

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
AND REMOTELY BY ZOOM**

Monday, June 20, 2022 – 7:00 P.M.

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

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

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

1. Adoption of Agenda

Motion 20220620-1.0a

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

Carried

2. Presentation(s): CHSS student presentation

The Superintendent introduced CHSS Student Kellan Russell who presented his experience helping on the movie filmed in Prince Rupert. "The Island Between Tides."

Trustees thanked Kellan for his enthusiastic presentation.

3. Approval of the Minutes of the

3.1 Open Board Meetings held May 17 and June 2, 2022.

Motion 20220620-3.1a

Maier "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
May 17 be approved as presented."

Carried

Motion 20220620-3.1b

Horne "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 2, 2022 be approved as presented."

Carried

4. Necessity of Closed Meetings and Agenda

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes of the In-Camera Meetings held May 17, 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 20220620-4.0a

Last Sanchez "Be it resolved by the Board of Education of School District No. 52 (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 BCSTA Motions

5.2.1.1 May 18, 2022, BCSTA letter to Minister of Education re: Minimum Standards for Ventilation

5.2.1.2 May 18, 2022, BCSTA letter to Minister of Finance & Minister of Education re: K-12 Operating Grant

5.2.1.3 May 18, 2022 BCSTA letter to Minister of Education re: Funding for Outdoor Learning Spaces

5.2.1.4 May 31, 2022 BCSTA letter to Minister of Education, BC Utilities Commission and BC Hydro re: Climate Action – Remove BC Hydro Metering Caps

5.2.1.5 May 31, 2022 BCSTA letter to Minister of Education re: Universal Food Programs

5.2.1.6 May 31, 2022 BCSTA letter Minister of Transportation & Infrastructure re: Safe Passing Distance for Safer Routs to School

5.2.1.7 June 7, 2022 BCSTA letter to Minister of Education and Canadian School Board Association re: Advocacy on the Truth and Reconciliation Calls to Action #7, 10, 11, 12 & 57

5.2.1.8 June 7, 2022 BCSTA letter to Minister of Education re: Attributes of a BC Graduate Review Process

5.2.1.9 June 7, 2022 BCSTA letter to Minister of Education re: Traditional Territory Acknowledgment in the BC School Act

Motion 20220620-5.2.1a

Maier Last "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the BCSTA letters (5.2.1.1 through to 5.2.1.9) be received and filed."

Carried

5.2.2 May 25, 2022, SD 71 letter re: Budget 2023 Consultation Presentation

Motion 20220620-5.2.2a

Last Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from SD 71 re: Budget 2023 Consultation Presentation be received and filed."

Carried

5.2.3 May 26, 2022, SD 69 letter to Minister of Education re: Electric Buses

Motion 20220620-5.2.2a

Last Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the letter from SD 69 re: Electric Buses 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.

6.1.2 Enrolment

The Director of Instruction reported that the student count at May 31, 2022 was 1,833, down by 2 students.

6.1.3 Upcoming Projects/Learning/Other

The Superintendent provided a summary of recent school activities and upcoming events. Trustees commented on their participation in the Transition Feast for Grade 8 students entering Charles Hays Secondary School next year.

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

7.1 May 2022 Expenditure Reports

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

7.2 Operations Department Report

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

7.3 Information Technology Department Report

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

7.4 School Fees and Deposits

Motion 20220620-7.4a

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

Carried

The Secretary-Treasurer presented the 2022-23 School Fees and Deposits and answered questions from trustees.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Maier, Sanchez)

8.1.1 2022-2023 Major Capital Projects Plan

Motion 20220620-8.1.1a

Maier
Sanchez "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that, in accordance with provisions under section 142 (4) of the School Act, the proposed Five-Year Capital Plan (Major Capital Programs) for 2022/23, as provided on the Five-Year Capital Plan Summary for 2022/23, be approved and submitted to the Ministry of Education."

Carried

Trustee Maier presented the 2022-2023 Major Capital Projects Plan.

8.1.2 Daycare Lease Bylaw

Trustee Maier declared a conflict of interest.

LEASE OF PROPERTY BYLAW NO. 2022-23-01

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 and before and after school care programs at École Roosevelt Park Community School and Lax Kxeen Elementary School; and will be opening a before and after school care program at the Booth Operations Building;

NOW THEREFORE be and it is hereby resolved that the Board grant a lease of classrooms and other spaces to Westview Child Care Society for a term of one (1) year commencing on September 1, 2022, and ending on August 31, 2023 at the rent and on the terms set 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. 2022-23-01."

Motion 20220620-8.1.2a

Sanchez "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Lease
of Property Bylaw No. 2022-23-01 be read a first time the 20th day of
June, 2022."

Carried

Motion 20220620-8.1.2b

Sanchez "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Lease
of Property Bylaw No. 2022-23-01 be read a second time the 20th
day of June, 2022."

Carried

Motion 20220620-8.1.2c

Last Horne "Be it resolved by the Board of Education of School District
No. 52 (Prince Rupert) that all three readings of School District
No. 52 (Prince Rupert) Lease of Property Bylaw No. 2022-23-01
be read at the same meeting."

Carried
Unanimously

Motion 20220620-8.1.2d

Sanchez "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that the School District No. 52 (Prince Rupert) Lease
of Property Bylaw No. 2022-23-01 be read a third time, finally passed
and adopted the 20th day of June, 2022."

Carried

Trustee Sanchez presented the lease of property bylaw.

8.1.3 Climate Change Accountability Report

Motion 20220620-8.1.2d

Maier "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the Climate Change Accountability Report for
2021 be received."

Carried

The Secretary-Treasurer presented the report and answered questions from Trustees.

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

8.3 Provincial Council (Trustees Maier, Sanchez)
None

8.4 Indigenous Education Council (Trustees Toye, Last)
8.4.1 June 2, 2022
Trustee Toye reported on the June 2 meeting and answered questions from trustees.

8.5 Policy Committee (Trustees Beil, Horne)
8.5.1 June 13, 2022 meeting
Trustee Horne presented the minutes of the June 13, 2022 meeting of the Policy Committee.

8.5.2 Policies for Approval
8.5.2.1 1130 – Student Support Policy
8.5.2.2 1310 – Child Protection Policy

Motion 20220620-8.5.2a

Horne "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that 1130 – Student Support Policy and 1310 – Child Protection Policy be approved as presented." **Carried**

Trustee Horne advised that the committee recommended the approval of these 2 policies.

8.5.3 Bylaw for Review
8.5.3.1 Bylaw #1 – Procedural Bylaw

Motion 20220620-8.5.3.1a

Horne "Be it resolved by the Board of Education of School District No. 52
Last (Prince Rupert) that Bylaw #1 – Procedural Bylaw be sent to the district's partner groups for review." **Carried**

Trustee Horne advised that the Board could send the bylaw to partners for their review, or could approve it at this meeting. The bylaw changes will move Board meetings from the second Tuesday to the third Tuesday of each month.

8.5.4 Committee Review
The Secretary-Treasurer presented the list of Board committees and advised that staff would prepare draft terms of reference for the proposed new committees over the summer.

8.6 District Technology Steering Committee (Trustee Kuntz)
None

9. **Old Business**
None

10. **New Business**

10.1 2022-23 Board Meeting dates

Motion 20220620-10.1a

Last Maier "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the first Board meeting of the 2022-2023 school year take place on Tuesday, September 20, 2022." **Carried**

The Secretary-Treasurer presented the proposed 2022-23 Board Meeting Dates and answered questions from trustees.

10.2 2022 Election Bylaw

Motion 20220620-10.2a

Last Horne Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that all three readings of School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2022-23-02 be read at the same meeting." **Carried Unanimously**

**BYLAW NO. 2022-23-02
TRUSTEE ELECTIONS
BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)**

A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections.

Preamble:

Under the *School Act*, the Board of Education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District #52 (Prince Rupert), trustee elections are held in the following Trustee Electoral Areas:

TEA #	Trustee Electoral Area Description:	# of Trustees
1	City of Prince Rupert	Six
2	District Municipality of Port Edward, and portions of Electoral Areas A & C of the Skeena-Queen Charlotte Regional District, being the communities of Lax Kw'alaams, Metlakatla, Dodge Cove, Oona River, Kitkatla and Hartley Bay	One

The board of education wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The Board of Education, in an open meeting of the board, enacts as follows:

1. Definitions

The terms used shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act* except as the context indicates otherwise.

"Board" or "School Board" means the Board of Education of School District No. 52 (Prince Rupert).

"By-election" means a trustee election to fill a vacancy on the School Board in any of the circumstances described in section 36 of the *School Act*.

"Election" means a trustee election.

"General Voting Day" means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election. "Minister" means the Minister of Education

"Regional District" means the North Coast Regional District.

2. Application

This bylaw applies to both general school elections and by-elections, except as otherwise indicated in this bylaw.

3. Minimum Number of Nominators

For certainty, the minimum numbers of qualified nominators for a trustee candidate is two.

4. Nomination Deposit

No nomination deposit is required for nomination for the office of school trustee.

5. Access to Candidate Nomination and Endorsement Documents

5.1 The Board authorizes public access, during the regular office hours at the Board's office, to nomination documents of trustee candidates by electronic or other means up to 30 days after declaration of the election results.

5.2 The Board authorizes public access, during the regular office hours at the Board's office, to elector organization endorsement documents of trustee candidates by electronic or other means up to 30 days after declaration of the election results.

6. Required Advance Voting Opportunities

6.1 Unless the Board is exempted from the requirement by Order of the Minister of Education, an advance voting opportunity will be held on the tenth day before general voting day.

6.2 Unless the Board is exempted from the requirement for a second advance voting opportunity by Order of the Minister of Education, or unless s. 3.3 applies, a second advance voting opportunity will be held in Trustee Electoral Area #1, a municipal trustee electoral area, on the date specified in the bylaws of the City of Prince Rupert or, in the event of a by-election for a trustee, on the 8th day before a General Voting Day.

6.3 In Trustee Electoral Area #2, the required advance voting opportunity will, pursuant to Section 108 of the *Local Government Act* be established by the chief election officer of the Regional District and, pursuant to Section 107(2) of the *Local Government Act*, no other advance voting opportunity will be held, except any that is established by the chief election officer.

7. Order of Names on the Ballot

The order of names of candidates on the ballot will be determined by lot.

8. Resolution of Tie Vote after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with the *Local Government Act*.

9. Application of Local Government Bylaws

9.1 For certainty, in Trustee Electoral Area #1 the election bylaw of the City of Prince Rupert will apply to trustee elections conducted by the City of Prince Rupert, except for bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

9.2 In Trustee Electoral Area #2, whether or not the District of Port Edward conducts part of the trustee election, the elections bylaw of the District of Port Edward, as they may be amended from time to time, apply to that part of the trustee election, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

9.3 In Trustee Electoral Area #2, whether or not the Regional District conducts part of the trustee election, the elections bylaw of the Regional District, as they may be amended from time to time, apply to that part of the trustee election, except for any bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

10. Elections conducted by School Board

The following additional provisions apply to those trustee elections that the School Board conducts on its own behalf except where the Board has adopted a local government bylaw to apply to the trustee election.

10.1 Use of Provincial List of Voters as the Register of Residential Electors

The most current available provincial list of voters prepared under the Elections Act shall form the register of resident electors on the 52nd day prior to the general voting day.

10.2 Additional Advance Voting Opportunities

The chief election officer may establish additional advance voting opportunities in advance of general voting day, and to designate the voting place(s), and the voting hours for these voting opportunities.

10.3 **Special voting opportunities**

In order to give electors who may otherwise be unable to vote an opportunity to do so, the School Board may establish special voting opportunities for each election and the chief election officer is authorized to establish the location, date and voting hours, within the limits set out in the *Local Government Act*, for each special voting opportunity. The chief election officer is authorized to set restrictions as to who may vote at each special voting opportunity. The chief election officer is authorized to limit the number of candidate representatives who may be present at the special voting opportunity.

10.4 **Additional General Voting Opportunities**

The chief election officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours, within the limits set out in the *Local Government Act*, for such voting opportunities.

10.5 **Mail Ballot Voting**

- (a) Subject to the *Local Government Act*, voting and registration may be done by mail for electors who reside in specified areas of Trustee Electoral Area 2, as these areas are remote.
- (b) The areas specified for the purpose of Section 10.5(a) are portions of electoral areas A & C of the North Coast Regional District, being the communities of Lax Kw'alaams, Metlakatla, Dodge Cove, Oona River, Kitkatla and Hartley Bay.
- (c) Mail ballot voting and registration will only be allowed for electors residing in the areas specified in Section 10.5(b) where voting places are not established for the General Voting Day.
- (d) The following procedures for voting and registration must apply:
 - (i) Sufficient record will be kept by the chief election officer so that challenges of the elector's right to vote may be made in accordance with the intent of section 126 of the *Local Government Act*;
 - (ii) A person exercising the right to vote by mail under the provisions of section 110 may be challenged in accordance with, and on the grounds specified in section 126 of the *Local Government Act*, until 4:30 p.m. two days before the general voting day.
- (e) To vote using a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the chief election officer.
- (f) The chief election officer may establish time limits in relation to mail ballot voting.

10.6 **Number of Scrutineers at Voting Places**

The number of scrutineers for each candidate that may attend at an election is a maximum of one (1) scrutineer for each ballot box in use;

11. **Title**

This bylaw may be cited as 'School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2022-23-02.'

12. **Repeal**

School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2018-19-02 is hereby repealed.

Motion 20220620-10.2b

Last Maier "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2022-23-02 be read a first time the 20th day of June, 2022."

Carried

Motion 20220620-10.2c

Last Sanchez "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2022-23-02 be read a second time the 20th day of June, 2022."

Carried

Motion 20220620-10.2d

Last Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2022-23-02 be read a third time, finally passed and adopted the 20th day of June, 2022."

Carried

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

10.3 Appointment of Chief Election Officer

Motion 20220620-10.3a

Last Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the School District No. 52 (Prince Rupert) appoint the Secretary-Treasurer as the Chief Election Officer."

Carried

The Secretary-Treasurer advised that the Board needed to appoint a Chief Elections Officer.

10.4 Appointment of Deputy Chief Election Officer

Motion 20220620-10.4a

Last Horne "Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the School District No. 52 (Prince Rupert) appoint the Director of Finance as the Deputy Chief Election Officer."

Carried

The Secretary-Treasurer advised that the Board needed to appoint a Deputy Chief Elections Officer.

10.5 Election Timeline

The Secretary-Treasurer presented key dates for the upcoming trustee election and answered questions from trustees.

11. **Information Items:**

11.1 National Indigenous Peoples Day, June 21, 2022

Chair Toye noted that National Indigenous Peoples Day is tomorrow, June 21, 2022, and invited everyone to attend activities at the waterfront, or the civic centre if rain persists.

11.2 Last Day of School, Wednesday, June 29, 2022

Chair Toye noted that the last day of school is on June 29, 2022.

11.3 Administrative day, June 30, 2022

Chair Toye noted that the Administrative Day is on June 30, 2022

11.4 Nomination period for School Trustee Election, August 30 to September 9, 2022

Chair Toye noted that the nomination period for School Trustee Election is from August 30 to September 9, 2022.

11.5 School Reopening, September 6, 2022

Chair Toye advised that school reopens on September 6, 2022 for the 2022-2023 school year.

11.6 Board of Education Meeting, September 20, 2022

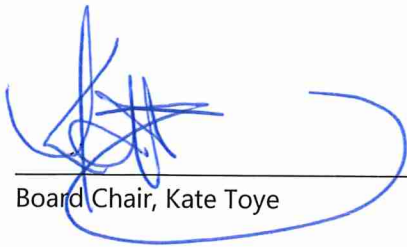
Chair Toye noted that the next regular Board meeting will be on September 20, 2022

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

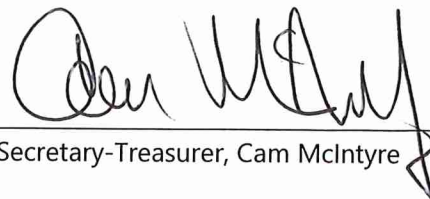
None.

13. **Adjournment**

Chair Toye declared the meeting adjourned at 7:51 p.m.



Board Chair, Kate Toye



Secretary-Treasurer, Cam McIntyre