20150414-8.1.1.4**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Sanchez the School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2015/2016,  
be read a third time, finally passed and adopted on the 14<sup>th</sup> day of April, 2015." **Carried**

Trustees expressed their belief that the budget reflects the Board's desire to enhance student achievement.

8.1.2 2015-16 Annual Facilities Grant Bylaw

**Motion 20150414-8.1.2.1**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Beil all three readings of the School District No. 52 (Prince Rupert) Capital Project Bylaw  
No. 126906 for fiscal year 2015/16 be read at the same meeting." **Carried Unanimously**

**CAPITAL PROJECT BYLAW NO. 126906**

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. 126906 – 2015/16 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 \$553,545 for Project No. 126906 is hereby adopted.
2. This Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Project Bylaw No. 126906.

**Motion 20150414-8.1.2.2**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Beil the School District No. 52 (Prince Rupert) Capital Project Bylaw No. 126906 for fiscal year  
2015/16 be read a first time the 14<sup>th</sup> day of April 2015." **Carried**

**Motion 20150414-8.1.2.3**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Kuntz the School District No. 52 (Prince Rupert) Capital Project Bylaw No. 126906 for fiscal year  
2015/16 be read a second time the 14<sup>th</sup> day of April 2015." **Carried**

**Motion 20150414-8.1.2.4**

Huddlestone Kuntz "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital Project Bylaw No. 126906 for fiscal year 2015/16 be read a third time, finally passed and adopted the 14<sup>th</sup> day of April 2015."

**Carried**

8.2 District Improvement Team Report (Trustees Kuntz, Sanchez)  
Trustee Kuntz advised the large District Improvement Team meeting will take place on May 14, 2015.

8.3 Provincial Council Report (Trustee Carlick-Pearson)  
8.3.1 Provincial Council Meeting  
Trustee Huddlestone noted that candidate statements for directors were in the AGM package. One of the candidates is a trustee from Prince George. There will be a regional teleconference on April 27.

8.4 Aboriginal Education Report (Trustees Huddlestone, Horne)  
No items to report.

8.5 Policy Committee Report (Trustees Horne, Kuntz)  
8.5.1 March 26, 2015 Meeting Minutes  
Trustee Horne presented the minutes of the March 26 2015 meeting of the Policy Committee.  
8.5.2 Policies for Review  
8.5.2.1 6610 Making Policy and Regulations Policy  
8.5.2.2 6710 Records Management Program

**Motion 20150414-8.5.2**

Kuntz Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Making Policy and Regulations Policy and the Records Management Program Policy be sent to the district's partner groups for their comments."

**Carried**

Trustee Horne advised that minor changes to the two policies were proposed by the committee.

8.6 District Technology Committee Report (Trustee Last)  
Trustee Last reported the committee meets tomorrow.

**9. Old Business**

9.1 Provincial Budget  
9.1.1 BCSTA, February 18, 2015

**Motion 20150414-9.1.1.1**

Horne Kuntz "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Chair write a letter to the Minister asking for the funding to education be increased."

**Defeated**

**Motion 20150414-9.1.1.2**

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

**Carried**

The Secretary-Treasurer reminded trustees that this letter had been tabled at the previous Board meeting.

Trustees debated the district's own funding situation, which is currently comfortable given the amount of funding protection being received, and the desire to support other districts who are facing much more difficult funding challenges.

- 9.2 Provincial Council Report
- 9.2.1 Item 20150310-8.3.3 TABLED

**Motion 20150310-8.3.3**

Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Carlick-Pearson the district not meet with MLA Jennifer Rice at this time, as requested by BCSTA."

**Carried**

The Secretary-Treasurer advised trustees that this motion had been tabled at the previous Board meeting and is now back on the table for debate.

10. **New Business**

None.

11. **Information Items**

11.1 Metlakatla Local Education Agreement

Chair Last advised that the district was pleased to announce that a renewed Local Education Agreement with the Metlakatla First Nation was signed on April 1, 2015. The district has a productive relationship with the Metlakatla First Nation and the parties discussed making arrangements for the Board to visit Metlakatla in the future.

11.2 BCSTA AGM, April 16-19, 2015

Chair Last noted that the BCSTA AGM starts on Thursday.

11.3 CHSS Grad, May 29, 2015

Chair Last advised trustees to mark their calendar for this graduation event.

11.4 Service Awards, June 8, 2015

Chair Last advised the service awards would take place on June 8, 2015.

11.5 PCS Grad, June 17, 2015

Chair Last advised the PCS Grad would take place on June 17, 2015.

11.6 Trustee Updates

Trustee Kuntz – Roosevelt – PAC will meet tomorrow. Counsellors from PRMS are visiting with grade 5 students. DARE program is underway. Jazz musicians are coming.

Trustee Huddlestone – PRMS – Medieval event was wonderful. Track and field is starting. Crazy 80's day took place before Spring Break. A student/teacher basketball game was won by the teachers. The school has a visiting teacher from Japan.

Trustee Horne – PCS – students are very engaged. Staff are pushing to have students graduate who are eligible.

CHSS – basketball trips were very good. Track and field is underway. The Milk Run is happening tomorrow. A Loony Auction for Grad is happening on April 24 at the Civic Centre.

Trustee Sanchez – Conrad – visit every week and meet with teachers.

Trustee Last – Lax Kxeen – A Parent Handbook is out for feedback. 17 bridges are being built for the competition in Kitimat. The school is working with Conrad for a concert on May 30. The school has sponsored an eagle nest on webcam.

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

Q. Is the district using surplus to balance the budget?

A. Yes

Q. How much surplus is being used?

A. A little less than \$1,000,000.

Q. So is the district is being short funded by the Ministry?

A. The district has been given more money that it has used in previous years.

13. **Adjournment**

**Motion 20150414-13.1**

Huddlestone "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that  
Horne the meeting be adjourned at 8:18 pm."

**Carried**



Tina Last, Chair



Cameron McIntyre, Secretary-Treasurer