

**SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)**

**MINUTES**

**REGULAR OPEN SCHOOL BOARD MEETING  
MEETING HELD IN THE BOOTH MEETING ROOM  
Monday, January 15, 2024 – 7:00 P.M.**

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

Staff Present: S. Pond, G. Slykhuis, M. Cross, A. Samoil, T. Dickens, B. Verissimo, K. Levelton

Regrets: K. Maier, M. Pucci

Board Chair Toye acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:05 p.m.

**1. Adoption of Agenda**

**Motion 20240115-1.0a**

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

**Carried**

**2. Presentation(s):**

The Superintendent introduced Kerri Levelton from Prince Rupert Middle School along with one of her students, Marcus, leader in the Student Leadership Council. The Leadership Council meets once a week, plans events for the school and fundraises for events which include: Planning the grade 8 formal dance, the Sixer Mixer, Pyjama Day, Crazy Day, and Spirit Day. PRMS has offered: Breakfast club, snacks and lunch program daily, Subway lunch once a month, popcorn sales, hotdog sales etc.

PRMS has done many activities this year including: The Sixer Mixer, Halloween Fun Day, Orange Shirt Day, Terry Fox Run, Reconciliation walk, Science World visited, Wellness Day, Skating, Swimming, Gymnastics, Hockey Academy, Badminton, Every Child Matters Heart Ceremony, Egg Drop, Fishing, Hiking, harvested potatoes and onions which they cooked at breakfast program, Christmas Craft Night, Munro Floor Hockey Tournament.

Upcoming Events – The School Band is going to Edmonton, 3 ski trips, kayaking, carnival and staff vs student's hockey game, Butze, Indigenous Day, Band tour to elementary schools, Amazing Race and much more. They wanted to share what they have been doing at the school as they feel it is important that we know what they have been up to. Ms. Levelton shared slideshow of photos of the students in all of these activities.

Trustees enjoyed this presentation and loved hearing what students have been busy with.

Chair Toye expressed thanks for the presentation and loved seeing all the photos and especially of all the outdoor activities and learning.

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

3.1 Open Board Meeting held December 18, 2023

**Motion 20240115-3.1**

Horne "Be it resolved by the Board of Education of School District No. 52  
Beil (Prince Rupert) that the minutes of the open Board meeting held  
December 18, 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 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

**Motion 20240115-4.0a**

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  
None

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 1850 December 31, 2023. This is an increase of 12 students. Trustees appreciated the graph presented.
  - 6.1.3 Upcoming Projects/Learning/Other  
The Acting Superintendent shared that December was month of celebration and many special events were happening at all of our schools. Spirit theme days or weeks at all schools, Gym riots at CHSS, Winter Concert at Conrad, Winter family feast night at Roosevelt, Carolling in the gym at Pineridge, and Winter craft nights. Christmas bazaars were held at all Elementary schools where students could purchase gifts for their families for 25 cents. Power Up Pancake breakfasts happened at all schools. The Musical "Something's Rotten" was highly successful and

closed December 2<sup>nd</sup>. Science world came and visited at all schools. We continue to grow the Before and After School Care Program at Pineridge and Conrad. We needed to hire another person on Pineridge. Should have some FSA participation related to the Provincial data for next meeting.

There are many viruses going around. Need to continue to remind our students, staff and ourselves to stay home if they are sick and wash hands.

## 7. Acting Secretary Treasurer's Report

### 7.1 December 2023 Expenditures Report

The Acting Secretary-Treasurer presented the December 2023 Expenditures Report and answered questions from Trustees. The report is based off of 10- or 12-month salaried employees. YTD budget for teachers is at 40 percent and principals are at 50. Variances aren't overly meaningful at this stage as she is preparing amended budget currently.

### 7.2 December 2023 Operations Department Report

The Director of Operations presented the Operations Department Report for December 2023 and answered questions from Trustees. Trustees expressed thanks to Operations staff for cleaning up over Winter Break. Question: How is the extra bus working out? Director of Operations confirmed that it has been used regularly. He is hoping by spring break to have a report of how many out of town trips have been taken. Since there are two buses now we can facilitate more out of town trips. What happens to the buses in the summer? They are parked and undergo inspections in August of every year. A new rope has been placed across Westview gate. Is there still vandalism up there? Director of Operations reported yes, it is. Decision was made to put rope back up as people were driving around the back and vandalizing and dumping items back there. Trustees asked about putting up "No trespassing" signs? Trustees worried about risk to District. The signs do give us more rights if something should happen, since it is a vacant piece of property.

#### **Motion 20240115-7.2.1**

Beil	"Be it resolved by the Board of Education of School District No. 52
Dalton	(Prince Rupert) that the board make a motion to install No
	Trespassing signs on our Westview Property."

**Carried**

### 7.3 December 2023 Information Technology Department Report

The Superintendent presented the Information Technology Department Report for December 2023 and answered questions from Trustees. Trustees thanked IT for putting in Smart boards in Roosevelt.

## 8. Committee Reports

### 8.1 Finance & Building Committee

**(Trustees Beil, Maier, Pucci)**

#### 8.1.1 EV Chargers – 2024-25 Capital

#### **Motion 20240115-8.1.1**

Beil	"Be it resolved by the Board of Education of School District No. 52
Horne	(Prince Rupert) that the board make a resolution to request \$80,000
	from the Ministry of Education and Child Care to fully fund this."

**Carried**

Natural Resources Canada funded a portion of the Provincial funding that was awarded to us. The NRC

noted that a portion of this funding doesn't meet their guidelines. The Ministry will fund the additional \$80,000 that is still required. Trustees questioned if there are any foreseeable maintenance costs? No, they are relatively maintenance free.

8.1.2 Sprinkler System Upgrade – 2023-24 Minor Capital

**Motion 20240115-8.1.2**

Beil Dalton	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the board make a resolution to request \$550,000 to the Ministry to fully fund this."	<b>Carried</b>
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Our mechanical engineers have identified Issues with the Sprinkler System at Conrad Elementary. Approximately \$1.7 million phased over several years. This is important for the safety of our children. It is a specialty item and need to have outside contractors come in to complete it.

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

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

8.5.1 January 9, 2024 meeting  
Trustee Horne presented the minutes of the January 9, 2024 meeting of the Policy Committee.

8.5.2 Policies for Approval  
8.5.2.1 6140 – Role of the Trustee and Trustee Code of Conduct Policy

**Motion 20240115-8.5.2**

Horne Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 6140 – Role of the Trustee and Trustee Code of Conduct Policy be approved as presented."	<b>Carried</b>
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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  
Policy committee had some questions and sent out to Trustees. Community members have expressed they don't want to run for Trustee if their expenses are not covered for child care, wages etc. Remuneration is to cover those things. This is choice one makes to be on the board. Discussed tipping percentage and incidentals and they are often covered in other districts. Board has asked to make suggestions based off of other boards practices and then bring it back to the committee.

8.6 District Technology Steering Committee  
Has not met

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 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.

11.2 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. Sessions are available to any interested parents. The French Immersion Program is available for anyone. These sessions will highlight some advantages of the FI program for students. Article in Northern View featured some of the highlights of the French Program.

11.3 Non-Instructional Day for Secondary Schools, February 15, 2024  
Chair Toye noted that the Non-Instructional Day for Secondary Schools is on February 15, 2024.

11.4 Indigenous Implementation Day, February 16, 2024  
Chair Toye noted that the Indigenous Implementation Day is on February 16, 2024.

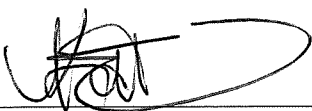
11.5 Family Day Statutory Holiday and Louis Riel Day, February 19, 2024  
Chair Toye noted that the Family Day Statutory Holiday and Louis Riel Day is on February 19, 2024

11.6 Board of Education Meeting, February 20, 2024  
Chair Toye noted that the Board of Education Meeting is on February 20, 2024

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

13. **Adjournment**

Chair Toye adjourned the meeting at 7:55 p.m.



Board Chair, Kate Toye



Superintendent, Andrew Samoil

