

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, November 19, 2024- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 Christine Danroth - PCS
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meeting Held on October 15, 2024 (p. 3)
 - 3.2 Open Board Meeting Held on November 5, 2024 (Elections) (p. 8)
4. **Necessity of Closed Meeting and Agenda**
 - 4.1 Approval of Agenda
 - 4.2 Approval of Minutes of the In-Camera Meeting held October 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
None
6. **Superintendent of Schools' Report**
 - 6.1 For Board Information:
 - 6.1.1 Field Trips (p.11)
 - 6.1.1.1 Field trip to Ireland – Board approval required (p. 12)
 - 6.1.2 Enrolment
 - 6.1.2.1 Enrolment graph (p. 13)
 - 6.1.3 Upcoming Projects/Learning/Other
 - 6.1.3.1 Indigenous Ed Report
7. **Secretary-Treasurer's Report**
 - 7.1 October Expenditures Report (p. 14)
 - 7.2 October 2024 Operations Department Report (p. 16)
 - 7.3 October 2024 Information Technology Department Report (p. 18)

8. **Committee Reports**
 - 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
 - 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**
 - 8.2.1 Literacy Data – S. Pond (p. 19)
 - 8.3 Provincial Council **(Trustees Horne, Sanchez)**
 - 8.4 Policy Committee **(Trustees Horne, Toye)**
 - 8.4.1 November 12, 2024 Meeting minutes (p. 24)
 - 8.4.2 Policies for Approval
 - 8.4.2.1 5310 – Volunteer Policy (p. 25)
 - 8.4.2.2 6110 – Vision, Mission and Foundational Principles Policy (p. 26)
 - 8.4.2.3 6130 – Role of the Board Policy (p. 27)
 - 8.4.3 Policies for Review
 - 8.4.3.1 7220 – Purchasing and Tendering Policy (p. 28)
 - 8.4.3.2 7410 – Audit Services Policy (p. 29)
 - 8.5 District Technology Steering Committee **(Trustee Horne)**
9. **Old Business**
10. **New Business**
11. **Information Items**
 - 11.1 Professional Development Day, November 19, 2024
 - 11.2 BCSTA Trustee Academy, Nov 21-23, 2024
 - 11.3 Board of Education Meeting, December 17, 2024
 - 11.4 Christmas Break, December 23, 2024 – January 3, 2025
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, October 15, 2024 – 7:00 P.M.**

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

Staff Present: S. Pond, A. Samoil, T. Dickens, B. Verissimo, J. Warburton, D. Gautam, P. Khaira, A. Lihou

Regrets:

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

1. Adoption of Agenda

Motion 20241015-1.0a

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

Carried

2. Presentation(s):

Vania Ling – Partnerships and Innovation in Science

Ms. Ling presented on the Marine Science class that she has been teaching at CHSS. This course focuses on biological, ecological and behavioural roles of local marine species and builds skills relevant to marine science careers, environmental stewardship, ocean systems monitoring and outdoor recreation. This program is hands on, place based learning through dissections and field trips and students are learning traditional ways of preparing and cooking seafood. One event was crab bio-sampling with Ecotrust Canada at Kloiya Bay. Students have had the opportunity to partake in harvesting Oolichan on the Skeena River. Ms.Ling shared many photos of harvesting and eating traditionally prepared foods. This program has included many community collaborations. Currently students in the woodworking class are building a smokehouse at CHSS which will be very useful in the future to this class. The student feedback is very positive on this program.

Trustees thanked Ms. Ling for her presentation and stated they can see the value of all of her hard work and how it's making a positive impact on our students. The students were very engaged and it is evident they are enjoying this program.

3. Approval of the Minutes of the

3.1 Open Board Meeting held September 24, 2024

Motion 20241015-3.1

Horne "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the minutes of the open Board meeting held
September 24, 2024 be approved as amended",

Carried

James was listed twice

4. **Necessity of Closed Meetings and Agenda**

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes of the In-Camera Meeting held September 24, 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 20241015-4.0a

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 September 25, 2024 letter from Jennifer McCrea to Carolyn Broady

Motion 20241015-5.2.1

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

Carried

6. **Superintendent of Schools Report**

- 6.1 For Board Information:
 - 6.1.1 Field Trips
The Superintendent presented the list of approved field trips and answered questions from Trustees.
 - 6.1.2 Enrolment
The Acting Superintendent reported that enrolment is at 1802 at September 30, 2024. We are down from last year. There is a smaller number of Kindergarten students and a large graduating class has left from last year which has affected the numbers.
 - 6.1.2.1 Enrolment graph
 - 6.1.3 Upcoming Projects/Learning/Other
The Superintendent Andrew Samoil, provided a summary of recent school activities and upcoming events in the school district. Mr. Samoil has Enrolled in the Four Seasons of Indigenous Learning Course and he is looking forward to this learning and professional development. We had a series of Terry Fox walks/runs in our schools. September 27 many wore orange shirts in honour of the National Day of Truth & Reconciliation. Harvest lunches occurred at Pacific Coast School where students were involved in the preparation. We acknowledged World Teacher Day on

October 5. We are fortunate to have amazing teachers in our District. It is important to acknowledge the work that our Teachers and all staff do on a daily basis. The Superintendent spoke at the Rotary luncheon recently and talked about what is going on in the District. Marlene Clifton will be coming up at the end of the month to do some drumming with the Principals/VPs among others.

6.1.3.1 New Spaces Daycare Update

We will be bringing forward the contract for renewal of the Discovery Childcare facility.

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

7.1 September Expenditures Report

The Acting Secretary-Treasurer presented the September expenditures report and answered questions from Trustees. Larger variances are due to preliminary budget figures. This will be corrected when we work on the amended budget moving forward. Questions about governance and could that be an item separated out. Trustees would like to see how we are tracking governance.

7.2 2024 Capital Project Update

The Director of Operations presented the 2024 Capital Project Update and answered questions from Trustees.

7.3 September 2024 Operations Department Report

The Director of Operations presented the Operations Report for September 2024 and answered questions from Trustees. Trustees questioned about the progress on the new kitchen. We are about 50% completed and anticipate full completion by Christmas.

7.4 September 2024 Information Technology Department Report

The Manager of IT presented the Information Technology Department Report for September 2024 and answered questions from Trustees. There have been upgrades to UPS at all the schools. Power outages have not been significant for us to be concerned.

8. **Committee Reports**

8.1 Finance & Building Committee

(Trustees Beil, Maier, Pucci)

8.2 Framework for Enhancing Student Learning

(Trustees Horne, Toye)

The Assistant Superintendent shared the completion rate data. We are currently at the top of our range in the 6-year rate. We still have work to do, but we can celebrate that we are improving. The 5-year completion rates are improving but there still is work to do. We are not at parity. Trustees thanked the Assistant Superintendent for bringing data to each meeting.

8.3 Provincial Council

(Trustees Horne, Sanchez)

October 25 & 26 Trustee Horne will be attending,

8.4 Indigenous Education Council

(Trustees Toye, Sanchez)

There is a new council based on Bill 40.

8.5 Policy Committee (Trustees Horne, Sanchez)

8.5.1 October 7, 2024 meeting

Trustee Horne presented the minutes of the October 7, 2024 meeting of the Policy Committee and answered questions from Trustees.

8.5.2 Policies for Approval

8.5.2.1 1410 – District Code of Conduct and Anti-Racism Policy

Motion 20241015-8.5.2

Horne "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that 1410 – District Code of Conduct and Anti-
Racism Policy be approved as presented."

Carried

8.5.3 Policies for Review

8.5.3.1 5310 – Volunteer Policy

8.5.3.2 6110 – Vision, Mission and Foundational Principles Policy

8.5.3.3 6130 – Role of the Board Policy

Motion 20241015-8.5.3.1

Horne "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that 5310 – Volunteer Policy, 6110 – Vision, Mission
and Foundational Principles Policy and 6130 – Role of the Board
Policy be sent to stakeholders for review as presented."

Carried

8.6 District Technology Steering Committee
Have not met

9. **Old Business**

None

10. **New Business**

10.1 Administrative Assistants/Team Leaders/Department Heads
Trustees expressed appreciation to those willing to take on these roles.

11. **Information Items:**

11.1 Professional Development Day, October 25, 2024
Chair Toye noted that the Professional Development Day is on October 25, 2024.

11.2 Provincial Council, October 25 & 26, 2024
Chair Toye noted that Provincial Council is on October 25 & 26, 2024.

11.3 Board of Education meeting, Elections, November 5, 2024
Chair Toye noted that the Board of Education Meeting for Elections is on November 5, 2024.

11.4 BCPSEA Symposium, November 7 & 8, 2024
Chair Toye noted that the BCPSEA Symposium is on November 7 & 8, 2024.

- 11.5 Remembrance Day, November 11, 2024
Chair Toye noted that Remembrance Day is on November 11, 2024
- 11.6 Board of Education meeting, November 19, 2024
Chair Toye noted that the next Board of Education meeting is on November 19, 2024
12. **10 Minute Question and Answer Period**
Q) Secretary Treasurer's report – Other professionals' salary, asked for it to be repeated.
A) Acting Secretary-Treasurer clarified that some are based on a 12-month category and some is because of a 9 month
Q) Have there been any responses from questions sent to Tamara Davidson?
A) They have not been sent to any candidates
13. **Adjournment**
Chair Toye adjourned the meeting at 8:10 p.m.

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING

SCHOOL BOARD OFFICE

Tuesday, November 5, 2024- 7:00 P.M.

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

Staff Present: A. Samoil, T. Dickens, E. Vazquez, B. Verissimo

Regrets:

Call to Order

Acting Secretary-Treasurer Brittney Verissimo called the meeting to order at 7:00 p.m. and acknowledged that the meeting is being held on traditional Ts'msyen territory. The Acting Secretary-Treasurer advised that, in accordance with the Administrative bylaw, she would chair the meeting until the Board elected a chair.

1. Adoption of Agenda

Motion 20241105-1.0a

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

Carried

2. Elections

2.1 Election of Board Chair

The Secretary-Treasurer called for nominations for the position of Board Chair.

Name	Nominated by
Kate Toye	Kristy Maier
James Horne	Danielle Dalton

Trustee Horne did not accept the nomination. Trustee Toye was elected Board Chair by acclamation.

Trustee Toye assumed the Chair.

2.2 Election of other officers

2.2.1 Election of Vice Chair

The Chair called for nominations for the position of Vice Chair.

Name	Nominated by
Janet Beil	James Horne
Kristy Maier	Kate Toye

Trustee Beil declined the nomination. Trustee Maier was elected Vice-Chair by acclamation.

2.2.2 Election of BCSTA Provincial Council Member

The Chair called for nominations for the position of BCSTA Provincial Council Member.

Name	Nominated by
Louisa Sanchez	Janet Beil
James Horne	Kristy Maier

Trustee Sanchez accepted the nomination. Trustee Horne accepted the nomination. Trustee Horne was elected BCSTA Provincial Council Member by ballot.

2.2.3 Election of BCSTA Provincial Council Alternate

The Chair called for nominations for the position of BCSTA Provincial Council Alternate.

Name	Nominated by
Louisa Sanchez	Kristy Maier

Trustee Sanchez accepted the nomination. No other nominations were received after three calls, and Trustee Sanchez was elected BCSTA Provincial Council Alternate by acclamation.

2.2.4 Election of BCPSEA Bargaining Representative Council Member

The Chair called for nominations for the position of BCPSEA Representative Council Member.

Name	Nominated by
Kristy Maier	James Horne

Trustee Maier accepted the nomination. No other nominations were received after three calls, and Trustee Maier was elected BCPSEA Representative Council Member by acclamation.

2.2.5 Election of BCPSEA Bargaining Representative Council Member Alternate

The Chair called for nominations for the position of BCPSEA Representative Council Alternate.

Name	Nominated by
Mike Pucci	Janet Beil

Trustee Pucci accepted the nomination. No other nominations were received after three calls, and Trustee Pucci was elected BCPSEA Representative Council Alternate by acclamation.

2.3 Board of Education Assignments

The Chair noted the list of available assignments and requested Trustees send them to her this week.

- 2.4 Appointment to Schools and Committees
Chair Toye asked for these forms to be submitted by the end of the week.

3. **Adjournment**

Motion 20241105-3.0a

Horne "Be it resolved by the Board of Education of School District
Dalton No. 52 (Prince Rupert) that the meeting be adjourned at 7:19
p.m."

Carried

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

November 19, 2024

6.1 For Board Information:

6.1.1 Field Trips Approved

	School	Dates	# School Days	Grade	Purpose
1.	CHSS	Oct 31-Nov 3, 2024	1.5	11/12	Cross country provincials in Vancouver
2.	CHSS	Nov 17-21, 2024	4	9-12	Soccer Provincials in Burnaby
3.	CHSS	Dec 11-15, 2024	3	10-12	Quinn Keast Memorial No Regrets tournament in North Vancouver
4.	CHSS	Jan 3-4, 2025		10-12	Terrace to play Caledonia Kermodes
5.	CHSS	Jan 9-12, 2025	2	10-12	Prince George Barn Stormer Tournament
6.	CHSS	Jan 17-18, 2025	1	10-12	Bulkley Valley Mountain Invitational Tournament in Smithers
7.	CHSS	Jan 23, 30, Feb 5, 2025	3	9-12	Skiing at Shames
8.	CHSS	Feb 21-22, 2025	1	10-12	NW Zone Championships in Smithers
9.	CHSS	Mar 21-Apr 5, 2025	4	9-10	Canada Exchange Trip to Hamiota, MB, Gitlaxt'aamiks, BC, Terrace, BC and Smithers, BC
10.	CHSS	May 21-25, 2025	3	9-12	Outdoor skills building retreat in Haida Gwaii.
11.	CHSS	June 26-July 10, 2025 BOARD APPROVAL REQUIRED	1	11	International trip to Ireland, Scotland and England

6.1.2 Enrolment

6.1.2.1 Enrolment Graph (p. 13)

6.1.3 Upcoming Projects/Learning/Other

6.1.3.1 Indigenous Ed Report



1610-20A

Field Trip - Approval Application Form

- 1. School: CHSS "International Trip (UK/ Ireland)"
- 2. Trip Destination: Ireland, Scotland, and England
- 3. Dates of Trip: June 26-July 10, 2026 4. No. of school Days: 1
- 5. Grades or classes involved: 11 No. taking trip: 20
- 6. Reasons for less than whole class taking trip if this is the case: Outdoor Club and Debate Team extracurricular trip (open to all Grade 11 students)
- 7. Purpose of trip, particulars of plans, and educational valued anticipated: visit capital cities of UK, Scotland, and NI (history/culture) + Hikes & outdoor experiences
- 8. Mode of Travel:
 School District Mini Bus: _____ Contract School Bus: _____ Ferry, Train, Bus, Air
 Private Vehicle: _____ Capacity of Vehicle: _____ Other: (state) _____
- 9. Plans for students in the class not taking trip (if any): _____
- 10. (a) Anticipated revenues and sources: \$60,000 from travel fees + individual fund raisers
 (b) Anticipated expenses: \$60,000 (flights, bus, hotel/lodging, ferry, train, tours) ...
 (c) Cost of Teacher-on-Call: Expected to come from remedy minutes
- 11. Supervisory arrangements (specify teacher in charge, parents, etc.):
2 teachers (Mr. Kertes and one other CHSS teacher - female) + 1 other CHSS Staff member
- 12. Any other comments of Administrative Officer (including, if applicable, consideration given to possibility of trip during holiday period, availability of suitable substitute if needed, etc.):
This trip occurs in the last week of school + the first week of summer break

Date _____

[Signature]
Signature of Teacher

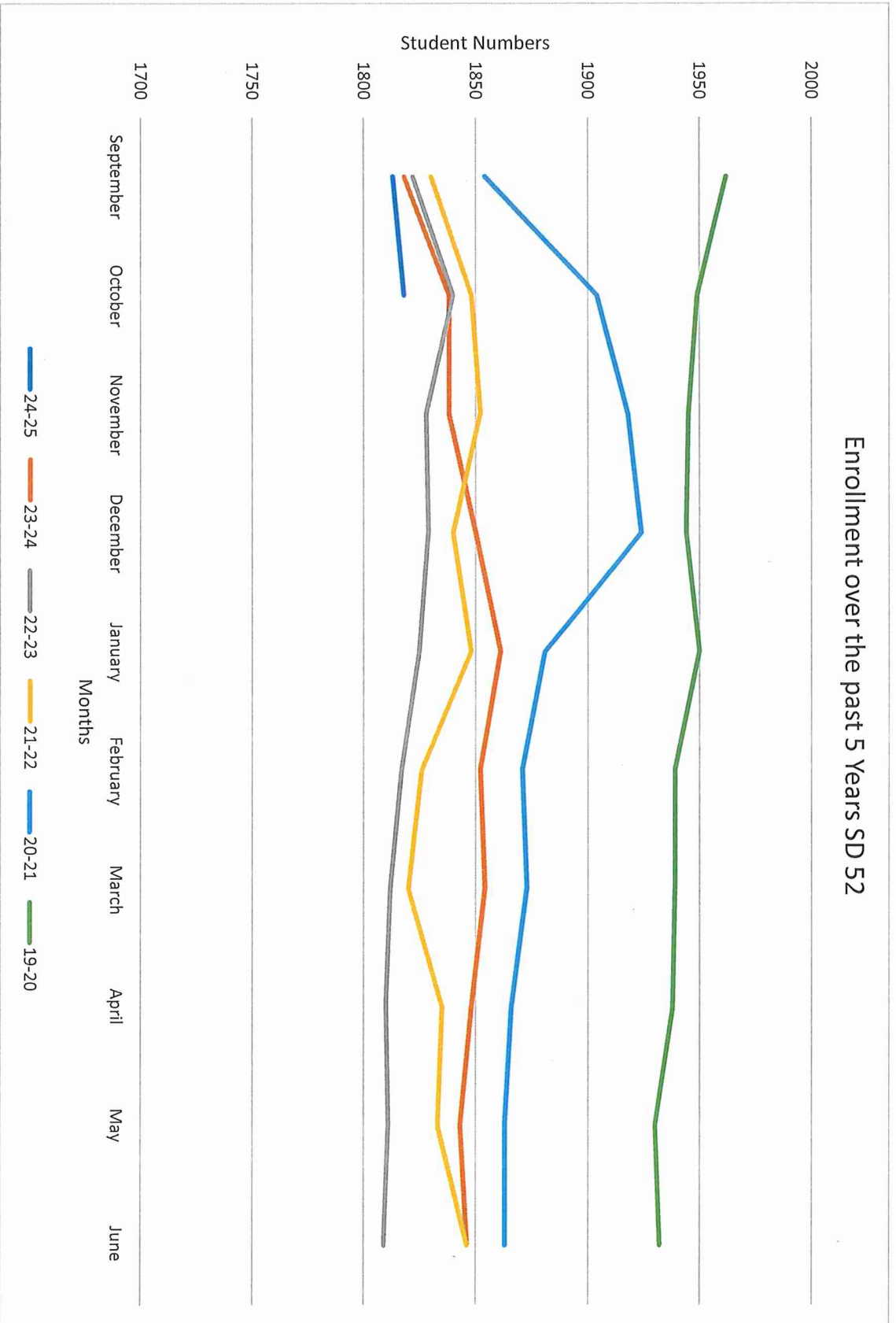
[Signature]
Signature of Administrative Officer

APPROVED:

[Signature]
Superintendent or Designate

* This will require a bond return to expense!

Enrollment over the past 5 Years SD 52



Enrollment at October 31, 2024
slp

School District #52 (Prince Rupert)

BOARD FINANCIAL REPORT

October 31, 2024

OPERATING FUND	YTD Budget 2024/25	Jul - Oct ACTUALS	Variance Favourable (Unfavour- able)	%	PRELIM ANNUAL BUDGET 2024/25
REVENUE					
Provincial Grants, MECC	5,766,911	5,766,911	-	0.0%	26,735,581
LEA Funding From First Nations	257,130	257,130	-	0.0%	1,285,650
Provincial Grants, Other	6,497	6,497	-	0.0%	32,483
International Student Tuition	51,500	51,500	-	0.0%	136,000
Other Revenue	250,617	272,113	21,496	8.6%	951,851
Rentals & Leases	10,000	33,183	23,183	231.8%	30,000
Investment Income	33,333	110,092	76,759	230.3%	100,000
Total Revenue	6,375,988	6,497,426	121,438	1.9%	29,271,565
EXPENSE					
Salaries					
Teachers	2,217,056	2,161,719	55,337	2.5%	11,085,279
Principals & Vice-Principals	810,099	795,839	14,260	1.8%	2,430,298
Education Assistants	426,872	378,424	48,448	11.3%	2,503,544
Support Staff	651,906	598,164	53,742	8.2%	2,446,344
Other Professionals	438,528	520,617	(82,089)	-18.7%	1,315,585
Substitutes	262,945	279,789	(16,844)	-6.4%	1,185,553
Total Salaries	4,807,406	4,734,552	72,854	1.5%	20,966,603
Employee Benefits	1,091,954	1,094,506	(2,552)	-0.2%	4,816,428
Total Salary & Benefits	5,899,360	5,829,058	70,302	1.2%	25,783,031
Services & Supplies	982,750	977,302	5,448	0.6%	3,757,425
Total Expense	6,882,110	6,806,360	75,750	1.1%	29,540,456
Net Revenue (Expense)	(506,122)	(308,934)	197,188	2.9%	(268,891)
Indigenous Ed Surplus Included	-	-	-		12,991
Drawn from Reserves	-	-	-		315,900
Capital Asset Purchases	-	-	-		(60,000)
Surplus (Deficit) for Year	(506,122)	(308,934)	197,188		-

School District No. 52
 EXPENDITURES BY PROGRAM AT OCTOBER 31, 2024
 (Fund-Function-Program)

Fund : 0 Operating

PR	TITLE	OCT	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,184,682.92	2,549,780.35	12,891.83	12,998,480	10,435,808	80
03	Career Preparation	1,681.43	1,828.49		78,970	77,142	98
07	Library Services	62,364.77	111,889.63		435,060	323,170	74
08	Counselling	31,649.54	88,317.86		292,891	204,573	70
10	Special Education	499,135.38	1,026,447.18		5,121,634	4,095,187	80
30	English Language Development	22.18	32.67		2,373	2,340	99
31	Aboriginal Education	200,399.50	456,147.05		2,079,970	1,623,823	78
41	Business Admin	179,673.96	684,635.42		2,139,032	1,454,397	68
TOTAL FOR Function - 1		2,159,609.68	4,919,078.65	12,891.83	23,148,410	18,216,440	79
Function : 4 District Administration							
11	Education Admin	37,426.72	158,665.42		469,856	311,191	66
40	Governance	17,611.22	77,955.55		190,959	113,003	59
41	Business Admin	144,523.26	407,090.80	3,937.50	1,137,722	726,694	64
TOTAL FOR Function - 4		199,561.20	643,711.77	3,937.50	1,798,537	1,150,888	64
Function : 5 Maintenance & Operations							
41	Business Admin	106,625.59	178,613.01		262,391	83,778	32
50	Plant Maintenance	165,472.00	919,504.40	4,496.89	3,171,873	2,247,872	71
52	Maintenance Of Grounds	7,842.49	26,409.02		171,090	144,681	85
56	Utilities	23,688.98	63,789.94		623,399	559,609	90
TOTAL FOR Function - 5		303,629.06	1,188,316.37	4,496.89	4,228,753	3,035,940	72
Function : 7 Transportation							
41	Business Admin	83.21	338.33		958	620	65
70	Student Transportation	19,947.16	54,913.92		363,798	308,884	85
TOTAL FOR Function - 7		20,030.37	55,252.25	0.00	364,756	309,504	85
TOTAL FOR Fund - 0		2,682,830.31	6,806,359.04	21,326.22	29,540,456	22,712,771	77
GRAND TOTAL		2,682,830.31	6,806,359.04	21,326.22	29,540,456	22,712,771	77

Monthly Report to the Board

October 2024

Facilities:

Roosevelt HVAC upgrade is underway all classrooms are connected to the boiler system at Roosevelt. Gym air handler is connected and operational. Hall radiators, controls and new boilers are remaining.

Commercial kitchen is in electrical stage. Appliances and small wares are arriving and are stored at Booth. We experienced a delay in the fabrication of the custom commercial range hood, which is now due to arrive in January.

Fencing and greenhouse pad were installed at Roosevelt.

As we moved into cooler weather, HVAC systems and controls were adjusted.

Custodial

Nothing to report.

Energy & Conservation

Over the past 3 years, Roosevelt has undergone a large project to install new unit ventilators and pipes connecting them throughout the school. Once the new boilers are installed, this will improve our gas consumption and ghg emissions. This will project will reduce the uneven heating issues and improve student and staff comfort by allowing each classroom to control their temperature individually.

Transportation

September to October **In Town Trips**

Field Trips in town (no cost to school) – CHSS - 11 , PRMS 3, Elementary Schools – 7, Afterschool Activities - 2

September to October **51 Out of Town Trips**

Field Trips – out of town (cost recovery basis) CHSS - 4, PRMS - 4, PCS -3, Elementary Schools -2

Health & Safety

We have good stock hand sanitizer and sprays available for use in the classroom, which can be ordered through our work request system.



INFORMATION TECHNOLOGY DEPARTMENT

Dinesh Gautam, Manager, Information Technology

Monthly Report to the Board

October 2024

- **Network Status:** No power outages were reported, ensuring uninterrupted network services.
- **School Startup:** The month of October kept our dedicated technicians busy with school startup activities. This included the creation of new student and employee accounts, password resets, and the relocation of computers for staff members.
- **WiFi Access Points:** To increase network stability and security, we have updated the firmware on all Ubiquity Wireless access points, resulting in improved performance and enhanced security.
- **Firewall:** User ID agent updated as per the guidelines by Ministry and Palo Alto.

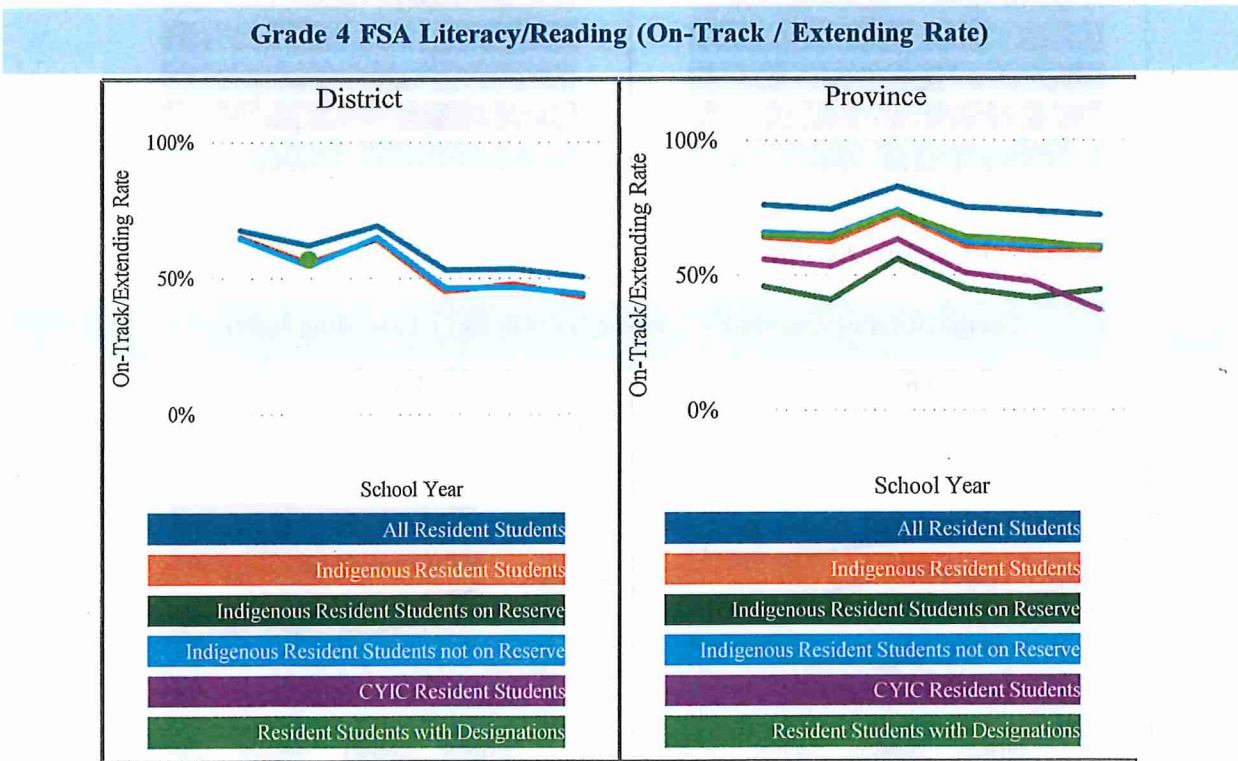
Reflecting on Student Learning Outcomes

This document contains the analysis and summaries of the data provided by the Ministry of Education in June 2023. It also contains local data collected with related to the priorities of the SD 52 Strategic Plan (2021-2026). These analyses are reflected in the Annual Enhancing Student Report, September 30, 2024.

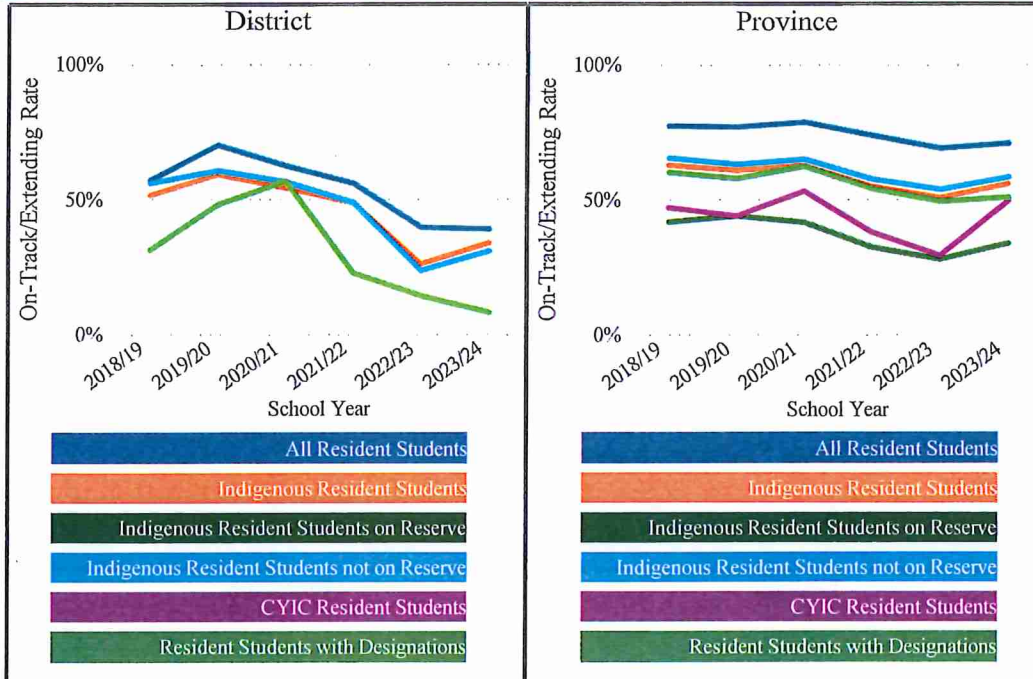
Intellectual Development

Educational Outcome 1: Literacy

Measure 1.1: Grade 4 & Grade 7 Literacy Expectations

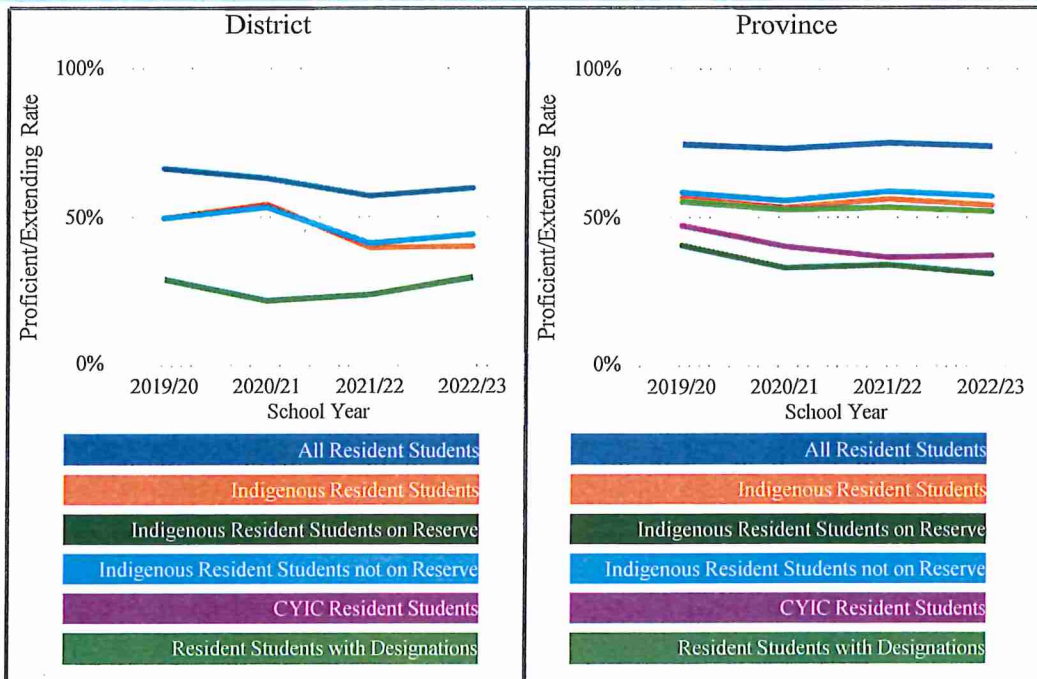


Grade 7 FSA Literacy/Reading (On-Track / Extending Rate)

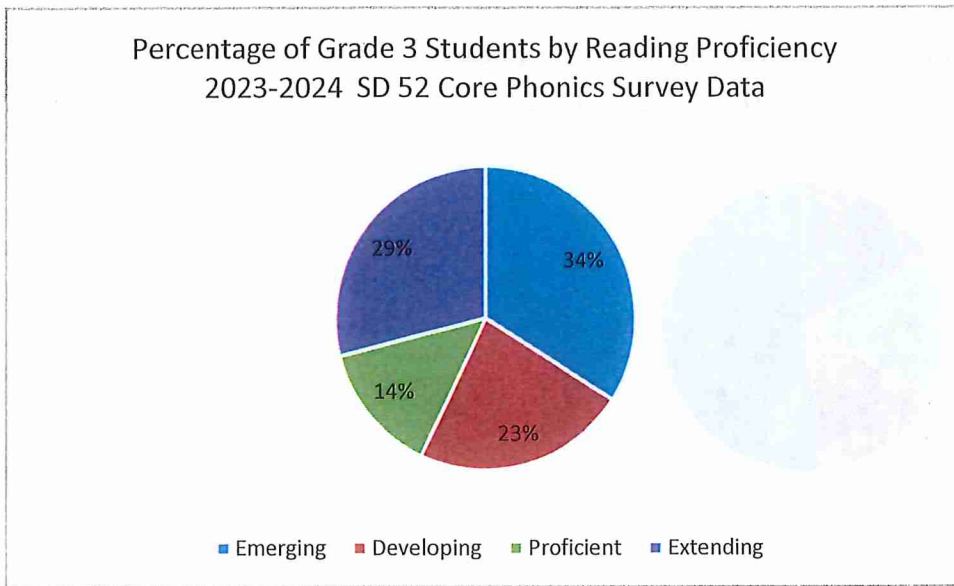


Measure 1.2: Grade 10 Literacy Expectations

Grade 10 Grad Assessment Literacy (Proficient / Extending Rate)

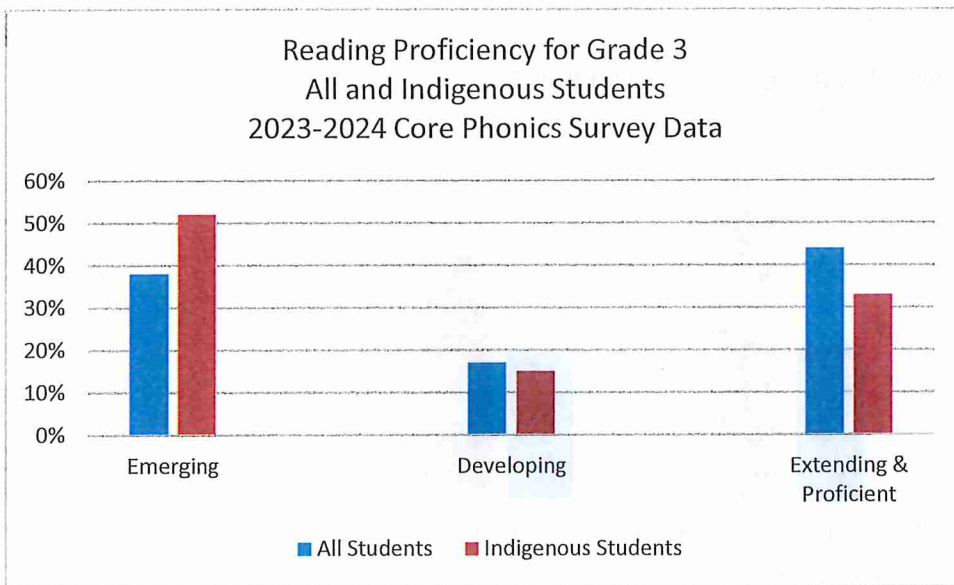


Measure 8.1 Grade 3 Student Reading Data (Percentage)



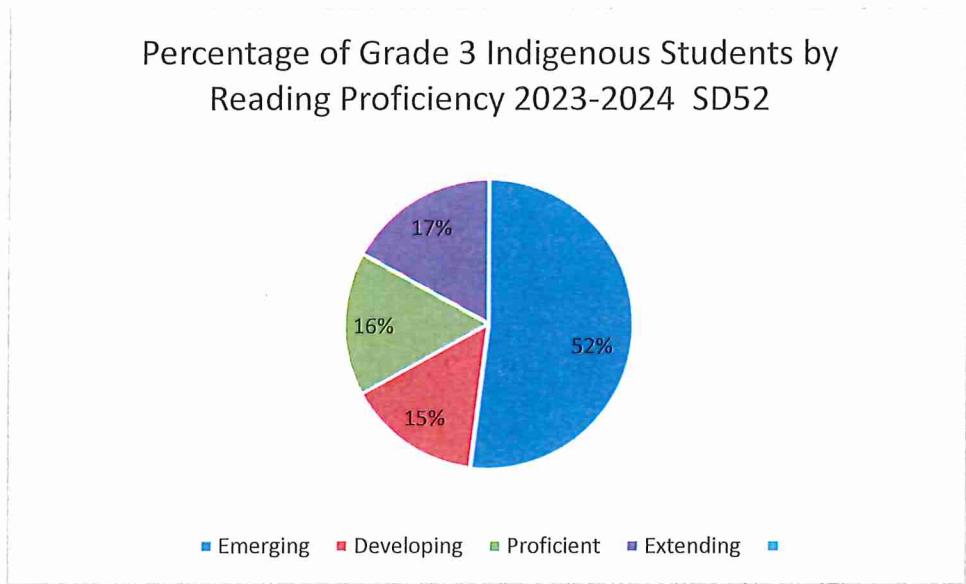
This is the first year we are collecting Core Phonics Survey for the Grade 3 students. In the past we looked at Learning Updates for this data.

Measure 8.3 Reading Proficiency Indigenous and All Students 2023-2024

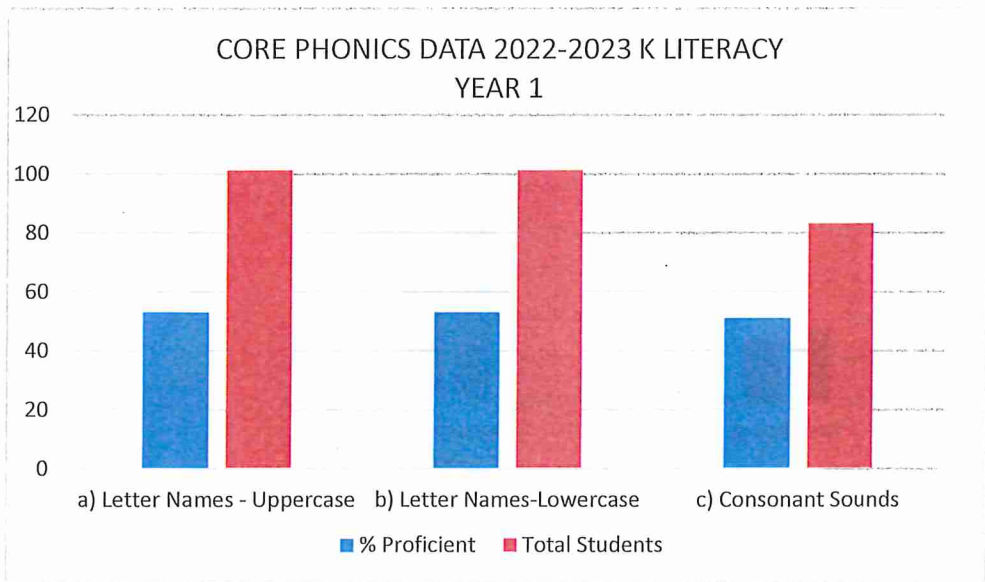


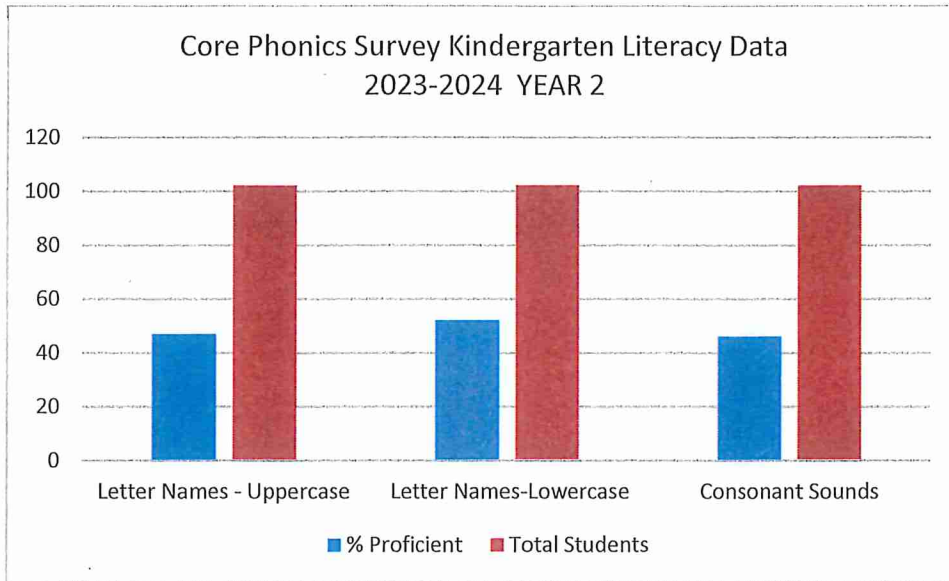
This graph shows that there is a gap in proficiency for Indigenous students. Our goal is to attain parity for Grade 3 students.

Measure 8.4 Percentage of Grade 3 Indigenous Students by Reading Proficiency 2023-2024



Measure 8.5: Kindergarten Core Phonics Survey Assessment Data





This data has been collected for the last 2 years. It measures how many Kindergarten students know the 26 letters of the alphabet uppercase and lowercase as well as their consonant sounds. It is an indication of the levels of support students will need in Grade 1 for reading. Every student is being assessed to ensure equity of learning supports and outcomes.

School District No. 52 (Prince Rupert)
Policy Committee
Tuesday, November 12, 2024
4:30 pm

MINUTES

In Attendance: James Horne
Andrew Samoil
Enrique Vazquez
Tammy Dickens

The meeting was called to order at 4:40 p.m.

1. Policies for Approval
 - a. 5310– Volunteer Policy
 - b. 6110 – Vision, Mission and Foundational Principles Policy
 - c. 6130 – Role of the Board Policy

The Committee agreed to present these policies at the Board meeting for approval.

2. Policies for Review
 - a. 7220 – Purchasing and Tendering Policy
 - b. 7410 – Audit Services Policy

The committee agreed to present Policies 7220 and 7410 at the Board meeting to be sent for review.

3. Other Business

There are policies needed to be put into place as per special audit by KPMG. A separate meeting needs to be scheduled to go over and create these policies. The Board is requesting to put one short term policy along with other policies in Policy committee agendas beginning next month. The Superintendent and Secretary-Treasurer will choose which policies to review each month. The Trustees would like to see the date reviewed listed on each policy. Trustee Horne will look at attaching the schedule into policy as a regulation and revisit this next month.

Meeting Adjourned at 5:02 p.m.

Next Meeting: Monday, December 9, 2024

Policy No. 5310
Date Approved: 8-Nov-2011
Date Amended: 10-Nov-2015; 16-Jan-2018, December 8, 2020

5310 **Volunteers Policy**

The Board believes that the education of students is a shared responsibility among its employees, parents and members of the community. The active involvement of parents and the appropriate use of volunteers as helpers has the potential to provide considerable benefit to our students and increase communications and positive relationships between schools and the community. Volunteers make valued and appreciated contributions to enhanced student success, the enjoyment of school and an enriched school climate.

Involvement of volunteers is encouraged in activities

- for which the volunteer is qualified;
- which do not interfere with or replace employees performing their regular duties; and
- which are not in contravention of a collective agreement.

Volunteers shall perform tasks only under the supervision and guidance of district employees, and in alignment with appropriate health and safety protocols. The Board expects the use of volunteers in District schools to be supported by appropriate safeguards with respect to the selection and use of volunteers.

Related Policies and Regulations:

Regulation 5310-10

Volunteers in Schools

Form 5310-20A

Volunteer Driver Information and Authorization

Policy No. 6110
Date Approved: February 11, 2019
Position Responsible for updates:

6110 Vision, Mission and Foundational Principles Policy

The Board will develop and maintain the following documents **as part of their strategic plan:**

1. A long-term vision statement.
2. An aspirational mission statement.
3. Belief statements.

These documents must be consistent with the mandate of the BC Public School System. In performing its duties, the Board will make decisions and set policies that are consistent with the vision statement, mission statement and belief statements.

REFERENCES

- [BC School Act](#)
- [School Act, Trustee Oath of Office Regulation](#)
- Ministry of Education Policy – Framework for Enhancing Student Learning

Policy No. **6130**
Date Approved: **10-Jun-2014**
Date Amended: **12-Jun-2018**

6130 Role of the Board Policy

POLICY

The Board of Education is the corporate body elected by the voters. The Board is responsible for providing educational **programs &** services to students attending District schools. ~~and~~ Programs **must be** consistent with the requirements of government legislation and the values and expectations of local communities.

The decisions of the Board in a properly constituted meeting are those of the **C**orporate Board.

The Board shall govern in a manner characterized by

1. the ~~vision of the school district Strategic Plan~~
2. understanding of and respect for the diversity of our communities **through the creation and signing of Local Education & Partnership Agreements.**
3. strategic leadership
4. community, regional, and provincial partnerships
5. accountability
6. advocacy for public education
7. fiscal responsibility

The role of the Board is to govern and to set policy for the school district.

The Superintendent is responsible for management of operations for the school district under the School Act, Regulations, Minister of Education Orders, and Board Policies, and reporting to the Board.

REFERENCES

- **BC School Act**
- **School Trustee Oath of Office Regulation**
- **Policy 6140, Role of the Trustee and Trustee Code of Conduct Policy**
- **Policy 6310, Role of the Superintendent Policy**
- **Policy 6510 Board Communications Policy**

Policy No. 7220

Date Approved:

Date Amended: February 9, 2021

Position Responsible for updates:

7220 Purchasing and Tendering Policy

The Board aims to be ethical and transparent when purchasing goods and services for the district. When required by regulation, tenders are used to obtain more than one bid. The goal of this policy is to ensure that the district receives the best value for its purchases.

Local vendors are able to bid on and supply goods and services to the school district at competitive pricing and terms. The selection of the successful bid is subject to the Board's obligations under domestic and international trade agreements.

All purchases of \$250,000.00 or greater will come to the Board for approval.

REFERENCES

6310 – Delegation to the Superintendent Policy

7220-10 – Purchasing of Supplies and Equipment Regulation

3210-10 – Tendering for Maintenance and Renovation Projects Regulation

Policy No. 7410

Date Approved: September 9, 2014

Date Amended: December 12, 2017, February 9, 2021

Position Responsible for updates: Secretary-Treasurer

7410 Audit Services Policy

POLICY

The Board will authorize independent auditing services for the school district. The annual renewable term will be for a maximum of five (5) years.

The Board will consider the annual renewal of the audit firm after an evaluation of the auditor's services. For clarity, the annual renewal is not dependent on the issuing of an unqualified audit opinion by the auditor.

A tender bid process will be used to select an independent audit firm. The award of the tender to the existing auditors will take into account the need to ensure the independence of the auditor.