

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

A G E N D A

REGULAR OPEN SCHOOL BOARD MEETING

SCHOOL BOARD OFFICE

Tuesday October 13, 2020- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 CHSS Octa System – Carla Rourke, Principal
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meetings held September 15 and 24, 2020 (p. 3)
4. **Necessity of Closed Meeting and Agenda**
 - 4.1 Approval of Agenda
 - 4.2 Approval of Minutes of the In-Camera Meeting held September 15, 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
5. **Correspondence**
 - 5.1 Addressed to the Board
None
 - 5.2 Copied to the Board
 - 5.2.1 Funding Online Learning Options Letter (p. 12)
 - 5.2.2 Funding Online Learning Options Letter (2) (p 14)
 - 5.2.3 Cancellation of FSA Letter (p. 16)
6. **Superintendent of Schools' Report**
 - 6.1 For Board Information:
 - 6.1.1 Field Trips (p. 17)
 - 6.1.2 Enrolment
 - 6.1.3 Implementation Day
 - 6.1.4 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer's Report**
 - 7.1 September Expenditure Report (p. 18)
 - 7.2 Information Technology Report (p.19)

7.3 Operations Department Report (p. 20)

8. **Committee Reports**

- 8.1 Finance & Building Committee **(Trustees Beil, Kuntz, Toye)**
- 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
- 8.3 Provincial Council **(Trustees Maier, Sanchez)**
- 8.4 Indigenous Education Council **(Trustees Toye, Last)**
- 8.5 Policy Committee **(Trustees Horne, Sanchez)**
 - 8.5.1 October 5, 2020 Meeting Minutes (p. 21)
 - 8.5.2 Policies for Approval
 - 8.5.2.1 6130 - Role of the Board Policy (p. 22)
 - 8.5.2.2 6140 – Role of the Trustee and Trustee Code of Conduct Policy (p. 23)
 - 8.5.3 Policies for Review
 - 8.5.3.1 1440 – Diversity and Inclusion Policy (p.25)
 - 8.5.3.2 2360 – Employee Conduct and Political Activities Policy (p. 27)
 - 8.5.4 Other
- 8.6 District Technology Steering Committee (p. 28) **(Trustee Kuntz)**

9. **Old Business**

10. **New Business**

11. **Information Items**

- 11.1 NW Branch meeting (cancelled)
- 11.2 BCSTA Meeting of Board Chairs, October 15, 2020 (virtual)
- 11.3 BCSTA MOE Joint Liaison Meeting, October 16 & 30, 2020 (Virtual) – POST PONED
- 11.4 Provincial Council, October 23-24, 2020 (Virtual)
- 11.5 BCPSEA Symposium, Nov 2 & 3, 2020 (cancelled)
- 11.6 Board meetings Nov 3 & 10, 2020
- 11.7 BCSTA Trustee Academy, November 27-28, 2020 (Virtual)
- 11.8 Winter break, Dec 21, 2020 – Jan 1, 2021

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

13. **Adjournment**

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD REMOTELY BY ZOOM
Tuesday, September 15, 2020 - 7:00 P.M.

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

Staff Present: A. Samoil, C. McIntyre, S. Pond

Regrets: S. Jones, I. Larocque

Chair Horne acknowledged that the meeting is being held on tradition Ts'msyen territory and called the meeting to order at 7:00 p.m. The Chair welcomed Andrew Samoil to his first meeting in the role of Superintendent, and Sandy Pond in her new role as the Director of Instruction. Brittney Verissimo is also in attendance in her first meeting as Director of Finance, following the retirement of Peter Edwards after over 20 years of service to the Board. The Chair thanked Mr. Edwards for his service to the Board.

1. Adoption of Agenda

Motion 20200915-1.0a

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):** Summer Read & Play presented by Roberta Edzerza and Lori Burger
The Superintendent introduced Roberta Edzerza, District Principal, Aboriginal Education and Lori Burger, Truth and Reconciliation Administrator.

Ms. Edzerza and Ms. Burger identified changes to this year's program to respond to the COVID-19 pandemic. Student reading improved, and highlights of the program were shown in pictures. The presenters thanked the custodians, bus drivers and school staff for their cooperation.

Trustees thanked staff for putting the program on, and for the schools organizing student participation.

3. [Blank]

4. Approval of the Minutes of the

4.1 Open Board Meeting held June 9, 2020

Motion 20200915-4.1a

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
June 9, 2020 be approved as presented." **Carried**

5. Necessity of Closed Meeting and Agenda

- 5.1 Approval of Agenda
- 5.2 Approval of Minutes of the In-Camera Meetings held June 4, 8, 9, 15, 22, July 13 and Aug 11, 2020
- 5.3 Human Resources Report

- 5.4 Secretary-Treasurer's Report
- 5.5 Other
- 5.6 Legal Items
- 5.7 Information Items
- 5.8 Old Business
- 5.9 Items for Release

Motion 20200915-5.0a

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

Carried

6. Correspondence

- 6.1 Addressed to the Board

Motion 20200915-6.1a

Maier "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the letters 6.1.1 through 6.2.5 be received and
filed."

Carried

- 6.1.1 June 23, 2020 letter from the Ministry of Education
- 6.1.2 July 9, 2020 BCSTA letter

- 6.2 Copied to the Board

- 6.2.1 June 24, 2020 letter from Deputy Minister to BCSTA
- 6.2.2 July 15, 2020 School District No 42 – Universal Food Program
- 6.2.3 August 28, 2020 School District No 69 – Federal Funds
- 6.2.4 September 1, 2020 School District No 69 – Return to School Plans
- 6.2.5 September 2, 2020 – BCSTA – Federal Funds

7. Superintendent of Schools' Report

- 7.1 For Board Information:

- 7.1.1 Field Trips

The Superintendent presented the list of field trips and answered questions from trustees. Staff could re-apply for the cancelled field trips at a later date.

- 7.1.2 Enrolment

The Director of Instruction reported that enrolment was 1,752 at September 15, 2020, with over 90% of students returned. The district is following up to contact families of the remaining students who were expected in September, but are not yet in class. 2% of students are home schooling, and 5 students are registered outside the district in distance education (Distributed Learning).

- 7.1.3 School Opening – Pandemic Stage 2 Implementation

The Superintendent presented the District restart plan, which focusses on the BC public health recommendations for schools. These plans are being updated regularly to keep pace with changes from the Ministry.

The District's plans implement a hierarchy of controls. A key focus of those controls is having cohorts for student learning, which limit the number of contacts for students.

Trustees asked a number of questions about daily health checks, physical distancing, hand hygiene, StrongStarts and staffing of cohorts.

7.1.4 Upcoming Projects/Learning/Other

The Superintendent reported September 28 will be Implementation Day. Leyton Schnellert will deliver a webinar to staff on Engaging all Learners.

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

8.1 Information Technology Report

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

8.2 Operations Department Report

The Secretary-Treasurer presented the Operations Department Report for July/August 2020 and answered questions from trustees. Trustees thanked staff for their work over the summer.

8.3 Federal COVID-19 Funding

The Secretary-Treasurer advised that the district's share of the first half of the Federal funding is approximately \$345,000. District staff are preparing a plan for the use of these funds which will be presented to the Board of Education.

9. **Committee Reports**

9.1 Finance & Building Committee

(Trustees Toye, Beil, Kuntz)

9.1.1 Carbon Neutral Action Report 2019

The Secretary-Treasurer presented the 2019 Carbon Neutral Action Report and answered questions from trustees.

9.1.2 Banking Bylaw

Motion 20200915-9.1.2a

Last
Maier "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that all three readings of Banking Bylaw No. BB-2020 take place at the same meeting."

**Carried
Unanimously**

The Secretary-Treasurer identified three corrections to the bylaw as presented. The bylaw is Banking Bylaw No. BB-2-2020; it is repealing Banking Bylaw BB-2020; and the BMO cards are Mastercard not Visa.

BANKING BYLAW NO. BB-2-2020

BANKING RESOLUTION

(a) Appointment for Banking Services

"THAT Northern Savings Credit Union be appointed to provide all banking services as per the terms of its Banking Services Proposal and covering letter dated the 15th day of December, 2009, such services to commence as soon as practically possible."

(b) Repeal of Existing Bylaw

"THAT upon renewal of banking services with Northern Savings Credit Union the existing Banking Bylaw No. BB-2020 will be repealed."

(c) Direction to accept Facsimile Signatures on Cheques

"THAT Northern Savings Credit Union (herein referred to as the "Credit Union") be and is hereby authorized and directed to pay any and all cheques or instruments purporting to be cheques of the Board of Education of School District No. 52 (Prince Rupert) (herein referred to as the "Board") presented for payment bearing the facsimile signatures of the Director of Finance and the Secretary Treasurer, and furthermore

THAT such cheques or instruments shall have the same legal effect, may be dealt with to all intents and purposes and shall bind the Board as fully and effectually as if signed in the handwriting of and duly issued by such officers for or on behalf of the Board, regardless of howsoever or by whomsoever the said signatures have been mechanically affixed, including through the use of a facsimile signing machine, and furthermore

THAT the Board shall provide the Credit Union with a certified copy of this resolution and certified copies of such facsimile signatures and that such resolution may be acted upon by the Prince Rupert branch of the Credit Union until notice of the contrary or of any change therein has been given in writing to the manager or acting manager of such branch of the Credit Union."

(d) Signing Authorities

(i) "THAT cheques valued \$1 to \$25,000.00 can be signed/authorized by a combination of any two of the Assistant Director of Finance, Director of Finance, Secretary Treasurer and Superintendent. Any one of the Assistant Director of Finance, Director of Finance, Secretary Treasurer or Superintendent may also sign in combination with any one of the Chair, Vice Chair or Finance & Building Committee Chair to sign/authorize \$1 to \$25,000.00 cheques.

(ii) Cheques valued \$1 and greater and payable to the Receiver General of Canada, the Minister of Finance (BC), any authorized provider of employee benefits, BC Hydro, or Pacific Northern Gas can be signed/authorized by a combination of any two of the Assistant Director of Finance, Director of Finance, Secretary Treasurer and Superintendent. Any one of the Assistant Director of Finance, Director of Finance, Secretary Treasurer or Superintendent may also sign in combination with any one of the Chair, Vice Chair or Finance & Building Committee Chair to sign/authorize \$1 and greater cheques payable to the Receiver General of Canada, the Minister of Finance (BC), any authorized provider of employee benefits, BC Hydro, or Pacific Northern Gas.

(iii) All other cheques valued \$25,000.00 and greater must be signed/authorized by any one of the Assistant Director of Finance, Director of Finance, Secretary Treasurer or Superintendent and any one of the Chair, Vice Chair or Finance & Building Committee Chair."

(e) Automated Funds Transfer (Direct Deposit) Service

"THAT, except for payments requiring two signatures in accordance with paragraph (d)(iii) above, payroll and accounts payable payments valued \$1 and greater can be made through the Automated Funds Transfer (Direct Deposit) Service and any one of the Manager of Payroll Services, Assistant Director of Finance and Director of Finance may submit transactions for payment, and any one of the Director of Finance, Secretary Treasurer and Superintendent may approve the transactions for payment, however the Director of Finance is not authorized to approve transactions that were submitted by the Director of Finance.

(f) Temporary Borrowing

"THAT the Board authorize the Secretary Treasurer to terminate its borrowing agreements with the Toronto Dominion Bank/TD Canada Trust as soon as is practically possible, and furthermore,

THAT the Board authorize the Secretary Treasurer to arrange Section 139 borrowing per up to SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00) when required by way of an overdraft agreement with the Credit Union, and furthermore,

THAT the Board authorize the Secretary Treasurer to maintain the existing agreement with BMO to provide the Board with credit by way of corporate Mastercard purchasing accounts.”

(g) Authorization of Banking Forms and Resolutions

“That the Board authorize the Secretary-Treasurer and the Director of Finance to sign and complete all other forms and resolutions, in a form acceptable to the Secretary-Treasurer, necessary to complete the banking arrangements with the Credit Union, the signature of the Secretary-Treasurer on such forms and resolutions being sufficient to acknowledge the satisfaction of this clause.”

This Bylaw may be referred to at “School District No. 52 (Prince Rupert) Banking Bylaw No. BB-2-2020.”

Motion 20200915-9.1.2b

Toye “Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that Banking Bylaw No. BB-2-2020 be read a first
time the 15th day of September, 2020.”

Carried

Motion 2020915-9.1.2c

Toye “Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that Banking Bylaw No. BB-2-2020 be read a second
time the 15th day of September, 2020.”

Carried

Motion 2020015-9.1.2d

Toye “Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that Banking Bylaw No. BB-2-2020 be read a third
time, passed and adopted the 15th day of September, 2020.”

Carried

The Secretary-Treasurer advised that the bylaw would enable two-person authorization for all electronic remittances.

9.1.3 Westview Daycare Bylaw

Trustee Maier declared a conflict and did not participate in this item.

Motion 20200915-9.1.3a

Last “Be it resolved by the Board of Education of School District
Maier No. 52 (Prince Rupert) that all three readings of School District
No. 52 (Prince Rupert) Lease of Property Bylaw No. 2020-21-01
be read at the same meeting.”

Carried
Unanimously

The Secretary-Treasurer identified a correction to the bylaw as presented. The dates are for the period September 1, 2020 to August 31, 2021.

LEASE OF PROPERTY BYLAW NO. 2020-21-01

WHEREAS the Board may exercise a power with respect to the lease of property or an interest in property only by bylaw;

AND WHEREAS the Westview Child Care Society operates a pre-school, the HUB, day care and before and after school care programs at École Roosevelt Park Community School and Lax Kxeen Elementary School;

NOW THEREFORE be and it is hereby resolved that the Board grant a lease of classrooms to Westview Child Care Society for a term of (1) year commencing on September 1, 2020, and ending on August 31, 2021 at the rent and on the terms set forth in the draft lease provided to members of the Board with such minor amendments as are satisfactory to the Secretary-Treasurer of the Board, and that the Secretary-Treasurer of the Board execute the lease on behalf of the Board;

This bylaw may be cited as "School District No. 52 (Prince Rupert) Lease of Property Bylaw No. 2020-21-01.

Motion 20200915-9.1.3b

Toye "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that School District No. 52 (Prince Rupert) License of Property Bylaw No. 2020-21-01 be read a first time the 15th day of September, 2020."

Carried

Motion 20200915-9.1.3c

Toye "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that School District No. 52 (Prince Rupert) License of Property Bylaw No. 2020-21-01 be read a second time the 15th day of September, 2020."

Carried

Motion 20200915-9.1.3d

Toye "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that School District No. 52 (Prince Rupert) License of Property Bylaw No. 2020-21-01 be read a third time, finally passed and adopted the 15th day of September, 2020."

Carried

The Secretary-Treasurer presented the proposed bylaw and answered questions from trustees.

- 9.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
None.
- 9.3 Provincial Council **(Trustees Maier, Sanchez)**
Trustee Maier advised that there is an online meeting at 3:00 this Thursday.
- 9.4 Aboriginal Education Council **(Trustees Toye, Last)**
None. Trustees asked that future agendas use the new title, "Indigenous Education Council."
- 9.5 Policy Committee **(Trustees Horne, Sanchez)**
 - 9.5.1 August 25, 2020 meeting.
Trustee Sanchez presented the minutes of the August 25, 2020 meeting of the Policy Committee.
 - 9.5.2 Policies for Approval
None.
 - 9.5.3 Policy for Review **(Trustee Kuntz)**
 - 9.5.3.1 6130 – Role of the Board Policy
 - 9.5.3.2 6140 – Role of the Trustee and Trustee Code of Conduct Policy

Motion 20200915-9.5.3a

Beil "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that 6130 – Role of the Board Policy and 6140 – Role
of the Trustee and Trustee Code of Conduct Policy be sent to the
district's partner groups for their review and comments."

Carried

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

9.5.4 Other

9.5.4.1 Committee Work Plan

The Secretary-Treasurer presented the Committee Work Plan for 2020-2021. The Board is on Cycle 1.

9.5.4.2 Dates on Policies

The Board was asked to consider whether prior approval or revision dates should be included on policies in the policy book. The alternative is to show only the most current approval date. Future policies will show only the current approval date.

9.6 District Technology Steering Committee

(Trustee Kuntz)

The Superintendent advised that the Manager of Information Technology and the Prince Rupert Middle School Vice-Principal will organise future meetings.

10. **Old Business**

None.

11. **New Business**

11.1 Future Board Meeting Location and November Board Elections

The Secretary-Treasurer asked the Board to consider whether Zoom meetings should continue, or whether the Board wants to consider a larger venue that could accommodate in-person meetings with appropriate physical distancing, but limited gallery attendance. The Board agreed to continue with Zoom meetings for the remainder of 2020, and consider the issue again in the New Year.

The Secretary-Treasurer advised that he would investigate on-line voting options for the November 3, 2020 for the election of Board officers, and report back to the Board.

12. **Information Items**

12.1 NW/NIB Meeting - TBA

Chair Horne noted the NW/NIB BCSTA Branch Meeting is to be announced.

12.2 BCSTA Meeting of Board Chairs, October 15, 2020

Chair Horne noted the BCSTA Meeting of Board Chairs on October 15, 2020, which is expected to be a remote meeting.

12.3 BCSTA MOE Joint Liaison Meeting, October 16 & 30, 2020 (Virtual)

Chair Horne noted the virtual BCSTA MOE Joint Liaison Meeting on October 16 & 30, 2020.

- 12.4 Provincial Council, October 23 & 24, 2020 (Virtual)
Chair Horne noted the virtual Provincial Council on October 23 & 24, 2020.
- 12.5 BCPSEA Symposium, Nov 2 & 3, 2020 (cancelled)
Chair Horne noted that the BCPSEA Symposium on Nov 2 & 3, 2020 has been cancelled.
- 12.6 BCSTA Trustee Academy, November 27-28, 2020
Chair Horne noted the BCSTA Trustee Academy is scheduled for, November 27-28, 2020. Trustee Toye advised there will be something available.
- 12.7 Winter Break, Dec 21, 2020 – Jan 1, 2021
Chair Horne noted the Winter Break, Dec 21, 2020-Jan 1, 2021

13. **10 Minute Question and Answer Period**

- Q. Were two masks provided at CHSS and at PRMS?
- A. While the delivery of some masks was delayed, sufficient masks were available for all staff and for middle and secondary school students.

- Q. When a teacher is in a different cohort, the teacher is asked to wear a mask, but not the students. How is the teacher protected?
- A. Provincial Health Officer Dr. Bonnie Henry says physical distancing will protect the teacher.

- Q. Would easier access to the Zoom link for the Board meeting may allow more parents to participate?
- A. Thank you.

- Q. Is there a fourth option, the Connect Program? Does it require a doctor's note?
- A. If there is a medical need, and the parent has a note from their physician, the student's school needs to be notified. If you contact the local school, there will be medical accommodation through the Connect teacher.

- Q. Zoom Board meetings are preferred for a high risk household.
- A. Thank you.

14. **Adjournment**

Motion 20200915-14.0a

Last Beil "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the meeting be adjourned at 8:26 p.m."

Carried

MINUTES

**SPECIAL OPEN SCHOOL BOARD MEETING
MEETING HELD REMOTELY VIA ZOOM
Thursday, September 24, 2020 – 5:00 P.M**

Trustees Present: J. Horne, K. Toye, J. Beil, B. Kuntz, K. Maier, L. Sanchez
Staff Present: A. Samoil, C. McIntyre, S. Jones, S. Pond
Absent: T. Last,
Regrets: I. Larocque

Chair Horne called the meeting to order at 5:00 p.m. and acknowledged the meeting is being held on traditional Ts'msyen territory.

1. Waiver of Notice and Agenda

Motion IC20200924-1.0a

Kuntz "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that notice and agenda be waived."

Carried

2. Adoption of Agenda

Motion IC20200924-2.0a

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

Carried

3. New Business

3.1 Federal Start-Up Budget

Motion IC20200924-3.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that Federal start-up budget be approved as amended."

Carried

The Secretary-Treasurer presented the draft Federal start-up budget, identifying three changes to the budget included in the Board package. The changes were to remove the \$12,000 for the meals program, increase the masks budget to \$72,000 and leave the remaining \$5,380 as Other. The Secretary-Treasurer and Superintendent answered questions from trustees.

4. 10 Minute Question and Answer Period

Q Is the budget to be used for masks and sinks?
A Yes, and for the other items presented.

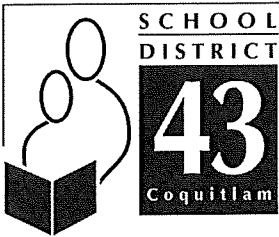
Q There is not much support in my classroom. Would like to see extra custodial support.
A Extra custodial support has been provided to the elementary schools.

5. Adjournment

Motion IC20200924-5.0

Kuntz "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the meeting be adjourned at 5:20 p.m."

Carried



550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

Learning for a Lifetime

August 21, 2020

**BOARD OF
EDUCATION**

The Honourable Rob Fleming
Minister of Education
PO Box 9045, Stn. Prov. Govt.
Victoria, BC
V8W 9E2

CHAIR:

Kerri Palmer Isaak

VICE-CHAIR:

Craig Woods

Dear Minister Fleming,

TRUSTEES:

Jennifer Blatherwick

Barb Hobson

Carol Cahoon

Lisa Park

Christine Pollock

Michael Thomas

Keith Watkins

Our Board of Education writes to express a concern with the Ministry of Education Stage-2 Back-to-School plan; flexibility and resources need to be provided for students with immunocompromised conditions in their home.

We have received significant feedback from parents and stakeholder groups with respect to the need for children to learn remotely in cases where health conditions create safety challenges for children and their families. Families with health concerns are being forced to choose between the health of their family and the education of their child.

It has become clear that more flexibility to provide remote learning options is needed to meet the demands and expectations of our community. In consideration of this need, the district has endeavored to create options for families while respecting the defined mandate in the Ministry's Stage-2 objectives.

The district has identified appropriate mechanisms for meeting remote learning needs, including through classroom teacher supported homebound instruction and, where appropriate, Distributed Learning. However, the level of need this year has created unprecedented challenges impacting the viability of these approaches. Specifically, the number of learners requiring these alternative forms of support exceeds our ability to expect classroom teachers to support through homebound programming without increased assistance. Conversely, families provided with Distributed Learning options are demanding that classroom spaces be held to make return to regular schooling possible should pandemic conditions shift. This issue is further exacerbated as Distributed Learning is funded at a lower rate than regular school enrolment. These challenges can be overcome but require a targeted increase in resources to accommodate.

The Board is examining all available financial resources and reallocating staffing where possible; however, the significant level of need exceeds the financial resources available.

The Board is therefore requesting the Ministry of Education to provide its co-governance partners with the flexibility to address the needs of families and students with immunocompromised conditions, especially at the elementary and middle school levels. Additional funding for this, on a one-time basis, would facilitate the creation of spaces to allow increased movement between face-to-face and remote learning options as well as to increase staff to support the large increase in number of homebound learners.

Yours truly,

SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION



Kerri Palmer Isaak
Chair, Board of Education

cc: Board of Education
Patricia Gartland, Superintendent of Schools/CEO
Chris Nicolls, Secretary-Treasurer/CFO
BC School Trustees Association

Board of Education

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4106 Fax (250) 475-4112

Chair: Jordan Watters, Vice-Chair: Ann Whiteaker
Trustees: Nicole Duncan, Tom Ferris, Angie Hentze,
Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter

August 28, 2020

Via email: educ.minister@gov.bc.ca

The Honourable Rob Fleming
Minister of Education
PO Box 9045,
STN PROV GOVT
Victoria, B.C. V8W 9E2

Dear Minister Fleming:

The Greater Victoria School District recognizes and appreciates the important work being done by the Ministry of Education and the Provincial Health Office to guide a safe return to school in the midst of the global COVID-19 pandemic. The Board shares the Ministry's initiative to have all of our students back in our schools as soon as families feel comfortable. The Board is pleased with your recent announcement supporting School Boards in creating hybrid options for families who do not feel comfortable returning to full time in class instruction at this time.

Our Board is keenly aware that parents and staff have different levels of comfort and anxiety during these times. Many students and staff have health issues not identified in the high-risk category. Many families live in extended family units which include elders and other immune compromised individuals. These families rely on each other for child and elder care, companionship and emotional support. During these times it is critically important to maintain these family support systems.

While we are able to provide a hybrid option until families feel comfortable transitioning to full time face to face schooling, within our current budget, we are not able to develop an online learning option to meet the needs of our families that do not feel safe returning to school full or part time. Further, many families found the online model worked well for their children and family. We learned that some students who struggled in person actually thrived online. To that

Page 2/August 28, 2020/Funding

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

One Learning Community

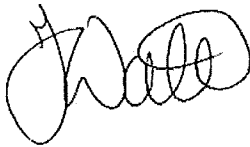
end our Board carried the following motion at its special open Board meeting on Monday, August 24th:

That the Board of Education of School District No.61 (Greater Victoria) write to the Minister of Education advocating for the full funding and flexibility to create an online learning option for families which allows students to remain connected to their school community through the COVID-19 pandemic.

We see this crisis as an opportunity to provide new ways of delivering education. Here in B.C. we have amazing teachers who have demonstrated innovative and engaging online learning. There is a wealth of untapped skill that would greatly benefit students. Building the capacity of online learning programs now will create diverse and meaningful learning opportunities for students that will support them in reaching their goals with more flexibility, choice and control over their school schedules and lives. Embracing technology in education is imperative to preparing our students to thrive in the world, and in the lives they will lead after graduation.

We respectfully request that you consider additional funding to enable School Boards to develop online options that can meet the needs and expectations of the communities we serve.

Yours sincerely,



Jordan Watters
Chair, Board of Education

Cc: Board of Education, School District No. 61
Shelley Green, Superintendent/CEO
Kim Morris, Secretary-Treasurer
BCSTA

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

One Learning Community





SCHOOL DISTRICT No.69 (QUALICUM)

September 24, 2020

Honourable Rob Fleming
Minister of Education
PO Box 9150, Stn Prov Govt
Victoria, BC V8W 9H1

Dear Minister Fleming:

RE: Cancellation of Foundation Skills Assessment (FSA) 2020-2021

At its regular board meeting of September 22, 2020 the Board of Education of School District 69 (Qualicum) passed the following motion:

THAT the Board of Education of School District 69 (Qualicum) write a letter to the Minister of Education requesting that the Foundation Skills Assessment (FSA) testing for 2020/2021 be cancelled due to COVID-19.

School Districts and the Provincial Ministries of Health and Education have acknowledged the anxiety and stress associated with these unusual times due to the current pandemic. We feel that to administer the FSA would place additional stressors on parents and students as well as staff.

School districts have been addressing the challenges of educational delivery since late March of this year. The diversity of educational environments for our learners is evolving as school districts identify and address issues resulting from these new formats. With so many variables in place, the result of the tests and the resulting distorted data would no longer be valid.

Your consideration of our request to remove the requirement for districts to administer this year's FSA is appreciated.

Sincerely,

A handwritten signature in blue ink that reads 'Eve Flynn'.

Eve Flynn, Board Chair

c: SD69 Board of Education
Keven Elder, Superintendent of Schools
Gillian Wilson, Associate Superintendent of Schools
Vivian Collyer, Director of Instruction
Debbie Comer, President, Mount Arrowsmith Teachers' Association
Andrea Button, President, District Parent Advisory Council
BC Boards of Education (via BCSTA)

File: 0530-01 MoE

PO Box 430, 100 Jensen Ave. East, Parksville, B.C. V9P 2G5
Phone (250) 248-4241 Fax (250) 248-5767 www.sd69.bc.ca

**SUPERINTENDENT OF SCHOOLS REPORT
TO BOARD OF SCHOOL TRUSTEES**

October 13, 2020

6.1 For Board Information:

6.1.1 Field Trips Approved

	School	Dates	# School Days	Grade	Purpose
1.	CHSS	Sept 25, Oct 1, 2/20	0	12	Outdoor learning
2.	PCS	Oct 1/20	1	9-12	Resiliency, Physical activity, Science, Biology, Land Navigation, English
3.	Lax Kxeen	Oct 8/20		4/5	Butze Rapids – Cross curricular – Science, FN Cedar & Salmon Government (rights & responsibilities – SS)

6.1.2 Enrolment

6.1.3 Implementation Day

6.1.4 Upcoming Projects/Learning/Other

Fund : 0 Operating

PR	TITLE	SEP	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,322,115.34	1,493,783.07	191.00	12,618,666	11,124,692	88
03	Career Preparation	7,865.57	7,865.57		110,948	103,082	93
07	Library Services	36,534.11	38,169.38		528,805	490,636	93
08	Counselling	54,599.11	56,280.62		460,453	404,172	88
10	Special Education	351,794.13	482,640.05	30,308.68	4,435,692	3,922,743	88
30	English Language Development				3,900	3,900	100
31	Aboriginal Education	136,673.32	188,597.77		2,017,589	1,828,991	91
41	Business Admin	124,677.82	321,497.22		1,609,390	1,287,893	80
TOTAL FOR Function - 1		2,034,259.40	2,588,833.68	30,499.68	21,785,443	19,166,110	88
Function : 4 District Administration							
11	Education Admin	36,852.31	125,796.82		366,429	240,632	66
40	Governance	8,259.05	46,430.13		151,318	104,888	69
41	Business Admin	106,311.91	293,732.04	896.00	1,162,738	868,110	75
TOTAL FOR Function - 4		151,423.27	465,958.99	896.00	1,680,485	1,213,630	72
Function : 5 Maintenance & Operations							
41	Business Admin	15,573.13	48,175.77		241,794	193,618	80
50	Plant Maintenance	215,240.48	680,914.93	50,569.13	2,492,338	1,760,854	71
52	Maintenance Of Grounds	5,699.57	17,405.38		117,239	99,834	85
56	Utilities	19,033.45	27,022.27		450,742	423,720	94
TOTAL FOR Function - 5		255,546.63	773,518.35	50,569.13	3,302,113	2,478,026	75
Function : 7 Transportation							
41	Business Admin	309.85	931.88		3,871	2,939	76
70	Student Transportation	12,098.30	12,700.87		302,923	290,222	96
TOTAL FOR Function - 7		12,408.15	13,632.75	0.00	306,794	293,161	96
TOTAL FOR Fund - 0		2,453,637.45	3,841,943.77	81,964.81	27,074,835	23,150,926	86
GRAND TOTAL		2,453,637.45	3,841,943.77	81,964.81	27,074,835	23,150,926	86

Monthly Report to the Board

SEPTEMBER 2020

Laptops/Desktops – 30 desktops and 60 laptops have been purchased to replace some of the aging computers throughout the district for both student and staff use.

IPADS – a new set of 20 iPad's has been purchased for Pineridge Elementary. These are replacing the aging iPad minis that were being used.

ViewSonic Smart view boards – 2 more view boards have been purchased, one for the Booth meeting room and one for the Library in PRMS. These new Smart TVs provide simplified connectivity for presentations and Zoom meetings and requires minimal user configuration and setup. This device is able to present PowerPoint presentations wirelessly and easily by staff and guests. There is a built in browser so no computer is required to view webpages or YouTube videos.

Board Office Internet Connection – A Unifi Network Bridge has been installed between the Board Office and the booth datacenter. This new connection has been working as expected and has increased the connectivity speed for the Board Office

Smart-Boards – The district purchased 20 refurbished Smartboards and projectors from Coast Mountains School District in Terrace at a significant price discount. The install of the Smart boards has started and they should all be up and running by Christmas

SSLVPN – SD52.bc.ca, the old Barracuda VPN appliance has reached end of life and has been deactivated. The district is rolling out a new VPN solution and this is currently in a pilot stage of the rollout. The implementation will evolve and change based on needs and requirements of students and staff. There is a significant difference between the two solutions, and it will take some time to complete the configuration and rollout.

PHISING AWARENESS – In early September, a phishing test email was sent to all staff to gauge how staff would respond to a phishing attack. Out of the 452 emails sent, a staggering 145 employees clicked on the link, which is very concerning. If this was an actual attack 145 staff accounts could have been compromised. The Information Technology Department is taking steps to better educate all staff members of the dangers of spam and Phishing attacks in emails.

Monthly Report to the Board

September 2020

Facilities

New water lines to all district touchless water bottle fillers, staff sinks, foods rooms and canteens is nearly complete. The water main at Conrad remains to be changed out. Pineridge and Lax Kxeen are already fully open for use. Water testing is required before the remaining bottle fillers can be returned to service for drinking water.

More floor decals, droplet barriers and sanitizing stations have been put into service around the district. There are more in stock which will be distributed as requested by principals.

Custodial

Enhanced cleaning and disinfecting of schools has been working well. A new daytime custodian position was created and filled to help with the enhanced cleaning and disinfecting. Elementary custodial hours have also been increased to 8 hours to allow more time to help with enhanced cleaning.

Energy & Conservation

We have already seen a reduction in electricity consumption, when compared to the same period of time as last year, for schools that have received the new LED lighting.

Transportation

Nothing to report.

Health & Safety

Nothing to report.

School District No. 52 (Prince Rupert)
Policy Committee
Monday, October 5, 2020
Meeting held remotely via Zoom
4:30 pm

MINUTES

In attendance: Louisa Sanchez
James Horne
Andrew Samoil
Cam McIntyre

The meeting was called to order at 4:30 pm.

1. Policies for Review
 - a. 1440 – Diversity and Inclusion Policy
 - b. 2360 – Employee Conduct and Political Activities Policy

The Secretary-Treasurer presented the draft policies for review and answered questions from trustees. The committee agreed to recommend that the Board send these two policies, as amended, to partner groups for their review and comment.

2. Policy for Approval
 - a. 6130 – Role of the Board Policy
 - b. 6140 – Role of the Trustee and Trustee Code of Conduct Policy

The Secretary-Treasurer advised that no comments were received on these policies. The committee agreed recommend that the Board approve these two policies as presented.

3. Other Business

None.

Meeting Adjourned at 4:40 pm.

Next Meeting: Monday, November 2, 2020.

Role of the Board Policy

6130 | Role of the Board Policy

Date Approved: June 10 2014

Date Amended: June 12 2018

POLICY

The Board of Education is the corporate body elected by the voters. The Board is responsible for providing educational services to students attending District schools and programs, consistent with the requirements of government legislation and the values and expectations of local communities.

The decisions of the Board in a properly constituted meeting are those of the corporate Board.

The Board shall govern in a manner characterized by

1. the vision, mission and values of the school district
2. understanding of and respect for the diversity of our communities
3. strategic leadership
4. community, regional, and provincial partnerships
5. accountability
6. advocacy for public education
7. fiscal responsibility

The role of the Board is to govern and to set policy for the school district.

The Superintendent is responsible for management of operations for the school district under the School Act, Regulations, Minister of Education Orders, and Board Policies. The Superintendent reports to the Board.

REFERENCES

BC School Act

School Trustee Oath of Office Regulation

Policy 6140, Role of the Trustee and Trustee Code of Conduct Policy

Policy 6310, Role of the Superintendent Policy

Policy 6510 Board Communications Policy

Role of the Trustee and Trustee Code of Conduct Policy

6140 | Role of the Trustee and Trustee Code of Conduct Policy

Date Approved: June 10 2014

Date Amended: June 12 2018

POLICY

The Role of the Board is to govern and to set policy for the school district. The School Act gives no individual authority to trustees. The day-to-day administration of the education programs and the conduct of the school operations is the responsibility of the Superintendent of Schools and district staff.

As members of the corporate Board, trustees are accountable to the public for the collective decisions of the Board, and for the delivery and quality of educational services. A trustee must serve the community as an elected representative; however, the trustee's primary responsibility is to make decisions in the best interest of the district as a member of a corporate Board. A trustee will not allow any private interest to influence their conduct in public matters and will comply with the requirements of the School Act and the policies of the Board that relate to conflict of interest.

Trustees will conduct themselves in an ethical and business-like manner. Specifically, trustees will:

1. Abide by the policies of the Board and all applicable legislation and regulations, including the School Act and the Oath of Office.
2. Strive to instill the community's trust in the public education system by carrying out their duties in an open and collaborative manner.
3. Base decisions on all available facts and vote their honest and unbiased conviction in every case.
4. Recognize their duty is to represent and advocate for the best interests of all learners in the school district.
5. Do everything possible to maintain the integrity, confidence, and dignity of the office of trustee and not use their position for personal advantage, or the advantage of friends and/or family.
6. Be aware that the public has a greater interest in the opinion of an elected official and use discretion at all times to minimize the impression that an individual trustee's statements reflect the corporate opinion of the Board.
7. Respect and abide by the majority decisions made by the Board.
8. Recognize that as individuals, trustees have no authority outside the meetings of the Board unless specifically delegated by the Board. Trustees may speak about what the Board has decided in a public meeting and individuals may state the reason for their vote.
9. Declare any conflict of interest and not participate in, vote on, or exert influence on a decision in which the trustee has a conflict of interest, as outlined in the Conflict of Interest Policy.
10. Respect confidentiality and not divulge the contents of closed (in-camera) meetings, recognizing that a disclosure could seriously harm the Board's ability to conduct its business.

REFERENCES

BC School Act

School Trustee Oath of Office Regulation

Policy 6130, Role of the Board Policy

Policy 6260, Conflict of Interest Policy

Policy 6310, Role of the Superintendent Policy

Policy 6510, Board Communications Policy

Date Approved: January 11 2011

Date Amended: September 12 2017

The Board of Education is committed to a safe and inclusive learning and working environment for all students, employees, and members of the school community, based on the principles of respect, acceptance, and equity. The Board of Education recognizes and supports the BC Human Rights Code which prohibits discrimination based on race, colour, ancestry, place or origin, religion, marital status, family status, physical and mental ability, sexual orientation, or gender identity or expression.

Diversity among people is one of the most prominent features of British Columbia's society. The Board of Education is firmly committed to recognizing and honouring the diversity of all members of the school community.

The Board will strive to create and maintain conditions that foster success for all students and that promote fair and equitable treatment for all. These conditions include:

1. Equitable access to, and equitable participation in, quality education;
2. School cultures that value and celebrate diversity, and respond to the diverse social and cultural needs of the communities they serve;
3. School cultures that promote understanding of others and respect for all;
4. Learning and working environments that are inclusive, safe and welcoming, and free from discrimination, harassment, and violence;
5. Decision-making processes that give a voice to all members of the school community;
6. Policies and practices that promote fair and equitable treatment.

The Board is committed to:

1. Creating an environment in the school district which is consistent with the B.C. Human Rights Code;
2. Providing students with cognitive, social-emotional, and physical access to educational programs that will assist them in participating in, and contributing to, a diverse society;
3. Hiring employees on the basis of ability and qualifications, and who are representative of the diverse population ~~it~~ the district serves;
4. Reducing language and cultural barriers;
5. Communicating effectively with all students, parents, guardians, employees and partner groups, to ensure that each person has a voice and is treated with dignity and respect through an appropriate and constructive process.

REFERENCES

School Act, Regulations and Orders

BC Human Rights Code (1996)

1410 - - District Code of Conduct Policy

1440-10 - - Multiculturalism Regulation

1440-20 - - Sexual Orientation/Gender Identity and Expression Regulation

[4320-10 – Bullying and Harassment Regulation](#)

2360 | Employee Conduct and Political Activities Policy

Date Approved: June 14 2011

Date Amended: February 14 2017

The School Act requires a non-sectarian approach to the conduct of education in British Columbia schools. Therefore, the study of political or religious issues in classrooms shall be of an objective and comparative nature, and related to the provincial curriculum.

The Board will not allow any activities or distribution of materials in ~~its~~ schools during instructional hours which are political or religious in nature and which ~~proselytize~~are intended to convert the belief or opinion of another person. The Board delegates to the Superintendent the authority to make and implement regulations with respect to activities that may be pursued and materials that may be distributed.

Principles for Employee Conduct include the following:

Loyalty: All employees have a duty of loyalty to the school district as their employer. The duty of loyalty requires employees, irrespective of political preferences or affiliations, to serve the school district to the best of their ability. Employees must, in the conduct of their duties, instill confidence and trust, and must not impugn the reputation of the school district.

Public Comment: School district employees are free to comment on public issues but must exercise caution to ensure that, by doing so, they do not jeopardize the perception of impartiality in the performance of their duties. For this reason, care should be taken in making comments or entering into public debate, including comments on social media, regarding school district policies. Employees must not use their position in the school district to lend weight to the public expression of their personal opinions.

Political Activity: Employees are free to participate in political activities. Employees (or their affiliates) must not engage in political activities during working hours. Employees' political activities must be clearly separated from activities related to their employment (including the use of organization resources of any kind).

Employees are required to obtain prior approval in accordance with Regulation 2360-10 before distributing union, political or religious information to students or parents.

Related Policies and Regulations:

2360-10 Employee Conduct and Political Activities Regulation

Technology Steering Committee Meeting
September 24, 2020 3:30 pm Booth Building
Minutes

Present: Jit Khaira, Paul Cox, Jane Collins, Gabriel Bureau, Carla Rourke, Sandra Pond

Regrets: Mike McDowell, Roberta Edzerza

1. Technology Department update – Paul Cox

- 21 Smartboards were purchased from Terrace SD for \$5,000.00
-thankful for a great relationship with the Maintenance team
- 5 new Wireless Access points were installed at Roosevelt
- SPAM alert/Phishing Training was sent to all employees
- 20 new laptops were purchased for the French Immersion Program at CHSS
- Bandwidths for the Elementary sites are in the process of being upgraded. Discussions are ongoing with the Ministry of Education.
- Bandwidth at PRMS and CHSS will be bumped up next (from 100 to 200)

2. Budget and Software renewals - Jit Khaira

- In light of technology budget reductions, software licenses are being reviewed to find some savings. For example:
 - Brain Pop was reduced to 3 site licenses from 6 at a \$10,000 savings. These licenses can be shared district wide by all schools.
 - Filemaker Pro has only learning services as users, and its license is based on an honour system, so it was renewed with 10 user licenses instead 20 at a substantial saving.
 - The number of resource packages from Focus Ed (which was previously BC ERAC) was reduced to achieve savings.
 - A district-wide license for IXL was purchased for online provision to students during the onset of the pandemic. This license is currently used by a higher number of educators in our district.
 - PRMS has been using All the Right Type, a typing tutor, but there are free typing programs online. This license will not be renewed (a \$2,000.00 savings).

3. Fresh Grade – Jit Khaira

- Surrey has been using this digital portfolio platform for reporting
- Some teachers at Conrad have been using this platform for reporting as well as content sharing with parents.
- Teachers at Roosevelt would like to try using FreshGrade this school year. This would help them seamlessly transition to an online platform if the district moves back to Stage 3.
- Parents may request a traditional report card if they would like to opt out of Freshgrade.

- Using Freshgrade is optional for teachers
- Microsoft Teams, a digital collaboration platform, is being used by more teachers both at the Middle and High school.

4. Moodle Server – Jit Khaira

- Moodle was moved to a new online portal server during the summer.
- Kathy Offutt has connected with teachers at the high school to make necessary provisions to move some of their courses to the new portal.
- Plugins for the new server were not working so the online provider had a session with Susan Enns, Kathy Offutt and Jit Khaira to iron out the errors. The errors could have been caused by a browser issue and not the program.
- Students need an email address to access Moodle, and therefore the Tech Department created login accounts for our Grade 4 and 5 students when the district teachers were teaching online.
- Moodle training and support can be provided for teachers who are interested. Some Pro-D content has been uploaded to the district resource site at www.resources.rupertschools.ca.
- The Western Canadian Learning Network (WCLN) provides self-paced Pro-D about how to use Moodle on their site. Moodle pro-d opportunities will be brought to the District Professional Development Meeting.

5. Science Literacy Week Sept 21 - 27 – Jit Khaira

- The focus is on the environment and Biodiversity
- Digital resources and links were emailed to all staff.

6. Other items

- Curious about Kajeet device, a wireless connectivity device and how it works. Some reports say that it was very slow.