

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

**M I N U T E S**

**REGULAR OPEN SCHOOL BOARD MEETING**

**SCHOOL BOARD OFFICE**

**Tuesday, February 9, 2016 - 7:00 P.M.**

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

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

**Regrets:** K. Minette, K. Gomez

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. Trustee Kuntz is attending the meeting by teleconference, and the Director of Instruction and the Director, Human Resources sent their regrets.

**1. Adoption of Agenda**

**Motion 20160209-1a**

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 Random Acts of Kindness Project, Pineridge – J. Bernhardt**

The Superintendent introduced principal Christine Franes and teacher Jessica Bernhardt, with students Nathan Sawka and Parker Danroth. The school has a bulletin board with pictures of the random acts of kindness that have happened. Random acts of kindness is doing things for friends, not to get something out of it. Acts have been done for other classes and for school staff. Students have given notes, played friendly, left surprises for students and baked a cake for the staff. Tomorrow students are baking cookies for people at home. Acts are done to make people happy, and to be nice. Parents have sent in reports on things that their children have done at home. Other classes have been responding. The students will challenge their pen pals at Lax Kxeen Elementary to participate. A trip to Acropolis Manor is planned.

Mrs. Franes described how work is spreading to other classes with a 2 by 10 project, which is an inquiry question through NOII. Copies from grade 5 student journals were distributed.

3. **Approval of the Minutes of the Open Board Meetings Held January 12, 2016**

**Motion 20160209-3a**

Horne "Be it resolved by the Board of Education of School District No. 52  
Huddlestone (Prince Rupert) that the minutes of the open Board meetings held  
January 12, 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 January 12, 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 20160209-4a**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Horne (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  
None.
- 5.2 Copied to the Board
  - 5.2.1 Curriculum Training Funding
    - 5.2.1.1 School District No. 5, December 16, 2015
    - 5.2.1.2 School District No. 63, December 17, 2015
    - 5.2.1.3 School District No. 8, January 13, 2016

**Motion 20160209-5.2.1a**

Beil "Be it resolved by the Board of Education of School District No.  
Horne 52 (Prince Rupert) that the letters from School District Nos. 5,  
63 and 8 be received and filed."

**Withdrawn**

**Motion 20160209-5.2.1b**

Huddlestone "Be it resolved by the Board of Education of School District  
Horne No. 52 (Prince Rupert) that the Chair write a similar letter in  
support of funding for training of all teachers in the  
implementation of the new curriculum."

**Carried**

Trustees discussed the impact of curriculum training in the district.

- 5.2.2 Compensation
  - 5.2.2.1 School District No. 28, December 18, 2015
  - 5.2.2.2 School District No. 23, January 21, 2016

**Motion 20160209-5.2.2a**

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

**Carried**

- 5.2.3 School Replacement
  - 5.2.3.1 School District No. 5, January 4, 2016

**Motion 20160112-5.2.3a**

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

**Carried**

Trustee Horne noted that this district is also looking forward to a school replacement.

- 5.2.4 FOIPPA
  - 5.2.4.1 School District No. 46, January 8, 2016

**Motion 20160209-5.2.4a**

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

**Withdrawn**

**Motion 20160209-5.2.4b**

Huddleston "Be it resolved by the Board of Education of School District  
Horne No. 52 (Prince Rupert) that the chair write a letter in support of  
the concerns raised in paragraph 3 about restrictions in the  
*Freedom of Information and Protection of Privacy Act*,  
commenting on the implications in the district, and support  
the letter's recommendation."

**Carried**

- 5.2.5 My Ed BC
  - 5.2.5.1 School District No. 47, January 12, 2016

**Motion 20160209-5.2.5a**

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

**Carried**

- 5.2.6 Select Standing Committee
  - 5.2.6.1 School District No. 5, January 12, 2016
  - 5.2.6.2 School District No. 19, January 14, 2016

**Motion 20160209-5.2.6a**

Horne "Be it resolved by the Board of Education of School District  
 Beil No. 52 (Prince Rupert) that the letters from School District Nos.  
 5 and 19 be received and filed."

**Carried**

Trustee Horne commented on the need for the Board to continue to support the budget recommendations from report of the Select Standing Committee on Finance and Government Services.

- 5.2.7 Surplus Clarification
  - 5.2.7.1 School District No. 61, January 20, 2016

**Motion 20160209-5.2.7a**

Huddlestone "Be it resolved by the Board of Education of School District  
 Horne No. 52 (Prince Rupert) that the letter from School District No. 61  
 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, which demonstrate the breadth of interest of our students.

6.1.2 Enrolment

The Secretary-Treasurer reported that enrolment at January 31, 2016 was down 3 from December, at 2,064.

6.1.3 Upcoming Learning Opportunities

The Superintendent reported that Carole Fullerton visited in January and will return in March. Fiona Morrison is also coming.

Trustee Huddlestone noted that it is refreshing to hear the excitement from teachers on the learning opportunities provided. Teachers are inviting their peers to attend.

6.1.4 2016/17 School Calendar

The Superintendent presented three draft 2016/17 School Calendars and described the school calendar consultation process which will run for 30 days to March 10, 2016. The placement of non-instructional days was described. The first calendar proposes the third and fourth weeks of March as Spring Break. The

second calendar proposes the second and third weeks of March as Spring Break, which would align with the junior all-native basketball competition and a large dance competition in the second week of March. The third calendar would continue a one-week Spring Break.

Teachers have voted in favour of a move to a two-week Spring Break.

There is little evidence that a longer Spring Break has a negative impact on student learning. The Recreation Centre would offer activities during the second week.

The calendars will be on the website, and all feedback received will be provided to the trustees.

In response to questions, the Superintendent confirmed that the majority of districts in the Province have a two-week Spring Break, and that parents will be advised of the opportunity to comment on the proposed calendars through school newsletters. Trustees discussed the timing of the special meeting for the approval of the calendar.

#### 6.1.5 Graduation Rates

The Superintendent reported the district's graduation rates for 2014/15. There were 24 more students in the cohort. The first time graduation rate increased from 62% to 68%. The 6 year completion rate dropped by 6.2% to 64.5%, with a focus primarily on Aboriginal students.

Trustees noted their interest in the underlying reasons for the decrease in the 6 year completion rate.

#### 6.1.6 Audit

The Superintendent reported that the Ministry sent a team to the district to complete an enrolment audit, the first audit in 14 years. Staff at the high schools, Aboriginal Education department and Learning Services department are to be commended for their very hard work preparing for, and responding to, the audit.

The district can expect a reduction in Ministry grant money as a result of the audit. The full impact of this reduction will be identified in the formal Ministry report, which can be appealed.

#### 6.1.7 Other

The Superintendent reported February 14-20, 2016 is "Real Act of Caring" week, followed by Anti-Bullying Day on February 24, 2016.

The "Call Out" group from Vancouver will again return to provide workshops to teachers and families pertaining to LGBTQ youth. Dr. Maria Townsend will speak on mental health issues for LGBTQ youth.

The school district is looking for participation in surveys. One survey is on the budget, closing on February 19, 2016. The other survey is on student learning, using thoughtexchange, and closing on February 12, 2016.

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

**7.1 Expenditure Statement**

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

**7.2 Operations Department Report**

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

**7.3 Information Technology Reports**

The Secretary-Treasurer presented the Information Technology Department Report for January 2016. The Director of Instruction, Information Technology answered questions from trustees.

**8. Committee Reports**

**8.1 Finance & Building Committee**

**(Trustees Beil, Huddleston, Sanchez)**

**8.1.1 2015-16 Amended Annual Budget**

**Motion 20160209-8.1.1a**

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) Amended Annual Budget Bylaw  
for fiscal year 2015/2016 be read at the same meeting."

**Carried**  
**Unanimously**

**AMENDED ANNUAL BUDGET BYLAW**

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT) (called the "Board") to adopt the Amended 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 Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 52 (Prince Rupert) Amended 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 \$30,085,207 for the 2015/2016 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2015/2016.

**Motion 20160209-8.1.1b**

Beil "Be it resolved by the Board of Education of School District  
Huddleston No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2015/2016  
be read a first time the 9<sup>th</sup> day of February 2016."

**Carried**

**Motion 20160209-8.1.1c**

Beil "Be it resolved by the Board of Education of School District  
Huddleston No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2015/2016  
be read a second time the 9<sup>th</sup> day of February 2016."

**Carried**

**Motion 20160209-8.1.1d**

Beil "Be it resolved by the Board of Education of School District  
Huddleston No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2015/2016  
be read a third time, finally passed and adopted the 9<sup>th</sup> day of  
February 2016."

**Carried**

The Secretary-Treasurer presented the highlights of the amended annual budget and advised that changes in operations for the year are reflected in the budget. In particular, costs related to the trustee by-election and the potential loss of revenue arising from the Ministry of Education audit have resulted in more surplus being used than was planned in the annual budget.

Trustees discussed the need to approve changes for next year's budget that will be sustainable in future years.

8.1.2 Port Edward Community School

The Superintendent advised that projected enrolment at Port Edward Community School for September shows a significant decline to 11 students. This will impact the staffing and operation of the school. It will operate as a one-room school.

Trustees discussed the history of the closure of the old school in the community, and the impact on the community if the school was to close.

In response to questions, the Secretary-Treasurer confirmed that the school closure regulation requires a 60 day consultation period and that there is no restriction on a potential future re-opening of the school. The Chair reminded trustees that the school is in leased premises, so if the lease was cancelled the district would no longer control the use of the building.

The impact of a one-room school on student education was discussed, and the Secretary-Treasurer provided an estimate of the financial savings that may result if the school was to be closed. The district would lose the small school supplement, but that loss would be deferred while the district is in funding protection.

Trustees expressed concern about the impact of possible changes to bussing.

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

Trustee Sanchez advised that there have been 3 meetings. At the last meeting the committee discussed questions related to the development of the framework for student learning.

**Motion 20160209-8.2a**

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

**Carried**

8.3 Provincial Council Report **(Trustee Horne)**

8.3.1 Substantive Motion to AGM Submission Form

Trustee Horne presented the form for Substantive Motions to the BCSTA AGM.

8.3.2 Issues Forum

Trustee Horne presented the topics for the Provincial Council Issues Forum to be held on February 20, 2016, and received trustees' directions. Trustee Horne was given direction from trustees on the motions to come before Provincial Council.

8.4 Aboriginal Education Report **(Trustees Huddlestone, Last)**

Trustee Huddlestone advised she was not able to attend the last meeting. The Superintendent and the District Principal, Aboriginal Education advised that the annual report and the budget were reviewed.

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

8.5.1 January 26, 2016 Meeting Minutes

Trustee Horne presented the minutes of the January 26, 2016 meeting.

8.5.2 Policies for Review

8.5.2.1 2330 – Service Awards Policy

**Motion 20160209-8.5.2a**

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

**Carried**



8.5.2.2 5110 – Corporate Sponsorship and Access to Students Policy

8.5.2.3 5120 – Naming Policy

**Motion 20160209-8.5.2b**

Horne "Be it resolved by the Board of Education of School District  
Huddlestone No. 52 (Prince Rupert) that the Corporate Sponsorship and  
Access to Students and Naming Policies be sent to the district's  
partner groups for their input."

**Carried**

Trustee Horne advised that the Policy Committee recommended these three policies be sent to the Board's partner groups for their input.

8.5.3 Policies for Approval

8.5.3.1 6110 – Vision, Mission and Foundational Principles Policy

**Motion 20160209-8.5.3a**

"Be it resolved by the Board of Education of School District  
No. 52 (Prince Rupert) that Vision, Mission and Foundational  
Principles Policy be approved."

**Carried**

Trustee Horne advised that the Policy Committee recommended the Board approve the Vision, Mission and Foundational Principles Policy.

8.5.4 Policies to Delete

8.5.4.1 6110 – The Mandate of the BC Public School System Policy

8.5.4.2 6120 – School District Foundations and Basic Commitments Policy

**Motion 20160209-8.5.4a**

Horne "Be it resolved by the Board of Education of School District  
Huddlestone No. 52 (Prince Rupert) that the Mandate of the BC Public School  
System and School District Foundations and Basic Commitments  
Policies be deleted."

**Carried**

Trustee Horne advised that the Policy Committee recommended the Board delete the Mandate of the BC Public School System and School District Foundations and Basic Commitments Policies. The Secretary-Treasurer confirmed that the new Policy 6110 replaced these 2 policies.

8.6 District Technology Committee Report

**(Trustee Last)**

8.6.1 January 27, 2016 Meeting Minutes

Trustee Last presented the minutes of the January 27, 2016 meeting.

9. **Old Business**

9.1 Trustee By-Election

**Motion 20160209-9.1a**

Beil "Be it resolved by the Board of Education of School District  
Huddleston No. 52 (Prince Rupert) that the Chair write the City asking for  
one of their experienced employees to conduct the trustee by-  
election."

**Carried**  
**Unanimously**

The Secretary-Treasurer advised that the district was in discussion with the city on the budget for the by-election, and those discussions are not yet concluded.

The Chair stated that the proposed cost is too high, and the Board takes issue with the budget presented by the City. The City's by-election in 2013 cost \$23,000 and the proposed budget for the trustee by-election is \$33,000. The budget indicates that the election would be run by Joe Zelwietro, the Chief Librarian.

The City had advised the district that they put the work out for tender because the employees who would be familiar with the election process would be on holidays in January and February. Those holidays should now be, or will soon be completed, and the city has the necessary infrastructure for the election. The 30 day period to appoint a chief election officer is long past.

The money for this by-election will come out of the classroom. The district can expect low voter turnout, and needs to minimize the cost to complete the by-election.

10. **New Business**

None.

11. **Information Items**

11.1 K- Registration / Cross Boundary, February 2016

The Chair advised that kindergarten registration and cross-boundary applications are due this month.

11.2 Annual Budget Consultation Stakeholder Meeting, February 15, 2016

The Chair advised that the Board was looking forward to hearing from its partner groups on Monday.

11.3 BCSTA Provincial Council, February 19 & 20, 2016

The Chair advised that trustee Horne would attend the Provincial Council meeting on behalf of the Board.

11.4 Anti-Bullying Day, February 24, 2016  
The Chair advised that everyone should remember to wear pink for anti-bullying day.

11.5 Annual Budget Consultation, March 10, 2016  
The Chair advised that the final public budget meeting would take place on March 10, 2016 at Charles Hays Secondary School and everyone was invited to attend.

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

Q. Will the Board consider combining Spring Break with Easter?

A. That may be considered in a future year.

Q. Is the graduation rate impacted by missing students every year?

A. Yes. There were more this year than last year.

Q. How much is the impact of the use of the evergreen instead of the dogwood?

A. This district has only ever used the evergreen for students on IEP's.

Q. What will the impact of the 2 week Spring Break be on IUOE members?

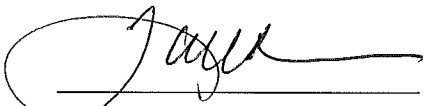
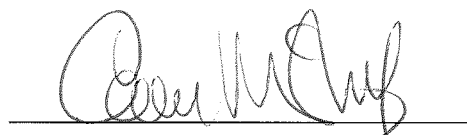
A. The district will speak with IUOE.

13. **Adjournment**

**Motion 20160209-13.1a**

Huddlestone "Be it resolved by the Board of Education of School District  
Horne No. 52 (Prince Rupert) that the meeting be adjourned at  
9:05 pm."

**Carried**

  
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Tina Last, Chair  
\_\_\_\_\_  
Cameron McIntyre, Secretary-Treasurer

