

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

M I N U T E S

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD REMOTELY BY ZOOM
Tuesday, May 12, 2020 - 7:00 P.M.**

Trustees Present: J. Horne, K. Toye, J. Beil, B. Kuntz, T. Last, K. Maier, L. Sanchez

Staff Present: I. LaPierre, C. McIntyre, A. Samoil

Regrets: I. Larocque

Chair Horne acknowledge that the meeting is being held on tradition Ts'msyen territory and called the meeting to order at 7:07 p.m. Chair Horne gave instructions to members of the gallery on the Zoom call.

1. Adoption of Agenda

Motion 20200512-1.0a

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

Carried

2. Presentation(s):

- 2.1 ESW Education Care Program at Lax Kxeen – Susan Kobza
The Superintendent introduced Susan Kobza, principal at Lax Kxeen Elementary School. This is the host school for the Essential Service Worker Education Care Program. Ms. Kobza described the planning in preparation for the program, which focussed on maintaining safety for staff and students. Instruction of students and a variety of other activities are provided each day. Ms. Kobza appreciated the good weather which has allowed the students to frequently be outside.

Trustees expressed their appreciation to Lax Kxeen staff for running the program.

3. Approval of the Minutes of the

- 3.1 Open Board Meeting held April 14, 2020

Motion 20200512-3.1a

Last "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that the minutes of the open Board meeting held
April 14, 2020 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 Meetings held April 14, 16, 23, and May 4, 2020
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 20200512-4a

Last
Toye "Be it resolved by the Board of Education of School District No. 52 (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
None.

5.2 Copied to the Board
None

6. **Superintendent of Schools' Report**

6.1 For Board Information:

6.1.1 Field Trips

The Superintendent advised that there are no field trips at this time.

6.1.2 Enrolment

The Director of Instruction reported that enrolment was 1,939 at April 30, 2020., an increase of 1 student.

6.1.3 Strategic Plan Process

The Superintendent presented information for the Board to consider as they approach a renewal of the 2017-2021 Strategic Plan during the 2020-21 school year.

6.1.4 Superintendent's COVID-19 Update

The Superintendent presented the district COVID-19 Update and Exposure Control Plan, and answered questions from trustees. The Superintendent expressed her thanks to all staff who are participating in the district's response to the pandemic.

Donations of \$13,000 from Safeway and another \$8,000 from Breakfast Club of Canada are assisting with the distribution of "Bags of Goodness" to district families.

The district is beginning to plan for a potential part-time return of students to schools. Those plans will rely on guidance from the Ministry, which is working with WorkSafe BC and the Provincial Health Officer. The Ministry has identified a number of reasons for considering a return of some students to schools. A formal announcement is expected on Friday.

6.1.5 Upcoming projects/other

The Superintendent advised trustees of the commencement plans for the CHSS Graduation.

The SFU teacher training program will commence in the fall, and teacher Nancy Griffiths-Zayner has been seconded to be an instructor in the program.

Coast Mountain College will run the Education Assistant program online.

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

7.1 Expenditure Statement

The Secretary-Treasurer presented the Expenditure Statement for April 2020 and answered questions from Trustees.

7.2 Information Technology Report

The Secretary-Treasurer presented the Information Technology Department Report for April 2020 and answered questions from trustees.

7.3 Operations Department Report

The Secretary-Treasurer presented the Operations Department Report for April 2020 and answered questions from trustees.

Trustees expressed their appreciation for the work of the custodial and maintenance staff to keep staff and students safe.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Toye, Beil, Kuntz)

8.1.1 Appointment of Auditors

Motion 20200512-8.1.1a

Last Toye "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that Carlyle Shepherd & Co. be appointed auditors for the year ended June 30, 2020."

Carried

The Secretary-Treasurer recommended that the district appoint Carlyle Shepherd & Co. as auditors for the year ended June 30, 2020.

8.1.2 2020-2021 Budget Bylaw

Motion 20200512-8.1.2a

Last Toye "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that all three readings of the School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2020-21 be read at the same meeting."

Carried

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 2020/2021 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 2020/2021.*
- 3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$32,349,298 for the 2020/2021 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 2020/2021.*

Motion 20200512-8.1.2b

Toye "Be it resolved by the Board of Education of School District
Beil No. 52 (Prince Rupert) that the School District No. 52 (Prince
Rupert) Annual Budget Bylaw for fiscal year 2020/2021 be read a
first time the 12th day of May, 2020."

Carried

Motion 20200512-8.1.2c

Toye "Be it resolved by the Board of Education of School District
Last No. 52 (Prince Rupert) that the School District No. 52 (Prince
Rupert) Annual Budget Bylaw for fiscal year 2020/2021 be read a
second time the 12th day of May, 2020."

Carried

Motion 20200512-8.1.2d

Toye "Be it resolved by the Board of Education of School District
Last No. 52 (Prince Rupert) that the School District No. 52 (Prince
Rupert) Annual Budget Bylaw for fiscal year 2020/2021, as
amended, be read a third time, passed and adopted the 12th day
of May, 2020."

Carried

Motion 20200512-8.1.2e

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

Carried

Motion 20200512-8.1.2f

Last "Be it resolved by the Board of Education of School District
Maier No. 52 (Prince Rupert) that the School District No. 52 (Prince
Rupert) Annual Budget Bylaw for fiscal year 2020/2021 be
amended, as recorded by the Secretary-Treasurer, the 12th day of
May, 2020."

Carried

The Secretary-Treasurer reviewed the process for the Board to consider the budget and achieve a balanced budget. Trustees had a fulsome debate of the budget choices available. The Secretary-Treasurer recorded the Board's budget decisions.

The Secretary-Treasurer advised the Board of the risks associated with reducing the contingency reserve below 2%.

- 8.2 Framework for Enhancing Student Learning (Trustees Horne, Sanchez)
None.
- 8.3 Provincial Council (Trustees Maier, Sanchez)
Trustee Maier advised that Provincial Council met on Zoom to pass the BCSTA budget.
- 8.4 Aboriginal Education Council (Trustees Toye, Last)
The Superintendent advised that the next meeting will be on May 21 via Zoom.

8.5 Policy Committee (Trustees Horne, Sanchez)

8.5.1 April 6, 2020 meeting.

Trustee Sanchez presented the minutes of the May 5, 2020 meeting of the Policy Committee.

8.5.2 Policies for Approval

8.5.2.1 6610 – Making Policy & Regulations Policy

8.5.2.2 6710 – Records Management Policy

Motion 20200512-8.5.2a

Sanchez "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the Making Policy & Regulations, and Records
Management policies be approved as presented."

Carried

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

8.5.3 Policy for Review

(Trustee Kuntz)

Motion 20200512-8.5.3a

Sanchez "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the French Immersion Policy be sent to the
district's partner groups for their review and comments."

Carried

Trustee Sanchez advised that the Policy Committee recommended this policy be sent to the district's partner groups for their review.

8.6 District Technology Steering Committee
None.

(Trustee Kuntz)

9. **Old Business**

None.

10. **New Business**

None.

11. **Information Items**

11.1 Pro-D, May 15, 2020

Chair Horne noted the Professional Development Day on May 15, 2020.

11.2 Victoria Day, May 18, 2020

Chair Horne noted the Victoria Day Holiday on May 18, 2020.

11.3 Board Meeting, June 9, 2020

Chair Horne noted the next scheduled board meeting on June 9, 2020.

11.4 Last Day of School, June 25, 2020

Chair Horne noted the last day of school on June 25, 2020.

11.5 Administrative Day, June 26, 2020

Chair Horne noted the Administrative Day on June 26, 2020.

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

None.

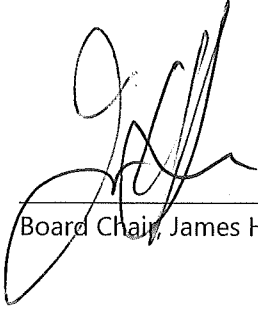
13. **Adjournment**

Motion 20200512-13.0a

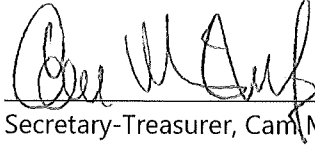
Toye
Kuntz

"Be it resolved by the Board of Education of School District No. 52
(Prince Rupert) that the meeting be adjourned at 9:03 p.m."

Carried



Board Chair, James Horne



Secretary-Treasurer, Cam McIntyre