

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

A G E N D A

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD ON ZOOM**

Tuesday, May 17, 2022- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 Debra Fabbi, Literacy at Pineridge Elementary School
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meeting held April 19, 2022 (p. 4)
4. **Necessity of Closed Meeting and Agenda**
 - 4.1 Approval of Agenda
 - 4.2 Approval of Minutes of the In-Camera Meeting held April 19, 2022
 - 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
 - 5.1.1 May 4, 2022, Response to letter of support from Jennifer Whiteside (p. 10)
 - 5.2 Copied to the Board
 - 5.2.1 April 5, 2022, Minister response to BCSTA re: FSA letter of support (p. 11)
 - 5.2.2 April 22, 2022, BCTC re: Invitation to Orientation Session on Revised TEP Approval Standards letter (p. 12)
 - 5.2.3 April 29, 2022, Central Okanagan Board of Education letter to MOE re: Additional funding for the District's Annual Facility Grant (p. 13)
 - 5.2.4 May 2, 2022, BCSTA Indigenous-Focused Graduation Requirements Survey to MOE (p. 15)
6. **Superintendent of Schools' Report**
 - 6.1 For Board Information:
 - 6.1.1 Field Trips (p. 17)
 - 6.1.2 Enrolment
 - 6.1.3 Witness Blanket
 - 6.1.4 FSA Data
 - 6.1.5 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer's Report**
 - 7.1 April 2022 Expenditure reports (p. 18)
 - 7.2 Operations Department Report (p. 20)

7.3 Information Technology Department Report (p. 22)

8. **Committee Reports**

8.1 Finance & Building Committee (Trustees Beil, Maier, Sanchez)

8.1.1 2022-2023 Annual Facilities Grant Plan (p. 23)

8.1.2 Tender Approvals

8.2 Framework for Enhancing Student Learning (Trustees Toye, Horne)
None.

8.3 Provincial Council (Trustees Maier, Sanchez)
None.

8.4 Indigenous Education Council (Trustees Toye, Last)
None.

8.5 Policy Committee (Trustees Beil, Horne)

8.5.1 May 10, 2022 Meeting minutes (p. 24)

8.5.2 Policies for Approval

8.5.2.1 1115 – Board Authorized Courses Policy (p. 25)

8.5.2.2 1210 – Student Registration and Catchment Area (Elementary)
Policy (p. 26)

8.5.2.3 4210 – Pandemic Response Policy (p. 27)

8.5.3 Policies for Review

8.5.3.1 1130 – Student Support Policy (p. 28)

8.5.3.2 1310 – Child Protection Policy (p. 29)

8.6 District Technology Steering Committee (Trustee Kuntz)

8.6.1 April 27, 2022 Meeting minutes (p. 30)

9. **Old Business**

9.1 BCSTA Annual General Meeting

9.2 Board Meeting Dates

9.2.1 June 2022

9.2.2 2022-2023

10. **New Business**

10.1 Budget Committee

11. **Information Items**

11.1 Pro-D Day, Friday, May 20, 2022

11.2 Victoria Day, Monday, May 23, 2022

11.3 National Indigenous Peoples Day, June 21, 2022

11.4 Board Meeting, June 21, 2022

11.5 Last Day of School, June 29, 2022

11.6 Administrative day, June 30, 2022

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, April 19, 2022 – 7:00 P.M.

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

Regrets: J. Beil,

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

Chair Toye acknowledged that the meeting is being held on tradition Ts'msyen territory and called the meeting to order at 7:02 p.m.

1. Adoption of Agenda

Motion 20220419-1.0a

Last "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):** CHSS students, Josh Joubert and Ellen Wright re: Interact Club.
The Superintendent introduced Charles Hays Secondary School teacher Troy O'Toole and students Josh Joubert and Ellen Wright. Mr. O'Toole introduced Rotary Club member Mr. Bob Killbery. The students informed the Board of the activities undertaken by the Interact Club.

Trustees thanked the students for their presentation and their service to the community.

3. Approval of the Minutes of the

3.1 Open Board Meeting held March 15, 2022.

Motion 20220419-3.1a

Last "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the minutes of the open Board meeting held
March 15, 2022 be approved as amended."

Carried

Paragraph 10.1 was amended to begin "Chair Toye" and paragraph 11.6 was amended to replace "Spring Break" with "BCSTA AGM."

4. Necessity of Closed Meetings and Agenda

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes of the In-Camera Meetings held March 15, 2022.
- 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 20220419-4.0a

Last "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that the 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 March 28, 2022, BCSTA, Request for meetings to be held in hybrid mode
letter.

Motion 20220419-5.2.1a

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

5.2.2 March 29, 2022, Mike Farnsworth, Funding model review letter.

Motion 20220419-5.2.2a

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

Carried

5.2.3 March 8, 2022, SD No 5, Student Services Funding Model review letter.

Motion 20220419-5.2.3a

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

Carried

5.2.4 March 11, 2022, SD No. 69, Climate Crisis resource request letter.

Motion 20220419-5.2.4a

Horne "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the letter from SD No. 69 be received and filed."

Carried

5.2.5 March 11, 2022, SD No. 69, national school food program letter

5.2.6 March 11, 2022, SD No. 69, Healthy school food program letter.

Motion 20220419-5.2.5a

Maier "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the letters from SD No. 69 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. More field
trips are expected in the months ahead.

6.1.2 Enrolment

The Director of Instruction reported that the student count at March 31,
2022 was 1,820 students, a decrease of 6.

6.1.3 COVID Update

The Superintendent presented the COVID-19 update and answered questions from trustees. From this point forward the district has a "Communicable Disease Prevention Plan" in place.

6.1.4 Indigenous focused graduation requirements survey

The Superintendent advised of the upcoming deadline for feedback on the Indigenous focused graduation requirements survey.

6.1.5 Upcoming Projects/Learning/Other

The Superintendent provided a summary of recent school activities and upcoming events.

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

7.1 March 2022 Expenditure Reports

The Secretary-Treasurer presented the March 2022 Expenditure Reports and answered questions from trustees.

7.2 Operations Department Report

The Secretary-Treasurer presented the Operations Department Report for March 2022 and answered questions from trustees.

7.3 Information Technology Department Report

The Secretary-Treasurer presented the Information Technology Department Report for March 2022 and answered questions from trustees.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Maier, Sanchez)

8.1.1 2022-2023 Capital Bylaw

Motion 20220419-8.1.1.a

Maier "Be it resolved by the Board of Education of School District No. 52
Kuntz (Prince Rupert) that all three readings of the School District No. 52
(Prince Rupert) Capital Bylaw No. 2022/23-CPSD52-01 be read at the
same meeting."

Carried

CAPITAL BYLAW NO. 2022/23-CPSD52-01

CAPITAL PLAN 2022/23

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 52 (Prince Rupert) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;

- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2022/23 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 15, 2022, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Bylaw No. 2022/23-CPSD52-01

Motion 20220419-8.1.1.b

Maier "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital Bylaw No. 2022/23-CPSD52-01 be read a first time the 19th day of April, 2022."

Carried

Motion 20220419-8.1.1.c

Maier "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital Bylaw No. 2022/23-CPSD52-01 be read a second time the 19th day of April, 2022."

Carried

Motion 20220419-8.1.1.d

Maier "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Capital Bylaw No. 2022/23-CPSD52-01 be read a third time, finally passed and approved the 19th day of April, 2022."

Carried

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

- 8.2 Framework for Enhancing Student Learning (Trustees Horne, Toye)
 - 8.2.1 March 17, 2022 meeting
 - Chair Toye presented the summary of the March 17, 2022 meeting and answered questions from trustees.
- 8.3 Provincial Council (Trustees Maier, Sanchez)
 - None.
- 8.4 Indigenous Education Council (Trustees Toye, Last)
 - None.
- 8.5 Policy Committee (Trustees Beil, Horne)
 - 8.5.1 April 12, 2022 meeting
 - Trustee Horne presented the minutes of the April 12, 2022 meeting of the Policy Committee.

- 8.5.2 Policies for Approval
 - 8.5.2.1 2330 – Service Awards Policy
 - 8.5.2.2 5120– Naming Policy

Motion 20220419-8.5.2a

Horne Last	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 2330 – Service Awards Policy and 5120 – Naming Policy be approved as presented."	<u>Carried</u>
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Trustee Horne advised that the Policy Committee recommended these policies be approved by the Board.

- 8.5.3 Policies for Review
 - 8.5.3.1 1115 – Board Authorized Courses Policy
 - 8.5.3.2 1210 – Student Registration and Catchment Area (Elementary) Policy

Motion 20220419-8.5.3a

Horne Last	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 1115 – Board Authorized Courses Policy and 1210 – Student Registration and Catchment Area (Elementary) Policy be sent to partner groups for their review."	<u>Carried</u>
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Trustee Horne advised that the Policy Committee recommended the Board send these 2 policies to the district's partner groups for their review.

- 8.5.3.3 4210 – Pandemic Response Policy

Motion 20220419-8.5.3b

Horne Last	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 4210 – Pandemic Response Policy be sent to partner groups for their review."	<u>Carried</u>
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Trustee Horne advised that the Policy Committee recommended the Board send this new policy to the district's partner groups for their review.

- 8.6 District Technology Steering Committee (Trustee Kuntz)
None

9. Old Business

- 9.1 In-Person Board Meetings

Motion 20220419-9.1a

Horne Last	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board return to in-person Board meetings."	<u>Carried as amended</u>
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Motion 20220419-9.1b

Horne Last	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that Motion 20220419-9.1a be amended to add 'with a hybrid zoom option.' "	<u>Carried</u>
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The Secretary-Treasurer asked the Board to consider a return to in-person meetings, as the rest of the school district has returned to "normal."

Chair Toye led the Board in a discussion of the proposal to return to in-person Board Meetings. Trustees agreed that maintaining a Zoom option provides better community access and allows for recording of meetings.

10. **New Business**

None

11. **Information Items**

11.1 BCSTA AGM, April 21-24, 2022

Chair Toye noted that the BCSTA AGM will be April 21-24, 2022.

11.2 Pro-D Day, Monday, April 25, 2022

Chair Toye noted that the Pro-D Day will be Monday, April 25, 2022.

11.3 Annual Budget Consultation Meeting, Thursday, May 5, 2022.

Chair Toye noted that the Annual Budget Consultation Meeting will be on Thursday, May 5, 2022 at 7:00 in the Booth building and on Zoom.

11.4 Board Meeting, May 17, 2022

Chair Toye noted that the next Board Meeting will be on May 17, 2022.

11.5 Pro-D Day, Friday, May 20, 2022

Chair Toye noted that the Pro-D Day will be Friday, May 20, 2022.

11.6 Victoria Day, Monday, May 23, 2022

Chair Toye noted that Victoria Day Statutory Holiday is on Monday, May 23, 2022.

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

None.

13. **Adjournment**

Motion 20220419-13.0a

Last
Kuntz

"Be it resolved by the Board of Education of School District No. 52
(Prince Rupert) that the meeting be adjourned at 7:52 p.m."

Carried



May 4, 2022

Ref: 252964

Kate Toye, Chair
Board of Education
School District No. 52 (Prince Rupert)
Email: kate.toye@sd52.bc.ca

Dear Kate Toye:

Thank you for your January 6, 2022, letter regarding your support of a universal, cost-shared healthy school food program in Canada. I am pleased to provide a response on behalf of both myself and the Honourable Lana Popham, Minister of Agriculture, Food and Fisheries.

We share a common goal that all British Columbia students are properly fed to support their learning each day. As you know, the [mandate letter](#) issued to me by Premier John Horgan on November 26, 2020, includes a commitment to work with British Columbia school districts to create more local school food programs and to increase local food sourcing.

The Ministry of Education and Child Care is in the beginning stages of developing this provincial-wide response in partnership with the ministries of Health and Agriculture, Food and Fisheries. We are currently analysing new school and district-based data to inform a path forward, recognizing the unique local context and challenges across the province, as you described in your letter. Relationship building is an important step to this developing approach, and the Ministry is already working with the BC Chapter of the Coalition for Healthy School Food to identify where we can collaborate to ensure students are properly fed for learning. It is great to hear that you have endorsed them as a first step forward.

I am pleased that the federal government reiterated their commitment to a national school food policy within their 2021 mandate letters and look forward to collaborative opportunities ahead.

Thank you for your commitment to nutritious school food programming in School District No. 52 (Prince Rupert) and for advocating for additional supports and collaboration to benefit more students.

Sincerely,

Jennifer Whiteside
Minister

pc: Honourable Lana Popham, Minister of Agriculture, Food and Fisheries
Jennifer Rice, MLA North Coast



April 5, 2022

Ref: 253815

Stephanie Higginson, President
British Columbia School Trustees Association
Email: shigginson@bcsta.org

Dear Ms. Higginson:

Thank you for your letter of February 9, 2022, voicing the British Columbia School Trustees Association's (BCSTA) support for the First Nations Leadership Council's (FNLC) letter regarding the Foundation Skills Assessment (FSA). I appreciate hearing that you share in the importance of FSA data as an essential tool for equity in education.

As shared with FNLC, I want to assure the BCSTA that the Ministry of Education understands the importance of FSA data in understanding the learning outcomes of Indigenous students. We remain committed to continuing to administer system-wide assessments that provide essential feedback on student learning.

During the FSA roundtable last fall, the Ministry heard clearly from rightsholders and stakeholders that it is vital to work collaboratively with the education sector to improve the provincial assessment system. This spring, the province will convene a working group to seek recommendations for improving the provincial assessment system, ensuring the administration of these measures are culturally appropriate, and to address concerns around the misuse of assessment data by third parties. By bringing together rightsholders, stakeholders, and education policy experts, we endeavour to create a shared goal of improving assessment participation rates, ensuring results can be recognized as valuable and used by everyone in a meaningful way.

Working together to support equitable and positive outcomes for Indigenous learners will be key to ensuring all students experience success in our education system. I look forward to continuing to work with the BCSTA on achieving this goal.

Thank you for your continued support.

Sincerely,

Jennifer Whiteside
Minister



April 22, 2022

Dear Colleagues,

Re: Invitation to Orientation Session on Revised TEP Approval Standards

I hope this correspondence finds you well and looking forward to some warmer spring weather. I am reaching out to inform you that the revised [TEP Approval Standards](#) are now posted on the BC Teachers' Council (BCTC) [website](#). This concludes a lengthy drafting process that would not have been possible without the feedback received from BC's K-12 education partner groups.

The BCTC recognizes that some stakeholders may benefit from a re-introduction to the Standards at this time. As a result, the BCTC will be holding an orientation session for education partner groups on May 26, 2022, from 1:00 PM to 3:00 PM. Individuals who wish to attend can access the meeting via the link below.

Zoom Access: [TEPAS Orientation Session - Meeting Link](#)

Meeting ID: 420 161 5370

Passcode: 5644676

Should you have any immediate questions, please contact Shawn McMullin, Director of Professional Excellence at the Ministry of Education and Child Care via email at shawn.mcmullin@gov.bc.ca or by phone at 604-655-5729.

Sincerely,

Jim Iker
Chair



April 29, 2022

Via email: EDUC.Minister@gov.bc.ca

Honourable Jennifer Whiteside
Minister of Education
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Whiteside:

On behalf of the Central Okanagan Board of Education, I am writing to request additional funding for the District's Annual Facility Grant.

The District's current funding level is neither adequate nor sustainable. Funding previously provided by the Provincial Government was not nearly sufficient to meet the demands in the system. Each year, staff continue to defer important maintenance projects to meet the budgets set by inadequate funding levels.

The total estimated costs of deferred maintenance in Central Okanagan Public Schools for 2022/2023 is \$9,828,530. This includes vital electrical, facility, site, and mechanical upgrades, as well as roof replacements and functional improvements. These costs are well above the District's current Annual Facility Grant of \$3,800,000, which has seen no increase for 17 years. The District increased the space this grant supports by over 17,000 sq. meters in recent years, with no additional funding.

Currently, Central Okanagan Public Schools serve families in the fastest growing region in Canada. While this Board continues to advocate for the new and replacement school spaces that our communities desperately require. We also must have sufficient funds to properly maintain both our existing school buildings and the significant number of portable classrooms we have been forced to place on many of our school sites.

Please provide the additional funding we require to provide safe and functional learning spaces for children in our large and rapidly growing district.

Yours sincerely,

A handwritten signature in black ink that reads "Moyra Baxter". The signature is written in a cursive, flowing style.

Moyra Baxter, Chair
Board of Education

copy: Central Okanagan Board of Education Trustees
British Columbia School Trustees Association
Norm Letnick, MLA for Kelowna-Lake Country
Renee Merrifield, MLA for Kelowna-Mission
Ben Stewart, MLA for Kelowna West
Kevin Kaardal, Superintendent of Schools/CEO
Delta Carmichael, Secretary-Treasurer/CFO
Mitch Van Aller, Director of Operations

Board of Education – Trustees

Moyra Baxter
Norah Bowman

Wayne Broughton
Chantelle Desrosiers
Julia Fraser

Amy Geistlinger
Lee-Ann Tiede



British Columbia
School Trustees
Association

May 2, 2022

The Honourable Jennifer Whiteside

Minister of Education

PO Box 9045, Stn Prov Govt

Victoria B.C. V8W 9E2

educ.minister@gov.bc.ca

Dear Minister Whiteside,

Subject: BCSTA Indigenous-Focused Graduation Requirements Survey

On behalf of the British Columbia School Trustees Association (BCSTA), I am writing regarding the planned implementation of an Indigenous-focused graduation requirement for all students, beginning in the 2023/24 school year.

As you know, BCSTA serves and supports our members, all 60 of B.C.'s boards of education, in their key work of improving student achievement. With respect to the Indigenous-focused graduation initiative, we surveyed our member boards to gather additional thoughts and feedback from the perspective of boards.

The data collected shows there is support and enthusiasm for the proposed initiative, and it is seen as an important step on our collective journey towards reconciliation. In addition, the actions being taken by government align with the United Nations Declaration on the Rights of Indigenous Peoples and British Columbia's *Declaration on the Rights of Indigenous Peoples Act*. It is important that we are recognizing and demonstrating a deeper respect and understanding of Indigenous history, culture and traditions in an appropriate manner. We hope that these changes will aid the K-12 sector in addressing longstanding issues, including systemic racism, while also empowering and elevating Indigenous youth with improved educational outcomes.

While there is enthusiasm for the initiative, there is also recognition that it will need to be thoroughly supported by government to ensure its success. It will require adequate funding to find and/or train qualified individuals, develop curriculum materials, raise public awareness for parents and students on the curriculum and to create the ability to share resources and best practices province-wide. These are just a few examples of what will be required prior to launching the graduation requirement.



British Columbia
School Trustees
Association

In addition, it is essential that the local histories, cultures and traditions of Indigenous rightsholders across the province be considered in the development of the curriculum. This can be achieved by designing a province-wide 'umbrella' curriculum that is flexible enough to allow school districts to work collaboratively with local rightsholders to ensure their input is meaningfully represented.

This is an exciting step the province is taking and one that BCSTA supports. If you would like to discuss this further, please reach out to me.

Sincerely,

A handwritten signature in black ink that reads "Carolyn Broady". The signature is written in a cursive, flowing style.

Carolyn Broady

President

British Columbia School Trustees Association

CC: BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA

SUPERINTENDENT OF SCHOOLS REPORT
TO BOARD OF SCHOOL TRUSTEES

May 17, 2022

6.1 For Board Information:**6.1.1 Field Trips Approved**

	School	Dates	# School Days	Grade	Purpose
1.	CHSS	April 19, 2022	.5	11-12	Harbour Tour/Metlakatla Passage
2.	CHSS	May 6 & 7, 2022	0	8-12	Smithers for zones (track team)
3.	CHSS	May 7, 2022	0	11/12	Terrace for Sr. Girls soccer play day
4.	Port Ed	May 12, 2022	.6	K-5	Earl Mah Aquatic Centre
5.	CHSS	May 14, 2022	0	11/12	Smithers for Sr. Girls Soccer Zones tournament
6.	Port Ed	May 16, 2022	.6	K-5	Conrad school for cultural performance
7.	PRMS	May30, June 1, 2, 3/22	1	7	Kloiya bay kayaking
8.	CHSS	June 1-4/22	3	10-12	Abbotsford for Rugby Seven's Provincials
9.	PRMS	June 16, 2022	1	6	Butze Rapids
10.	PRMS	June 23-24/22	2	6	Kasiks campground
11.	PRMS	June 24, 2022	1	7	Diana Lake

6.1.2 Enrolment

6.1.3 FSA Data

6.1.4 Upcoming Projects/Learning/Other

School District No. 52 - Prince Rupert

Financial Results as at April 30, 2022

	2021/22 Amended Budget	Year-to-Date April 30	Remainder (Unspent)	Remainder %	Notes
Operating Revenue	26,485,409	20,920,438	5,564,971	21.0%	
Operating Expenses:					
Salaries:					
Teachers	10,153,871	8,132,099	2,021,772	19.9%	10 months
Principals and Vice Principals	2,033,738	1,621,680	412,058	20.3%	12 months
Educational Assistants	1,922,067	1,548,928	373,139	19.4%	10 months
Support Staff	2,169,111	1,769,987	399,124	18.4%	10 & 12 months
Other Professionals	1,608,296	1,280,916	327,380	20.4%	Mostly 12 months
Substitutes	1,084,101	752,748	331,353	30.6%	10 months
<i>Total Salaries</i>	18,971,184	15,106,358	3,864,826	20.4%	
Employee Benefits	4,182,674	3,357,501	825,173	19.7%	10 & 12 months
Total Salaries and Benefits	23,153,858	18,463,859	4,689,999	20.3%	
Services and Supplies	3,364,559	2,266,575	1,097,984	32.6%	10 & 12 months
Total Operating Expenses	26,518,417	20,730,434	5,787,983	21.8%	
Operating Income (Loss)	(33,008)	190,004	(223,012)		

Fund : 0 Operating

PR	TITLE	APR	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,101,414.96	9,324,658.09		12,063,919	2,739,261	23
03	Career Preparation	10,161.36	79,181.30		133,477	54,296	41
07	Library Services	37,526.61	379,316.62		485,228	105,911	22
08	Counselling	49,631.81	348,962.37		409,822	60,860	15
10	Special Education	378,452.45	3,428,834.14	348.28	4,276,178	846,996	20
30	English Language Development		138.55		3,154	3,015	96
31	Aboriginal Education	154,277.27	1,330,365.93		1,900,003	569,637	30
41	Business Admin	144,517.48	1,409,414.43		1,599,861	190,447	12
TOTAL FOR Function - 1		1,875,981.94	16,300,871.43	348.28	20,871,642	4,570,422	22
Function : 4 District Administration							
11	Education Admin	31,129.17	313,036.31		390,592	77,556	20
40	Governance	8,952.77	124,601.67		165,295	40,693	25
41	Business Admin	122,874.64	930,485.91		1,191,321	260,835	22
TOTAL FOR Function - 4		162,956.58	1,368,123.89	0.00	1,747,208	379,084	22
Function : 5 Maintenance & Operations							
41	Business Admin	19,677.27	202,309.28		240,173	37,864	16
50	Plant Maintenance	212,483.89	2,106,559.91	8,680.87	2,700,939	585,698	22
52	Maintenance Of Grounds	16,851.44	134,778.79		176,343	41,564	24
56	Utilities	69,093.80	388,435.32		450,742	62,307	14
TOTAL FOR Function - 5		318,106.40	2,832,083.30	8,680.87	3,568,197	727,433	20
Function : 7 Transportation							
41	Business Admin	351.62	3,378.38		4,021	643	16
70	Student Transportation	19,687.36	225,976.55		327,349	101,372	31
TOTAL FOR Function - 7		20,038.98	229,354.93	0.00	331,370	102,015	31
TOTAL FOR Fund - 0		2,377,083.90	20,730,433.55	9,029.15	26,518,417	5,778,954	22
GRAND TOTAL		2,377,083.90	20,730,433.55	9,029.15	26,518,417	5,778,954	22

Monthly Report to the Board

April 2022

Facilities

Pineridge had some boiler repairs completed.

Conrad field was re-graded to prevent ponding after a large rain fall. The ditch along the field was graded and filled with large river boulders to ensure that water flows to the drains and will prevent standing water and muddy boots.

CHSS bathroom is in the flooring stage. PCS and Pineridge are receiving doors and final touch-ups.

Tenders for the unit ventilator installations have been received and are within budget. Tender for the Conrad bathroom was extended to May 12th. The district will be ready to award projects in May.

Plans for the new Roosevelt Playground are moving forward.

Custodial

Supplies are being ordered for the summer projects planned for the custodial department.

Energy & Conservation

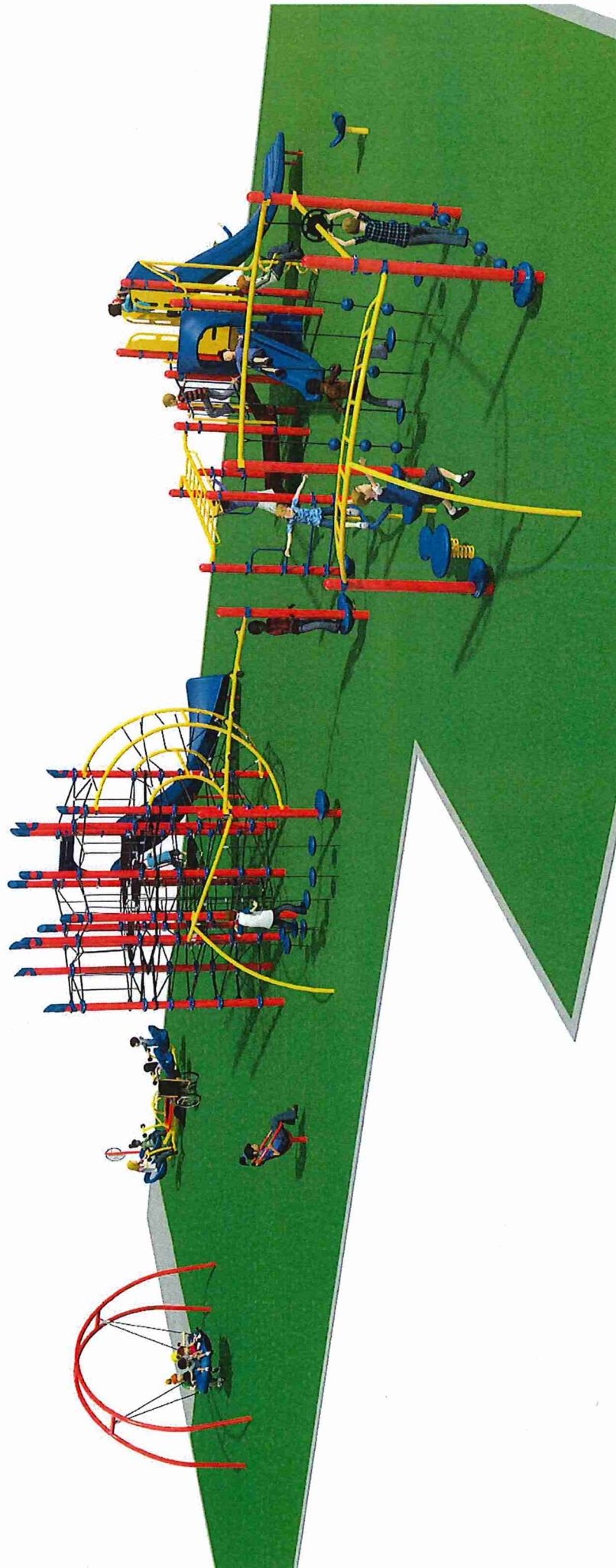
Nothing to report.

Transportation

The new large bus is now promised to ship on May 16th.

Health & Safety

Maintenance has a good supply of hand sanitizer, masks, disinfectant wipes and classroom sanitizer to be distributed as needed.



lsn
landscape
structures

Roosevelt Park Elementary School

2000-1-1 • 08.20.2021

habitat

systems incorporated

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Monthly Report to the Board

April 2022

- **Network Status** – There were no network incidents in the month of April.
- **Computer purchases** – No devices were purchased in the month of April.
- **ECS (Enhanced Cyber Security)** – All firewalls at all locations are now using the latest software versions, as recommended by the Ministry of Education's ECS team.
- **Device Management** – During Spring break IT staff spent time in all schools as this was a good time to gather equipment that needed repair. A quick inventory of laptops and desktops was done. This information will give a better idea of what needs to be replaced over the summer. Starting in May emails will go out to all staff reminding them to move any files they want to keep to the 365 One Drive. This is necessary to ensure files do not go missing when IT reimages computers over the summer.
- **Laptop and Computer Image** – The IT team has been preparing images for the various computers and laptop models to ensure we have the correct windows image when reimaging in summer at various schools.
- **SERVER 2019** – The latest version of the windows server will need to be installed on all servers over the summer, this upgrade will ensure all servers are using the latest software and security updates
- **Antivirus Deployment** – The IT team has been working on creating a script that will ensure all the computers which are domain joined gets the auto-deployment of Antivirus (SOPHOS). Auto deployment ensures all the devices have antivirus and minimizes instances of manual installation.
- **Helpdesk** – Latest software of Helpdesk is now installed as per the security advice from the helpdesk software provider. The latest version has a bug, which does not allow to access the helpdesk from mobile devices. The vendor is working on resolving it.

School District No. 52 (Prince Rupert)
2022-2023 Annual Facilities Grant

Funding:

Special Purpose Grant	\$135,659
Capital Grant	<u>559,953</u>
	695,612
Capital Asset Management System (withheld)	<u>(11,545)</u>
	<u>684,067</u>

Planned Spending:

Trades Wages	250,000
IT Projects	30,000
Health & Safety	60,000
Building Maintenance	140,000
Building Renewal	120,000
Outdoor Renewal & Maintenance	84,067
	<u>684,067</u>

School District No. 52 (Prince Rupert)
Policy Committee
Tuesday, May 10, 2022
4:45 pm

MINUTES

In attendance: Janet Beil, James Horne, Louisa Sanchez (Observer)
Andrew Samoil, Cam McIntyre

The meeting was called to order at 4:45 p.m.

1. Policies for Approval

- a. 1115 – Board Authorized Courses Policy
- b. 1210 – Student Registration and Catchment Area (Elementary) Policy
- c. 4210 – Pandemic Response Policy

The Secretary-Treasurer advised that no comments were received on the draft policies. The Committee agreed to send these policies, as presented, to the Board for approval.

2. Policies for Review

- a. 1130 – Student Support Policy
- b. 1310 – Child Protection Policy

The Secretary-Treasurer presented the draft policies for review. The Committee agreed to ask the Board to send these policies, as amended, to partner groups for comments.

3. Other Business

None.

Meeting Adjourned at 5:05 p.m.

Next Meeting: Tuesday, June 14, 2022

1115 | Board Authority Authorized Courses Policy

Date Approved: May 14 2019

The Board of Education of School District No. 52 (Prince Rupert) encourages the development of Board Authorized courses to:

- meet the particular needs of our community; and
- provide choice and flexibility for students.

Schools may offer locally developed courses in conformity with the School Act and Ministry Policy (Board/Authority Authorized Courses, effective 2021).

Approval of the Board of Education is required before a course may be offered to students.

REFERENCE:

[School Act Section 85 \(2\) \(i\), 168 \(2\) \(b\)](#)

[Ministry Policy – Board/Authority Authorized Courses effective July 1, 2021](#)

[Board/Authority Authorized \(BAA\) Courses Requirements and Procedures Guidebook Updated 2019](#)

1210 | Student Registration and Catchment Area (Elementary) Policy

Date Approved: March 12 2019

It is in the best interest of students that enrolment in schools and assignment to programs occur in a systematic, equitable and educationally beneficial fashion. School district students are generally expected to attend their neighbourhood school according to catchment areas defined by the Board of Education. There must, however, be a balance between school attendance based on designated catchment areas and attendance at a school, for good reasons, as a non-catchment child.

As outlined in the School Act, students will be enrolled in schools and assigned to programs with respect to:

- Age;
- School catchment area;
- Residence location;
- Statutory entitlement; and
- The availability of space, facilities and instructional resources.

Catchment areas are defined by the Board and may be amended.

Space permitting, students may attend a school outside their catchment area. Parents or guardians may request a cross-boundary transfer for their elementary student or students to attend another school in accordance with district regulations.

REFERENCES:

School Act, Sections 74.1, 75 and 75.1

1210-10 Student Registration and Catchment Area (Elementary) Regulation

Date Approved:

The District, in cooperation with the provincial government and Northern Health Authority, supports efforts to minimize a pandemic and its disruption to the operational activities of the District. Principals, managers and staff are expected to ensure the most effective and efficient use of resources for the maximum benefit and protection of students, staff and facilities.

In the event that Northern Health Authority identifies evidence of a significant communicable disease outbreak in the region, the Superintendent has the authority to make decisions regarding crisis response. When a state of emergency is declared by a Ministry of the Government, the particular Ministry will have such authority.

The Board of Education recognizes that the legal authority to close a school for public health reasons falls under the purview of the Provincial Health Officer and the local Medical Health Officer. The Superintendent will take direction regarding the closure of schools from them.

The Superintendent will communicate a standard set of response protocols for dealing with the pandemic, in a Pandemic Response Plan, to ensure that all employees, students and families are familiar with their roles and responsibilities in the event of an outbreak.

In accordance with directives emanating from federal and provincial authorities and the consequent circumstances that may prevail, the Superintendent may temporarily suspend the District's current practices and operating guidelines as necessary.

REFERENCE:

School Act Section 17, 20, 22, 65, 85

School Regulation 265/89

Date Approved: ~~October 08 2013~~

~~Date Amended:~~ June 11 2019

The Board of Education is committed to providing all students with an education program that best suits their needs and enables them to achieve their maximum potential in a safe, caring and welcoming environment. The Board supports an inclusive education system in which all students are fully participating members in a school community ~~of learners~~.

The unique needs of individuals and the challenges of a small, remote school district ~~should beare~~ taken into account when providing support services to students. The Board supports courageous, engaging, ~~inclusive~~ and ~~culturally relevant~~ personalized learning education for all students that inspires success for all students, within the Response to Instruction and the Universal Instructional Design Frameworks.

Where additional services and support for students are needed, decisions are made in consultation with parents, students (when appropriate) and members of the school based team.

Culturally relevant programs and services provide the foundation for healthy students and communities. The Response to Instruction Framework incorporates a flexible continuum of school-wide strategies for all students, targeted supports ~~for students with specific challenges~~, and intensive supports ~~for students with persistent challenges~~.

The Universal Instructional Design Framework brings together many school district initiatives to provide multiple avenues of access to curriculum, instruction, and assessment. Services and support focus on multiple pathways to success and multiple ways of defining success.

Within ~~the Response to Instruction and Universal Instructional Design~~ these Frameworks students receive maximum benefit from their education program, in accordance with the objectives of Provincial curricula, Board approved programs and school ~~district~~ programs, ~~and Board approved school programs~~.

References:

Ministry of Education Policy: Special Education

Ministry of Education Policy: K-12 Funding, Special Needs

Ministry Policy: Distributed Learning: Requirements and Guidelines for Students with Special Needs

School Act, Sections 75, 79(3), 85(2)(j), 88(1), 168(2)(t)

Ministerial Order M150/89, ~~Amended M297/95; M32/04; M235/07~~: Special Needs Students Order

Ministerial Order 149/89: Support Services for Schools Order

Ministerial Order 191/94, ~~amended most recently M197/11~~: Student Progress Report Order

Ministerial Order M638/95, ~~amended most recently by M261~~: Individual Education Plan Order

Prince Rupert School District Response to Instruction (RTI) Framework

Universal Instructional Design Framework

1130-10 – Delivery of Instructional Services to Students with Special Needs Regulation

1310 | Child Protection Policy

Date Approved: ~~October 11 2011~~

~~Date Amended:~~ June 11 2019

The Board of Education supports a comprehensive, coordinated and collaborative approach for responding to child abuse and neglect which will include:

- a) providing child abuse prevention programs to students;
- b) providing school officials, employees and other persons working in schools with training in recognizing signs of child abuse and neglect;
- ~~c)~~ providing school officials, employees and other persons working in schools with direction and training on their legal obligation to report child abuse and neglect ~~to:~~
 - ~~i.~~ ~~to~~ a Child Welfare Worker under the Child, Family and Community Service Act;
 - ~~ii.~~ ~~to~~ the RCMP where the child is in immediate danger; and
 - ~~iii.~~ ~~to~~ school officials;
- ~~e)~~ requiring school officials to investigate and/or report to the RCMP allegations of child abuse involving current and former Board employees, volunteers, or contract service providers;
- ~~d)~~ establishing a child abuse/neglect reporting and investigation protocol with other responsible agencies, to identify the roles and responsibilities of school officials and personnel from other agencies in responding to allegations of child abuse or neglect;
- ~~e)~~ providing assistance to victims of child abuse and neglect by counselling and referrals to other agencies, as appropriate.

Related Policies and Regulations:

1310-10 Child Protection / Child Neglect and Abuse Regulation

Joint Tech Steering Committee Meeting
Wednesday April 27 2022
Booth Building

Present: Paramjit Khaira, Carla Rourke (Zoom), Dinesh Gautam, Jeremy Janz, Mike McDowall
Regrets: Sandy Pond, Gabrielle Bureau, Bart Kuntz

Acknowledgement : Paramjit Khaira

Manager of Information Technology Update - Dinesh

1. Working on Network architecture and switches, e.g. there are 20 access points connected to 1 switch at Roosevelt Elementary. No load balance. Project is to look at mitigating this issue and general efficiency of our network system.
2. VPN – reconfiguring so that we can use a single sign on instance SSO as well as enhance security
3. Deployed 14 personal computers replacing NCOM computers that were outdated at one of the labs at PRMS. This now allows students to take part in graphic heavy software such as Minecraft Education.
4. Installed new software to monitor our network traffic so that we have a baseline and data if we have to report to Ministry.
5. Summer project – Office365 refresh in computer labs and WIFI access points at CHSS.
6. Chromebooks – looking at possibility as they are a cheaper solution rather than Windows laptops.

PRMS Tech Support Teacher - Mike McDowall

1. Deployed 10 iPads for the French program – Funding was from the French budget
2. Minecraft Education – students take part in educational activities tied in to Minecraft 2 times a week.

District Principal of Inclusive Education/Technology - Paramjit

1. Attended the WCLN Digital Symposium on online learning. Ministry has adopted D2L Brightspace as the online learning platform. We will gradually move to D2L from Moodle at SD52. WCLN is converting all courses to work on D2L Brightspace and conversion should be complete by end of June 2022.
2. Freshgrade digital platform has been acquired by an offshore company and as such does not comply with our FOIPPA rules. District are switching to Spaces by My Blue Print. We will explore this software further to see if it a viable alternative.
3. iPads are at the end of their life span and we are looking at a plan to gradually phase old iPads out and replace them with newer units.

Next meeting: Thursday May 19, 2022