

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

**A G E N D A**

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

**Tuesday, January 10, 2017- 7:00 P.M.**

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

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

**Regrets:** L. Sanchez

Chair Tina Last acknowledged that the meeting is being held on traditional Ts'msyen territory and advised that Trustee Sanchez sent her regrets. The meeting was called to order at 7:00 p.m.

**1. Adoption of Agenda**

**Motion 20170110-1.1a**

Kuntz "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 Grad Video, Pacific Coast School, Jeremy Janz  
The Superintendent introduced teacher Jeremy Janz and students Bailey Barton and Joshua Rouse, who presented a video created by the students at Pacific Coast School. The video highlights successful graduates of School District No. 52 (Prince Rupert). The students described their work in video recording and editing, and audio recording.

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

- 3.1 Open Board Meeting held December 13, 2016

**Motion 20170110-3.1a**

Huddleston "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the minutes of the open Board meeting held  
December 13, 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 December 13, 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 20170110-4.1a**

Huddleston "Be it resolved by the Board of Education of School District No. 52  
Horne (Prince Rupert) that the closed meetings be held and that agenda  
items 1 through 9 be approved."

**Carried**

5. **Correspondence**

5.1 Addressed to the Board

5.1.1 Rural Education

5.1.1.1 BCSTA, December 30, 2016

**Motion 20170110-5.1.1.1a**

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

**Carried**

5.1.1.2 Ministry of Education, January 3, 2017

**Motion 20170110-5.1.1.2a**

Huddleston "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the Board consider current funding for Port  
Edward and ask staff to investigate if the Board could apply for  
funds from the Rural Education Enhancement Fund."

**Carried**

5.1.1.3 Ministry of Education, January 4, 2017

**Motion 20170110-5.1.1.3a**

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

**Carried**

5.2 Copied to the Board

5.2.1 Exempt Staff Compensation

5.2.1.1 School District No. 81, November 30, 2016

**Motion 20170110-5.2.1a**

Beil "Be it resolved by the Board of Education of School District No. 52  
Kuntz (Prince Rupert) that the letter from School District No. 81 be  
received and filed."

**Carried**

5.2.2 Rural Education

5.2.2.1 School District No. 57, December 1, 2016

**Motion 20170110-5.2.2a**

Beil "Be it resolved by the Board of Education of School District No. 52  
Horne (Prince Rupert) that the letter from School District No. 57 be  
received and filed."

**Carried**

- 5.2.3 BCTF
  - 5.2.3.1 School District No. 61, December 5, 2016

**Motion 20170110-5.2.3a**

Horne Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from School District No. 61 be received and filed."	<b>Carried</b>
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- 5.2.4 Students with Special Education Needs
  - 5.2.4.1 School District No. 72, December 8, 2016

**Motion 20170110-5.2.4a**

Horne Kuntz	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from School District No. 72 be received and filed."	<b>Carried</b>
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- 5.2.5 Budget
  - 5.2.5.1 School District No. 28, December 16, 2016

**Motion 20170110-5.2.5a**

Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from School District No. 28 be received and filed."	<b>Carried</b>
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**6. Superintendent of Schools' Report**

- 6.1 For Board Information:
  - 6.1.1 Field Trips
 

The Superintendent presented the Board with the list of approved field trips.
  - 6.1.2 Enrolment
 

The Director, Human Resources and Corporate Counsel reported that the district's enrolment at January 6, 2017 is 1,986.
  - 6.1.3 Upcoming Projects/Learning
 

The Superintendent advised that the district had a 2 day visit last week with Shelley Moore, including a public presentation to parents. Carole Fullerton will visit the district again. Funding for a fourth year with Ms. Fullerton has been committed by Pacific North West LNG.
  - 6.1.4 Calendar

**Motion 20170110-6.1.84a**

Huddlestone Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the district send out the proposed 2017/18 calendars for input and consultation."	<b>Carried</b>
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The Superintendent presented two calendars to be reviewed by the Board and sent to stakeholders for the required 30 day consultation period. The process to receive input was described. In order to implement the 2 week Spring Break an agreement is required with the Prince Rupert District Teachers' Union.

- 6.1.5 Information Technology Report  
The Superintendent presented the Information Technology Report for December 2016.
- 6.1.6 Graduation Rates  
The Superintendent advised 2015/16 graduation rates have been released. The district 6 year completion rate increased 3% over last year. There was a 94% completion rate for students in grade 12 who began the year eligible to graduate.
- 6.1.7 The Power of Ideas  
The Superintendent advised this presentation will come to CHSS on February 15 and 16, 2017. It is part of Celebrate 150 for Canada.
- 6.1.8 Other

<b><u>Motion 20170110-6.1.8a</u></b>	
Beil	"Be it resolved by the Board of Education of School District
Kuntz	No. 52 (Prince Rupert) that the district's participation in the proposed UBC research study be approved."
	<b><u>Carried</u></b>

The Superintendent advised that a UBC doctoral candidate is asking for approval related to a research study.

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

- 7.1 Expenditure Statement  
The Secretary Treasurer presented the Expenditure Statement for December 2016.
- 7.2 Operations Department Report  
The Secretary Treasurer presented the Operations Department Report for December 2016.

**8. Committee Reports**

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

<b><u>Motion 20170110-8.1.1a</u></b>	
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) Amended Annual Budget Bylaw for fiscal year 2016-17 be read at the same meeting."
	<b><u>Carried</u></b> <b><u>Unanimously</u></b>

**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 2016/17 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 2016/17
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/17 fiscal year and the total budget bylaw amount of \$27,830,885 for the 2016/2017 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 2016/2017.

**Motion 20170110-8.1.1b**

Huddlestone "Be it resolved by the Board of Education of School District  
Beil No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2016-17 be  
read a first time the 10<sup>th</sup> day of January, 2017."

**Carried**

**Motion 20170110-8.1.1c**

Huddlestone "Be it resolved by the Board of Education of School District  
Kuntz No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2016-17 be  
read a second time the 10<sup>th</sup> day of January, 2017."

**Carried**

**Motion 20170110-8.1.1d**

Huddlestone "Be it resolved by the Board of Education of School District  
Beil No. 52 (Prince Rupert) that the School District No. 52 (Prince  
Rupert) Amended Annual Budget Bylaw for fiscal year 2016-17 be  
read a third time, finally passed and adopted the 10<sup>th</sup> day of  
January, 2017."

**Carried**

The Secretary-Treasurer presented the Amended Annual Budget.

8.1.2 Rural Education Strategy

The Secretary-Treasurer presented the response to the Rural Education Strategy and noted that the deadline for submissions from school districts was the end of January.

8.1.3 Capital Bylaw 15/16-CP-SD52-01

The Secretary-Treasurer presented the 2016-17 Capital Bylaw and reminded the Board which projects are included in the bylaw.

**Motion 20170110-8.1.3a**

Kuntz "Be it resolved by the Board of Education of School District  
Huddlestone No. 52 (Prince Rupert) that all three readings of the School  
District No. 52 (Prince Rupert) Capital Bylaw No. 15/16-CP-SD52-  
01, Capital Plan 2016-17 be read at the same meeting."

**Carried**  
**Unanimously**

**CAPITAL BYLAW NO. 15/16-CP-SD52-01**  
**CAPITAL PLAN 2016-17**

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.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letters of May 24, 2016 and October 14, 2016 from the 2016-17 Capital Plan is hereby adopted.
2. This Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Bylaw No. 15/16-CP-SD52-01.

**Motion 20171110-8.1.3b**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital  
Bylaw No. 15/16-CP-SD52-01, Capital Plan 2016-17 be read a first time  
the 10<sup>th</sup> day of January 2017."

**Carried**

**Motion 20170110-8.1.3c**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Kuntz (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital  
Bylaw No. 15/16-CP-SD52-01, Capital Plan 2016-17 be read a second  
time the 10<sup>th</sup> day of January 2017."

**Carried**

**Motion 20170110-8.1.3d**

Huddlestone "Be it resolved by the Board of Education of School District No. 52  
Kuntz (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital  
Bylaw No. 15/16-CP-SD52-01, Capital Plan 2016-17 be read a third time,  
finally passed and adopted the 10<sup>th</sup> day of January 2017."

**Carried**

The Secretary-Treasurer noted that the capital projects approved were the water system enhancements completed in the summer, the replacement of a bus for students with special needs and the upgrade of the boiler and HVAC system at Conrad Street Elementary School.

8.2 Framework for Enhancing Student Learning (Trustees Horne, Sanchez)  
Nothing to report.

8.3 Provincial Council (Trustee Horne)

8.3.1 Provincial Council Motion deadline, January 13, 2017

**Motion 20170110-8.3.1a**

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the submission of a motion to Provincial Council be approved as amended."	<b>Carried</b>
Beil		

Trustee Horne asked the Board to consider submitting a motion to Provincial Council to address recruitment and retention issues arising from the Supreme Court decision. A wording change was discussed by the Board.

8.4 Aboriginal Education Council (Trustees Huddleston, Sanchez)  
Trustee Huddleston advised there was nothing to report. There is an invitation for a reconciliation meeting next week.

8.5 Policy Committee (Trustees Kuntz, Horne)

8.5.1 January 4, 2017 Meeting Minutes

Trustee Kuntz presented the minutes of the January 4, 2017 meeting of the committee.

8.5.2 Policy List

Trustee Kuntz presented the Policy List and noted that the committee is on track to meet its objective of reviewing all policies over a three year period.

8.5.3 Policies for Review

8.5.3.1 2360 Employee Conduct and Political Activities Policy

8.5.3.2 6610 Making Policy

8.5.3.3 6710 Records Management Policy

**Motion 20170110-8.5.3a**

Kuntz	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Employee Conduct and Political Activities Policy, Making Policy and the Records Management Policy be sent to the district's partner groups for their input."	<b>Carried</b>
Beil		

Trustee Kuntz advised that the Policy Committee recommended these three policies be sent to the district's partner groups for their review.

Trustee Horne noted that the committee has begun to remove the "Rationale" sections of policies as they are being reviewed. Trustees expressed their views on when a Rationale may or may not be required.

8.6 District Technology Steering Committee (Trustee Horne)  
Nothing to report.

9. **Old Business**

None.

10. **New Business**

None.

11. **Information Items**

- 11.1 January 27, 2017, BCPSEA AGM  
Chair Last advised that Trustee Huddleston and the Secretary-Treasurer would be attending the meeting.
- 11.2 February 13, 2017, Family Day  
Chair Last noted the date for the upcoming Family Day statutory holiday.
- 11.3 February 13, 2017, Hartley Bay LESA signing  
Chair Last reminded the Board of the date for the signing of the Local Education Services Agreement with Hartley Bay.
- 11.4 March 13 to March 24, 2017, Spring Break  
Chair Last advised of the dates for the upcoming two week Spring Break.

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

Q: Did you know that shortening a policy can reduce understanding and clarity.

A: Thank you, that is good feedback

Q: What were the significant changes in the amended budget?

A: The amended budget includes the changes approved by the Board in September and reflects the impact of teacher retirements and departures which became known after the preparation of the Annual Budget.

Q: Does the budget reflect the impact of the Supreme Court decision?

A: No it does not. Funds received from the Ministry of Education are expected to flow through with no net impact on the budget. The district does not yet know how much money it will receive.

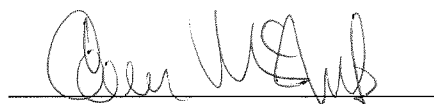
13. **Adjournment**

**Motion 20170110-13.1a**

Horne "Be it resolved by the Board of Education of School District  
Beil No. 52 (Prince Rupert) that the meeting be adjourned at 8:05 p.m."

**Carried**

  
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Tina Last, Chair

  
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Cameron McIntyre, Secretary-Treasurer