

**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, January 15, 2024- 7:00 P.M.**

1. **Adoption of Agenda**
2. **Presentation(s):**
  - 2.1 Kerri Levelton – Prince Rupert Middle School Successes
3. **Approval of the Minutes of the**
  - 3.1 Open Board Meeting Held on December 18, 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 December 18, 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  
None
6. **Superintendent of Schools' Report**
  - 6.1 For Board Information:
    - 6.1.1 Field Trips (p. 8)
    - 6.1.2 Enrolment
      - 6.1.2.1 Enrolment graph (p. 9)
    - 6.1.3 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer's Report**
  - 7.1 December 2023 Expenditures Report (p. 10)
  - 7.2 December 2023 Operations Department Report (p. 12)
  - 7.3 December 2023 Information Technology Department Report (p. 13)
8. **Committee Reports**
  - 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
    - 8.1.1 EV Chargers – 2024-25 Minor Capital

8.1.2 Sprinkler System Upgrade – 2023-24 Minor Capital

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

8.3 Provincial Council (Trustees Horne, Sanchez)

8.4 Indigenous Education Council (Trustees Toye, Sanchez)

8.5 Policy Committee (Trustees Horne, Sanchez)

8.5.1 January 9, 2024 Meeting minutes (p. 14)

8.5.2 Policies for Approval

8.5.2.1 6140 – Role of the Trustee and Trustee Code of Conduct Policy  
(p. 15)

8.5.3 Policies for Review

None

8.5.4 Policy for Discussion/Consideration

8.5.4.1 7110 – Trustee Remuneration and Expense Allowance Policy (p.  
16)

8.6 District Technology Steering Committee (Trustee Horne)

9. **Old Business**

10. **New Business**

11. **Information Items**

11.1 Non-Instructional Day for Elementary & Middle Schools, January 19, 2024

11.2 Welcome to French Immersion sessions, January 23 & 24, 2024

11.3 Non-Instructional Day for Secondary Schools, February 15, 2024

11.4 Indigenous Implementation Day, February 16, 2024

11.5 Family Day Statutory Holiday and Louis Riel Day, February 19, 2024

11.6 Board of Education Meeting, February 20, 2024

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, December 18, 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, M. Cross, A. Samoil, T. Dickens, A. Michaud, N. Halward

Regrets: B. Verissimo

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

**Motion 20231218**

Beil "Be it resolved by the Board of Education of School District No. 52  
Maier (Prince Rupert) that Gerry Slykhuis be appointed as Acting Secretary-  
Treasurer."

**Carried**

1. **Adoption of Agenda**

**Motion 20231218-1.0a**

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

**Carried**

2. **Presentation(s):**

The Acting Superintendent introduced Andrée Michaud from Pineridge Elementary to present on the Breakfast Program along with our Feeding Futures Coordinator, Nadia Halward. They discussed the importance of food security and how food insecurity has been linked to many different learning difficulties among children. Pineridge partnered with Breakfast club of Canada and the Port of Prince Rupert. The Port of Prince Rupert comes to the schools to serve a pancake breakfast each year. Pineridge school received donations from the Loyal Order of the Moose and City Furniture toward the new breakfast room. The Rotary club donates apples every week to the schools. BC Fruit & Veggie program supplies them with fruit, veggies and milk 2 times per month. Pineridge PAC sponsored a pizza lunch for all students as well as 2 free popcorn days. Ms. Michaud showed new breakfast room photos as children deserve a nice environment that is welcoming each day. Testimonials from students and how much they are enjoying the breakfast program were presented. This reflects what's been happening at every school in the District.

Trustees thanked Ms. Michaud for her presentation and commended her on the progress happening at this School for this program. There are approx. 25 students who take advantage of this program. The entire child care also participates.

**Motion 20231218-2.0a**

Horne "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the Board write individual letters of thanks to all of  
the contributors."

**Carried**

Ms. Halward is working to enhance this program. She will look at the economies of scale so we may be able to provide more breakfasts and hot lunches. She has been helpful to the schools for nutritional advise for the kids.

Chair Toye acknowledged all partners in this process and thanked them.

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

3.1 Open Board Meeting held November 20, 2023

**Motion 20231218-3.1**

Dalton "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  
November 20, 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 November 20, 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 20231218-4.0a**

Maier "Be it resolved by the Board of Education of School District No. 52  
Beil (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 November 21, 2023 letter from BCSTA to Minister Singh re: Support for Youth Mental Health
  - 5.2.2 November 21, 2023 letter from Christina Zacharuk to BCSTA re: MOU between MOE and BCSTA of November 30, 2018
  - 5.2.3 November 21, 2023 letter from Christina Zacharuk to BCSTA re: Extending the Ministry of Education and BCSTA MOU
  - 5.2.4 December 4, 2023 letter from Carolyn Broady to Rohan Arul-pragasam re: letter of congratulations
  - 5.2.5 December 4, 2023 letter from BCSTA to Teresa Downs re: letter of thanks

**Motion 20231218-5.2.1**

Maier "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the letter 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 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 at 1838 November 30, 2023. Trustees appreciated the graph presented.

6.1.3 Upcoming Projects/Learning/Other

The Acting Superintendent shared that with the new reporting order there was a lot of work for staff to prepare how to work with that. FESL is a cycle and provincial assessments are one of the components of that. This acts as a snapshot for what we need to work on with students. 67% of Grade 4 and 60% of Grade 7 students wrote the FSAs this fall. Students will write the Numeracy 10 and Literacy 10 Assessments in January 2024.

Teachers are connecting learning to the greater community by designing and planning interesting learning experiences for students. Some examples are the guudisk (harvesting lesson Mr. Clifton shared with the Sm'algyax 11 and 12 students), Butze rapids trail hikes and many elementary schools are taking gymnastics.

Staff made plans for Halilikluugit – the month of feasting for family nights, concerts and theme days.

Trustees questioned about the percentage of students not writing the assessments. There are many factors, but some were absent or school excused and others were parent excused. Interested in comparing parent excused numbers with provincial data.

Before and afterschool care full at Roosevelt and Lax Kxeen, 13 students at Pineridge and 9 students at Conrad.

We Currently have 12 students registered for ECE Dual Credit Courses from CHSS and Hartley Bay. We are in the process of recruiting from PCS, Nisga'a, Lach Klan and Lax Kwa'laams. The courses are running from January 31 to May 29, 2024 using both hybrid and face to face instruction. We have 4 students who have completed the ECE Assistant course work last year who are applying for certificates to work in child care centres in Prince Rupert.

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

7.1 November 2023 Expenditures Report

The Appointed Acting Secretary-Treasurer presented the November 2023 Expenditures Report and answered questions from Trustees.

7.2 November 2023 Operations Department Report

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

7.3 November 2023 Information Technology Department Report  
 The Superintendent presented the Information Technology Department Report for November 2023 and answered questions from Trustees. Trustee Horne would like to thank IT for the security measures that have been taken for our District.

8. **Committee Reports**

8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**  
 Trustees are relieved that we are coming out of funding protection with the enrolment numbers. They are concerned that we may not see much growth with our overall numbers.

8.1.1 Annual Budget Consultation Meeting Dates  
 No concerns about dates presented.

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**  
 Have not met

8.3 Provincial Council **(Trustees Maier, Pucci)**  
 Have not met

8.4 Indigenous Education Council **(Trustees Toye, Sanchez)**  
 Have not met since October

8.5 Policy Committee **(Trustees Horne, Toye)**

8.5.1 December 11, 2023 meeting  
 Trustee Horne presented the minutes of the December 11, 2023 meeting of the Policy Committee.

8.5.2 Policies for Approval  
 8.5.2.1 1220 – International Students Policy  
 8.5.2.2 1110 – Learning Resources Policy

**Motion 20231218-8.5.2**

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 1220 – International Students Policy, 1110 – Learning Resources Policy be approved as amended."	<b><u>Carried</u></b>
Beil		

8.5.3 Policies for Review  
 8.5.3.1 6140 – Role of the Trustee and Trustee Code of Conduct Policy

**Motion 20231218-8.5.3.1a**

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) to send 6140 – Role of the Trustee and Trustee Code of Conduct policy to the district's partner groups to review."	<b><u>Carried</u></b>
Beil		

Edit split to spirit

8.5.4 Policy for Discussion/Consideration  
 8.5.4.1 7110 – Trustee Remuneration and Expense Allowance Policy  
 Questions to be put out to board with expectation to provide input. This policy hasn't been altered since at least 2012. Weren't

able to find another board set up like ours with remunerations. We currently work off the average of the North. Should look at another way of doing this. Expectation to take time off work with no pay is a bit of an elitist proposition. Need to consider the cost of transportation and tips. Who signs off on trustees' expenses is also not in the policy.

- 8.6 District Technology Steering Committee  
Has not met

- 9. **Old Business**  
None

- 10. **New Business**

- 10.1 Board Meeting Schedule Change

**Motion 20231218-10.1a**

Maier	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) to temporarily extend meetings to the third Monday of the month until the April board meeting."
Beil	

**Carried**

- 11. **Information Items:**

- 11.1 Christmas Break, December 25, 2023 to January 5, 2024  
Chair Toye noted that Christmas Break is December 25, 2023 to January 5, 2024.
- 11.2 Board of Education meeting, January 15, 2024  
Chair Toye noted that the next Board of Education meeting is on January 15, 2024.
- 11.3 Non-Instructional Day for Elementary & Middle Schools, January 19, 2024.  
Chair Toye noted that the Non-Instructional Day for Elementary & Middle Schools is on January 19, 2024.
- 11.4 Welcome to French Immersion Sessions, January 23 & 24, 2024.  
Chair Toye noted that the Welcome to French Immersion Sessions is on January 23 & 24, 2024.

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

Q. T. Last: Four grandchildren in SD52 – concerns about LOP and Uncertified teachers and the development of the children academically. What is the commitment of SD52 to find an answer to that in order to give students the education they deserve? EA's are being placed in teaching roles. We can't sustain this and we need qualified teachers.

A: Thank you, we talk about it frequently. We take it very seriously and advocate provincially. Hesitate going off agenda as don't want to set a precedent. Superintendent Samoil encouraged Mrs. Last to come to see him in the office to discuss further.

- 13. **Adjournment**

Chair Toye adjourned the meeting at 8:02 p.m.





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

**January 15, 2024**

**6.1 For Board Information:**

**6.1.1 Field Trips Approved**

	<b>School</b>	<b>Dates</b>	<b># School Days</b>	<b>Grade</b>	<b>Purpose</b>
1.	CHSS	Jan 13, Feb 3 & Feb 17, 2024	0	10-12	Senior Girls Basketball play days
2.	CHSS	Jan 12-14 & Feb 10, 2024	1	9-12	Wrestling tournament in Prince George and Zones in Smithers
3.	CHSS	Jan 20, 2024	0	9-10	Junior Girls Basketball
4.	CHSS	Jan 26 & Mar 15, 2024	2	Any	Shames Mountain ski days
5.	CHSS	Feb 16-18, 2024	0	9-12	NW Zone High School Drama Festival
6.	PRMS	Feb 16-18, 2024	0	7-8	Drama Fest in Smithers
7.	PRMS	Feb 23, Mar 1 & Mar 8, 2024	1	6-8	Shames Mountain Ski Days

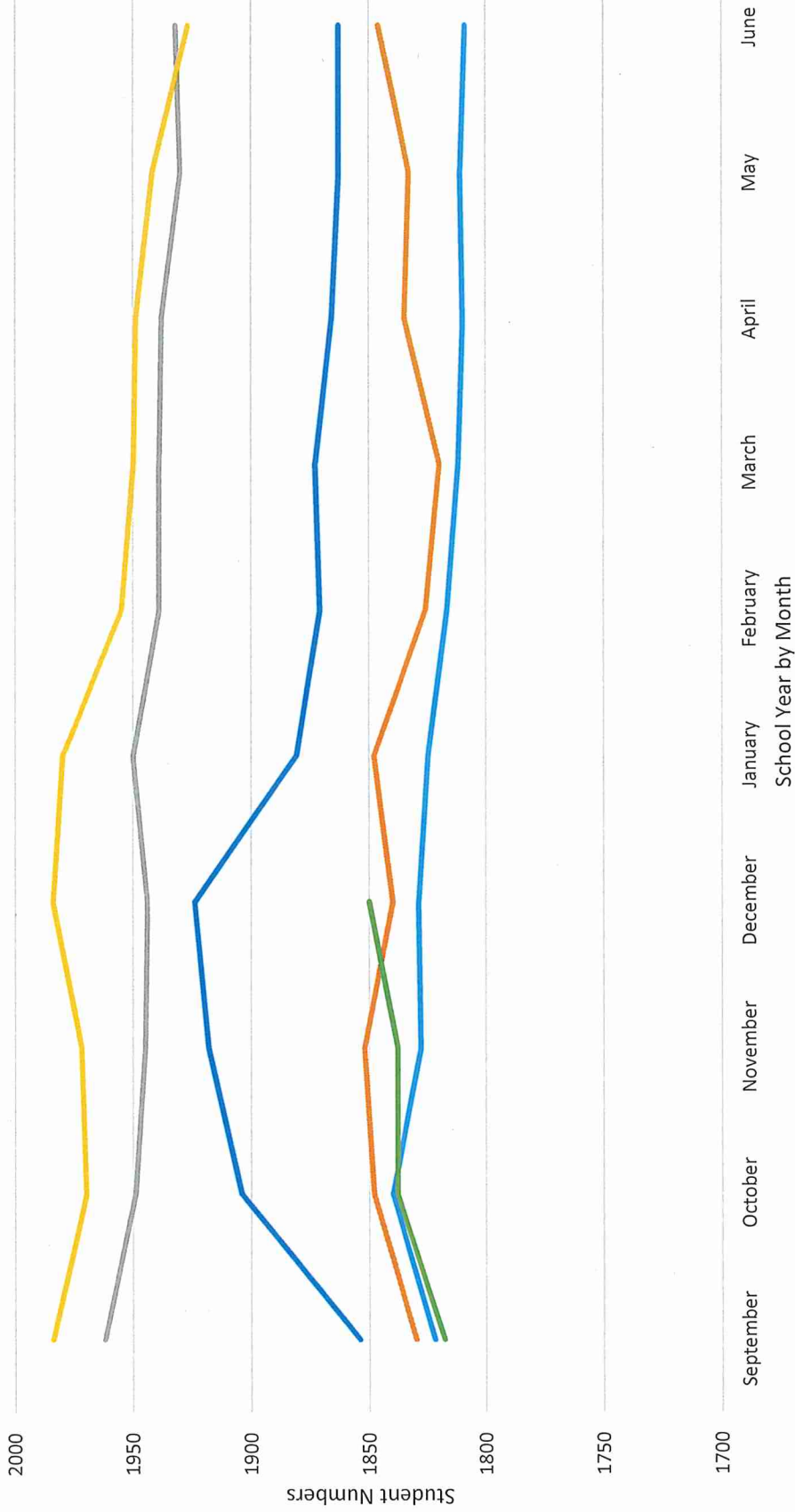
6.1.2 Enrolment

6.1.2.1 Enrolment graph (p. 9)

6.1.3 Upcoming Projects/Learning/Other



# Enrollment Trends for 6 years SD 52



— Enrollment - Headcount 20-21   
 — Enrollment - Headcount 21-22   
 — Enrollment - Headcount 19-20  
— Enrollment - Headcount 18-19   
 — Enrollment - Headcount 22-23   
 — Enrollment - Headcount 23-24



Fund : 0 Operating

PR	TITLE	DEC	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,264,461.25	5,364,929.55		13,824,855	8,459,925	61
03	Career Preparation	6,675.90	26,833.85		63,086	36,252	57
07	Library Services	61,342.54	192,044.97		529,442	337,397	64
08	Counselling	35,327.79	140,893.23		342,579	201,686	59
10	Special Education	657,053.92	2,137,529.36		4,320,037	2,182,508	51
30	English Language Development	29.20	203.26		2,373	2,170	91
31	Aboriginal Education	203,769.29	808,137.36		1,937,372	1,129,235	58
41	Business Admin	193,535.03	981,329.50		1,573,741	592,412	38
TOTAL FOR Function - 1		2,422,194.92	9,651,901.08	0.00	22,593,485	12,941,584	57
Function : 4 District Administration							
11	Education Admin	34,526.76	235,072.55		317,549	82,476	26
40	Governance	17,428.04	104,201.38		185,779	81,578	44
41	Business Admin	114,211.47	571,165.81	1,050.00	1,509,447	937,231	62
TOTAL FOR Function - 4		166,166.27	910,439.74	1,050.00	2,012,775	1,101,285	55
Function : 5 Maintenance & Operations							
41	Business Admin	16,919.32	184,946.48		268,909	83,963	31
50	Plant Maintenance	275,709.76	1,495,608.76	4,398.60	2,743,102	1,243,095	45
52	Maintenance Of Grounds	10,457.43	43,811.13		138,111	94,300	68
56	Utilities	31,545.99	134,942.65		559,399	424,456	76
TOTAL FOR Function - 5		334,632.50	1,859,309.02	4,398.60	3,709,521	1,845,813	50
Function : 7 Transportation							
41	Business Admin	74.20	447.09		2,636	2,189	83
70	Student Transportation	48,038.34	138,933.90		328,392	189,458	58
TOTAL FOR Function - 7		48,112.54	139,380.99	0.00	331,028	191,647	58
TOTAL FOR Fund - 0		2,971,106.23	12,561,030.83	5,448.60	28,646,809	16,080,330	56
GRAND TOTAL		2,971,106.23	12,561,030.83	5,448.60	28,646,809	16,080,330	56



School District No. 52 (Prince Rupert)  
 Financial Report - Operating Fund  
 December 31, 2023

Category	2023/24		Year-to-Date		% Remaining		Year-to-Date	Year-to-Date
	Annual Budget	Actual	Actual	For Year	Expected	Budget		
Teachers Salary	\$ 10,895,478	\$ 4,636,290	57.45%	60.00%	\$ 4,358,191	\$ (278,099)		
Principals and Vice Principals Salary	2,080,217	1,095,688	47.33%	50.00%	1,040,109	(55,579)		
Educational Assistants Salary	2,149,342	886,385	58.76%	58.54%	891,191	4,806		
Support Staff Salary	2,333,598	1,057,454	54.69%	59.34%	948,826	(108,628)		
Other Professionals Salary	1,793,886	838,149	53.28%	50.00%	896,943	58,794		
Substitutes Salary	1,157,278	571,930	50.58%	60.00%	462,911	(109,019)		
Benefits	4,751,777	1,836,593	61.35%	57.86%	2,002,229	165,636		
Services & Supplies	3,485,233	1,638,542	52.99%	52.94%	1,640,218	1,676		
<b>Total Operating Expenses</b>	<b>\$ 28,646,809</b>	<b>\$ 12,561,031</b>	<b>56.15%</b>	<b>57.27%</b>	<b>\$ 12,240,618</b>	<b>(\$320,413)</b>		





# Monthly Report to the Board

## December 2023

### Facilities:

Pump for Lax Kxeen HVAC system was repaired.

PRMS Gym air handler filters were changed.

Water Quality Advisory was lifted and fountains were turned back on for student and staff use.

New Hikvision touch screen boards were installed at Roosevelt and CHSS to replace Smart Boards.

Board Office received a new basement door.

Westview's boiler received a new power switch.

### Custodial:

Christmas break gave our custodial crew time to deep clean our schools and have them ready to receive students after the new year.

### Energy & Conservation

Unit ventilator install at Roosevelt is still underway.

Low temperature coil replacement at CHSS is underway.

### Transportation

Field trips to Smithers, Prince George, and Terrace were completed by our drivers and field trip bus. Local field trips were very busy for our driver and bus as well.

### Health & Safety

Fume hoods and exhaust fans at CHSS were checked to ensure that they were operational. Roof fan units were serviced.

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INFORMATION TECHNOLOGY  
DEPARTMENT  
DINESH GAUTAM, MANAGER,  
INFORMATION TECHNOLOGY

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# Monthly Report to the Board

## December 2023

- **Network Status:** No known network outages were reported, ensuring uninterrupted connectivity and services.
- **Computer Purchases:** There were no new hardware acquisitions during this period.
- **Smart Boards:** A significant development took place with the installation of six smart boards in Roosevelt School's French Program classrooms, and one in CHSS French Program's classroom, enhancing interactive learning environments.
- **Firewall:** Both the core firewall and school firewalls were updated to the latest recommended patches, reinforcing security and maintaining optimal functionality.
- **Server:** Critical servers underwent patching to ensure heightened stability and reliability in their performance.
- **Storage System:** A scheduled upgrade to the newest Nimble storage system is planned for the end of January 2024, to enhance the storage capabilities.
- **WiFi:** Ruckus and Ubiquity Access Point firmware were updated to the latest versions, prioritizing enhanced security and stability, providing a secure and reliable wireless network.



School District No. 52 (Prince Rupert)  
Policy Committee  
Tuesday, January 9, 2024  
4:30 pm

## MINUTES

In attendance: James Horne  
Kate Toye (Observer)  
Andrew Samoil  
Sandy Pond  
Brittney Verissimo  
Tammy Dickens

The meeting was called to order at 4:34 p.m.

1. Policies for Approval

a. 6140 – Role of the Trustee and Trustee Code of Conduct Policy

The committee agreed to present this Policy at the Board meeting for approval.

2. Policies for Review

a. 7110 – Trustee Remuneration and Expense Allowance Policy

The Committee agreed to present Policy 7110 at the Board meeting for discussion only. Discussion re: tipping and daily meal allowance limits and if someone goes over daily limit. Further concern over claiming meals if they have been provided at a conference. Would be wise to have tipping percentage outlined. Who signs off on it?

3. Other Business

None.

Meeting Adjourned at 4:52 p.m.

Next Meeting: Monday, February 12, 2024



**Policy No.** 6140  
**Date Approved:** 10-Jun-2014  
**Date Amended:** 9-Jun-2015; 12-Jun-2018

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

### **POLICY**

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

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

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

1. Abide by the policies of the Board and all applicable legislation and regulations, including the *School Act* and the Oath of Office.
2. Strive to instill the community's trust in the public education system by carrying out their duties in an open and collaborative manner.
3. Base decisions on all available facts and vote their honest and unbiased conviction in every case.
4. Recognize their duty is to represent and advocate for the best interests of all learners in the school district.
5. Do everything possible to maintain the integrity, confidence, and dignity of the office of trustee and not use their position for personal advantage or the advantage of friends and/or family.
6. Trustees shall work with fellow board members in a spirit of harmony & cooperation and be respectful of differences of opinion. Trustees shall refrain from engaging in unwarranted criticism, from making unjustified personal attacks on the reputation or

views of other trustees or staff, or taking private action that could compromise the integrity or authority of the Board. Trustees shall observe proper decorum & encourage full, open & courteous discussions in all matters with other trustees. Information that may be of potential concern should not be concealed or withheld.

7. Be aware that the public has a greater interest in the opinion of an elected official and use discretion at all times to minimize the impression that an individual trustee's statements reflect the corporate opinion of the Board.
8. Respect and abide by the majority decisions made by the Board.
9. Recognize that as individuals, trustees have no authority outside the meetings of the Board unless specifically delegated by the Board. Trustees may speak about what the Board has decided in a public meeting and individuals may state the reason for their vote.
10. Declare any conflict of interest and not participate in, vote on, or exert influence on, a decision in which the trustee has a conflict of interest, as outlined in the Conflict of Interest Policy.
11. Respect confidentiality and not divulge the contents of closed (in-camera) meetings, recognizing that a disclosure could seriously harm the Board's ability to conduct its business.

## **REFERENCES**

- ***BC School Act***
- **School Act, Trustee Oath of Office Regulation**
- **Policy 6130, Role of the Board Policy**
- **Policy 6260, Conflict of Interest Policy**
- **Policy 6310, Role of the Superintendent Policy**
- **Policy 6510, Board Communications Policy**



**Policy No. 7110**

**Date Approved: September 11, 2012, March 9, 2021**

**Date Amended: 15-Sept-2015; 6-Mar-2018**

**Position Responsible for updates:**

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**7110 Trustee Remuneration and Expense Allowance Policy**

As required by the School Act, the Board authorizes payment of Trustee Remuneration and an Expense Allowance as follows:

1. The Trustees of School District No. 52 (Prince Rupert) are paid an annual amount. Rates are set for Trustee, Vice Chair and Chair. The annual amount is paid in twelve (12) equal instalments.
2. The annual amount is determined as the average amount paid to Trustees, Vice Chair and Chair, respectively, of the School Districts comprising the Northwest and Northern Interior Regions. The data used in the computation is supplied by the British Columbia School Trustee Association.
3. The annual amount is revised in even numbered years, based on the average from the previous year. The rate is effective January 1<sup>st</sup> of that year.
4. Trustees receive a monthly allowance of \$75 (\$900 per annum) for telecommunication costs incurred by the Trustee. In even-numbered years this allowance will be compared to the average allowance in the data supplied by the British Columbia School Trustee Association. If the allowance is less than the average allowance, the Board will consider an increase to the allowance.
5. Policy 7120 sets out the rules for the Travel and Subsistence Allowance paid to Trustees traveling on Board business.

**REFERENCE**

**School Act Section 71**

**7120 Travel and Subsistence Allowance Policy**

**7120-10 Travel and Subsistence Allowance Regulation**

**7120-20 Travel and Subsistence Allowance – Approvals Regulation**

