

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

**A G E N D A**

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

**Tuesday, May 21, 2024- 7:00 P.M.**

1. **Adoption of Agenda**
2. **Presentation(s):**
  - 2.1 Changing Results for Young Children – Lisa Scherr, Tina Demings and Sarah Kavalec
3. **Approval of the Minutes of the**
  - 3.1 Open Board Meeting Held on April 15, 2024 (p. 4)
4. **Necessity of Closed Meeting and Agenda**
  - 4.1 Approval of Agenda
  - 4.2 Approval of Minutes of the In-Camera Meeting held April 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
5. **Correspondence**
  - 5.1 Addressed to the Board  
None
  - 5.2 Copied to the Board
    - 5.2.1 April 10, 2024 letter from SD 78 to Minister of Education & Child Care (p. 9)
    - 5.2.2 April 15, 2024 letter from BC Confederation of Parent Advisory Councils to Premier Eby and Honourable Ministers (p. 11)
    - 5.2.3 April 17, 2024 letter from North Vancouver School District to Minister of Education & Child Care (p. 13)
    - 5.2.4 April 17, 2024 letter to Carolyn Broady from Minister Singh (p. 15)
    - 5.2.5 April 23, 2024 letter from West Vancouver Schools to Ministers Singh and Conroy (p. 17)
    - 5.2.6 April 24, 2024 letter from SD 83 to Minister of Education and Child Care (p. 19)
    - 5.2.7 April 25, 2024 letter from BCSTA to Janice Caton (p. 20)
    - 5.2.8 April 30, 2024 letter from Cowichan Valley School District to Ministers Singh and Conroy (p. 22)

6. **Superintendent of Schools' Report**

- 6.1 For Board Information:
  - 6.1.1 Field Trips (p. 24)
  - 6.1.2 Experiences Canada Exchange Field Trip (p. 25)
  - 6.1.3 Enrolment
    - 6.1.3.1 Enrolment graph (p. 26)
  - 6.1.4 Upcoming Projects/Learning/Other

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

- 7.1 April 2024 Expenditures Report (p. 27)
- 7.2 2024-25 Annual Facilities Grant Plan (p. 29)
- 7.3 2024-25 Capital Plan Bylaw (p. 31)
- 7.4 2025-26 Major Capital Programs Resolution (p. 33)
- 7.5 April 2024 Operations Department Report (p. 35)
- 7.6 April 2024 Information Technology Department Report (p. 36)
- 7.7 2024-25 Annual Budget and Bylaw (p. 37)

8. **Committee Reports**

- 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
  - 8.1.1 Budget Survey Input (p. 55)
  - 8.1.2 Prince Rupert Aboriginal Community Services Society Grant (Equity Mentor CHSS)
  - 8.1.3 Prince Rupert Aboriginal Community Services Society Grant (Food Sovereignty CHSS)
  - 8.1.4 Prince Rupert Port Authority Grant (Commercial Kitchen Build)
  
- 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 May 14, 2024 Meeting minutes (p. 56)
  
  - 8.5.2 Policies for Approval
    - 8.5.2.1 4310 – Occupational Health and Safety Policy (p. 57)
    - 8.5.2.2 5110 – Corporate Sponsorship and Access to Students Policy (p. 58)
  
  - 8.5.3 Policies for Review  
None
  
- 8.6 District Technology Steering Committee **(Trustee Horne)**

9. **Old Business**

10. **New Business**

10.1 Board Working Session

11. **Information Items**

- 11.1 CHSS Commencement, June 7, 2024
- 11.2 PCS Commencement, June 20, 2024
- 11.3 Board of Education Meeting, June 17, 2024
- 11.4 National Indigenous Peoples Day, June 21, 2024
- 11.5 Last Day of School, June 27, 2024
- 11.6 Administrative Day, June 28, 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, April 15, 2024 – 7:00 P.M.**

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

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

Regrets: K. Toye

Vice Chair Beil acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:02 p.m.

**1. Adoption of Agenda**

**Motion 20240415-1.0a**

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

**Carried**

**Adding AFG – to agenda**

**2. Presentation(s):**

The Acting Superintendent introduced AnnaMarie Prohaska and students Nikayla Johnson, London Louttit-Salo, and Anaiah Azcueta from CHSS to present on the Experiences Canada trip to Ottawa. Ms. Prohaska and Mr. Kertes accompanied the students on this immersive experience. The students presented slide shows which featured highlights such as visits to Parliament, Montreal, local schools, hikes and a maple syrup farm. When the Ottawa students came to Prince Rupert they visited the Nass, Nisga'a museum, Nisga'a Parliament and the Debate team hosted a cultural dinner. The traditional feast and drumming celebration moved some Ottawa students to tears. Ottawa students were in awe of our beautiful mountains and scenery as it was very different from where they live. The group ended the visit with a dinner at the Pavillion where they shared highlights with each other. The students were very thankful to partake in this experience and have made lasting bonds with the Ottawa students. The Trustees were impressed with the presentation and were very pleased that they were awarded this opportunity.

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

3.1 Open Board Meeting held March 11, 2024

**Motion 20240415-3.1**

Dalton "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  
March 11, 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 March 11, 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 20240415-4.0a**

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  
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 1854 March 31, 2024. Trustees appreciated the graph presented.
  - 6.1.3 Upcoming Projects/Learning/Other  
The Acting Superintendent, Sandra Pond, provided a summary of recent school activities and upcoming events in the school district. In March there were community connections at the Elementary Schools with Sparky from the Fire Department, Rupert Rampage Reads, and a visit from the RCMP and the Fire Department about the "Guns and Hoses" Hockey game. Toonies for Tummies and many businesses in Prince Rupert help fund the Breakfast Club of Canada Program which supports all of our schools. Conrad school is fundraising for an upcoming Grade 5 feast. Lax Kxeen is hosting a family luncheon for each division this year. This month, students participated in skiing, Oolichan Fishing and Theme Days. We have 12 students taking the two courses in the ECE Dual Credit Course this spring. There is still a great need for ECE Educators in our community. We are working on the possibility of a child care pilot in the summer to help relieve some of the pressure for daycare. We are hosting Ready Set Learn Sessions for 3 to 4-year old's during the month of May. Play in the K Sessions will also be held for Preschool to Kindergarten students in all of

our elementary schools for 2 one half days in June. Welcome to Kindergarten sessions will be held the first week in September. Our Strategic Plan Priority #3 – Mental Health Literacy is to build capacity for mental health literacy for students, staff and families. Social Emotional Learning is something we have been focused on for a number of years. Our Implementation Day this year focused on mental health and fostering strength and resilience. The Large Framework for Enhancing Student Learning Group looked at student data regarding wellness. We are celebrating that Children in Care are strong in 3 areas and that there is less disparity between all students and Indigenous students. We are concerned that all of our results were at the low end of our range over time and all were at the low end of the Provincial average. Our students feeling safe is at the high end of the Provincial range. These results were from last spring and we expect to receive this year’s results sometime this summer.

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

**7.1 March 2024 Expenditures Report**

The Acting Secretary-Treasurer presented the March 2024 Expenditures Report and answered questions from Trustees. Some large YTD variances were noted such as the EA salary, substitute salary and support staff salary. At this point the Acting Secretary Treasurer is assuming this may be simply a coding entry but she will dig further into this in the future.

**7.2 March 2024 Operations Department Report**

The Acting Secretary-Treasurer presented the Operations Department Report for March 2024 and answered questions from Trustees. Demolition and framing are complete on the new kitchen and plumbing will be happening this week.

The Director of Operations discussed all projects on the list for the Proposed Capital Plan (Annual Facility Grant)

**Motion 20240415-7.2**

Horne Pucci	“Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the make a motion to adopt the resolution of the Proposed Capital Plan (Annual Facility Grant) for 2024/25 as presented.”
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**Carried**

**7.3 March 2024 Information Technology Department Report**

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

**8. Committee Reports**

- |     |  |                                      |
|-----|--|--------------------------------------|
| 8.1 | Finance & Building Committee                             | <b>(Trustees Beil, Maier, Pucci)</b> |
| 8.2 | Framework for Enhancing Student Learning<br>Have not sat | <b>(Trustees Horne, Sanchez)</b>     |
| 8.3 | Provincial Council<br>Coming up this coming week         | <b>(Trustees Maier, Pucci)</b>       |

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

8.5 Policy Committee (Trustees Horne, Toye)

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

8.5.2 Policies for Approval

8.5.2.1 1610 – Field Trip Policy

8.5.2.2 2340 – Release Time of Staff to Act as Resource Personnel Policy

8.5.2.3 2360 – Employee Conduct and Political Activities Policy

**Motion 20240415-8.5.2.1**

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 1610 – Field Trip Policy, 2340– Release Time of Staff to Act as Resource Personnel Policy, and 2360 - Employee Conduct and Political Activities Policy be approved as presented."	<b>Carried</b>
Pucci		

8.5.3 Policies for Review

8.5.3.1 4310 – Occupational Health and Safety Policy

8.5.3.2 5110 – Corporate Sponsorship and Access to Students Policy

**Motion 20240415-8.5.2**

Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that 4310 – Occupational Health and Safety and 5110 – Corporate Sponsorship and Access to Students policies be sent to stakeholders for review."	<b>Carried</b>
Dalton		

8.6 District Technology Steering Committee  
Have not sat

9. **Old Business**  
None

10. **New Business**

10.1 BCSTA Motion  
This is the issue of creating a motion that would be presented at the BCSTA meeting this week. It would be encouraging the Ministry to investigate the net adverse effects of the reduction of the unique geographical factors for small and rural school districts. The superintendent had conflicting direction from board members that this was a board issue as opposed to the bureaucracy here writing it as a motion for a public meeting. The decision has been made not to proceed with the motion.

10.2 Sharing Metlakatla LEA  
Discussion about the new agreement and the details of it. Trustees would like to thank all who were involved in organizing this day.

**Motion 20240415-10.2**

Pucci "Be it resolved by the Board of Education of School District No. 52  
Horne (Prince Rupert) that the Metlakatla Local Education Agreement be approved as presented."

**Carried**

11. **Information Items:**

11.1 BCSTA AGM, April 18-21, 2024

Vice Chair Beil noted that the BCSTA AGM is on April 18-21, 2024

11.2 Professional Development Day, May 17, 2024

Vice Chair Beil noted that the Professional Development Day is on May 17, 2024.

11.3 Victoria Day, May 20, 2024

Vice Chair Beil noted that Victoria Day is on May 20, 2024.

11.4 Board of Education Meeting, May 21, 2024

Vice Chair Beil noted that the next Board of Education meeting is on May 21, 2024.

11.5 Professional Development Day, Regional, April 19, 2024.

Vice Chair Beil noted that the Professional Development Day, Regional is on April 19, 2024.

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

None

13. **Adjournment**

Chair Toye adjourned the meeting at 8:00 p.m.





# SCHOOL DISTRICT 78

## FRASER - CASCADE

EVERYONE PULLING TOGETHER

April 10, 2024

Honourable Rachna Singh  
Minister of Education & Child Care  
Via email: [Ecc.Minister@gov.bc.ca](mailto:Ecc.Minister@gov.bc.ca)

### Re: Wage Settlement Funding

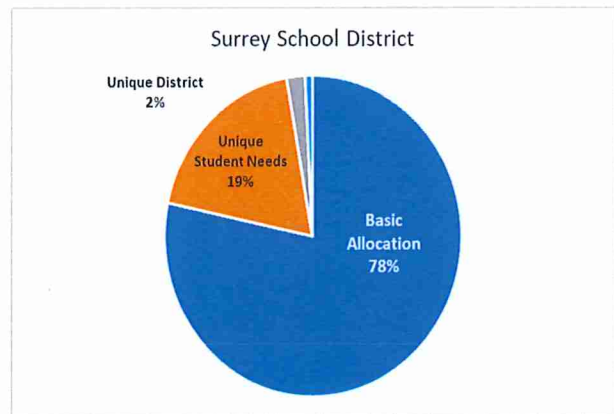
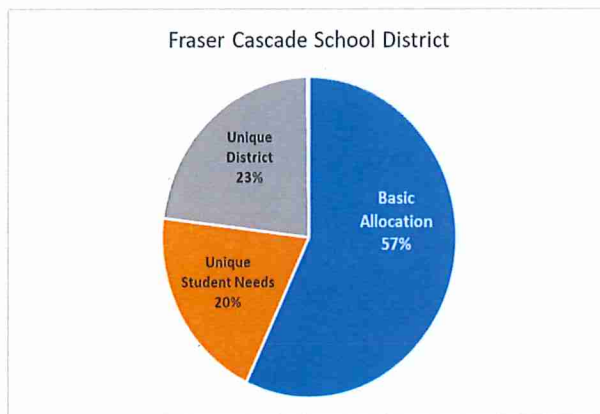
Honourable Minister:

The Board of Education for School District #78 (Fraser-Cascade) would like to raise a concern with how the Wage Settlement Funding for 2024/25 has been applied to school district funding.

As you are aware, there are three main components to the School District funding:

- Basic Allocation
- Unique Student Needs
- Unique District Needs

The first two components are mainly calculated on a per student basis. The third item is mainly calculated on individual district geographic characteristics. The geographic components are particularly important to small rural districts. They assist with things like bussing costs, and the cost of running small rural secondary schools. As such, they provide a significant proportion of the funding for them. For example:



As you can see, the impact of how the wage settlement funding is applied to the Unique District components has a disproportionate impact on a small rural district like Fraser-Cascade. For example, for 2024/25, increases to cover wage settlement costs were applied as follows:

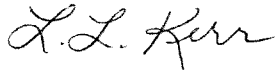
- Basic Allocation 3.4%
- Unique Student 3.4%
- Unique District 1.4%

What this means for the two districts above is that Surrey School District receives a 3.4% increase on 98% of its funding, while Fraser-Cascade School District receives 3.4% on 77% of its funding and 1.4% on the remaining 23%. For 2024/25, this results in a shortfall of over \$100,000 for our district. This amount would have been more than double that in the current 2023/24 year. Also, these amounts are cumulative year to year.

For small, remote districts, this means that the funding that is used for things like supporting smaller class sizes in remote schools, and paying bus drivers, is eroded each year as wage increases are not supported.

We would ask the Ministry to review how it applies wage settlement funding to the different components of the school district funding.

Sincerely,



Linda Kerr  
Board Chair

CC: MLA Jackie Tegart, Fraser-Nicola  
MLA Kelli Paddon, Chilliwack-Kent  
All Boards of Education through BC School Trustees Association



## BC CONFEDERATION OF PARENT ADVISORY COUNCILS

Suite C - 2288 Elgin Avenue, Port Coquitlam, BC V3C 2B2

Tel: (604) 474-0524 Toll free: 1-866-529-4397 Email: info@bccpac.bc.ca

Subject: Urgent Appeal to Preserve StrongStart Programs Across British Columbia

To: Premier David Eby, Minister of Finance Katrine Conroy, Minister of Education and Child Care Rachna Singh, Minister of Children and Family Development Grace Lore

April 15, 2024

Dear Premier Eby and Honourable Ministers,

I am writing to you on behalf of the BC Confederation of Parent Advisory Councils (BCCPAC) to express our profound concern regarding the future of StrongStart programs across our province.

We are deeply troubled by the recent developments concerning the potential loss of StrongStart programs in various regions, including the distressing situation faced by the Surrey School District. Reports of similar considerations in Chilliwack and the closure of one of the two programs available in Dawson Creek make it clear that this is a matter of urgency at the provincial level.

As outlined in the government's Early Learning Framework, StrongStart BC programs play a vital role in providing rich learning environments designed for early learning development encompassing language, physical, cognitive, social, and emotional aspects. Led by qualified early childhood educators, these programs offer **free** play-based learning activities such as stories, music, and art, fostering opportunities for children from birth to five to make friends and interact with others while preparing them for success in Kindergarten. Each program operates on a drop-in basis during the school year, welcoming children aged 0-5, along with their parents or caregivers, to participate in engaging early learning activities.

StrongStart programs benefit both the child and their family. Children have access to high-quality learning environments and benefit from social interactions while the adults who accompany them learn new ways to support learning, both at the program and at home. The program's values are to support the whole child, be developmentally appropriate, intentionally planned and responsive to the learning needs of each child. Children should always feel welcome, safe and celebrated.

While the government has maintained the same funding allocation for StrongStart programs since 2008, the inability for school districts to adequately address rising operational costs due to inflation and increased population numbers has led to the unfortunate scenario where some districts are choosing to offer fewer StrongStart programs, negatively impacting the accessibility of these essential services.

While there were 329 StrongStart BC programs operational across the province in the past, that number is decreasing and at risk of further reductions. We must safeguard these programs' accessibility for families and children. Not every family can afford private pre-school and Strong Start has set the standard for equitable access for lower income families. It is common for these impacted families to also be racialized, newcomers to Canada, and single parent/caregiver households, and to include disabled children.

We urge the government to take immediate action to address the systemic challenges facing StrongStart programs by ensuring targeted and sustainable funding that adequately addresses inflationary and population-growth cost pressures within the education sector, to ensure school districts prioritize the retention and expansion of these essential services. Investing in early childhood education is an investment in the future well-being and success of British Columbians.

Thank you for your attention to this urgent matter. We look forward to your prompt and decisive response in support of StrongStart programs across British Columbia.

Sincerely,

Laura Ward, President  
BCCPAC  
[lauraward@bccpac.bc.ca](mailto:lauraward@bccpac.bc.ca)

April 17, 2024

The Honourable Rachna Singh, M.L.A.  
Minister of Education and Child Care  
Government of British Columbia  
PO Box 9045 Stn Prov Govt  
Victoria, B.C. V8W 9E2  
Sent by email: [educ.minister@gov.bc.ca](mailto:educ.minister@gov.bc.ca)

**Re: Enrolment funding schedule**

Dear Minister Singh,

I hope this letter finds you well. On behalf of the Board of Education for School District No. 44 (North Vancouver), I am writing to request the Ministry of Education and Child Care provide additional funding to cover the growing costs associated with rising enrolment that happens throughout the school year. As a result of increasing federal immigration, cross-provincial migration and urban development, our school population is rising at an unprecedented rate, resulting in the need for costly interim measures such as portables, supports for English Language Learners (ELL) and students with disabilities, and additional staffing.

At present, these expenses are ineligible for provincial funding. Transferring students and temporary resident registrations (TRRs) only receive provincial funding if they are registered prior to the September 30<sup>th</sup> deadline. Due to limited capacity in our schools, the arrival of these students has necessitated purchasing portables and hiring of new staff during the school year. The costs incurred by unfunded learners and rapid population growth are born solely by our school district. This represents funding that might otherwise have supported local initiatives, programs, and school resources.

This year, North Vancouver School District (NVSD) has experienced an unprecedented number of new student enrolments after September 30. Even prior to September 30, NVSD's confirmed student enrolment was 279 FTE higher than estimated in February 2023. To date, our school district has seen an additional 256 new student registrations since the end of September, which represents an increase of 33 per cent over last year. Many of these students arrive with complex learning needs; the number of Inclusive Education levels 1,2 and 3 students and English Language Learners have all increased.

As you are aware, the majority of school district funding is directed towards staff compensation, leaving only a small discretionary budget to be directed at supplementary programs and services. In order for school boards to have a meaningful say in the direction of their constituencies, it is paramount that this modest sum be focused on local priorities. This allows the values and concerns of each community to be embodied in their annual budgets. The present pace of enrolment growth, without accompanying



funding, has had a direct impact on this process and risks leaving boards and their communities with less self-determination.

In light of these concerns, we urge the Ministry to provide additional funding for midyear enrolments, as well as targeted fiscal support aimed at enrolment pressures, including portable costs and the additional ELL program expenses. We kindly thank you for your attention to this matter and commitment to quality education in the province. We know that your support in addressing this matter would have a profound impact on the students in our district.

Sincerely,

A handwritten signature in black ink that reads "Linda Munro".

Linda Munro  
Board Chair  
Board of Education  
North Vancouver School District



April 17, 2024

Ref: 297169

Carolyn Broady, President  
BC School Trustees Association  
**Email: [cbroady@bcsta.org](mailto:cbroady@bcsta.org)**

Dear Carolyn,

Thank you for your letter of November 21, 2023, regarding the resolution passed by the BC School Trustees Association about the need to hire more children and youth mental health clinicians in rural and remote areas of the province. I would like to apologize for the delay in responding, especially since you indicated in your letter your interest in conducting some work prior to the tabling of the 2024 provincial budget.

As you know from the regular conversations we've shared, our government is committed to ensuring students have access to high-quality education and that they receive the resources and supports they need to thrive. I know a tight labour market is a reality for many sectors across British Columbia, including for the K-12 education system, and recruitment challenges are exacerbated in rural and remote areas. As you know, since spring of 2023, the Ministry of Education and Child Care has been working collaboratively with sector partners, including your organization, to develop a comprehensive K-12 workforce strategy (Strategy).

The Strategy, which is meant to consider the workforce broadly (teachers, support staff, and administrators), will aim at supporting and sustaining a stable qualified and engaged K-12 workforce now and into the future. Ministry staff have heard from education partners about the importance of ensuring a focus on the needs of rural and remote schools. As such, as part of the development of the Strategy, a specific emphasis is being given to rural and remote areas for equity purposes. The Strategy is currently in development and Ministry staff are continuing to engage with sector partners, including the BC School Trustees Association, to support the creation of an action plan. I have asked Ministry staff to take this resolution into consideration as part of this work.

.../2

As we work to address workforce needs, I also want to highlight our mental health in school strategies (MHiS), which provides a vision and a pathway for mental health promotion in the K-12 school system, focusing on three main elements: Compassionate Systems Leadership (CSL), capacity building, and mental health in the classrooms. The Strategy is an approach to embedding positive mental health and well-being in all aspects of the education system, including culture, leadership, curriculum, and learning environments. To support the MHiS Strategy, the Ministry invests \$5 million per year to support mental health and well-being with \$3.66 million allocated to school districts and FISA BC in the form of mental health grant funds and \$1.34 million allocated to mental health and well-being initiatives in schools.

If you have any questions or would like to discuss this further, contact Linda Beddouche, Director of the Workforce Development Branch, by email at [Linda.Beddouche@gov.bc.ca](mailto:Linda.Beddouche@gov.bc.ca).

Again, thank you for writing.

Sincerely,

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

Rachna Singh  
Minister





April 23, 2024

The Honourable Rachna Singh  
Minister of Education and Child Care  
PO Box 9045 Stn Prov Government  
Victoria, BC V8W 9E2

The Honourable Katrine Conroy  
Minister of Finance  
Room 153 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Ministers Singh and Conroy:

I am writing to bring to your attention the pressing need for an adjustment in the education funding model to better support districts with static enrollment. The current funding formula in British Columbia heavily favours enrollment change, leaving districts with static enrollment at a significant disadvantage. These districts not only lack the increased funding support provided in the growth model but are also ineligible for the supplemental funding and funding protection provided in cases of declining enrollment.

Enrollment-based costs, mainly consisting of salaries and benefits, on average consume 91% of enrollment-based funding. As a result of this 9% gap, as enrollment grows funding increases at a faster rate than the costs associated with it. This gives growing districts more financial flexibility and provides a buffer against inflation that is not available to districts with static enrollment. Additionally, growing districts enjoy economies of scale that lower their per-student operating costs, further increasing their ability to address overall cost pressures. In a comparison of metro and Vancouver Island districts, those with large and growing enrollment were, on average, able to spend \$171 less per student on salaries and benefits than their smaller, static neighbours.

Increased operating grants reflect annual bargained salary lifts, but they do not cover overall economic inflation, placing districts with static enrollment in a cycle of continual reductions in program supports and resources to balance their budgets. Without adjustments to the funding formula to address this inequity, such districts will be further strained by rising costs, potentially affecting critical resources for student achievement including mental health support and services for diverse learning needs.

While the 2018 Funding Model Review Panel's report made recommendations to address this issue, key recommendations aimed at improving the funding model have not yet been implemented. It is crucial that action is taken to rectify the inequity inherent in the growth model of funding to ensure that all districts, regardless of enrollment changes, receive adequate support to maintain financial sustainability and to continue to provide world class education for their students.



I urge you to consider these challenges and work towards implementing necessary adjustments to the funding model to support static enrollment districts like West Vancouver.

The West Vancouver Schools Board of Education would welcome the opportunity to meet with you to further discuss this issue and possible remedies to our concerns.

We thank you for your consideration.

Sincerely,

Carolyn Broady  
Board Chair, West Vancouver Schools

CC: Deputy Minister of Education and Child Care, Christina Zacharuk  
Deputy Minister of Finance, Heather Wood  
Board of Education, School District 45 (West Vancouver Schools)  
Karin Kirkpatrick, MLA West Vancouver-Capilano  
Jordan Sturdy, MLA West Vancouver Sea to Sky  
BCSTA  
West Vancouver District Parent Advisory Council  
West Vancouver Teachers Association  
West Vancouver Municipal Employees' Association  
West Vancouver Administrators' Association  
Board of Education, School District 5 (Southeast Kootenay)  
Board of Education, School District 22 (Vernon)  
Board of Education, School District 48 (Sea to Sky)  
Board of Education, School District 60 (Peace River North)  
Board of Education, School District 67 (Okanagan-Skaha)  
Board of Education, School District 72 (Campbell River)  
Board of Education, School District 79 (Cowichan Valley)



**The Board of Education of  
School District No. 83 (North Okanagan-Shuswap)**  
341 Shuswap Street SW, Box 129, Salmon Arm, BC, V1E 4N2  
Phone: (250) 832 2157 Fax: (250) 832 9428

April 24, 2024

**The Honourable Rachna Singh**  
*Minister of Education and Child Care*  
PO Box 9045, Stn. Prov Govt  
Victoria, BC V8W 9E2  
E: [ecc.minister@gov.bc.ca](mailto:ecc.minister@gov.bc.ca)

VIA EMAIL

Dear Minister Singh:

At the end of the summer and beginning of the school year, our school district was devastated by wildfires. Superintendent Kriger was in continued conversation with the Ministry of Education and Child Care who advised that we track costs incurred with this event.

Financial costs relating to the wildfires were kept separate from the regular operational costs of the District and reported out quarterly. Many residents were evacuated and while North Shuswap Elementary was spared, it required extensive smoke damage restoration and significant cleaning before students could be welcomed back. Our most significant costs came from the measures and supports in place due to the continued evacuation alert in Sorrento. As the safety of our students and staff is our top priority, our evacuation plan required the District to hire contracted buses, placed on standby on our school grounds, in the event the evacuation alert was upgraded to an order.

Maintaining a balanced budget is a priority for this and all school districts in the province. Extra costs such as these are difficult to finance from our limited budget. Total costs due to the wildfires came to just under \$108,000. It is the Board's request that the Ministry of Education and Child Care will honour their commitment to help under these difficult and unforeseen circumstances.

Sincerely,

Amanda Krebs  
Board Chairperson  
School District No. 83 (North Okanagan-Shuswap)

cc: Christina Zacharuk, Deputy Minister, ECC  
Chris Brown, Assistant Deputy Minister, ECC-RMD  
BCSTA Board of Directors  
SD83 Trustees  
Donna Kriger, Superintendent, SD83  
Dale Culler, Secretary-Treasurer, SD83



British Columbia  
School Trustees  
Association

April 25, 2024

**Janice Caton**

*President*

Vancouver Island School Trustees' Association  
Comox Valley Schools  
607 Cumberland Road  
Courtenay, B.C. V9N 7G5

Dear Janice Caton,

**Subject: Student Voice**

Thank you for your recent letter following up on motion A20226 from our 2022 annual general meeting. Finding ways to incorporate student voices in the association's work remains an important and constant topic of consideration by the board of directors. I appreciate your letter, which created this opportunity to update you on our work.

We share Trustee and BCSTA Knowledge Keeper Joe Thorne's thoughts that students sharing their views on public education is vital, and based on direction from the board, BCSTA has regularly featured student panels at our gatherings, which members have very positively received. Director of Education Services Gordon Li has worked diligently to ensure that students' voices are included at these times, and he continues to build on that momentum under the board's direction. For example, in 2022 and 2023, "Beyond the Gap" panels were held at our Trustee Academy and AGM, highlighting subjects such as resilience, celebrating Indigenous voices, youth leading reconciliation efforts, diversity and more. Students taking part represented a wide variety of backgrounds, and their perspectives were incredibly valued.

AGM 2024 also included such a session based on "Truths from Zoomers." This student panel featured students from Britannia Secondary, who represented the Musqueam, Squamish, Tsleil-Waututh nations and other urban Indigenous youth. We are thrilled to have had these students on hand to share their experiences directly with trustees from across B.C. Plans are also underway to build a future Trustee Academy focused on student voice.



British Columbia  
School Trustees  
Association

I hope you and your branch are as enthused as we are about this important work. While I noted your request for information regarding the working group, the amended motion removed the call for the association to create a Student Voice Working Group. Nonetheless, we strongly support this work and will continue to uplift students and find opportunities for them to share their voices with our members.

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: A20226

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

FROM THE BOARD OF EDUCATION



April 30, 2024

The Honourable Rachna Singh  
Minister of Education and Child Care  
PO Box 9045 Stn Prov Government  
Victoria, BC V8W 9E2

The Honourable Katrine Conroy  
Minister of Finance  
Room 153 Parliament Building  
Victoria, BC V8V 1X4

Dear Ministers Singh and Conroy:

I am writing on behalf of the Board of Education of School District No. 79 (Cowichan Valley) to express our growing concern with the funding model, and in particular within the context of a School District with modest enrolment growth.

The funding formula is very heavily weighted to the per-pupil factor. When enrolments are static or growing slowly, the year-over-year increases in funding are insufficient to address the rising costs associated with inflation.

It is appreciated that the Province funds the costs associated with negotiated wage settlements. Ninety percent of our School District's budget is expended on wages and benefits. The wage settlement funding does not, however, cover any of the inflationary costs associated with increased employee benefit rates such as health and dental premiums. In our School District these costs increased by close to twenty percent between 2023/2024 and 2024/2025.

The remaining ten percent of our budget is for services and supplies. These include: fuel for the school buses, materials and supplies to maintain and clean our schools, resources used in schools, and utilities. The Provincial inflation rate over the last two years has exceeded 10% (7% + 3%). Not funding these increases has meant that the Board has had to make difficult decisions regarding services and programs for students.

When a School District is in declining enrolment the funding formula may provide an allocation for funding protection to protect that School District from having to make quick adjustments to services and programs. When a School District is growing quickly the funding formula provides for new funding that can be directed towards the new students and inflationary costs. When a

school district is in static or slow enrolment there are little additional funds that support inflationary costs.

The need for an inflationary adjustment or change in the funding formula has become very apparent in this time of high inflation. As our Board projects our budgets forward for the next two years it clear that if inflation is not addressed significant reductions to services and programs will be necessary.

I urge you to consider these challenges and find ways to support School Districts in our position of modest growth/flat lining enrolment projections.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'Cathy Schmidt', with a long horizontal flourish extending to the right.

Cathy Schmidt  
Board Chair, Cowichan Valley School District

cc: Deputy Minister of Education and Child Care, Christina Zacharuk  
Deputy Minister of Finance, Heather Wood  
BCSTA  
MLA Sonia Furstenau, Cowichan Valley  
MLA Doug Routley, Nanaimo-North Cowichan  
Board of Education, School District 45 (West Vancouver Schools)  
Board of Education, School District 5 (Southeast Kootenay)  
Board of Education, School District 22 (Vernon)  
Board of Education, School District 48 (Sea to Sky)  
Board of Education, School District 60 (Peace River North)  
Board of Education, School District 67 (Okanagan-Skaha)  
Board of Education, School District 72 (Campbell River)

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

**May 21, 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	Mar 27-Apr 6, 2025	5	10-11	Experiences Canada Exchange – Need Board Approval
2.	PCS	April 25, 2024	1	10-12	Dundas Island Seaweed Picking
3.	CHSS	April 27, 2024	0	9-12	Kitimat soccer games
4.	CHSS	April 28, 2024	0	9-12	Golf tournament in Terrace
5.	Port Ed	May 3, 2024	.5	k-5	Prudhomme Provincial Park
6.	CHSS	May 10-11, 2024	0	9-12	Track meet in Smithers
7.	PCS	May 23-24, 2024	1	11/12	Lucy Island
8.	CHSS	June 20, 2024	.5	Girls PE 10	Diana Lake
9.	PRMS	TBD	.5	8	Inland Air (Funded by Canadian Parents for French)

6.1.2 Experiences Canada Exchange Field Trip

6.1.3 Enrolment graph (p. 1)

6.1.3.1 Enrolment Graph (p. )

6.1.4 Upcoming Projects/Learning/Other



Regulation No. 1610-20A  
Date Approved:  
Date Amended: July 31, 2019

Revised  
Apr. 17. 2024

Board Approval Required  
May Mtg

1610-20 Field Trip Approval Application Form

- 1. School: Charles Hays Secondary
- 2. Trip Destination: Experiences Canada Exchange (City TBD)
- 3. Dates of Trip: Mar.27-Apr 6 2025 4. No. of school Days: 5
- 5. Grades or classes involved: 10-11 No. taking trip: 20 Max
- 6. Reasons for less than whole class taking trip if this is the case: Debate Team & Outdoor Club first and then opened to others interested
- 7. Purpose of trip, particulars of plans, and educational valued anticipated: Experiences Canada Exchange: 2 wks - 1wk visiting, 1wk hosting
- 8. Mode of Travel:  
School District Mini Bus: \_\_\_\_\_ Contract School Bus: X  
Private Vehicle: \_\_\_\_\_ Capacity of Vehicle: \_\_\_\_\_ Other: (state) \_\_\_\_\_
- 9. Plans for students in the class not taking trip (if any): (N/A - in school)
- 10. (a) Anticipated revenues and sources: Fundraising: \$30,000+ (& \$250 per-student EC fee)  
(b) Anticipated expenses: Transportation, Food, Accomodations in Rupert (\$32,000)  
(c) Cost of Teacher-on-Call: \$5,000 Fundraising
- 11. Supervisory arrangements (specify teacher in charge, parents, etc.): 2 CHSS teachers + 2 Teachers from Exchange school
- 12. Any other comments of Principal (including, if applicable, consideration given to possibility of trip during holiday period, availability of suitable substitute if needed, etc.):

Apr.8.2024  
Date

[Signature]  
Signature of Teacher

[Signature]  
Signature of Principal  
[Signature]  
Superintendent or Designate.

APPROVED:

**FAXED**  
Apr. 08. 2024  
9:33 am

## Enrollment Trends for 6 years SD 52



Updated for April 30, 2024  
April

School District No. 52  
EXPENDITURES BY PROGRAM AT APRIL 30, 2024  
( Fund-Function-Program )

Fund : 0 Operating

PR	TITLE	APR	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
2	Regular Instruction	1,022,416.93	10,280,666.53	941.00	12,773,533.00	2,492,866.47	20%
3	Career Preparation	7,145.94	55,417.47		77,398.00	21,980.53	28%
7	Library Services	46,250.40	383,359.21		468,424.00	85,064.79	18%
8	Counselling	33,727.83	272,582.55		343,805.00	71,222.45	21%
10	Special Education	655,680.57	4,197,315.01		5,191,213.00	993,897.99	19%
30	English Language Development		274.03		2,373.00	2,098.97	88%
31	Aboriginal Education	165,071.94	1,508,816.22		1,973,814.00	464,997.78	24%
41	Business Admin	186,231.44	1,749,062.44		2,102,531.00	353,468.56	17%
	TOTAL FOR Function - 1	2,116,525.05	18,447,493.46	941.00	22,933,091.00	4,485,597.54	20%
Function : 4 District Administration							
11	Education Admin	37,147.63	390,596.88		458,128.00	67,531.12	15%
40	Governance	13,881.99	162,256.09		187,616.00	25,359.91	14%
41	Business Admin	86,858.91	976,504.19		1,152,499.00	175,994.81	15%
	TOTAL FOR Function - 4	137,888.53	1,529,357.16	-	1,798,243.00	268,885.84	15%
Function : 5 Maintenance & Operations							
41	Business Admin	21,965.97	239,023.80		257,714.00	18,690.20	7%
50	Plant Maintenance	200,208.69	1,206,857.54	12,111.17	1,978,889.00	772,031.46	39%
52	Maintenance Of Grounds	9,694.70	109,774.93		166,408.00	56,633.07	34%
56	Utilities	72,224.12	415,488.30		623,399.00	207,910.70	33%
	TOTAL FOR Function - 5	304,093.48	1,971,144.57	12,111.17	3,026,410.00	1,055,265.43	35%
Function : 7 Transportation							
41	Business Admin	96.88	834.43		932.00	97.57	10%
70	Student Transportation	18,557.62	257,485.39		355,353.00	97,867.61	28%
	TOTAL FOR Function - 7	18,654.50	258,319.82	-	356,285.00	97,965.18	27%
TOTAL FOR Fund - 0		2,577,161.56	22,206,315.01	13,052.17	28,114,029.00	5,907,713.99	21%
GRAND TOTAL		2,577,161.56	22,206,315.01	13,052.17	28,114,029.00	5,907,713.99	21%

School District No. 52 (Prince Rupert)  
 Financial Report - Operating Fund  
 April 30, 2024

Category	2023/24 Amended		Year-to-Date Actual	% Remaining For Year	% Remaining Expected	Year-to-Date	
	Budget					Budget	Variance
Teachers Salary	\$ 11,098,897	\$ 8,880,642	19.99%	20.00%	\$ 8,879,118	\$ (1,524)	
Principals and Vice Principals Salary	2,379,581	1,995,728	16.13%	16.67%	1,982,984	(12,744)	
Educational Assistants Salary	2,235,661	1,830,213	18.14%	19.51%	1,799,434	(30,779)	
Support Staff Salary	2,438,345	1,902,262	21.99%	19.34%	1,966,655	64,393	
Other Professionals Salary	1,482,517	1,214,928	18.05%	16.67%	1,235,431	20,503	
Substitutes Salary	1,185,553	957,059	19.27%	19.51%	954,198	(2,861)	
Benefits	4,735,242	3,909,653	17.43%	19.20%	3,826,015	(83,638)	
Services & Supplies	2,558,233	1,515,831	40.75%	24.92%	1,920,641	404,810	
<b>Total Operating Expenses</b>	<b>\$ 28,114,029</b>	<b>\$ 22,206,315</b>	<b>21.01%</b>	<b>19.74%</b>	<b>\$ 22,564,476</b>	<b>\$358,161</b>	

**School District No. 52 (Prince Rupert)**  
**2024-2025 Annual Facilities Grant**  
**Proposed Spending Summary**

**Funding:**

Special Purpose Grant	\$ 135,658
Capital Grant	<u>731,403</u>
	867,061
Capital Asset Management System (withheld)	<u>(11,545)</u>
	<u><u>\$ 855,516</u></u>

**Planned Spending:**

Trade Wages	\$ 124,113
IT Projects	50,000
Health & Safety	131,000
Building Maintenance	187,508
Building Renewal	167,542
Outdoor Renewal & Maintenance	<u>195,353</u>
	<u><u>\$ 855,516</u></u>

School District No. 52 (Prince Rupert)  
2024-2025 Annual Facilities Grant  
Proposed Spending Detailed Listing

Category	Project	Amount
Trade Wages	Trades Wages	\$ 124,113.00
	<b>Sub-Total:</b>	<b>\$ 124,113.00</b>
IT Projects	IT Capital Projects	\$ 50,000.00
	<b>Sub-Total:</b>	<b>\$ 50,000.00</b>
Health & Safety	Hazmat Report Updates	\$ 35,000.00
Health & Safety	Westview Asbestos Removal	\$ 30,000.00
Health & Safety	Basket Ball Safety Straps - CHSS	\$ 28,000.00
Health & Safety	New backboard and safety straps - Roosevelt	\$ 32,000.00
Health & Safety	CHSS Science Room Safety Drench Showers	\$ 6,000.00
	<b>Sub-Total:</b>	<b>\$ 131,000.00</b>
Building Maintenance	Duct Cleaning - CHSS	\$ 30,000.00
Building Maintenance	Gym Floors	\$ 25,000.00
Building Maintenance	Siding at CHSS Repairs	\$ 30,000.00
Building Maintenance	Westview HVAC patch	\$ 12,000.00
Building Maintenance	Camera Replacement CHSS	\$ 75,508.00
Building Maintenance	Roosevelt Painting Projects	\$ 15,000.00
	<b>Sub-Total:</b>	<b>\$ 187,508.00</b>
Building Renewal	Pineridge Key Fob Installation	\$ 52,000.00
Building Renewal	CHSS Home Ec Cabinet / Countertop Replacement	\$ 42,000.00
Building Renewal	CHSS, Conrad Flooring Replacement	\$ 28,542.00
Building Renewal	Lax Kxeen Camera System	\$ 45,000.00
	<b>Sub-Total:</b>	<b>\$ 167,542.00</b>
Outdoor Renewal & Maintenance	WAP Parking Lot	\$ 18,000.00
Outdoor Renewal & Maintenance	Line Painting	\$ 15,000.00
Outdoor Renewal & Maintenance	Conrad Fence Replacement	\$ 60,000.00
Outdoor Renewal & Maintenance	Track Line Painting	\$ 35,000.00
Outdoor Renewal & Maintenance	Track Cleaning	\$ 15,000.00
Outdoor Renewal & Maintenance	CHSS, Roosevelt, Lax Kxeen, Pineridge, PRMS, Paving, Concrete Work	\$ 40,353.00
Outdoor Renewal & Maintenance	End Dump Garbage Bins - 2 sites	\$ 12,000.00
	<b>Sub-Total:</b>	<b>\$ 195,353.00</b>
<b>GRAND TOTAL:</b>		<b>\$ 855,516.00</b>

**CAPITAL BYLAW NO. 2024/25-CPSD52-01  
CAPITAL PLAN 2024/25**

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 52 (Prince Rupert) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2024/25 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 15, 2024, is hereby adopted.
- 2. This Capital Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Bylaw No. 2024/25-CPSD52-01.

READ A FIRST TIME THE 21<sup>st</sup> DAY OF MAY 2024;  
READ A SECOND TIME THE 21<sup>st</sup> DAY OF MAY 2024;  
READ A THIRD TIME, PASSED THE 21<sup>st</sup> DAY OF MAY 2024.

***APPLY CORPORATE SEAL***

\_\_\_\_\_

Board Chair

\_\_\_\_\_

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 52 (Prince Rupert) Capital Bylaw No. 2024/25-CPSD52-01 adopted by the Board the 21<sup>st</sup> day of May 2024.

\_\_\_\_\_

Secretary-Treasurer

**School District No. 52 (Prince Rupert)  
2024-25 Capital Plan**

**MINOR CAPITAL PROJECTS (SEP, FIP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Food Infrastructure Program (FIP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

**New projects for SEP, FIP, CNCP, BEP, PEP**

<b>Facility Name</b>	<b>Program Project Description</b>	<b>Amount Funded by Ministry</b>
Conrad Elementary	SEP - Plumbing Upgrades	\$792,000
Roosevelt Park Elementary	SEP - HVAC Upgrades	\$350,000
Roosevelt Park Elementary	CNCP - HVAC Upgrades	\$350,000
Charles Hays Secondary	CNCP - Energy Upgrades	\$65,000
Pineridge Elementary	PEP - Accessible Playground Equipment	\$195,000
Roosevelt Park Elementary	FIP - Kitchen Equipment and Upgrade	\$100,000



## **School District No. 52 (Prince Rupert) 2025-26 Major Capital Programs**

### **Major Capital Program Priorities**

#### **Seismic Mitigation Program (SMP):**

- Conrad Street Elementary School Seismic Project
- Pineridge Elementary School Seismic Project
- Prince Rupert Middle School Replacement



634 – 6<sup>th</sup> Avenue East  
Prince Rupert, B.C.  
V8J 1X1  
Tel: (250) 624-6717

---

In accordance with provisions under section 142 (4) of the *School Act*,  
the Board of Education of School District No. 52 (Prince Rupert)  
hereby approves the proposed Five-Year Capital Plan (Major Capital Programs) for  
2025/26, as provided on the Five-Year Capital Plan Summary for 2025/26 submitted  
to the Ministry of Education and Child Care.

I hereby certify this to be a true copy of the resolution for the approval of the  
proposed Five-Year Capital Plan (Major Capital Programs) for 2025/26 adopted by the  
Board of Education, on this the 21<sup>st</sup> day of May 2024.

---

Secretary-Treasurer Signature

---

Secretary-Treasurer Name

# Monthly Report to the Board

## April 2024

Facilities: Work request continue to be received, prioritized and completed.

Plumbing and Electrical have started for the new District Commercial kitchen.

CHSS had their main set of concrete stairs resurfaced.

Custodial  
Energy &  
Conservation Nothing to report..

### Transportation

September to April **138 Trips**  
Field Trips in town (no cost to school) – CHSS 25, PRMS 18, Elementary Schools - 95

September to April **43 Trips**  
Field Trips – out of town (cost recovery basis) CHSS -32, PRMS -6, PCS -3, Elementary Schools -2

Health & Safety Nothing to report.



INFORMATION TECHNOLOGY  
DEPARTMENT  
DINESH GAUTAM, MANAGER,  
INFORMATION TECHNOLOGY

---

# Monthly Report to the Board

**April 2024**

**Network Status Update:**

Nine new Uninterrupted Power Supplies (UPS) have been procured to replace aging units across all server rooms in various schools. The aim is to ensure a minimum of 30 minutes of uptime following power outages. Any old UPS units will either be repurposed or responsibly recycled, contributing to our sustainability efforts.

**Summer Project Overview:**

Our current focus lies on inventory procurement and acquiring essential items for the re-imaging of laptops, desktops, and iPads. This initiative is geared towards optimizing device performance and ensuring seamless functionality across all educational technology platforms.

**Network Upgrade at Conrad School:**

Anticipated for May-June, Conrad School is scheduled for a network upgrade. Further details will be provided post-upgrade, encompassing improvements to network infrastructure aimed at enhancing connectivity and performance within the school environment.

**Implementation of Multi-Factor Authentication (MFA):**

MFA has been successfully implemented for all trustees to bolster the security posture of the School District's IT systems. This proactive measure significantly reduces the risk of unauthorized access and fortifies the integrity of our digital assets.

Annual Budget

## **School District No. 52 (Prince Rupert)**

June 30, 2025

# School District No. 52 (Prince Rupert)

June 30, 2025

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\*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 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. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 52 (Prince Rupert) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$37,404,788 for the 2024/2025 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2024/2025.

READ A FIRST TIME THE 21st DAY OF MAY, 2024;

READ A SECOND TIME THE 18th DAY OF JUNE, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF JUNE, 2024;

---

Chairperson of the Board

( Corporate Seal )

---

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 52 (Prince Rupert) Annual Budget Bylaw 2024/2025, adopted by the Board the 18th DAY OF JUNE, 2024.

---

Secretary Treasurer

# School District No. 52 (Prince Rupert)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	1,823,000	1,831,500
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>1,823,000</b>	<b>1,831,500</b>
<b>Revenues</b>	<b>\$</b>	<b>\$</b>
Provincial Grants		
Ministry of Education and Child Care	31,974,378	31,893,705
Other	97,358	98,592
Tuition	136,000	76,725
Other Revenue	3,151,533	2,787,611
Rentals and Leases	30,000	30,000
Investment Income	104,000	57,000
Amortization of Deferred Capital Revenue	1,365,802	1,241,500
<b>Total Revenue</b>	<b>36,859,071</b>	<b>36,185,133</b>
<b>Expenses</b>		
Instruction	28,826,360	28,521,005
District Administration	1,942,747	1,940,036
Operations and Maintenance	5,930,305	4,739,152
Transportation and Housing	645,376	665,477
<b>Total Expense</b>	<b>37,344,788</b>	<b>35,865,670</b>
<b>Net Revenue (Expense)</b>	<b>(485,717)</b>	<b>319,463</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>328,891</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(156,826)</b>	<b>319,463</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		607,586
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(156,826)	(288,123)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(156,826)</b>	<b>319,463</b>



# School District No. 52 (Prince Rupert)

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	29,540,456	28,114,029
Special Purpose Funds - Total Expense	6,221,704	6,162,018
Capital Fund - Total Expense	1,582,628	1,589,623
Capital Fund - Tangible Capital Assets Purchased from Local Capital	60,000	60,000
<b>Total Budget Bylaw Amount</b>	<b>37,404,788</b>	<b>35,925,670</b>

Approved by the Board

Signature of Chairperson of the Board

Signature of Superintendent

Signature of Secretary/Treasurer

Date  
Date  
Date

**DRAFT**

# School District No. 52 (Prince Rupert)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<u>(485,717)</u>	<u>319,463</u>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Local Capital	(60,000)	(60,000)
From Deferred Capital Revenue	(5,583,403)	(2,214,920)
<b>Total Acquisition of Tangible Capital Assets</b>	<u>(5,643,403)</u>	<u>(2,274,920)</u>
Amortization of Tangible Capital Assets	<u>1,582,628</u>	<u>1,589,623</u>
<b>Total Effect of change in Tangible Capital Assets</b>	<u>(4,060,775)</u>	<u>(685,297)</u>
	<u>-</u>	<u>-</u>
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<u><u>(4,546,492)</u></u>	<u><u>(365,834)</u></u>

# School District No. 52 (Prince Rupert)

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	26,735,581	26,442,318
Other	32,483	32,483
Tuition	136,000	76,725
Other Revenue	2,237,501	2,147,089
Rentals and Leases	30,000	30,000
Investment Income	100,000	53,000
<b>Total Revenue</b>	<u>29,271,565</u>	<u>28,781,615</u>
<b>Expenses</b>		
Instruction	23,148,410	22,933,091
District Administration	1,798,537	1,798,243
Operations and Maintenance	4,228,753	3,026,410
Transportation and Housing	364,756	356,285
<b>Total Expense</b>	<u>29,540,456</u>	<u>28,114,029</u>
<b>Net Revenue (Expense)</b>	<u>(268,891)</u>	<u>667,586</u>
<b>Budgeted Prior Year Surplus Appropriation</b>	<u>328,891</u>	
<b>Net Transfers (to) from other funds</b>		
Local Capital	(60,000)	(60,000)
<b>Total Net Transfers</b>	<u>(60,000)</u>	<u>(60,000)</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>607,586</u>

# School District No. 52 (Prince Rupert)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2025

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education and Child Care</b>		
Operating Grant, Ministry of Education and Child Care	27,092,214	26,798,951
ISC/LEA Recovery	(1,211,600)	(1,211,600)
Other Ministry of Education and Child Care Grants		
Pay Equity	706,027	706,027
Student Transportation Fund	117,597	117,597
Support Staff Benefits Grant	14,451	14,451
FSA Scorer Grant	7,506	7,506
Teacher Benefits Funding	9,386	9,386
<b>Total Provincial Grants - Ministry of Education and Child Care</b>	<b>26,735,581</b>	<b>26,442,318</b>
<b>Provincial Grants - Other</b>	<b>32,483</b>	<b>32,483</b>
<b>Tuition</b>		
International and Out of Province Students	136,000	76,725
<b>Total Tuition</b>	<b>136,000</b>	<b>76,725</b>
<b>Other Revenues</b>		
Funding from First Nations	1,285,650	1,341,640
Miscellaneous		
Cultural	10,000	10,000
Jordan's Principle	370,000	370,000
Sundry Other Revenue	571,851	425,449
<b>Total Other Revenue</b>	<b>2,237,501</b>	<b>2,147,089</b>
<b>Rentals and Leases</b>	<b>30,000</b>	<b>30,000</b>
<b>Investment Income</b>	<b>100,000</b>	<b>53,000</b>
<b>Total Operating Revenue</b>	<b>29,271,565</b>	<b>28,781,615</b>

**School District No. 52 (Prince Rupert)**  
 Annual Budget - Schedule of Operating Expense by Object  
 Year Ended June 30, 2025

Schedule 2B

	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	11,085,279	11,098,897
Principals and Vice Principals	2,430,298	2,379,581
Educational Assistants	2,503,544	2,235,661
Support Staff	2,446,345	2,438,345
Other Professionals	1,315,585	1,482,517
Substitutes	1,185,553	1,185,553
<b>Total Salaries</b>	<u>20,966,604</u>	<u>20,820,554</u>
<b>Employee Benefits</b>	<u>4,816,427</u>	<u>4,735,242</u>
<b>Total Salaries and Benefits</b>	<u>25,783,031</u>	<u>25,555,796</u>
<b>Services and Supplies</b>		
Services	1,030,833	1,002,582
Student Transportation	88,376	88,376
Professional Development and Travel	484,495	484,495
Rentals and Leases	203,127	203,127
Dues and Fees	49,975	49,975
Insurance	72,280	72,280
Supplies	1,204,940	33,999
Utilities	623,399	623,399
<b>Total Services and Supplies</b>	<u>3,757,425</u>	<u>2,558,233</u>
<b>Total Operating Expense</b>	<u>29,540,456</u>	<u>28,114,029</u>

**School District No. 52 (Prince Rupert)**

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	8,614,330	331,038	207,620	267,751	102,308	506,594	10,029,841
1.03 Career Programs	58,402						58,402
1.07 Library Services	178,966			156,241		8,488	343,695
1.08 Counselling	130,760	60,269		47,650			238,679
1.10 Inclusive Education	1,222,322	252,306	1,970,387	51,556	117,161	329,055	3,942,787
1.30 English Language Learning							-
1.31 Indigenous Education	880,299	216,236	325,537	41,825	40,055	40,678	1,544,630
1.41 School Administration		1,404,055		231,791		18,264	1,654,110
<b>Total Function 1</b>	<b>11,085,279</b>	<b>2,263,904</b>	<b>2,503,544</b>	<b>796,814</b>	<b>259,524</b>	<b>903,079</b>	<b>17,812,144</b>
<b>4 District Administration</b>							
4.11 Educational Administration					355,562		355,562
4.40 School District Governance					101,368		101,368
4.41 Business Administration		166,394		55,456	456,517		678,367
<b>Total Function 4</b>	<b>-</b>	<b>166,394</b>	<b>-</b>	<b>55,456</b>	<b>913,447</b>	<b>-</b>	<b>1,135,297</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration					141,808		141,808
5.50 Maintenance Operations				1,377,508		239,893	1,617,401
5.52 Maintenance of Grounds				77,239			77,239
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,454,747</b>	<b>141,808</b>	<b>239,893</b>	<b>1,836,448</b>
<b>7 Transportation and Housing</b>							
7.41 Transportation and Housing Administration					806		806
7.70 Student Transportation				139,328		42,581	181,909
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>139,328</b>	<b>806</b>	<b>42,581</b>	<b>182,715</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>11,085,279</b>	<b>2,430,298</b>	<b>2,503,544</b>	<b>2,446,345</b>	<b>1,315,585</b>	<b>1,185,553</b>	<b>20,966,604</b>

**School District No. 52 (Prince Rupert)**

Annual Budget - Operating Expense by Function, Program and Object  
Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Annual Budget	2024 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	10,029,841	2,241,691	12,271,532	726,948	12,998,480	12,773,533
1.03 Career Programs	58,402	11,816	70,218	8,752	78,970	77,398
1.07 Library Services	348,695	83,757	427,452	7,608	435,060	468,424
1.08 Counseling	238,679	52,264	290,943	1,948	292,891	343,805
1.10 Inclusive Education	3,942,787	1,073,714	5,016,501	105,133	5,121,634	5,191,213
1.30 English Language Learning	-	-	-	2,373	2,373	2,373
1.31 Indigenous Education	1,544,630	339,839	1,884,469	195,501	2,079,970	1,973,814
1.41 School Administration	1,654,110	362,036	2,016,146	122,886	2,139,032	2,102,531
<b>Total Function 1</b>	<b>17,812,144</b>	<b>4,165,117</b>	<b>21,977,261</b>	<b>1,171,149</b>	<b>23,148,410</b>	<b>22,933,091</b>
<b>4 District Administration</b>						
4.11 Educational Administration	355,562	67,077	422,639	47,217	469,856	458,128
4.40 School District Governance	101,368	8,240	109,608	81,351	190,959	187,616
4.41 Business Administration	678,567	127,681	806,048	331,674	1,137,722	1,152,499
<b>Total Function 4</b>	<b>1,135,297</b>	<b>202,998</b>	<b>1,338,295</b>	<b>460,242</b>	<b>1,798,537</b>	<b>1,798,243</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	141,808	31,538	173,346	89,045	262,391	257,714
5.50 Maintenance Operations	1,617,401	356,008	1,973,409	1,198,464	3,171,873	1,978,889
5.52 Maintenance of Grounds	77,239	18,851	96,090	75,000	171,090	166,408
5.56 Utilities	-	-	-	623,399	623,399	623,399
<b>Total Function 5</b>	<b>1,836,448</b>	<b>406,397</b>	<b>2,242,845</b>	<b>1,985,908</b>	<b>4,228,753</b>	<b>3,026,410</b>
<b>7 Transportation and Housing</b>						
7.41 Transportation and Housing Administration	806	152	958	958	958	932
7.70 Student Transportation	181,909	41,763	223,672	140,126	363,798	355,353
<b>Total Function 7</b>	<b>182,715</b>	<b>41,915</b>	<b>224,630</b>	<b>140,126</b>	<b>364,756</b>	<b>356,285</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>20,966,604</b>	<b>4,816,427</b>	<b>25,783,031</b>	<b>3,757,425</b>	<b>29,540,456</b>	<b>28,114,029</b>

# School District No. 52 (Prince Rupert)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense  
Year Ended June 30, 2025

	2025 <u>Annual Budget</u>	2024 Amended <u>Annual Budget</u>
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education and Child Care	5,238,797	5,451,387
Other	64,875	66,109
Other Revenue	914,032	640,522
Investment Income	4,000	4,000
<b>Total Revenue</b>	<u>6,221,704</u>	<u>6,162,018</u>
<b>Expenses</b>		
Instruction	5,677,950	5,587,914
District Administration	144,210	141,793
Operations and Maintenance	203,080	205,497
Transportation and Housing	196,464	226,814
<b>Total Expense</b>	<u>6,221,704</u>	<u>6,162,018</u>
<b>Budgeted Surplus (Deficit), for the year</b>	<u>-</u>	<u>-</u>



**School District No. 52 (Prince Rupert)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	Community/LINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>									
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	135,659	95,854		5,845	552,303	128,000	12,250	74,269	578,582
Provincial Grants - Other			11,000		330,000				61,880
Other			5,550						
Investment Income			16,550		330,000	128,000	12,250	74,269	640,462
<b>Less: Allocated to Revenue</b>									
<b>Deferred Revenue, end of year</b>									
	135,659	95,854	15,000	5,845	336,700	128,000	12,250	74,269	640,462
	-	-	<b>190,930</b>	-	<b>545,603</b>	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education and Child Care	135,659	95,854		5,845		128,000	12,250	74,269	578,582
Provincial Grants - Other			11,000		336,700				61,880
Other Revenue			4,000						
Investment Income			15,000		336,700	128,000	12,250	74,269	640,462
<b>Expenses</b>									
Salaries									
Teachers								29,708	
Educational Assistants						96,000			282,146
Support Staff	102,127	76,683							
Other Professionals									51,702
Substitutes								29,708	9,443
Employee Benefits	102,127	76,683				96,000		29,708	343,291
Services and Supplies	21,987	19,171				23,040		7,115	85,796
	11,545		15,000	5,845	336,700	8,960	12,250	37,446	211,375
	135,659	95,854	15,000	5,845	336,700	128,000	12,250	74,269	640,462
<b>Net Revenue (Expense)</b>									
	-	-	-	-	-	-	-	-	-

**School District No. 52 (Prince Rupert)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2025

Schedule 3A

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Seamless Day Kindergarten	Early Childhood Education Dual Credit Program	Student & Family Affordability
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>				78,867	92,559	24,982			100,000
<b>Add:</b>									
Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	215,864	2,567,556	346,353	117,597	57,000	6,750	55,400	70,000	
Provincial Grants - Other									
Other									
Investment Income									
<b>Less: Allocated to Revenue</b>									
<b>Deferred Revenue, end of year</b>	215,864	2,567,556	346,353	196,464	110,644	20,000	55,400	70,000	100,000
	-	-	-	-	38,915	11,732	-	-	-
	215,864	2,567,556	346,353	117,597	110,644	20,000	55,400	70,000	100,000
	215,864	2,567,556	346,353	196,464	110,644	20,000	55,400	70,000	100,000
	116,345	2,071,445	279,430		48,925		42,642		
	56,869			14,164					
	173,214	2,071,445	279,430	14,164	48,925	-	42,642	-	-
	42,650	496,111	66,923	5,613	11,719	20,000	12,758	70,000	100,000
	215,864	2,567,556	346,353	196,464	110,644	20,000	55,400	70,000	100,000
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

**School District No. 52 (Prince Rupert)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2025

SEV2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Feeding Futures Fund	Health Career Dual Credit Expansion	Lilian Brown Trust	Network of Innovation and Inquiry	Anti-Racism Multicultural Grants	Coastal Pathways Partnership	Other Aboriginal Initiatives
\$	\$	\$	\$	\$	\$	\$	\$	\$
	35,924		25,000	50,579	6,162	14,949	86,579	16,983
19,000	175,000	350,000	-	1,050	-	-	-	-
19,000	210,924	350,000	25,000	51,629	6,162	5,000	55,903	-
-	-	-	-	-	-	9,949	30,676	16,983
19,000	210,924	350,000	25,000	-	6,162	5,000	55,903	-
19,000	210,924	350,000	25,000	-	6,162	5,000	55,903	-
959	147,803	16,377	-	-	-	-	45,100	-
959	147,803	71,740	-	-	-	-	45,100	-
230	33,995	16,501	-	-	-	-	10,803	-
17,811	29,126	261,759	25,000	-	6,162	5,000	55,903	-
19,000	210,924	350,000	25,000	-	6,162	5,000	55,903	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

**Deferred Revenue, beginning of year**

**Add:** Restricted Grants  
 Provincial Grants - Ministry of Education and Child Care  
 Provincial Grants - Other  
 Other  
 Investment Income

**Less:** Allocated to Revenue  
**Deferred Revenue, end of year**

**Revenues**  
 Provincial Grants - Ministry of Education and Child Care  
 Provincial Grants - Other  
 Other Revenue  
 Investment Income

**Expenses**

Salaries  
 Teachers  
 Educational Assistants  
 Support Staff  
 Other Professionals  
 Substitutes

Employee Benefits  
 Services and Supplies

**Net Revenue (Expense)**

**School District No. 52 (Prince Rupert)**  
 Annual Budget - Changes in Special Purpose Funds  
 Year Ended June 30, 2025

	IPALS Decoda Literacy	After School Sport & Art	Computational Thinking	Indigenous Language Grant	Rural Skills Development	Before & After School Care	Reaching Home	Vancouver Sun Children's Fund Society	Other
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	7,577		21,136	10,464	12,000	32,282		99,000	15,000
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education and Child Care		64,875				52,000	151,100		
Other									
Investment Income		64,875				52,000	151,100		
<b>Less: Allocated to Revenue</b>	7,577	64,875			12,000	73,843	151,100	99,000	15,000
<b>Deferred Revenue, end of year</b>	-	-	21,136	10,464	-	10,439	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education and Child Care		64,875				73,843	151,100	99,000	15,000
Other Revenue	7,577				12,000				
Investment Income		64,875			12,000	73,843	151,100	99,000	15,000
<b>Expenses</b>									
Salaries									
Teachers									
Educational Assistants		36,918				34,206	75,969		
Support Staff									
Other Professionals									
Substitutes		36,918				5,877	75,969		
Employee Benefits		9,230				8,760	22,031		
Services and Supplies	7,577	18,727			12,000	25,000	53,100	99,000	15,000
<b>Net Revenue (Expense)</b>	7,577	64,875			12,000	73,843	151,100	99,000	15,000
	-	-	-	-	-	-	-	-	-

**School District No. 52 (Prince Rupert)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	<u>TOTAL</u>
	<u>\$</u>
<b>Deferred Revenue, beginning of year</b>	<b>1,477,571</b>
<b>Add:</b>	
Restricted Grants	
Provincial Grants - Ministry of Education and Child Care	5,005,134
Provincial Grants - Other	64,875
Other	605,980
Investment Income	6,600
	<u>5,682,589</u>
<b>Less: Allocated to Revenue</b>	<b>6,221,704</b>
<b>Deferred Revenue, end of year</b>	<b><u>938,456</u></b>
<b>Revenues</b>	
Provincial Grants - Ministry of Education and Child Care	5,238,797
Provincial Grants - Other	64,875
Other Revenue	914,032
Investment Income	4,000
	<u>6,221,704</u>
<b>Expenses</b>	
Salaries	
Teachers	2,591,912
Educational Assistants	584,258
Support Staff	249,843
Other Professionals	254,868
Substitutes	15,320
	<u>3,696,201</u>
Employee Benefits	892,433
Services and Supplies	1,633,070
	<u>6,221,704</u>
<b>Net Revenue (Expense)</b>	<b><u>-</u></b>

# School District No. 52 (Prince Rupert)

Annual Budget - Capital Revenue and Expense  
 Year Ended June 30, 2025

	2025 Annual Budget			2024 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Amortization of Deferred Capital Revenue	1,365,802		1,365,802	1,241,500
<b>Total Revenue</b>	<b>1,365,802</b>	<b>-</b>	<b>1,365,802</b>	<b>1,241,500</b>
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	1,498,472		1,498,472	1,507,245
Transportation and Housing	84,156		84,156	82,378
<b>Total Expense</b>	<b>1,582,628</b>	<b>-</b>	<b>1,582,628</b>	<b>1,589,623</b>
<b>Net Revenue (Expense)</b>	<b>(216,826)</b>	<b>-</b>	<b>(216,826)</b>	<b>(348,123)</b>
<b>Net Transfers (to) from other funds</b>				
Local Capital		60,000	60,000	60,000
<b>Total Net Transfers</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	60,000	(60,000)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>60,000</b>	<b>(60,000)</b>	<b>-</b>	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(156,826)</b>	<b>-</b>	<b>(156,826)</b>	<b>(288,123)</b>

Q1

In the space below please provide any comment you may have for 2024-2025 Budget.

Hi: Thank you for providing this space for me to comment. I would really like to have a swimming pool attached to the new PRMS school.

Q1

In the space below please provide any comment you may have for 2024-2025 Budget.

Allow the schools input into our budget allocations.

Q1

In the space below please provide any comment you may have for 2024-2025 Budget.

Be sure to prioritize climate action initiatives - decarbonizing with solar, industrial heat pumps, fleet electrification. See the UNESCO Greening Education Partnership as well as the Accelerating Climate Change Education website (a Canadian initiative).

Q1

In the space below please provide any comment you may have for 2024-2025 Budget.

Don't cut the band program.

Q1

In the space below please provide any comment you may have for 2024-2025 Budget.

The priority should be frontline educators and resources to directly support students' education. Focus on K-2 reading (shift resources from secondary education to do this, such as by filling CHSS classes to 30 students when possible), the 5 to 6 transition, and the 8 to 9 transition (especially for vulnerable students). Maximize class size/composition for non-priority grades (3,4,7,10,11,12) so that priority grades (K,1,2,5,6,8,9) can be targeted to help all students learn decoding by end of grade 2 and all students transition to PRMS and out of PRMS successfully and with best chance of graduating with strong reading and writing skills at end of grade 12. Prioritize reading, writing, and transitions between schools for all students.

School District No. 52 (Prince Rupert)  
Policy Committee  
Tuesday, May 14, 2024  
4:30 pm

## MINUTES

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

The meeting was called to order at 4:35 p.m.

1. Policies for Approval
  - a. 4310 – Occupational Health & Safety Policy
  - b. 5110 – Corporate Sponsorship and Access to Students Policy

No quorum for this meeting. No comments were received on these items from stakeholders, so these items will move to the Regular Open meeting.

2. Policies for Review

None at this time as there quorum was not met to proceed.

3. Other Business

Meeting Adjourned at 4:43 p.m.

Next Meeting: Tuesday, June 11, 2024



**Policy No.** 4310

**Date Approved:**

**Date Amended:** March 11, 2014, January 23, 2015; 8-May-2018, December 8, 2020

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## **4310 Occupational Health and Safety**

The Board is committed to providing a safe and healthy workplace for all employees.

To achieve this, district administrative staff maintain an Occupational Health and Safety (OH&S) Program that is consistent with Workers Compensation Board Legislation and WorkSafe BC Regulations, and is designed to prevent injuries and disease. The OH&S Program will incorporate regulations to prevent and address violence and workplace bullying and harassment.

All administrative and supervisory personnel are trained and knowledgeable of WorkSafe BC safety and health requirements and they understand their roles and responsibilities for ensuring a safe working environment.

All district administrative and supervisory personnel shall ensure that each employee under their direction is properly trained and knowledgeable about their duties, and shall promote strict observance of established procedures and safe work practices.

All employees, contractors and volunteers are required to:

- follow established work procedures, all safety regulations and the directions of their supervisor;
- report unsafe conditions or acts; and
- perform their duties in a manner which will meet the objective of eliminating workplace incidents and accidents.

This policy will be accessible to all employees at their workplace. It is the responsibility of every employee to co-operate in attaining a safe work environment in order to enjoy a workplace free of bullying, harassment, violence and injury.

### **REFERENCES**

- WorkSafeBC Occupational Health and Safety Policies, Regulations & Guidelines
- WorkSafeBC Standards
- 4310-10, Occupational Health and Safety
- 4320-10, Bullying and Harassment
- 4330-10, Protection of Employees from Violence in the Workplace

**Policy No.** 5110

**Date Approved:**

**Date Amended:** 11-Mar-2014; 8-March-2016; 12-Mar-2019; 12-Jan-2021

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**5110 Corporate Sponsorship and Access to Students Policy**

Positive relationships between the school district and the business/corporate sector can contribute to the quality of education for students. In order to protect the welfare of students and the integrity of the learning environment, the Board expects that school district/corporate relationships, including sponsorships and donations, will be conducted in an ethical manner. Corporate sponsorships and donations arise from informal or formal relationships where goods, services or funds are provided in exchange for returns such as gaining positive recognition or meeting a corporation's goal related to community involvement. These funds are provided to enhance but not replace funding from the provincial government.

The Board supports corporate sponsorships and donations which treat the welfare of students as a paramount concern and which:

1. enhance the delivery of quality, relevant and culturally responsive programs for students;
2. create additional and equitable opportunities for students;
3. benefit the schools and the school district;
4. are respectful of community standards;
5. are respectful of the educational setting;
6. provide unfettered ownership of the donation by the district; and
7. are consistent with school district policies and regulations.

The Board will recognize the contributions of corporate sponsors through an appropriate expression of appreciation and by providing a charitable receipt for income tax purposes. **At least three times per year** The Board will **receive a report be notified** of contributions received with a value of **\$10,000 or more more than \$20,000.**

Agreements involving sponsorship identification, commercial relationships, or corporate sponsorship shall be approved by the Superintendent, who has the right to withhold approval or refer the agreement to the Board for approval. Agreements in excess of \$75,000 require the approval of the Board.

**Related Policies and Regulations:**

5110-10 General Access to Students Regulation

5110-20 Name Lists Regulation

5110-30 Advertising Materials in Schools Regulation

5210 Naming Policy

5210-10 School Participation in Community and Other Campaigns