

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

A G E N D A

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD AT BOOTH MEETING ROOM
AND ON ZOOM**

Tuesday, April 18, 2023- 7:00 P.M.

1. **Appointment of Acting Secretary Treasurer**
2. **Adoption of Agenda**
3. **Presentation(s):**
 - 3.1 Framework for Enhancing Student Learning – Sandy Pond
4. **Approval of the Minutes of the**
 - 4.1 Open Board Meeting Held on March 14, 2023 (p. 3)
5. **Necessity of Closed Meeting and Agenda**
 - 5.1 Approval of Agenda
 - 5.2 Approval of Minutes of the In-Camera Meeting held March 14, 2023
 - 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
6. **Correspondence**
 - 6.1 Addressed to the Board
 - 6.1.1 None
 - 6.2 Copied to the Board
 - 6.2.1 February 16, 2023 School District 47 Letter (p. 8)
 - 6.2.2 March 10, 2023 BCSTA letter to School District 8 (p. 9)
 - 6.2.3 March 31, 2023 BCSTA letter to MOE re: Continuing Funding for the Student and Family Affordability Fund (p. 11)
 - 6.2.4 March 31, 2023 BCSTA letter to MOF and MOE reg: Funding for Exempt Staff Compensation (p. 14)
7. **Superintendent of Schools' Report**
 - 7.1 For Board Information:
 - 7.1.1 Field Trips (p. 17)
 - 7.1.2 Enrolment
 - 7.1.3 Upcoming Projects/Learning/Other
8. **Secretary-Treasurer's Report**
 - 8.1 March 2023 Expenditure Reports (p. 18)

- 8.2 March 2023 Operations Department Report (p. 20)
- 8.3 March 2023 Information Technology Department Report (p. 22)

9. **Committee Reports**

- 9.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
- 9.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
- 9.3 Provincial Council **(Trustees Maier, Pucci)**
- 9.4 Indigenous Education Council **(Trustees Toye, Sanchez)**
- 9.5 Policy Committee **(Trustees Horne, Toye)**
 - 9.5.1 April 5, 2023 Meeting minutes (p. 23)
 - 9.5.2 Policies for Approval
None
 - 9.5.3 Policies for Review
 - 9.5.3.1 Childcare Policy (p. 24)
- 9.6 District Technology Steering Committee **(Trustee Horne)**

10. **Old Business**

11. **New Business**

- 11.1 ABC Meeting Proposed date – May 8 or 9 @ 7:00 pm

12. **Information Items**

- 12.1 ABC Meeting to discuss budget, April 20, 2023
- 12.2 Professional Development Day, Regional, April 21, 2023
- 12.3 BCSTA AGM, April 27-30, 2023
- 12.4 Board Meeting, May 16, 2023
- 12.5 Professional Development Day, May 19, 2023
- 12.6 Victoria Day, May 22, 2023

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

14. **Adjournment**

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, March 14, 2023 – 7:00 P.M.

Trustees Present: K. Toye, J. Beil, D. Dalton, J. Horne, K. Maier, L. Sanchez, M. Pucci
Regrets: M. Cross Pomponio

Staff Present: A. Samoil, S. Pond, B. Verissimo, D. Gautam, C. Armstrong, J. Warburton, R. Edzerza

Chair Toye acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:01 p.m.

Appointment of Acting Secretary Treasurer

Motion 20230314-a

Beil "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that the Board appoints the Superintendent as Acting
Secretary-Treasurer."

Carried

1. **Adoption of Agenda**

Motion 20230314-1.0a

Dalton "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the Agenda is approved as presented"

Carried

2. **Presentation(s):** Remote Learning in Hartley Bay – Mr. Cam Hill, Hartley Bay Principal
Mr. Samoil introduced the Principal of Hartley Bay, Mr. Cam Hill. He presented about Hartley Bay online course remote learning. Mr. Hill expressed that connected classrooms are important for the students to be grounded in who they are and where they come from. Students have learned feasting protocols, and they are bringing various courses throughout the year into the community such as Trapping, med-aid, Pal courses, SVOP, spirit bear viewing, Kiel- seaweed harvesting, weaving and bark stripping. A new wood shop will be opening this spring and will be fully stocked. HB has a strong FNEC and FNSA partnership for learning. Mr. Hill mentioned that many Hartley Bay graduates are working in the area as nurses, teachers, EA's, LNG and the Port.

Mr. Hill extended an invitation to all trustees and senior staff to come and visit once the weather improves.

Trustees expressed their thanks for all the hard work being done in Hartley Bay and asked how can trustees advocate for supplies for support for the systems in place.

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

3.1 Open Board Meeting held January 17, 2023

Motion 20230314-3.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Meyers (Prince Rupert) that the minutes of the open Board meetings held
January 17, 2023 be approved as presented"

Carried

3.2 Open Board Meeting held February 21, 2023

Motion 20230314-3.2a

Dalton "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the minutes of the open Board meetings held
February 14, 2023 be approved as presented

Carried

3.3 Special Open Board Meeting held February 27, 2023

Motion 20230314-3.3a

Horne "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that the minutes of the open Board meetings held
February 27, 2023 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 Meeting held February 21, 2023.
- 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 20230221-4.0a

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (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 February 10, 2023 Thank you letter from MOE to BCSTA
 - 5.2.2 February 10, 2023 Letter reply re: Inflation and Cost Escalation from MOE to BCSTA
 - 5.2.3 February 22, 2023 letter from SD 5 to MOE re: Gender-Neutral Washrooms
 - 5.2.4 February 22, 2023 letter from SD 5 to MOE re: Universal Food Program
 - 5.2.5 February 28, 2023 letter from Minister of State for Child Care to BCSTA

Motion 20230314-5.2.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that the letters 5.2.1 to 5.2.5 be received and filed."

Carried

6. **Superintendent of Schools Report**

6.1 For Board Information:

6.1.1 Field Trips

The Director of Instruction presented the list of approved field trips and answered questions from Trustees.

6.1.2 Enrolment

The Director of Instruction reported that attendance at February 28, 2023 was 1817 students down 12.

6.1.3 Upcoming Projects/Learning/Other

The Director of Instruction provided a summary of recent school activities and upcoming events. Literacy was celebrated at all elementary schools in February. Anti-bullying and practicing kindness throughout the month in February. PRMS had a debate day, drama day, and medieval fair. Students in our schools, are benefitting from hands on learning and place-based learning by witnessing the Oolichan run on the Skeena. CHSS students are learning about the crab fishery in our region. CHSS students have also enjoyed two salad bars produced by their hydroponic garden which was purchased with grant money from the Prince Rupert Aboriginal Support Society Reaching Home Grant.

K-12 Anti-Racism Action Plan aims to support the creation of school community conditions where students can thrive in learning environments that are anti-racist, safe and equitable for all.

New reporting order P/VP and staff outlining changes more to follow in future

7. **Director of Finance's Report**

7.1 February 2023 Expenditure Reports

The Director of Finance presented the Expenditure Report for February 2023 and answered questions from Trustees

7.2 February 2023 Operations Department Report

The Director of Operations presented the Operations Department Report for February 2023 and answered questions from Trustees.

7.3 February 2023 Information Technology Department Report

The Manager of IT presented the Information Technology Department Report for February 2023 and answered questions from Trustees.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Maier, Pucci)

Trustee Beil reported on recent updates and answered questions from Trustees

8.2 Framework for Enhancing Student Learning

(Trustees Horne, Sanchez)

The Director of Instruction reported on the March 9, 2023 Large Framework Meeting.

Trustee Sanchez spoke on the meeting overview of the data. Reported on framework data.

Sd52 develops their own questions

8.3 Provincial Council (Trustees Maier, Pucci)

Trustee Maier reported:

The October meeting in person- February meeting will be virtual
BCSTA proposed budget no increase until they run out of surplus.
AGM nominations for directors open until March 29

8.4 Indigenous Education Council (Trustees Toye, Sanchez)

Trustee Toye reported:

Indigenous Education Council met Feb 28th. At that time, the Superintendent shared what was all happening in the district- student and family affordability fund.

The District Principal of Indigenous Education shared highlights from the Indigenous implementation day.

The District Vice Principal of Early Learning and Childcare shared what is happening with the childcare spaces.

ECE courses offered for students to be day-care assistances.

8.5 Policy Committee (Trustees Horne, Toye)

8.5.1 March 6, 2023 meeting

Trustee Horne presented the minutes of the March 6, 2023 meeting of the Policy Committee.

8.5.2 Policies for Approval

8.5.2.1 3350 – Acceptable Use of Technology Policy

8.5.2.2 6710 – Records Management Policy

Motion 20230314-8.5.2.1a

Horne "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that 3350 Acceptable Use of Technology Policy and
6710 Records Management Policy be approved."

Carried

Trustee Horne advised that no comments had been received and the policy committee recommended the Board approve these two policies

8.5.3 Policies for Review

None

8.6 District Technology Steering Committee

Nothing to report

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 Spring Break, March 20-23, 2023

Chair Toye advised that Spring Break is March 20-31, 2023.

- 11.2 Good Friday, April 7, 2023
Chair Toye noted that Good Friday is on April 7, 2023.
- 11.3 Easter Monday, April 10, 2023
Chair Toye noted that Easter Monday is on April 10, 2023.
- 11.4 ABC Meeting to report back to public on input received and Ministry Funding, April 11, 2023
Chair Toye noted that the next ABC meeting to report back to public on input received and Ministry Funding is on April 11, 2023. 7pm
- 11.5 Board Meeting, April 18, 2023
Chair Toye noted that the next Regular Board meeting is on April 18, 2023. 7pm
- 11.6 ABC Meeting to approve budget, April 20, 2023
Chair Toye noted that the next ABC Meeting to approve the budget is on April 20, 2023. 7pm
- 11.7 Professional Development Day, Regional, April 21, 2023
Chair Toye noted that the Regional Professional Development Day is on April 21, 2023.
- 11.8 BCSTA AGM, April 27 - 30, 2023
Chair Toye noted that the BCSTA AGM is on April 27-30, 2023.

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

Q: Framework for enhancing student learning will parents be invited?

A: Answer will be given at next meeting

Q: FSEL is it published?

A: Some is on website

13. **Adjournment**

Chair Toye adjourned the meeting at 8:24 p.m.

Board of Education (School District 47)

4351 Ontario Avenue Powell River, BC V8A 1V3 Canada
sd47.bc.ca • Tel 604 485 6271 • Fax 604 485 6435



February 16, 2023

The Mayors' Council on Regional Transportation
The Board of Directors of BC Transit
The Ministry of Transportation and Infrastructure
The Ministry of the Environment and Climate Change Strategy
The Ministry of Education and Child Care
The Minister of State for Infrastructure and Transit
The Ministry of Children and Family Development, and,
the Select Standing Committee on Children and Youth,

To Whom This May Concern,

At the February 14, 2023, meeting, the Board of Education passed the following motion:

“THAT School District 47 (Powell River) endorse the Single Mothers’ Alliance Transit for Teens Campaign; and, in doing so, write a letter to your organization to work with the Provincial Government to finalize and secure funding and develop a plan that will provide free public transit for teens aged 13 to 18 in BC”.

Transportation is inextricably linked to people’s social and economic well-being and their ability to access the systems that support them. Free transportation is essential to vulnerable youth in our community. Free transit for low-income residents would create equity, and opportunity for those who need it most. Access to transit will provide youth with access to activities, uptake of supports, a sense of inclusion and the freedom to thrive.

We encourage your organization to support the Single Mothers’ Alliance Transit for Teens Campaign to support youth in British Columbia.

Yours truly,

Ms. Dale Lawson
Chairperson
Board of Education
School District 47 (Powell River)

DL/ac



British Columbia
School Trustees
Association

March 10, 2023

Dawn Lang

Kootenay Boundary Branch President
School District 8 (Kootenay Lake)
811 Stanley Street
Nelson B.C. V1L 1N8
dawn.lang@sd8.bc.ca

Dear Trustee Lang,

RE: Kootenay Boundary Branch Requests

Thank you for your letter regarding recent business discussed at your branch's January meeting. Your feedback is valued and appreciated by the entire board of directors. Improving student outcomes, advocating for funding, hybrid functionality, access to technology and the climate crises are shared priorities of BCSTA's board.

It is worth noting the board and the association's staff are actively working on many of the concerns you highlighted. For example, hybrid options were initially developed and made available for our most recent annual general meeting but were discontinued due to overwhelmingly low demand and disproportionately high costs. We will continue to monitor trends and demand while exploring options for future events. Capital funding also remains top of mind. I recently had the opportunity to share information BCSTA's Capital Working Group developed regarding school site acquisitions with the Select Standing Committee on Finance and Government Services. Furthermore, our Climate Action Working Group is primed to reform in response to persisting climate concerns, and we continue to discuss concerns regarding access to technology for students with the Ministry of Education and Child Care as part of our regular meetings with B.C.'s government.

While these are all applicable concerns of the association, following due process is an integral part of our work, and motions of both extraordinary and substantive nature must be submitted to BCSTA's Legislative Committee for approval before any action is taken by the board. This process allows all member boards equal opportunity to offer their feedback and request the board undertake advocacy on specific issues. Through this process, we balance our membership's priorities amongst the limited resources available.



British Columbia
School Trustees
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I appreciate your branch's hard work. I encourage you and your branch members to direct these concerns to the board through motions at our business meetings so that they may be debated at our AGM and Provincial Council, allowing all our members an equal opportunity to discuss the work to come while defining our collective priorities.

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: Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors



British Columbia
School Trustees
Association

March 31, 2023

The Honourable Rachna Singh

Minister of Education and Child Care

PO Box 9045, Stn Prov Govt

Victoria, B.C. V8W 9E2

ecc.minister@gov.bc.ca

Dear Minister Singh,

Subject: Continue Funding the Student and Family Affordability Fund

At the February 2023 British Columbia School Trustees Association Provincial Council meeting, our members, representing all 60 boards of education in B.C., passed the following motion:

“That BCSTA request the Ministry of Education and Child Care continue the Student and Family Affordability Fund as an annual targeted fund, provided to school districts beyond June 30, 2023;

AND that the permitted uses of this Fund be made less restrictive, to better be able to serve students and families in need, including the possibility of providing or subsidizing transportation;

AND that a portion of this Fund be permitted to be used to cover the costs of administering the Fund.

AND that the funds be made available to School Districts prior to the start of the school year.”

As you know, the Student and Family Affordability Fund is set to expire on June 30 of this year. While the fund generally achieved its goal of supporting families that would otherwise struggle with the rising costs of sending children back to school, this one-time allocation does little to stem the tide of future global inflation concerns, which continue to grow.

Our membership has flagged that districts across B.C. require continued affordability funding to support parents, students and communities in the foreseeable future. This ask includes using this funding to enhance school meal programs and support access to activities, including field trips, which are vital to development. Removing additional restrictions would also allow boards of education, which are best equipped to manage and interpret the needs of their communities, to support their student populations as effectively as possible. For example, and as noted above in the motion, costs related to transportation are a considerable financial concern that could be supported by this fund, especially in rural and remote communities. To further improve their use, our membership also requests that potential future funding be made available to districts at the start of the school year and that a small amount of the fund be utilized to cover costs related to its administration.



British Columbia
School Trustees
Association

We are grateful that the provincial government has recognized these concerns and trust that you will agree that there is a need to continue supporting the Student and Family Affordability Fund in response to the rising financial strain parents, guardians and caregivers in B.C. face.

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

Motion: P2202311.1

Enclosure: Original motion rationale

CC: Christina Zacharuk, Deputy Minister, Ministry of Education and Child Care
BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors



11.1.Continue Funding the Student and Family Affordability Fund

Category: Education Finance

Motion #:	11.1 : P2202311.1	Sponsor:	Thompson Okanagan Branch
Meeting:	PC Feb 2023	Action:	<i>not specified</i>
Category:		Outcome:	<i>not specified</i>
Disposition:	Carried as amended		

Motion as Adopted:

BE IT RESOLVED:

That BCSTA request the Ministry of Education and Child Care continue the Student and Family Affordability Fund as an annual targeted fund, provided to school districts beyond June 30, 2023;

AND that the permitted uses of this Fund be made less restrictive, to better be able to serve students and families in need, including the possibility of providing or subsidizing transportation;

AND that a portion of this Fund be permitted to be used to cover the costs of administering the Fund.

AND that the funds be made available to School Districts prior to the start of the school year.

Motion as Presented:

BE IT RESOLVED:

That BCSTA request the Ministry of Education and Child Care continue the Student and Family Affordability Fund as an annual targeted fund, provided to school districts beyond June 30, 2023

Rationale:

The Student and Family Affordability Fund is a one-time fund, set to expire on June 30, 2023. The purpose and intention of the Student and Family Affordability Fund was to help "make back-to-school more affordable for students and their families who are struggling with rising costs of living due to global inflation".

It is clear inflation is an ongoing issue for many families and this is not a one time issue. Districts need a sustainable fund to support their school communities to expand school meal programs and make sure students in need can take part in activities, such as field trip for the school year 2023-2024 and beyond.

The Student and Family Affordability Fund is a good step in government's commitment to students but this must be ongoing as inflation continues to rise and it is impacting our most vulnerable families.

Reference(s):

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.



British Columbia
School Trustees
Association



March 31, 2023

The Honourable Katrine Conroy
Minister of Finance
PO Box 9048, Stn Prov Govt
Victoria, B.C., V8W 9E2
fin.minister@gov.bc.ca

The Honourable Rachna Singh
Minister of Education and Child Care
PO Box 9045, Stn Prov Govt
Victoria, B.C. V8W 9E2
ecc.minister@gov.bc.ca

Dear Minister Conroy and Minister Singh,

Subject: Funding for Exempt Staffing Compensation

“That BCSTA request the provincial government fully fund exempt staff compensation based on the new salary grids published by BCPSEA.”

In October of 2022, I wrote to ministers Selina Robinson and Jennifer Whiteside regarding the importance of ensuring that schools fully fund exempt compensation grids. In November, we received a reply from Minister Whiteside indicating that “the Public Sector Employer’ Council Secretariate (PSEC Secretariate) has recently confirmed that the K-12 sector had the authority to ‘age’ salary ranges by four per cent in 2022.”

We appreciate the prompt response and commitment to providing additional funding, but districts continue to struggle with this unwieldy financial burden. This particular motion was brought forward by School District 58 (Nicola-Similkameen), who shared their example of the hardships their district endures, with roughly 40 per cent of the necessary increases remaining unfunded. This issue continues to draw funds from the classroom, and further wage increases tied to new agreements are not viable for many boards of education to provide.

Our members, and the communities they serve, require provincial support to match these increases while not pulling funding from students. Adding further pressure to the scenario is that these are exceptionally demanding roles, and attracting skilled, experienced staff is challenging under the current constraints.



British Columbia
School Trustees
Association

Having the province fund exempt staff wage increases will allow districts to focus on what is best for students and their future success. Together we can enable boards of education to focus on student success rather than how they will afford, retain and budget for their exempt staff.

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

Motion: P2202311.2

Enclosure: Original motion rationale

CC: Christina Zacharuk, Deputy Minister, Ministry of Education and Child Care
BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors



11.2.Funding for Exempt Staffing Compensation

Category: Teachers/Personnel and Employee Relations

Motion #:	11.2 : P2202311.2	Sponsor:	SD 58 (Nicola-Similkameen)
Meeting:	PC Feb 2023	Action:	<i>not specified</i>
Category:		Outcome:	<i>not specified</i>
Disposition:	Carried		

Motion as Adopted:

BE IT RESOLVED:

That BCSTA request the provincial government fully fund exempt staff compensation based on the new salary grids published by BCPSEA.

Motion as Presented:

BE IT RESOLVED:

That BCSTA request the provincial government fully fund exempt staff compensation based on the new salary grids published by BCPSEA.

Rationale:

While the commitment to fund the general increase was appreciated, the additional cost to move exempt staff to the new grid was not completely funded. In School District 58's (Nicola-Similkameen) case this meant that approximately 40% of the needed increase was unfunded. The overall wage increases for our unionized staff over the term of the new collective agreements will not be sustainable for boards to provide to their exempt staff. Boards need assurances to be able to fund exempt increases in order to ensure the recruitment of qualified staff into these important roles.

Reference(s):

This is an action motion and does not change or contradict any existing Foundational or Policy Statement.

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

April 18, 2023

6.1 For Board Information:

6.1.1 Field Trips Approved

	School	Dates	# School Days	Grade	Purpose
1.	CHSS	April 6 or 11, 2023	1	10-12	Harbour tour
2.	CHSS	May 2 & 3, 2023	2 PMs	11/12	Certified PE Earl Mah Aquatic Center
3.	CHSS	May 4, 2023	1 PM	11-12	Certified PE Taylor Lake
4.	CHSS	May 11, 2023	1 PM	11-12	Certified PE Kloya Bay
5.	PCS	May 17, 24, 30, June 2, 2023	4 PMs	11-12	Certified PE – Hikes around Prince Rupert
6.	CHSS	June 5, 2023	1	11-12	Certified PE – Prince Rupert Harbour
7.	CHSS	TBA	2 PMs	11-12	Certified PE – Rock Climbing wall at Civic Center

6.1.2 Enrolment

6.1.3 Upcoming Projects/Learning/Other

Fund : 0 Operating

PR	TITLE	MAR	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,198,289.49	8,746,409.08		12,997,479	4,251,070	33
03	Career Preparation	10,562.09	72,308.45		135,427	63,119	47
07	Library Services	45,220.51	348,912.44		493,842	144,930	29
08	Counselling	42,439.38	313,403.97		422,526	109,122	26
10	Special Education	403,203.08	2,743,587.68		4,282,286	1,538,698	36
30	English Language Development		463.97		2,373	1,909	80
31	Aboriginal Education	181,239.39	1,430,935.65		1,930,336	499,400	26
41	Business Admin	178,690.52	1,285,398.33		1,673,853	388,455	23
TOTAL FOR Function - 1		2,059,644.46	14,941,419.57	0.00	21,938,122	6,996,702	32
Function : 4 District Administration							
11	Education Admin	35,430.18	324,157.75		416,852	92,694	22
40	Governance	10,936.44	142,731.00		188,441	45,710	24
41	Business Admin	108,948.78	969,416.34		1,573,522	604,106	38
TOTAL FOR Function - 4		155,315.40	1,436,305.09	0.00	2,178,815	742,510	34
Function : 5 Maintenance & Operations							
41	Business Admin	26,160.15	247,563.59		343,834	96,270	28
50	Plant Maintenance	213,799.71	1,932,177.47	13,832.54	2,488,326	542,316	22
52	Maintenance Of Grounds	27,266.20	118,274.89		122,440	4,165	3
56	Utilities	48,874.79	297,129.63		450,742	153,612	34
TOTAL FOR Function - 5		316,100.85	2,595,145.58	13,832.54	3,405,342	796,364	23
Function : 7 Transportation							
41	Business Admin	433.46	3,254.52		8,530	5,275	62
70	Student Transportation	25,479.54	237,096.60		310,597	73,500	24
TOTAL FOR Function - 7		25,913.00	240,351.12	0.00	319,127	78,776	25
TOTAL FOR Fund - 0		2,556,973.71	19,213,221.36	13,832.54	27,841,406	8,614,352	31
GRAND TOTAL		2,556,973.71	19,213,221.36	13,832.54	27,841,406	8,614,352	31

School District No. 52 - Prince Rupert Financial Results as at March 31, 2023

	2022/23 Amended Budget	Year-to-Date Mar 31	Remainder	Remainder %	Months
Operating Revenue	27,286,816	18,645,417	8,641,399	31.7%	
Operating Expenses:					
Salaries:					
Teachers	10,528,045	7,384,147	3,143,898	29.9%	10
Principals and Vice Principals	1,998,457	1,525,450	473,007	23.7%	12
Educational Assistants	2,246,761	1,300,196	946,565	42.1%	10
Support Staff	2,263,123	1,591,797	671,326	29.7%	10&12
Other Professionals	1,880,882	1,272,374	608,508	32.4%	12
Substitutes	1,084,101	747,150	336,951	31.1%	10
<i>Total Salaries</i>	20,001,369	13,821,114	6,180,255	30.9%	
Employee Benefits	4,573,535	3,058,799	1,514,736	33.1%	10&12
Total Salaries and Benefits	24,574,904	16,879,913	7,694,991	31.3%	
Services and Supplies	3,266,502	2,333,309	933,193	28.6%	10&12
Total Operating Expenses	27,841,406	19,213,221	8,628,185	31.0%	
Operating Income (Loss)	(554,590)	(567,804)	13,214		

Monthly Report to the Board

March 2023

- Facilities: PRMS had some classroom painting done over spring break. Earthquake film was installed on the glass railings at PRMS to prevent it from falling if it gets broken. Board office had some carpet replaced and walls painted. We began spring cleaning of school sidewalks and entrances. We began sweeping gravel from school parking lots to prevent slipping hazards as the snow disappears.
- Custodial: A full years supply of HVAC filters have arrived. Including new MERV 13 filters for the newest unit ventilators that have been installed at CHSS, Pineridge, and Roosevelt.
- Energy & HVAC programming at CHSS and Roosevelt was reviewed and changes made to reduce energy consumption while maintaining student and staff comfort.
- Conservation We began installing new hot water piping for the HVAC system in Roosevelt over Spring Break. This will replace the existing piping which is at end of life. This also will allow us to complete the installation of the new unit ventilators over the summer break.
- Transportation Our 2019 large bus had MAF sensor replaced and warranty claim for the repairs was submitted.
- All buses completed semi-annual inspections. It is a provincial requirement to complete two inspections per year – 1 annual, 1 semi-annual inspection.

Health & Safety District OHS training day was completed. We reviewed the various WCB forms, when to submit the forms, and how to fill them out. Prince Rupert Fire Rescue also attended for the afternoon session where OHS committee members got a chance to put out a fire with a fire extinguisher.

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March 2023

- **Network Status:** No network incidents were reported in March. However, there were three scheduled power outages at PRMS, Pineridge, and PCS during spring break. Once power was restored, all network connections were reestablished without issue.
- **Smart Board:** Roosevelt elementary school purchased one Smart board to replace the non-functioning smartboard for grade 4-5 English.
- **Firewall:** All school site firewalls have been updated to the recommended firmware, and the Core Firewall has been updated to the latest firmware.
- **March Break:** The IT staff visited schools during spring break to gather equipment for repair and conduct a quick inventory of laptops and desktops. This information will be useful in identifying what needs to be replaced over the summer.
- **CHSS:** Fifteen laptops were reimaged to have the updated Windows patch and software.
- **Microsoft Office Patch:** Microsoft has issued a patch for all computers with Desktop Installation of Outlook, which we have deployed by following Microsoft's guidelines. We have also blocked outbound TCP 445 and are actively monitoring any abnormalities.

School District No. 52 (Prince Rupert)
Policy Committee
Wednesday, April 5, 2023
4:45 pm

MINUTES

In attendance: Danielle Dalton (Observer)
Kristy Maier (Observer)
James Horne
Kate Toye
Louisa Sanchez (Observer)
Andrew Samoil
Tammy Dickens

The meeting was called to order at 4:52 p.m.

1. Policies for Approval

None

2. Policies for Review

Childcare Policy

The Superintendent presented the draft policy and answered questions from Trustees. The Committee discussed and compared another district's Childcare policy and worked off of this to build our own. The committee agreed to bring to the Board this policy for review, as amended.

3. Other Business

Trustees recommended working on the policies that were prioritized by Mike and June for the remainder of the board meetings this year. They will assist the superintendent with this task.

Meeting Adjourned at 5:30 p.m.
Next Meeting: Monday, May 8, 2023

Policy No. 5240

Date Approved:

5240 Childcare Policy

Bill 8, the Education Statutes Amendment Act, was activated on March 5, 2020. This amendment of the *School Act* by the provincial government outlines new provisions related to childcare facilities located on board of education property, including a prescriptive order from the Minister of Education regarding the formal establishment of new board policy to govern the establishment of such facilities Order M326, the *Child Care Order*, further defines the role of the boards of education with respect to the provision of childcare programs.

“Direct and indirect costs” include:

- Utilities
- Maintenance and repair
- Costs related to payment processing for rental fees
- A reasonable allowance for the cost of providing custodial services
- A reasonable allowance for the time school district administrators and other staff spend on matters relating to the use of board property by licensed childcare providers
- Any other incremental costs directly related to the provision of childcare services on board property

1. Childcare programs, if operated by the board, will be operated for a fee no greater than the direct costs the board incurs in providing the childcare program.

2. Fees for the use of board property by license holders other than the board will not exceed the direct and indirect costs the board incurs in making board property available for the childcare program.

3. If childcare programs are operated by a license holder other than the board, the board will require the licensee to agree to comply with this policy.

4. In selecting license holders other than the board to operate a childcare program, the board will give special consideration to the candidates' proposals that provide inclusive childcare; and foster Indigenous reconciliation with childcare, as outlined in #5.

5. If the board decides to operate a childcare program, the board will ensure that it is operated in a manner that:

- Fosters and promotes Indigenous reconciliation in childcare. In particular, the childcare program will be operated consistently with the following principles of the *British Columbia Declaration on the Rights of Indigenous Peoples Act*: (i) Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including the area of education; and (ii) "Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education"; and
- Is inclusive and consistent with the principles of non-discrimination set out in the *British Columbia Human Rights Code*.

6. Any contract a lease other than the board, to provide a childcare program on board property must be in writing and subject to regular review and completion of Licensed Child care Facility Inspection Reports in accordance with Ministry of Education & Childcare requirements. The contract must contain:

- A description of the direct and indirect costs for which the license holder is responsible and shall clearly state that these costs are subject to annual increases in accordance with duly issued notifications of increases in the direct and indirect costs incurred by the District.
- An agreement by the license holder to comply with this policy and all other applicable policies;
- A provision describing how the agreement can be terminated by the board or license holder, whereby the termination notification shall not be less than 3 months;
- An allocation of responsibility to ensure adequate insurance is in place to protect the interests of the board;
- A statement that the agreement can only be amended in writing, signed by the board and the license holder;
- A requirement for the license holder to maintain appropriate standards of performance; and
- A requirement that the license holder must at all times maintain the required license to operate a childcare facility.

References:

5240-10 Use of Board Property as a Licensed Childcare Facility

Ministerial Order M326 – The Child Care Order

School Act 85.1-85.4