

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, March 11, 2024- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 Michael McDowall – French Immersion Program
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meeting Held on February 20, 2024 (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 February 20, 2024
 - 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 February 8, 2024 letter from BCSTA to Taleeb Noormohamed re: Bill C-322 – National Framework for a School Food Program Act (p. 9)
 - 5.2.2 February 8, 2024 letter from BCSTA to The Honourable Chrystia Freeland re: Federal Budget 2024 – National School Food Program (p. 11)
 - 5.2.3 February 9, 2024 letter from Ministry of Education and Child Care to Carolyn Broady re: Anti-Sexual Orientation Gender Identity disruptions (p. 13)
 - 5.2.4 February 28, 2024 letter of recognition from BCSTA to Alan Chell (p. 15)
6. **Superintendent of Schools’ Report**
 - 6.1 For Board Information:
 - 6.1.1 Field Trips (p. 16)
 - 6.1.2 Enrolment
 - 6.1.2.1 Enrolment graph (p.17)
 - 6.1.3 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer’s Report**
 - 7.1 February 2024 Expenditures Report (p.18)

- 7.2 February 2024 Operations Department Report (p.20)
- 7.3 February 2024 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, Toyé)**
- 8.3 Provincial Council **(Trustees Horne, Sanchez)**
- 8.4 Indigenous Education Council **(Trustees Toyé, Sanchez)**
- 8.5 Policy Committee **(Trustees Horne, Sanchez)**
 - 8.5.1 March 4, 2024 Meeting minutes (p.22)
 - 8.5.2 Policies for Approval
 - 8.5.2.1 6250 – District Parent Advisory Policy (p. 23)
 - 8.5.3 Policies for Review
 - 8.5.3.1 1610 – Field Trip Policy (p. 24)
 - 8.5.3.2 2340 – Release Time of Staff to Act as Resource Personnel Policy (p. 25)
 - 8.5.3.3 2360 – Employee Conduct and Political Activities Policy (p. 26)
- 8.6 District Technology Steering Committee **(Trustee Horne)**

9. **Old Business**

10. **New Business**

- 10.1 Board Meeting Schedule

11. **Information Items**

- 11.1 Spring Break, March 18-28, 2024
- 11.2 Good Friday, March 29, 2024
- 11.3 Easter Monday, April 1, 2024
- 11.4 Board of Education Meeting, April 16, 2024
- 11.5 Professional Development Day, Regional, April 19, 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
Tuesday, February 20, 2024 – 7:00 P.M.

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

Staff Present: S. Pond, M. Cross, A. Samoil, T. Dickens, B. Verissimo

Regrets:

Board Chair Toye acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:04 p.m.

1. **Adoption of Agenda**

Motion 20240220-1.0a

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

Carried

2. **Presentation(s):**

The Superintendent introduced Christina Leighton from Charles Hays Secondary School to present on the things she has been accomplishing in her Food Sovereignty role. She has been bringing Indigenous Food into the school. Ms. Leighton shared a slide show of photos of the students learning how to harvest, process and cook delicious recipes. Trustees enjoyed all of the photos showing this learning. Trustees expressed thanks for Ms. Leighton's presentation and for sharing the work she is doing with our students.

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

3.1 Open Board Meeting held January 15, 2024

Motion 20240220-3.1

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
January 15, 2024 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 January 15, 2024.
- 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 20240220-4.0a

Horne "Be it resolved by the Board of Education of School District No. 52
Maier (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 January 18, 2024 letter to Barry Neufeld from BCSTA re: Membership in the BC School Trustees Association
- 5.2.2 February 2, 2024 letter of congratulations from BCSTA to Minister Lore
- 5.2.3 February 2, 2024 Thank you letter from BCSTA to Minister Dean

Motion 20240220-5.0a

Horne "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that Item 5.2.1 to 5.2.3 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 1861 January 31, 2024. Trustees appreciated the graph presented.

6.1.3 Upcoming Projects/Learning/Other

The Acting Superintendent shared the recent Indigenous Implementation Day on February 16, 2024 was titled "Fostering Strength & Resilience." We were fortunate to have Denise Augustine, Superintendent of Indigenous Education MECC and Kim Spencer, "Weird Rules to Follow" author speak at this event.

The Indigenous Education Department has been very busy. They have offered Indigenous focused course support sessions for teachers connected to the Indigenous focused graduation requirement: professional developments and collaboration. They have been doing a book study on "Indigenous Writes" which has brought many meaningful conversations connected to educator practice. They have Student Indigenous Leadership Groups: PCS Youth Group and CHSS Young Matriarchs. There are two student leadership groups for Indigenous girls that are being facilitated by the team. Students will be developing a focus

with the Spirals of Inquiry and will work through the inquiry process to develop a focus for taking action, while promoting leadership and youth voice and empowerment.

The Sm'algax team has been doing ongoing work on grade curriculum with the team, digital resource updates are ongoing, and signage curriculum work.

The French Immersion program had all French Immersion students from Roosevelt and PRMS (approx. 120 students) attended an all-French music event at the Lester Centre on January 26, 2024. Will Jams is a bilingual singer who was in Prince Rupert for AFFNO's Maple Sugar Festival. Thank you to AFFNO for financially supporting this event. In preparation for Kindergarten registration, SD52 offered two "Welcome to French Immersion" information sessions on January 24 & 25 at Roosevelt Park Elementary School. These sessions were well attended and provided parents with more information about our French Immersion program.

Early Learning Updates include: ECE Dual Credit started on January 31st at CHSS with 16 students in person and 1 student attending remotely from Hartley Bay. This is the second year we have offered ECE courses. We are pleased to have 12 students in Before and After School care at Conrad Elementary and 13 students enrolled at Pineridge Elementary.

7. Acting Secretary Treasurer's Report

7.1 January 2024 Expenditures Report

The Acting Secretary-Treasurer presented the January 2024 Expenditures Report and answered questions from Trustees. Question re: money that has come in for PRMS going back in operating budget. This is because most of the cost incurred from the past has come from operating and auditors advised to put it here.

7.2 January 2024 Operations Department Report

The Acting Secretary-Treasurer presented the Operations Department Report for January 2024 and answered questions from Trustees.

7.3 January 2024 Information Technology Department Report

The Acting Secretary-Treasurer presented the Information Technology Department Report for January 2024 and answered questions from Trustees.

8. Committee Reports

8.1 Finance & Building Committee

(Trustees Beil, Maier, Pucci)

8.1.1 2023-24 Amended Annual Budget

The Acting Secretary Treasurer presented about the Amended Annual Budget and answered questions from Trustees.

Motion 20240220-8.1.1a

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that all three readings of the Amended Annual Budget Bylaw for fiscal year 2023/24 be read at the same meeting."

Carried

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2023/2024 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 52 (Prince Rupert) Amended Annual Budget Bylaw for fiscal year 2023/2024.
3. The attached Statement 2 showing the estimated revenue and expense for the 2023/2024 fiscal year and the total budget bylaw amount of \$35,925,670 for the 2023/2024 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2023/2024.

Motion 20240220-8.1.1b

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Amended Annual Budget Bylaw for fiscal year 2023/2024 be read a first time the 20 th day of February, 2024."	<u>Carried</u>
Horne		

Motion 20240220-8.1.1c

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Amended Annual Budget Bylaw for fiscal year 2023/2024 be read a second time the 20 th day of February, 2024."	<u>Carried</u>
Horne		

Motion 20240220-8.1.1d

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Amended Annual Budget Bylaw for fiscal year 2023/2024 be read a third time, passed and adopted the 20 th day of February, 2024."	<u>Carried</u>
Horne		

8.1.2 Trustee Remuneration & Allowance Review and Revision

Motion 20240220-8.1.2

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board approve the Trustee Remuneration & Allowance Review and Revision as presented."	<u>Carried</u>
Horne		

Clarification that \$900 allowance is annually not monthly. This is done fairly by averaging with what other districts are paying every two years. This will go back to the board every two years for a vote.

8.1.3 PRMS New School Update

Two weeks ago, we met with two architects and project managers. We also met with representatives from Lax Kw'alaams, Metlakatla and Hartley Bay. We walked the property and met with representatives from the City of Prince Rupert. We held a meeting with students and staff to discuss what

they would like to see in the new middle school. Dinner meeting with Trustees and an Open House which was well advertised. Approximately 25 members of the public attended the Open House. Architects are going to come back in the second week of March to have further discussion.

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Sanchez)**
Next meeting is on Feb 29, 2024

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

8.4 Indigenous Education Council **(Trustees Toye, Sanchez)**
Has not met

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

8.5.1 February 12, 2024 meeting
Trustee Horne presented the minutes of the February 12, 2024 meeting of the Policy Committee.

8.5.2 Policies for Approval
8.5.2.1 7110 – Trustee Remuneration and Expense Allowance Policy

Motion 20240220-8.5.2.1

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 7110– Trustee Remuneration and Expense Allowance Policy be approved as presented."	6 in favor
Pucci		
		1 opposed

8.5.2.2 7120 – Travel and Subsistence Allowance Policy

Motion 20240220-8.5.2.2

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 7120 – Travel and Subsistence Allowance Policy be approved as presented."	Carried
Beil		

Motion 20240220-

Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) to extend the meeting."	Carried
Horne		

8.5.3 Policies for Review
8.5.3.1 6250 – District Parent Advisory Council Policy

Motion 20240220-8.5.2

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 6250– District Parent Advisory Council Policy be sent to stakeholders for review."	Carried
Maier		

8.6 District Technology Steering Committee

8.6.1 January 13, 2024 Minutes

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 Provincial Council, February 24, 2024

Chair Toye noted that the Provincial Council meeting is on February 24, 2024.

11.2 Board of Education Meeting, March 11, 2024

Chair Toye noted that next Board of Education meeting is on March 11, 2024.

11.3 Spring Break, March 18-28, 2024

Chair Toye noted that Spring Break is March 18-28, 2024.

11.4 Good Friday, March 29, 2024

Chair Toye noted that Good Friday is on March 29, 2024.

11.5 Easter Monday, April 1, 2024.

Chair Toye noted that Easter Monday is on April 1, 2024.

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

13. **Adjournment**

Chair Toye adjourned the meeting at 8:45 p.m.



British Columbia
School Trustees
Association

February 8, 2024

Taleeb Noormohamed

Member of Parliament

100-3077 Granville St.

Vancouver, B.C. V6H 3J9

taleeb.noormohamed@parl.gc.ca

Dear Mr. Noormohamed,

Subject: Bill C-322 – National Framework for a School Food Program Act

I am writing to you to add support, as president of the British Columbia School Trustees Association, to Member of Parliament Serge Cormier's Bill C-322, to develop a national framework to establish a school food program. I ask that you work with your caucus colleagues to seek unanimous consent of this bill.

While I am pleased to hear that the bill has passed second reading and has been sent to committee, further support from the Standing Committee on Human Resources, Skills and Social Development and the Status of Persons with Disabilities is needed. The concept of a universal national school food policy and program for all public schools has wide appeal as too many children enter schools daily while lacking the nutrition needed to learn effectively. Canada remains the only country in the G7 that does not have a national school food program or national standards, and we cannot allow that to continue.

Providing nutritious food frees students to focus on learning, and addressing food insecurity has the potential to reduce related anxiety and mental health challenges. Promoting healthy eating habits and increasing food literacy will provide young people with a foundation for a healthier life and future. A program such as this would also benefit local agriculture and create opportunities to highlight local traditions, all leading to a healthier and more sustainable food system.

We lend our support to previous feedback that any federally supported program meets the following minimum requirements:

- Be present at every publicly funded school.
- Be accessible at no cost to students, caregivers, school or boards of education, school districts or related authorities.
- Be offered in a stigma-free way.
- Support culturally appropriate and local food producers.
- Avoid any marketing to children and youth.



British Columbia
School Trustees
Association

It is clear that there is a need for the federal government, in partnership with provincial ministries and boards of education, to commit to a National School Food Policy.

I share the view that the potential policy should be followed by the rollout of a National School Nutritious Meal Program along with the \$200 million per year that the Government of Canada committed to in 2021. Investing in a national school food program through Budget 2024 will alleviate affordability issues and support students, families and school food providers, who have all faced adversity in recent years.

As our membership has passed resolutions related to universal food programs in B.C. at our association meetings, I look forward to continuing advocacy on this important issue of national concern. I invite you to contact me directly should you wish to discuss additional details.

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

February 8, 2024

The Honourable Chrystia Freeland
Minister of Finance & Deputy Prime Minister
House of Commons
Ottawa, O.N. K1A 0A6
chrystia.freeland@parl.gc.ca

Dear Minister Freeland,

Subject: Federal Budget 2024 – National School Food Program

With the federal government conducting pre-budget consultations, I wish to add support to calls from other [provincial public education associations](#) to request that \$1 billion over five years, with a minimum of \$200 million per year, be included in Budget 2024 for a National School Food Program.

My concern is similarly rooted in the lack of mention in last year's budget, as a National School Food Program was introduced as part of Budget 2019 and subsequently reaffirmed in the 2022 budget's reference to mandate letters to related ministers. Including the National Food Program in Budget 2024 is a vital signal to all Canadians that the federal government intends to fulfil its commitment to improving student nutrition nationwide.

As you know, provinces and territories across Canada are prepared to work toward agreements with the federal government on a cost-shared National School Food Program, and we are confident that federal funding will positively influence student outcomes as proper nutrition provides a vital base for learning and success. This funding would also go far in combating affordability issues that many families struggle with.

I am proud to support Member of Parliament Serge Cormier's Bill C-322 (an act to develop a national framework to establish a school food program). As president of the British Columbia School Trustees Association, I regularly communicate with our members about their advocacy priorities, and concerns related to food insecurity are a consistent topic of conversation. While we have advocated provincially as an association, I must emphasize that it is also a national concern. Children cannot learn effectively when hungry and cannot properly develop into the leaders and change-makers we need if we do not help them meet their most basic needs.



British Columbia
School Trustees
Association

BCSTA will continue to advocate for change at the provincial level, and while we intend to pursue more for B.C. families and students, we know that federal support would contribute to our goal.

I hope to see the inclusion of dedicated funding to support a National School Food Program in Budget 2024. Thank you for your consideration.

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: A20237

CC: The Honourable Jenna Sudds, Minister of Families, Children and Social Development
The Honourable Lawrence MacAulay, Minister of Agriculture and Agri-food
BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors



February 9, 2024

Ref: 295686

Carolyn Broady, President
British Columbia School Trustees Association
4th Floor – 1580 W Broadway
Vancouver, BC V6J 5K9
Email: cbroady@bcsta.org

Dear Carolyn Broady:

Thank you for your letter of November 1, 2023, in follow up to your meeting with Premier Eby to discuss disruptions and protests in school districts. I apologize for the lengthy delay in responding formally. BC's school system is expected to create and maintain conditions that foster success for all students and promote fair and equitable treatment for all, and I deeply appreciate your partnership in this work.

The Ministry of Education and Child Care continues to track anti-Sexual Orientation Gender Identity (SOGI) disruptions on and around school grounds and at board or education meetings, as well as reaching out to districts to make sure they have the supports and safety plans in place as needed. Please continue to share with us any disruptions or planned disruptions of which you are aware. We appreciate you providing these examples of the disruptions that are happening in the province, and the personal impacts trustees have experienced.

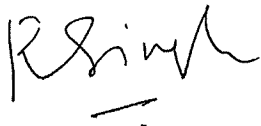
In response to a marked increase in disruptions such as those mentioned in your letter, and to help ensure safe and inclusive learning environments, the Province is considering your request for measures to protect children, parents/guardians, educators, and staff working in K-12 schools.

We recognize that there is a lot of misinformation specifically on what SOGI-Inclusive Education is and is not. In response, the Ministry has published a [SOGI non-truths and truths document](#) that has been translated into multiple languages that is available on the *erase* website.

.../2

The Ministry will continue to collaborate with education partners to prioritize the safety and respect of students, educators, school staff, elected officials and their families. I appreciate you taking the time to share your concerns, and highly value your continued support. As always, I am glad to meet and talk further as we work together to build safe, caring, and inclusive school environments across BC.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Singh', with a horizontal line underneath the 'h'.

Rachna Singh
Minister

cc: Honourable David Eby, Premier
Suzanne Hoffman, CEO, BCSTA Board of Directors
Teresa Downs, President, British Columbia School Superintendents Association
Ray Velestuk, President, British Columbia Association of School Business Officials



British Columbia
School Trustees
Association

February 28, 2024

Alan Chell

Board Chair

Revelstoke School District

PO Bag 5800

501 - 11th Street

Revelstoke, B.C. V0E 2S0

Dear Alan,

I am saddened to hear that you must step down from your role as chair of the BC Public School Employers' Association's board of directors. After 30 years of dedicated service with BCPSEA, your dedication, knowledge and experience will undoubtedly be missed.

The impact of your time and energy will be felt for years to come, as you have positively influenced both learners and K-12 public education partners alike. Working with you on BCSTA's board of directors was also a pleasure and your collaborative spirit greatly enriched our relationship and the work we undertook. Your leadership across this sector has been instrumental in advancing our collaborative work on bargaining and on providing advice and insights to boards of education. We are all thankful for all you have contributed to our shared success as leaders in public education.

Although your absence will be deeply felt, I look forward to a continued future of collaboration with you as trustee and chair of the Revelstoke School Board. I know you will continue to be sought out for your leadership and knowledge.

Thank you for your exemplary service and for being a true champion of public education.

Sincerely,

A handwritten signature in black ink that reads "Carolyn Broady". The signature is fluid and cursive.

Carolyn Broady

President

British Columbia School Trustees Association

CC: BCSTA member boards of education
Suzanne Hoffman, CEO, BCSTA
BCSTA Board of Directors
Bruce Anderson, CEO, BCPSEA

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

March 11, 2024

6.1 For Board Information:

6.1.1 Field Trips Approved

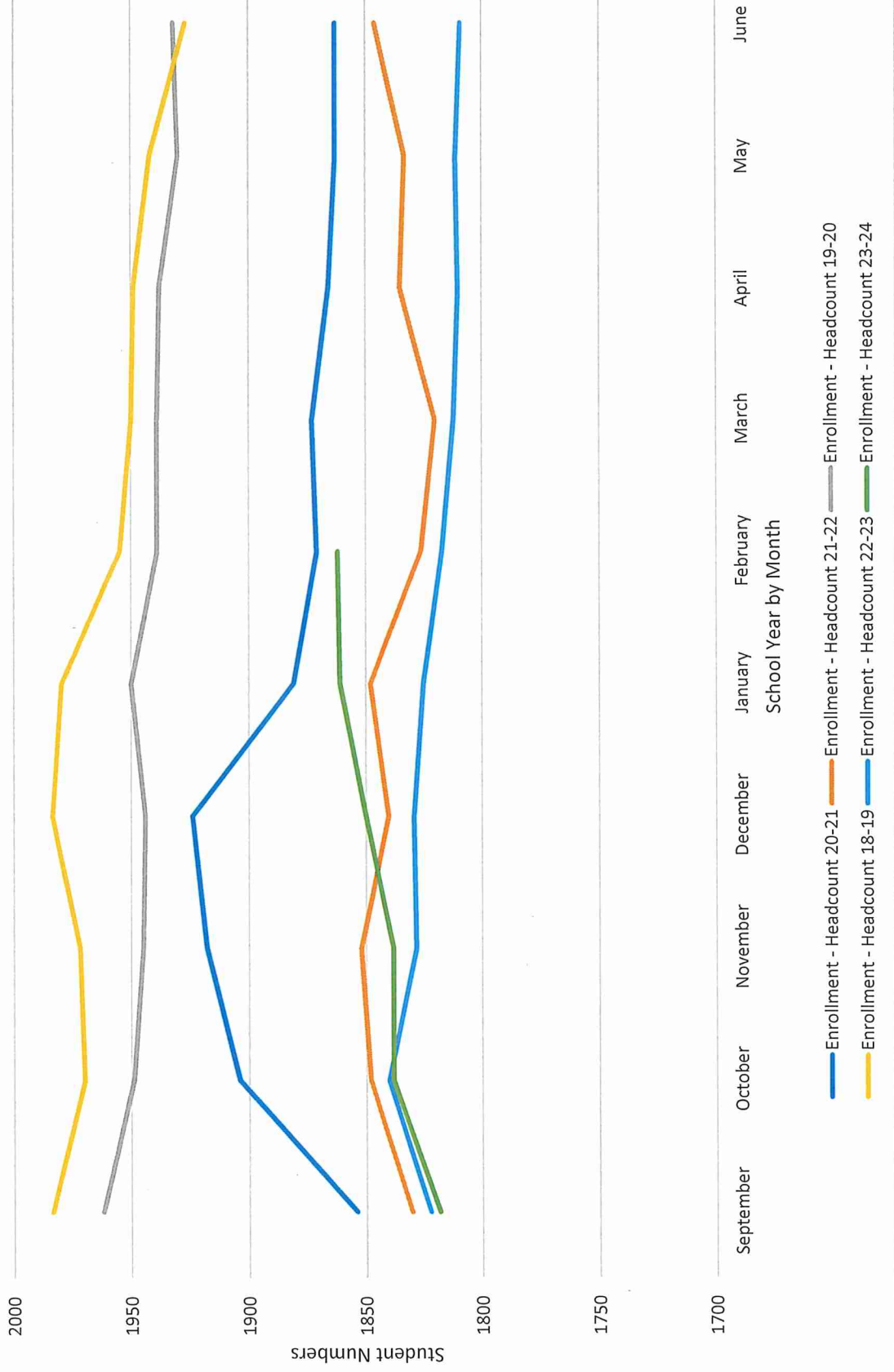
	School	Dates	# School Days	Grade	Purpose
1.	CHSS – PRMS	Feb 22-25, 2024	2	8-11	Wrestling Provincials in Vancouver
2.	CHSS	Feb 22-28, 2024	4	9-10	Jr. Boys Basketball BC Provincial Championships
3.	CHSS	March 5-10, 2024	4	11-12	Sr. Boys AA Provincial Basketball Championships
4.	PCS	March 13, 2024	1	ALL	Oolichan Fishing Skeena River
5.	CHSS	Apr 2 – 4/24	3		Day trips to Nass and Smithers with Ottawa students (Experiences Canada Participants)

6.1.2 Enrolment

6.1.2.1 Enrolment graph (p. 17)

6.1.3 Upcoming Projects/Learning/Other

Enrollment Trends for 6 years SD 52



School District No. 52
EXPENDITURES BY PROGRAM AT FEBRUARY 29, 2024
(Fund-Function-Program)

Fund : 0 Operating

PR	TITLE	FEB	YEAR TO DATE	ENCUMBERED	FULL YEAR AMENDED BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,079,773	7,743,342		12,773,533	5,030,191	39%
03	Career Preparation	7,146	41,126		77,398	36,272	47%
07	Library Services	52,235	286,918		468,424	181,506	39%
08	Counselling	33,728	205,127		343,805	138,678	40%
10	Special Education	482,565	3,066,006		5,191,213	2,125,207	41%
30	English Language Development	60	274		2,373	2,099	88%
31	Aboriginal Education	184,261	1,167,027		1,973,814	806,787	41%
41	Business Admin	191,935	1,355,833		2,102,531	746,698	36%
TOTAL FOR Function - 1		2,031,703	13,865,652	0	22,933,091	9,067,439	40%
Function : 4 District Administration							
11	Education Admin	40,087	314,884		458,128	143,244	31%
40	Governance	12,043	128,769		187,616	58,847	31%
41	Business Admin	99,783	774,242		1,152,499	378,257	33%
TOTAL FOR Function - 4		151,912	1,217,895	0	1,798,243	580,348	32%
Function : 5 Maintenance & Operations							
41	Business Admin	359	197,360		257,714	60,354	23%
50	Plant Maintenance	-861,765	819,031	10,786	1,978,889	1,159,858	59%
52	Maintenance Of Grounds	10,773	65,885		166,408	100,523	60%
56	Utilities	79,858	263,714		623,399	359,685	58%
TOTAL FOR Function - 5		-770,775	1,345,990	10,786	3,026,410	1,680,420	56%
Function : 7 Transportation							
41	Business Admin	97	641		932	291	31%
70	Student Transportation	41,935	214,736		355,353	140,617	40%
TOTAL FOR Function - 7		42,032	215,377	0.00	356,285	140,908	40%
TOTAL FOR Fund - 0		1,454,873	16,644,913	10,786	28,114,029	11,469,116	41%
GRAND TOTAL		1,454,873	16,644,913	10,786	28,114,029	11,469,116	41%

School District No. 52 (Prince Rupert)
 Financial Report - Operating Fund
 February 29, 2024

Category	2023/24 Amended Budget		Year-to-Date Actual	% Remaining For Year	% Remaining Expected	Year-to-Date	
	Budget	Year-to-Date				Budget	Variance
Teachers Salary	\$ 11,098,897	\$ 6,690,677		39.72%	40.00%	\$ 6,659,338	\$ (31,339)
Principals and Vice Principals Salary	2,379,581	1,583,252		33.47%	33.33%	1,586,387	3,135
Educational Assistants Salary	2,235,661	1,242,352		44.43%	39.02%	1,363,208	120,856
Support Staff Salary	2,438,345	1,420,304		41.75%	36.40%	1,550,795	130,491
Other Professionals Salary	1,482,517	979,015		33.96%	33.33%	988,345	9,330
Substitutes Salary	1,185,553	839,640		29.18%	37.17%	744,919	(94,721)
Benefits	4,735,242	2,884,529		39.08%	37.80%	2,945,264	60,735
Services & Supplies	2,558,233	1,005,143		60.71%	49.85%	1,283,049	277,906
Total Operating Expenses	\$ 28,114,029	\$ 16,644,913		40.79%	39.10%	\$ 17,121,305	\$ 476,392

Monthly Report to the Board

February 2024

Facilities: Work orders continue to be reviewed and prioritized on an ongoing basis for maintenance or capital project planning, subject to change due to regular adjustments in priorities.

Kitchen reno at Booth building has been started

Custodial: Working on a plan for Spring Break. Custodians have been asked to come up with a work plan for each of their sites during March break.

Energy & Conservation Controls switches are being worked on at CHSS and Roosevelt
Main pump replaced at CHSS and Lax Kxeen

Transportation Lots of trips locally in February. Classes went to the ANBT, gymnastics club, swimming and ski trips.
The 2019 bus is in for repair

Health & Safety Training day is set for March 12



INFORMATION TECHNOLOGY
DEPARTMENT
DINESH GAUTAM, MANAGER,
INFORMATION TECHNOLOGY

Monthly Report to the Board

February 2024

Network:

The CHSS school network experienced a few power outages in February. We are working to improve the network's reliability.

Firewall:

The core firewall has been updated to the latest version (10.1.10-h5) for improved stability and security, as recommended by the ministry. All schools' firewalls will be updated in March.

Storage:

A new HP Electra storage system with a total capacity of 23TB has been installed, replacing the outdated HP storage. This upgrade provides better stability, increased resources, and the capacity to handle increased workloads and traffic.

School District No. 52 (Prince Rupert)
Policy Committee
Monday, March 4, 2024
4:30 pm

MINUTES

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

The meeting was called to order at 4:28 p.m.

1. Policies for Approval

a. 6250 – District Parent Advisory Council Policy

The Committee agreed to present Policy 6250 at the Board meeting to for approval.

2. Policies for Review

a. 1610 – Field Trip Policy

No issues or changes with this policy.

b. 2340 – Release Time of Staff to Act as Resource Personnel Policy

No issues or changes with this policy.

c. 2360 – Employee Conduct and Political Activities Policy

Concern about policy titled employee conduct AND political activities. Amend to Employee Conduct regarding Political Activities and Religious Issues. Otherwise content is ok as is.

The Committee agreed to present Policies 1610, 2340 and 2360 at the Board meeting to be sent for review.

3. Other Business

Policy last month seems contradictory. Need to straighten out. Superintendent will look at and if needs to be changed then will bring it to the next meeting.

Meeting Adjourned at 4:57 p.m.

Next Meeting: Monday, April 8, 2024

Policy No. 6250
Date Approved: 14-Oct-2014
Date Amended:

6250 District Parent Advisory Council Policy

The Board has established the District Parents' Advisory Council in accordance with Section 8.4(2) of the School Act. The Council's role is to provide better communication between the school district and families and to advise the Board on any matter relating to education in the school district.

The District Parents' Advisory Council shall operate within the terms listed in the School Act, and as outlined in school district regulations.

REFERENCES

BC Ministry of Education School Act, Sections 8.4, 8.5, 67(5.1)

BC Confederation of Parent Advisory Councils

School District regulation, District Parent's Advisory Council

Policy No. 1610
Date Approved: 1-Nov-2014
Date Amended: 10-Nov-2015; 16-Jan-2018; 12-Jan-2021
Position Responsible for updates:

1610 Field Trip Policy

Well-planned and properly supervised field trips provide educational and cultural value for students. For the purpose of this policy and the accompanying regulations, a field trip is any supervised teacher or school sponsored activity where students leave the school premises for part of a day, a day, or multiple days.

Field trips should be selected, planned, organized, and conducted in the context of clear educational benefits and student safety.

International student trips require approval in principle from the Board, as set out in regulations. Final approval, or a decision to cancel a planned trip, rests with the Superintendent.

Related Policies and Regulations

- 1610-10 Field Trip Approval and Permissions Regulation**
- 1610-11 Field Trip Transportation Regulation**
- 1610-12 Field Trip Supervision Regulation**
- 1610-13 Field Trip Risk Management Regulation**
- 1610-14 Field Trip – Unescorted Travel Regulation**
- 1610-15 Field Trip Budget Regulation**
- 1610-20A Field Trip Approval Application Form**
- 1610-30A Field Trip Consent Form**
- 1610-35A Field Trip Information Form**
- 1610-40A High Risk Consent Form**

Policy No. 2340

Date Approved:

Date Amended: 20-May-2016; 7-Nov-2018, May 11, 2021

2340 Release Time of Staff to Act as Resource Personnel Policy

School district personnel may have an opportunity to act as speakers or consultants at educational conventions or conferences.

The Board approves in principle the release of such personnel provided there is no additional cost to the Board.

The Superintendent is authorized to approve such release time:

- which will not unduly interfere with the duties of the person involved;
- for limited periods of time; and
- subject to the availability of a suitable replacement or other appropriate coverage.

Personnel may not speak on behalf of the district unless they have been delegated to do so by the Superintendent, in accordance with 6510 – Board Communications Policy.

2340-10 Non-Instructional Release Time
6510 Board Communications Policy

2360 Employee Conduct Regarding and Political and/or Religious Activities

The School Act requires a non-sectarian approach to the conduct of education in British Columbia schools. Therefore, the study of political or religious issues in classrooms shall be of an objective and comparative nature, and related to the provincial curriculum.

The Board will not allow any activities or distribution of materials in schools during instructional hours which are political or religious in nature and which are intended to convert the belief or opinion of another person. The Board delegates to the Superintendent the authority to make and implement regulations with respect to activities that may be pursued and materials that may be distributed.

Principles for Employee Conduct include the following:

Loyalty: All employees have a duty of loyalty to the school district as their employer. The duty of loyalty requires employees, irrespective of political preferences or affiliations, to serve the school district to the best of their ability. Employees must, in the conduct of their duties, instill confidence and trust, and must not impugn the reputation of the school district.

Public Comment: School district employees are free to comment on public issues but must exercise caution to ensure that, by doing so, they do not jeopardize the perception of impartiality in the performance of their duties. For this reason, care should be taken in making comments or entering into public debate, including comments on social media, regarding school district policies. Employees must not use their position in the school district to lend weight to the public expression of their personal opinions.

Political Activity: Employees are free to participate in political activities. Employees (or their affiliates) must not engage in political activities during working hours. Employees' political activities must be clearly separated from activities related to their employment (including the use of organization resources of any kind).

Employees are required to obtain prior approval in accordance with Regulation 2360-10 before distributing union, political or religious information to students or parents.

Related Policies and Regulations:

Related Policies and Regulations:
2360-10 Employee Conduct and Political Activities