

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**

Monday, November 20, 2023- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 Thomas Kertes – PRMS to CHSS Journalism Bridging Project.
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meeting Held on October 16, 2023 (p. 3)
4. **Necessity of Closed Meeting and Agenda**
 - 4.1 Approval of Agenda
 - 4.2 Approval of Minutes of the In-Camera Meeting held October 16, 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
5. **Correspondence**
 - 5.1 Addressed to the Board
 - None
 - 5.2 Copied to the Board
 - 5.2.1 October 5, 2023 letter from BCSTA to Premier Eby re: Urgent meeting request regarding recent protests in school districts (p. 8)
 - 5.2.2 October 12, 2023 letter from Minister Singh to BCSTA re: Ongoing Funding and Support for Technology (p. 10)
 - 5.2.3 October 17, 2023 letter from BCSTA to Doug McPhee re: invitation (p. 11)
 - 5.2.4 November 1, 2023 letter from BCSTA to Premier Eby re: Recent meeting to discuss disruptions and protests in school districts (p. 12)
6. **Superintendent of Schools' Report**
 - 6.1 For Board Information:
 - 6.1.1 Field Trips (p. 15)
 - 6.1.2 Enrolment
 - 6.1.2.1 Enrolment graphs (p. 16)
 - 6.1.3 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer's Report**
 - 7.1 October 2023 Expenditures Report (p. 18)
 - 7.2 October 2023 Operations Department Report (p. 20)

7.3 October 2023 Information Technology Department Report (p. 21)

8. **Committee Reports**

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

8.2 Framework for Enhancing Student Learning (Trustees Horne, Sanchez)

8.3 Provincial Council (Trustees Maier, Pucci)

8.4 Indigenous Education Council (Trustees Toye, Sanchez)

8.5 Policy Committee (Trustees Horne, Toye)

8.5.1 November 6, 2023 Meeting minutes (p. 22)

8.5.2 Policies for Approval

8.5.2.1 3360 – Multimedia Devices Policy (p. 23)

8.5.2.2 1140 – Student Reporting Policy (p. 24)

8.5.3 Policies for Review

8.5.3.1 1220 – International Student Policy (p. 25)

8.5.3.2 1110 – Learning Resources Policy (p. 26)

8.6 District Technology Steering Committee (Trustee Horne)

9. **Old Business**

10. **New Business**

11. **Information Items**

11.1 Professional Development Day, November 24, 2023

11.2 BCSTA Trustee Academy, November 23-25, 2023

11.3 Board of Education meeting, December 18, 2023

11.4 Christmas Break, December 25 to January 5, 2023

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

13. **Adjournment**

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Monday, October 16, 2023 – 7:00 P.M.

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

Staff Present: S. Pond, G. Slykhuis, D. Gautam, T. Dickens, B. Verissimo, J. Warburton, P. Khaira, R. Edzerza

Regrets: A. Samoil, M. Cross

Board Chair Toye acknowledged that the meeting is being held on traditional Ts’msyen territory. The meeting was called to order at 7:02 p.m. Chair Toye acknowledged the service Barb Gruber gave to the Board and that her passing is a huge loss to the community and honored her with a moment of silence.

1. Adoption of Agenda

Motion 20231016-1.0a

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

Carried

2. Presentation(s):

Morgan Sundin and Melody Marlow presented on mental health and wellness. They had an opportunity to be part of Implementation Day in September. Feedback was that it was a very relevant and encouraging morning. Mental health is a topic our District is focused on. Review of all presenters at Implementation Day and how this allowed an opportunity to connect with the main message that "We hold each other up". Focused on setting up a mental health leadership committee. Ideally it would be at least one person from every school and all stakeholders. What can each school do to assess their own climate? Discussed the rubric from the Casel website. The rubric breaks down what is needed for action plans. Trustees thanked them and expressed that this is a valuable document as support is needed. Trustees expressed that feedback from teachers was so positive and they found these sessions to be very valuable.

3. Approval of the Minutes of the

3.1 Open Board Meeting held September 25, 2023

Motion 20231016-4.1

Beil "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
September 25, 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 September 25, 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 20231016-4.0a

Horne "Be it resolved by the Board of Education of School District No. 52
Dalton (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 September 12, 2023 letter from BCSTA to Minister Dean and Singh re:
Family Connection Centres

Motion 20231016-5.2.1

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

Carried

5.2.2 October 4, 2023 letter of congratulations from BCSTA to Tracy
Humphreys

Motion 20231016-5.2.2

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the letter 5.2.2 be received and filed."

Carried

6. Superintendent of Schools Report

6.1 For Board Information:

6.1.1 Field Trips

The Acting Superintendent presented the list of approved field trips and answered questions from Trustees.

6.1.2 Enrolment

The Director of Instruction reported that enrolment is 1818 at September 29, 2023.

6.1.3 Upcoming Projects/Learning/Other

Media release today announced our successful application to the child care new spaces fund. 111 additional spaces for Prince Rupert. This money came from the provincial and federal government.

Before and after school spaces update - we currently have room at Conrad and Pineridge. Roosevelt and Lax Kxeen are full at this time.

Review of Annual Enhancing Student Learning report. Suggested to have a board working session around this document. Some of the data in the report is from 21/22. Data comes in at different times. We will be receiving the 2022-23 data from the Ministry around December 10, 2023.

Motion 20231016-6.1.3a

Pucci "Be it resolved by the Board of Education of School District No. 52
(Prince Rupert) that the board authorize a working session."

Carried

[Empty box]

Discussion arose and it was determined that this needs to be approved.

Motion was rescinded.

The Acting Superintendent presented that other regions in the north have been having a hard time recruiting qualified teachers. Northern chapter superintendents have been advocating for a northern cohort bachelor of education program.

Motion 20231016-6.1.3b	
Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the board write a letter of support for the Northern Cohort Bachelor of Education Program."
Maier	
Carried	

7. Acting Secretary Treasurer’s Report

- 7.1 September 2023 Expenditures Report
The Acting Secretary-Treasurer presented the September 2023 Expenditures Report. Financial statements aren’t very revealing at this time of the year. Trustees said report is very clear.
- 7.2 September 2023 Operations Department Report
The Director of Operations presented the Operations Department Report for September 2023 and answered questions from Trustees.
- 7.3 September 2023 Information Technology Department Report
The Manager of IT presented the Information Technology Department Report for September 2023 and answered questions from Trustees.

8. Committee Reports

- 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
 - 8.1.1 School Infrastructure Program (FIP) Capital Submission (Feeding Futures)

Motion 20231016-8.1.1	
Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the School Infrastructure Program (FIP) Capital Submission (Feeding Futures) be approved to apply for the grant."
Pucci	
Carried	

- 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
 - 8.2.1 Annual Student Learning Report
The Committee did not sit recently.
- 8.3 Provincial Council **(Trustees Maier, Pucci)**
Trustee Maier is going Oct 20 for Provincial Council meeting. Reminder if we are doing motions at the AGM it is due in February.
- 8.4 Indigenous Education Council **(Trustees Toye, Sanchez)**
They meet next week and Chair Toye will report back after the meeting.

8.5 Policy Committee (Trustees Horne, Toye)

8.5.1 October 10, 2023 meeting
Trustee Horne presented the minutes of the October 10, 2023 meeting of the Policy Committee.

- 8.5.2 Policies for Approval
 - 8.5.2.1 6720 – Privacy Policy
 - 8.5.2.2 6730 – Public Interest Disclosure Policy
 - 8.5.2.3 1120 – French Immersion Policy

Motion 20231016-8.5.2

"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 6720 – Privacy Policy, 6730 – Public Interest Disclosure Policy and 1120 – French Immersion Policy be approved as amended."

Carried

Amend 1120 to read School District, not School on the first line.

- 8.5.3 Policies for Introduction/Discussion
 - 8.5.3.1 Multimedia Devices (NEW)

Motion 20231016-8.5.3.1

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) to send to district's partner groups for review."

Carried

- 8.5.3.2 1140 – Student Reporting Policy

Motion 20231016-8.5.3.1a

Horne "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) to send to district's partner groups for review."

Carried

- 8.5.4 Policies for Review
 - 8.5.4.1 1220 – International Students Policy

Motion 20231016-8.5.3.1a

Horne "Be it resolved by the Board of Education of School District No. 52
(Prince Rupert) to send this policy to the district's partner groups to review."

Carried

Discussion that this should read that International Students are competent in English

Motion Rescinded by Trustee Horne

Motion 20231016-8.5.3.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) to send this policy back to the policy committee to review further."

Carried

- 8.6 District Technology Steering Committee
None

- 9. **Old Business**
None

10. **New Business**

10.1 Administrative Assistants, Team Leaders and Department Heads

Motion 20231016-10.1

Horne "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that the board approves the list of Administrative Assistants, Team Leaders and Department Heads as presented."

Carried

11. **Information Items:**

- 11.1 BCSTA NIB & NW Joint Branch Meeting
Chair Toye noted that they just attended these meetings October 13 & 14, 2023.
- 11.2 Advocacy Day, Board Chairs, October 19, 2023
Chair Toye noted that Advocacy Day for Board Chairs is on October 19, 2023.
- 11.3 Professional Development Day, October 20, 2023
Chair Toye noted that the Professional Development Day is on October 20, 2023.
- 11.4 BCPSEA Symposium, November 2 & 3, 2023
Chair Toye noted that the BCPSEA Symposium is on November 2 & 3, 2023.
- 11.5 Board of Education meeting, November 7, 2023 (Election)
Chair Toye noted that the Board of Education meeting (Election) is on November 7, 2023.
- 11.6 Remembrance Day Stat, November 10, 2023
Chair Toye noted that the Remembrance Day stat is on November 10, 2023.
- 11.7 BCSSA, November 16 & 17, 2023
Chair Toye noted that BCSSA is on November 16 & 17, 2023.
- 11.8 Board of Education meeting, November 16, 2023
Chair Toye noted that the Board of Education meeting is on November 16, 2023.

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

None

13. **Adjournment**

Chair Toye adjourned the meeting at 7:59 p.m.



British Columbia
School Trustees
Association

October 5, 2023

The Honourable David Eby

Premier of British Columbia
PO Box 9041 Stn Prov Govt
Victoria B.C. V8W 9E1
premier@gov.bc.ca

Dear Premier Eby,

Subject: Urgent meeting request regarding recent protests in school districts

We are requesting an urgent meeting regarding protests and disruptions at recent board of education meetings, district parent advisory council meetings and similar meetings close to school sites. We have also experienced incidents of individuals protesting near and at schools as children and caregivers enter buildings.

The British Columbia School Trustees Association is very concerned about the recent protests in communities and the disruptions that are taking place. Our priority is to ensure that all students learn in inclusive, welcoming schools and that staff and boards of education are safe to do their work.

We would like to discuss the proactive steps that BCSTA has already taken to support boards of education. These actions include guidance on processes and procedures, including policies, administrative procedures and practical advice, as well as open communication and support between the Ministry of Education and Child Care, the BC Association of School Business Officials and the BC School Superintendents Association. We have also provided one-on-one support and advice for board of education chairs and trustees, including producing and distributing a guide on public engagement at board meetings.



British Columbia
School Trustees
Association

We would also like to discuss how we can minimize and mitigate disruptions to ensure the safety of staff and the well-being of all students in our care.

Thank you for considering this urgent request. I look forward to your reply.

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: The Honourable Rachna Singh, Minister of Education and Child Care
Christina Zacharuk, Deputy Minister, Ministry of Education and Child Care
Matt Smith, Chief of Staff, Office of the Premier
Teresa Downs, president, British Columbia School Superintendents Association
Ray Velestuk, president, British Columbia Association of School Business Officials
BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors



October 12, 2023

Ref: 292671

Carolyn Broady, President
British Columbia School Trustees Association
Email: cbroady@bcsta.org

Dear Carolyn Broady:

Thank you for your letter of July 12, 2023 regarding ongoing funding and support for technology.

The Ministry of Education and Child Care (the Ministry) provides school districts with capital funding for school maintenance projects annually, to ensure schools are safe and functioning well. Also, the Ministry provides capital funding for new schools, replacement schools and additions.

Each year boards of education receive Annual Facility Grant (AFG) funding which can be used at their discretion to address a variety of priorities, including technological infrastructure upgrades to accommodate computer and telecommunications networks at existing facilities. In 2023/24, AFG was increased from \$120.5 million to a record-setting \$147.1 million via *Budget 2023*, allowing school districts more flexibility to address local needs. For new school, replacement school and addition projects, the Ministry provides an equipment budget which can be used for technological infrastructure and associated equipment.

I appreciate your comments on the importance of access to technology in classrooms across BC. Again, thank you for writing.

Sincerely,

Rachna Singh
Minister

pc: BCSTA Board of Directors
Michael Nyikes, Director, Capital Management Branch
Damien Crowell, A/Executive Director, Capital Management Branch



British Columbia
School Trustees
Association

October 17, 2023

Doug McPhee

Board Chair

Southeast Kootenay School District

940 Industrial Road #1

Cranbrook, B.C. V1C 4C6

Doug.McPhee@sd5.bc.ca

Dear Mr. McPhee,

Thank you for your October 11, 2023, letter regarding an invitation to visit the Southeast Kootenay School District.

I sincerely apologize for not replying to your original letter, sent on July 19. Your letter arrived while I was out of the country, and regretfully, I did not follow up promptly upon my return.

CEO Suzanne Hoffman and I are actively planning a visit to the Kootenays in February 2024, and we look forward to the opportunity to meet with your board and spend time in your district. We plan to finalize our travel dates by early November, at which time we will reach back out to inform you of our detailed schedule and collaborate on priorities for the visit.

I appreciate you following up with me regarding this visit. I have always found these opportunities invaluable, and I genuinely look forward to exploring the unique challenges and successes outlined in your original letter when we meet.

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
BCSTA Board of Directors



British Columbia
School Trustees
Association

November 1, 2023

The Honourable David Eby

Premier of British Columbia
PO Box 9041 Stn Prov Govt
Victoria B.C. V8W 9E1
premier@gov.bc.ca

Dear Premier Eby,

Subject: Recent meeting to discuss disruptions and protests in school districts

Thank you for meeting with me on October 17 to discuss the protests and disruptions that have taken place on and near school sites and at recent board of education meetings. We appreciate your time and commitment to finding a path forward regarding these current disruptions, especially as they relate to the safety of students, staff and elected officials. We also appreciate the strong stance you have publicly taken to support vulnerable students and commend you on highlighting the risks they face when schools are not safe and inclusive.

As we shared during our meeting, the British Columbia School Trustees Association (BCSTA) has taken several proactive steps to support boards of education in responding to these situations, which includes advocating to you for support. As you requested, I am providing you with examples to illustrate just some of the disturbances that have occurred:

- General disruptions have occurred across the province, including in Delta, Kootenay-Columbia, Mission, Nechako Lakes, Prince George and Vernon, where anti-SOGI groups have regularly disrupted meetings and protested at school board offices and near school sites.
- Some groups are promoting and encouraging joint attendance at protests based on proximity to neighbouring school districts and planned disruptions at Chilliwack, Langley, Abbotsford and Surrey public meetings. These larger groups elevate safety concerns, as noted below:
 - At the June Surrey board meeting, protestors voiced concerns about SOGI and books in the district's library, which resulted in a call for the Surrey Police to ensure the safety of the board of education and staff.
 - Hundreds of anti-SOGI protesters interrupted the September Abbotsford board meeting, and trustees required police escorts to exit safely. The meeting was subsequently moved online due to ongoing safety concerns.

- These concerns are not limited to board of education meetings. A West Vancouver district parent advisory council meeting saw approximately 20 individuals attend to raise concerns about SOGI. While community feedback is vital, parent volunteers should not be intimidated.
- During our most recent Provincial Council in October, a trustee shared her personal story of facing ongoing harassment and the impact this has had on her and her family. She expressed how family members now fear for her safety when she attends school-related meetings.
- We have also been made aware of trustees facing harassment that now extends past the boundaries of school board offices and school sites. This includes threats sent to a trustee's home and implied threats of violence toward family members.

These examples represent only a fraction of the experiences students, staff and school leaders have faced. In addition to these actions, protests have also occurred in other places, such as at city halls and civic centres.

In conjunction with the examples above, I would like to reiterate the requests made during our meeting so that we may begin to take action on this pressing issue:

- **Safety:** The safety of students, staff and elected officials is paramount, and we must prioritize safe and inclusive learning environments for all students. I understand that implementing exclusion zones around school sites is incredibly complex, but I want to reiterate that your consideration of this specific request is being made on behalf of boards of education across B.C.
- **Misunderstandings:** There is a lack of understanding that the Human Rights Code protects sexual orientation and gender identity and that SOGI-123 resources are available to assist educators as needed. Erroneous information is being spread, implying that SOGI resources are part of the curriculum rather than age-appropriate materials to support educators and students who identify as part of the 2SLGBTQ+ community. In connecting with members of your staff within the Ministry of Education and Child Care, it is our understanding that communication materials for district use are currently being finalized, as is a joint K-12 partners letter of support for safe, inclusive schools. We appreciate these efforts and also ask that the government provide supporting information specifically created and translated for newcomers. These materials will aid those who are new to our public education system to understand the important work being done to keep vulnerable students safe in schools. The ARC Foundation currently provides some translated materials, but additional information developed and distributed by the government would further increase knowledge and understanding.

- **Unity:** We ask that all members of your government strongly indicate their support for safe and inclusive schools. A unified voice will signal stability and support for what has unfortunately been a divisive issue. The protests have been a notable topic of interest across parties, and during our recent Provincial Advocacy Day in Victoria with Members of the Legislative Assembly (MLAs), discussions regarding these disruptions eclipsed other themes as board chairs and MLAs discussed current events in public education. Your government's complete and unequivocal support would signal to all parties the importance of supporting vulnerable students and help forge a path forward.

I thank you for considering the potential actions outlined above. This problem will not be solved with time and patience alone. Together, we must find a path forward that will allow boards of education to govern safely, staff to feel unincumbered and students to thrive in safe and inclusive learning environments. We encourage parents and guardians to participate and provide feedback for the education students receive, and while all reasonable voices should be heard, we cannot tolerate acts of hatred or intimidation. Thank you for being an advocate for public education. I would be pleased to meet with you or a member of your staff if you require further information or if we can assist you in any way.

Sincerely,



Carolyn Broady

President

British Columbia School Trustees Association

CC: The Honourable Rachna Singh, Minister of Education and Child Care
Christina Zacharuk, Deputy Minister, Ministry of Education and Child Care
Teresa Downs, president, British Columbia School Superintendents Association
Ray Velestuk, president, British Columbia Association of School Business Officials
BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors

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

November 20, 2023

6.1 For Board Information:

6.1.1 Field Trips Approved

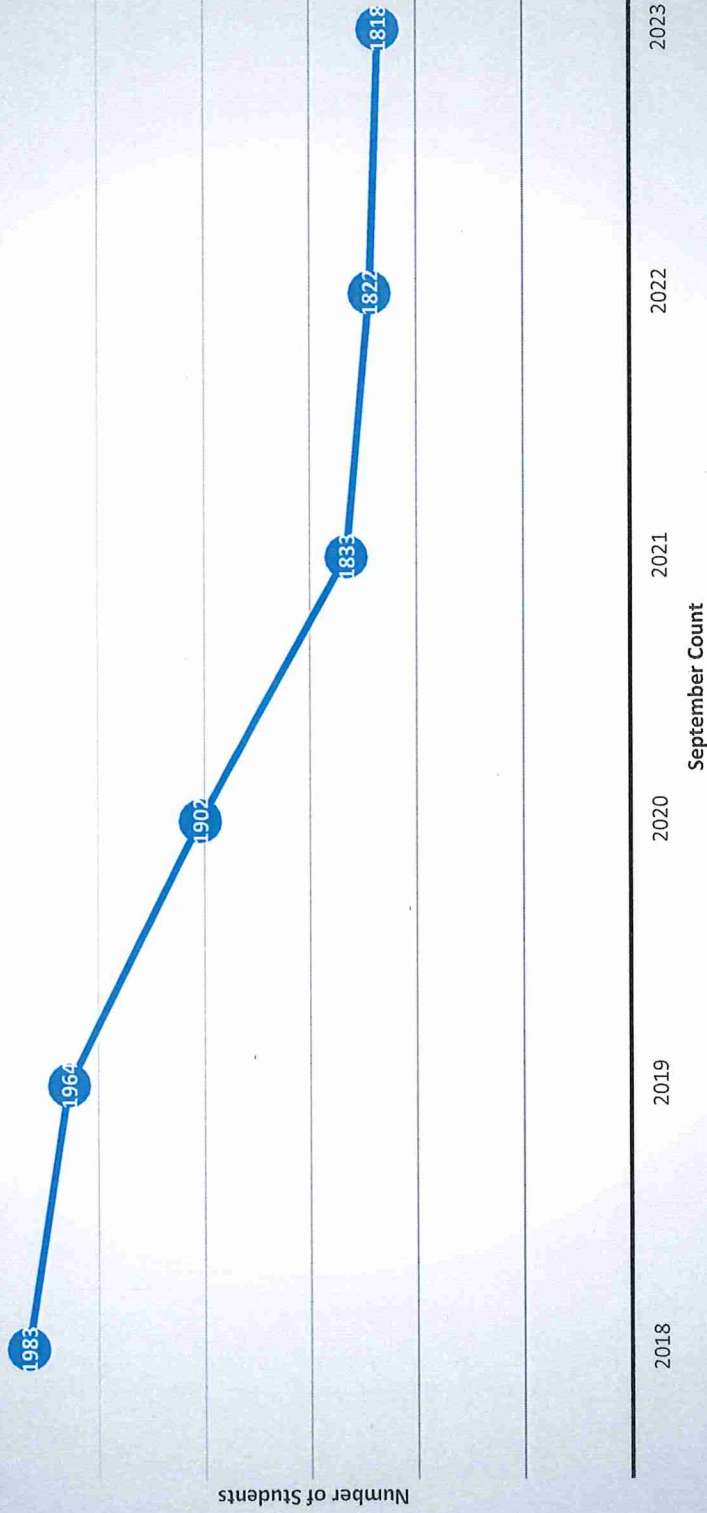
	School	Dates	# School Days	Grade	Purpose
1.	Conrad	October 27, 2023	.5	5	Butze Rapids
2.	CHSS	October 28, 2023	0	9-12	Kitimat Senior Girls Volleyball
3.	CHSS	Oct 21, Nov 4 & Nov 11, 2023	0	9-10	Smithers/Kitimat/Hazelton Junior Girls Volleyball
4.	CHSS	Oct 28, Nov 4 & Nov 18, 2023	0	11/12	Smithers, Terrace Senior Boys Volleyball
5.	CHSS	November 2-5, 2023	1.5	9-12	Vancouver cross country provincials
6.	CHSS	April 1, 2024	0		Ottawa trip exchange students to Kloiya Bay
7.	CHSS	April 2-4, 2024	3		Ottawa trip exchange students to Nass Valley overnight
8.	PRMS	May 13-17, 2024	4	6-8	Moose Jaw Band Trip

6.1.2 Enrolment

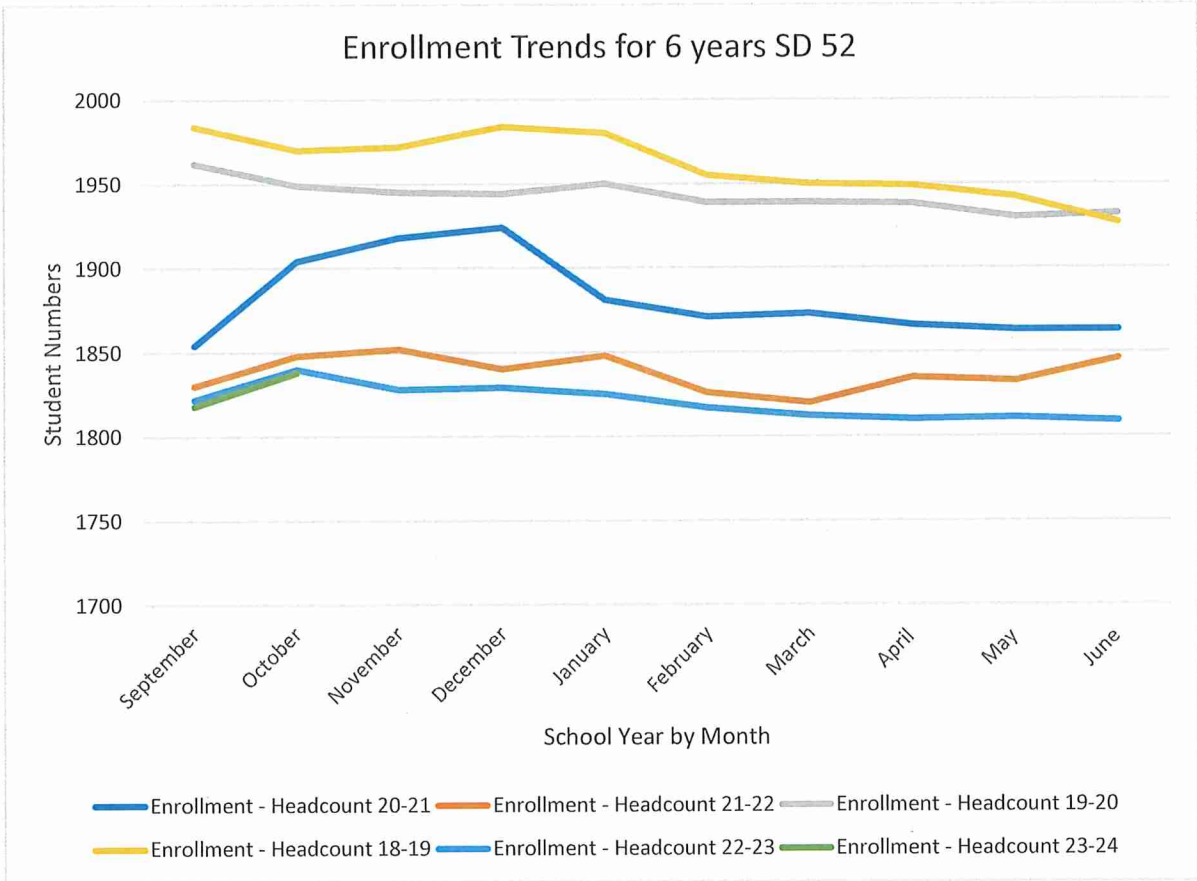
6.1.2.1 Enrolment graph

6.1.3 Upcoming Projects/Learning/Other

SD 52 Enrollment



Updated November 2, 2023



Fund : 0 Operating

PR	TITLE	OCT	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,261,602.11	2,713,231.31	400.00	13,824,855	11,111,224	80
03	Career Preparation	2,674.54	13,482.07		63,086	49,604	79
07	Library Services	45,107.85	82,693.63		529,442	446,748	84
08	Counselling	38,346.58	53,849.38		342,579	288,730	84
10	Special Education	505,227.85	1,001,408.23		4,320,037	3,318,629	77
30	English Language Development	84.06	174.06		2,373	2,199	93
31	Aboriginal Education	184,796.62	417,122.95		1,937,372	1,520,249	78
41	Business Admin	190,656.56	663,896.71		1,573,741	909,844	58
TOTAL FOR Function - 1		2,228,496.17	4,945,858.34	400.00	22,593,485	17,647,227	78
Function : 4 District Administration							
11	Education Admin	46,770.43	163,189.98		317,549	154,359	49
40	Governance	18,735.77	64,643.10		185,779	121,136	65
41	Business Admin	57,670.47	346,453.57	1,050.00	1,509,447	1,161,943	77
TOTAL FOR Function - 4		123,176.67	574,286.65	1,050.00	2,012,775	1,437,438	71
Function : 5 Maintenance & Operations							
41	Business Admin	90,931.48	161,621.42		268,909	107,288	40
50	Plant Maintenance	244,930.86	992,948.72	34,149.60	2,743,102	1,716,004	63
52	Maintenance Of Grounds	7,120.66	27,847.94		138,111	110,263	80
56	Utilities	16,464.07	59,000.74		559,399	500,398	89
TOTAL FOR Function - 5		359,447.07	1,241,418.82	34,149.60	3,709,521	2,433,953	66
Function : 7 Transportation							
41	Business Admin	896.48	298.69		2,636	2,337	89
70	Student Transportation	34,428.37	57,070.29		328,392	271,322	83
TOTAL FOR Function - 7		33,531.89	57,368.98	0.00	331,028	273,659	83
TOTAL FOR Fund - 0		2,744,651.80	6,818,932.79	35,599.60	28,646,809	21,792,277	76
GRAND TOTAL		2,744,651.80	6,818,932.79	35,599.60	28,646,809	21,792,277	76

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

	2023/24 Budget	Year-to-Date Oct 31	Remainder	Remainder %	Months
Operating Revenue	28,483,397	5,837,437	22,645,960	79.5%	
Operating Expenses:					
Salaries:					
Teachers	10,895,478	2,321,403	8,574,075	78.7%	10
Principals and Vice Principals	2,080,217	706,478	1,373,739	66.0%	12
Educational Assistants	2,149,342	342,332	1,807,010	84.1%	10
Support Staff	2,333,598	556,599	1,776,999	76.1%	10&12
Other Professionals	1,793,886	584,786	1,209,100	67.4%	12
Substitutes	1,157,278	275,883	881,396	76.2%	10
<i>Total Salaries</i>	20,409,799	4,787,481	15,622,318	76.5%	
Employee Benefits	4,751,777	979,813	3,771,964	79.4%	10&12
Total Salaries and Benefits	25,161,576	5,767,293	19,394,283	77.1%	
Services and Supplies	3,485,233	1,051,640	2,433,593	69.8%	10&12
Total Operating Expenses	28,646,809	6,818,933	21,827,876	76.2%	
Operating Income (Loss)	(163,412)	(981,496)	818,084		

Monthly Report to the Board

October 2023

<u>Facilities:</u>	<p>The heating season is underway at our various facilities and HVAC systems are being monitored and adjusted as needed to keep our students and staff comfortable.</p> <p>Boilers were checked and serviced at our various sites.</p>
<u>Custodial:</u>	<p>We have a good supply masks and sanitizer ready to be distributed to schools if needed.</p>
<u>Energy & Conservation</u>	<p>Unit ventilator install at Roosevelt is still underway.</p> <p>Low temperature coil replacement at CHSS is still underway.</p>
<u>Transportation</u>	<p>We hired a casual Class 1 driver to help with the increased demand for our bussing program.</p>
<u>Health & Safety</u>	<p>Nothing to report.</p>



Monthly Report to the Board

October 2023

- **Network Status:** No power outages were reported, ensuring uninterrupted network services.
- **Computer Purchases:** We successfully acquired and deployed 10 new laptops for Charles Hays Secondary School (CHSS), and they are currently up and running.
- **School Startup:** The month of October kept our dedicated technicians busy with school startup activities. This included the creation of new student and employee accounts, password resets, and the relocation of computers for staff members.
- **WiFi Access Points:** To increase network stability and security, we have updated the firmware on all Ubiquity Wireless access points, resulting in improved performance and enhanced security.
- **Storage:** An important development in October was our agreement to replace the aging storage system that had reached its End of Life. The new storage system offers increased space and features all-flash arrays with HPE InfoSight, ensuring fast and reliable data access.
- **Projector:** We are delighted to share that Terrace School District generously donated around 20 Epson projectors. These projectors will replace the older models that had reached their end of life, enhancing the quality of visual aids in our educational environment.

School District No. 52 (Prince Rupert)
Policy Committee
Monday, November 6, 2023
4:30 pm

MINUTES

In attendance: James Horne
Kate Toye
Sandy Pond
Brittney Verissimo
Janet Beil (Observer)
Louisa Sanchez (Observer)
Tammy Dickens

The meeting was called to order at 4:37 p.m.

1. Policies for Approval
 - a. 3360 – Multimedia Devices Policy
 - b. 1140 – Student Reporting Policy

The committee agreed to present these Policies at the Board meeting for approval.

2. Policies for Review
 - a. 1220 – International Student Policy
 - b. 1110 – Learning Resources Policy

The Committee agreed to present these Policies at the Board meeting to be sent for review. The Committee would like to see policy schedule and rotation so they can look ahead. The Committee would like to look into which policies that were high priority 2 years ago, and then address those.

3. Other Business
None.

Meeting Adjourned at 4:48 p.m.

Next Meeting: Monday, December 11, 2023

Policy No. 3360

Date Approved:

Date Amended:

3360 Multimedia Devices Policy

The Board of Education of School District No. 52(Prince Rupert) believes that the appropriate use of multimedia devices, such as cell phone and other digital devices, play an important role in communications, and may enhance student learning opportunities. The Board of Education believes that best practices would include student voice and collaboration of the creation of expectations. These devices should in no way interfere with the safety, security and privacy of students and/or staff, or with school operations.

Guidelines

1. Schools shall inform students and parents of their expectations regarding the use of multimedia devices. Specific expectations regarding the use of multimedia devices will be consistent with the school's Code of Conduct.
2. At no time should a multimedia device be used to capture an image or a voice recording of another person during school hours or school activities, unless specific authorization is provided by a principal and/or staff member.
3. No pictures of students or staff in schools or at associated facilities or activities may be uploaded to school, public or private websites without the written consent of the person or persons and/or their parents or guardians, in the photograph.
4. At no time should a multimedia device be used for the purpose of cyber-bullying which is defined as the use of any electronic communications device to convey a message in any form (text, image, audio, or video) that defames, intimidates, harasses or is otherwise intended to harm, insult or humiliate another in a deliberate, repeated or hostile or unwanted manner under a person's false or true identity.
5. An infraction involving the use of a multimedia device that could jeopardize the safety or create discomfort and/or embarrassment to any person may result in disciplinary action and/or criminal charges.

Policy No. 1140

Date Approved:

Date Amended: 11-Apr-2017, 12-Sept-2017

1140 ~~Student Reporting~~ **Communicating Student Learning & Reporting Policy**

Student Reporting - Communicating Student Learning to Parents

The Board of Education recognizes that communication among students, parents, teachers and administrators fosters positive relations and encourages student academic and social growth.

Further, the Board recognizes that there are many different ways of reporting to parents and encourages the use of non-traditional methods of reporting student progress and achievement that support the tenets of formative, growth based learning. These include, for example, the use of student portfolios (digital or otherwise), criterion referenced assessment outcomes, student-led conferences and demonstrations of learning through student projects.

The Board encourages school communities to examine, and propose alternate forms of ~~K-9~~ reporting that could potentially better demonstrate student growth over time than past reporting practices. Proposed forms of reporting that enhance student awareness of his/her academic and social-emotional growth as well as more clearly communicate student improvement to parents are encouraged.

References:

Ministerial Order 191/94, the Progress report Order
Ministerial Order 192/94, the Provincial Letter Grades Order
Ministerial Order 295/95, the Required Areas of Study Order
Regulation 265/89, the School regulation
1140-10 – Student Reporting Regulation

Policy No. 1220
Date Approved:
Date Amended: 11-February-2020

1220 International Students Policy

Many students from other countries ~~have~~ come to British Columbia for schooling because their families value the high quality of education provided by our school system. ~~Some~~ International students enroll in Canadian schools to upgrade their language ability ~~in one or both of Canada's official languages~~ ~~Some students enroll~~ to benefit from the cross-cultural experience of living and attending school in a country other than their own, ~~Others come~~ in order to graduate ~~from secondary schools and earn with~~ a Dogwood Diploma.

The Board supports enrollment of international students and strives to meet their educational needs while ensuring that those who graduate meet all of the requirements of the Ministry of Education legislation and policy.

International students who graduate must meet all graduation requirements in ways that ensure competence in ~~either French or~~ English. In accordance with Ministry policy, international students may be restricted in the number and type of courses given credit through equivalency, external credits, or challenge.

Enrollment of international and non-reciprocal exchange students is subject to space being available and to tuition being paid to cover costs of their educational program.

Enrollment of reciprocal exchange students is subject to a local student attending overseas in their stead.

REFERENCES

Ministry of Education Policy, International Student Graduation Credit

Ministerial Order 302/04, the Graduation Program Order

[1220-10 - - International and Non-Reciprocal Exchange Students - Admission and Tuition Regulation](#)

Policy No. 1110
Date Approved: February 13, 2018
Date Amended: June 15, 2021

1110 Learning Resources Policy

In accordance with the School Act and the Ministry of Education Learning Resources Policy, the Board of Education “may only use learning resources that the board considers appropriate, are specified in an educational program guide or are recommended by the Ministry of Education ~~from time to time~~.” This policy and the accompanying regulations clarify the roles and responsibilities of the Board of Education regarding the selection of learning resources.

The Board supports resource-based learning and encourages teachers to utilize a range of educational media and resources. For the purpose of this statement of policy, the term “learning resource” will refer to any person or material that is used for formal or informal teaching/learning purposes.

The primary objective of learning resources is to support, enrich, and help implement an educational program. The Board delegates the responsibility for the recommendation and selection of learning resources to the Superintendent of Schools in accordance with district criteria.

The Superintendent (or designate) and school principals are responsible for ensuring that the approved criteria are known and appropriately applied. The responsibility for vetting recommended resources rests with school principals.

Any student, parent or employee of the school district may formally challenge the appropriateness of learning resources used in the district’s educational programs (see 1110-30 – Review of Instructional Materials Regulation).

REFERENCES

[Ministerial Order 333/99, the Educational Program Guide Order; section 5.](#)

[School Act, Section 168 \(2\) \(e\)](#)

[Ministry of Education Policy, Learning Resources Policy Statement, July 1, 2017](#)

1110-10 Learning Resource Regulation

1110-30 Review of Instructional Materials Regulation

1115 Board Authorized Courses Policy

1115-10 Board Authorized Courses Regulation

[Focused Education Resources \(formerly BC ERAC\) Learning Resources](#)