

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, June 17, 2025 – 7:00 P.M.**

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

Staff Present: S. Pond, A. Samoil, E. Vazquez, T. Dickens, A. Lihou, R. Edzerza, P. Khaira

Regrets: J. Horne, L. Sanchez

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

1. Adoption of Agenda

Motion 20250617-1.0a

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

Carried

2. Presentation(s):

Kristy Tillman – PRMS Band

Ms. Tillman shared that the year has been busy, and some highlights have included all middle school bands played at the Remembrance Day Assembly, School District Winter Band Concert, Carnaval and played Oh Canada before the Teachers vs Students Hockey Game.

Cassidy Nelson and Emery Russell auditioned for the community Honor Band and were accepted. They released a video for Music Monday.

PNW music festival where the grades 7 & 8 band, jazz and concert band all received silver. The jazz band received the highest junior jazz band mark and the adjudicators choice award. The Grade 6 band received gold and an invitation to Musicfest Canada.

All band students performed in Seafest last week from Grade 5-12.

The Concert and jazz bands travelled to Sun Peaks in May. Students shared their favourite things about the trip to Sun Peaks. The Mass band and scavenger hunts were among the favourites. Both bands received silver awards.

The Year end performance will be at the Lester Centre on Wednesday for the PRMS yearend celebration.

Trustees expressed how they have been very impressed with how well our band groups do in Prince Rupert. Trustees appreciate all of their hard work.

3. Approval of the Minutes of the

3.1 Open Board Meeting held May 20, 2025

Motion 20250617-3.1

Maier "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
May 20, 2025 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 May 20, 2025.
- 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 20250617-4.0a

Beil "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 May 8, 2025 letter to BCSTA from SD No. 73
- 5.2.2 May 9, 2025 letter to Honourable Members of Legislative from SD No. 73
- 5.2.3 May 12, 2024 letter to Honourable Mike Farnworth from SD No. 33
- 5.2.4 May 16, 2025 letter to BCSTA from Ministry of Health

Motion 20250617-5.2

Maier "Be it resolved by the Board of Education of School District No. 52
Dalton (Prince Rupert) that Item 5.2.1 to 5.2.4 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. Are there any regulations in place to go to Kloiya Bay? There is a company that goes with them. They have an agreement and insurance. There is strict protocol in place for this.

- 6.1.2 Enrolment

The Assistant Superintendent reported enrolment is 1802 on May 31, 2025. Our enrolment is at an all-time low. We are hoping for the trend to change. Trustees wondered if some of the families who have left are on work visas. The District does not have this information.

- 6.1.2.1 Enrolment graph
Review of graph and trends.

- 6.1.3 Upcoming Projects/Learning/Other
Superintendent Samoil shared that:

CHSS Jr. Boys' golf team won the zone championships and competed in

Pemberton provincials. They placed 11th overall.

Hartley Bay students participated in the harvesting camp in Kiel. They participated in harvesting seaweed, preparing the fishing gear, bonfires, exploring Sealion rock and beach time!

All schools have been participating in track and field. CHSS athletes competed in track and field zones in Smithers winning both senior and overall banners. Many achieved personal bests, and 17 athletes qualified for Provincials.

Felicity Green and Tyson Bomben will be speaking with the premier on June 20th.

CHSS students participated in Salmon Fest, including members of the Git Waas Drum group and other community organizations.

The CHSS commencement ceremony took place on June 13th. PCS commencement will happen on Thursday, June 19th.

Conrad Elementary will be heading to the Salt Marsh/curling rink this week for their year-end celebration. Many fun outdoor and indoor activities are planned, including lunch and a drumming circle. Lax Kxeen will be doing a similar celebration also at the Salt Marsh/curling rink next week

All schools will be honoring National Indigenous Peoples Day this week with several activities planned such as Metis dancers, art, drumming, fried bread, cod chowder etc.

Roosevelt school will have the official opening of the Salmon Berry Garden on Friday. Sponsors will be in attendance.

Pembina is doing a golf scramble on July 5th and all the proceeds will be going to CHSS, PRMS and PCS for sporting activity travel.

Early Learning & Child Care:

"Play in the Kindergarten" sessions at all elementary schools in May and June were a success. Each site had 75- 80 % participation of new families. These sessions are designed to welcome new Kindergarten students to build relationships with staff and students as well as to ease the transition into school in September. The summer childcare program at Conrad Street Elementary School is now at capacity- 22 students are registered. Three Early Childhood Educators are hired and are preparing for start-up on July 2nd to August 15th. The school district has applied for a license to operate a before and after school and 36 months to school age childcare program at Port Edward Community School. Twenty spaces will be available. A letter for an expression of interest has been sent out on social media sites to determine if there is enough interest to operate the program.

Special thanks to Sandra Pond as this is her last meeting as she is retiring. Her last day is July 31, 2025. We thank her for all her service to the District. She will be greatly missed.

7. Secretary Treasurer's Report

7.1 May 2025 Statement of Operations Report

The Secretary-Treasurer presented the May statement of operations report and answered questions from Trustees. The total revenue was almost \$62,000 better than

amended budget, mostly due to investment interest income. Expenses were around \$64,000 lower than the amended budget, mostly due to teacher salaries. A correction was made due to an incorrect allocation of a teacher's salary.

End of May there is a surplus of \$277, 983 and this is a variance of 125,707 from last year. The Interest income is due to the money from the childcare facility sitting in our account.

Trustees questioned the what the investment interest income is from? This is due to the funds for the daycare facility.

7.2 2025-26 Annual Budget and Bylaw

The Secretary-Treasurer presented the preliminary 2025-26 Annual Budget. The first reading was done at the May 20, 2025 Board Meeting. The Secretary-Treasurer recommends moving forward with the second and third readings. Questions arose about support staff and who that includes. Where is the 80,000 coming from? The projections from the amended budget were higher than actual.

The Secretary-Treasurer does not see a need to cut any positions but rather focus on cuts in services and supplies.

Motion 20250520-7.2a

Maier	"Be it resolved by the Board of Education of School District No. 52
Beil	(Prince Rupert) that the 2025-26 Annual Budget Bylaw be read a
	second and third time and adopted the 17 th day of June, 2025."

Carried

Motion 20250520-7.2b

Maier	"Be it resolved by the Board of Education of School District No. 52
Beil	(Prince Rupert) that the 2025-26 Annual Budget Bylaw be read a
	second time the 17 th day of June, 2025."

Carried

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 2025/2026 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 2025/2026.
3. The attached Statement 2 showing the estimated revenue and expense for the 2025/2026 fiscal year and the total budget bylaw amount of \$38,258,616 for the 2025/2026 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 2025/2026.

READ A FIRST TIME THE 20th DAY OF MAY, 2025;

READ A SECOND TIME THE 17th DAY OF JUNE, 2025;

READ A THIRD TIME, PASSED AND ADOPTED THE 17th DAY OF JUNE, 2025;

Motion 20250520-7.2b

Maier "Be it resolved by the Board of Education of School District No. 52
 Beil (Prince Rupert) that the 2025-26 Annual Budget Bylaw be read a third
 time, passed and adopted the 17th day of June, 2025."

Carried

- 7.3 May 2025 Operations Department Report
 The Secretary-Treasurer presented the Operations Report for May 2025 and answered questions from Trustees.
- 7.4 May 2025 Information Technology Department Report
 The Secretary-Treasurer presented the Information Technology Department Report for May 2025 and answered questions from Trustees.

8. Committee Reports

- 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
 8.1.1 September 2025 Board Meeting date change request

Motion 20250617-8.1.1a

Maier "Be it resolved by the Board of Education of School District No. 52
 Beil (Prince Rupert) that the September Board meeting date be moved to
 September 23rd."

Carried

The Secretary-Treasurer informed the board that on this date he will be presenting the Audited Financial Statements.

- 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**
 Have not met.
- 8.3 Provincial Council **(Trustees Horne, Sanchez)**
 Nothing to report
- 8.4 Policy Committee **(Trustees Toye, Maier)**
 8.4.1 June 10, 2025, meeting
 Chair Toye presented the minutes of the June 10, 2025, meeting of the Policy Committee and answered questions from Trustees.
- 8.4.2 Policies for Approval
 8.4.2.1 6710 – Records Management Policy
 8.4.2.2 2330 – Service Awards Policy
 8.4.2.3 5120 - Naming Policy

Motion 20250617-8.4.2a

Beil "Be it resolved by the Board of Education of School District No. 52
 Dalton (Prince Rupert) that 6710 – Records Management Policy, 2330 –
 Service Awards Policy be approved."

Carried

Trustee Beil asked for clarification on the on and off reserve piece of the naming policy proposed change from Rightsholders/shareholders. Does this mean it refers to someone not in the school district? The policy as worded with proposed changes seems very vague to her. The Superintendent said this refers to having a true representation of all to be included in naming whether they still live on the reserve.

Motion 20250617-8.4.2b

Beil "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that policy 5120 – Naming policy be tabled until all
board members are available to be involved in the discussion."

Carried

8.4.3 Policies for Review

8.4.3.1 6320 – Superintendent's Job Description Policy

8.4.3.2 1370 – Physical Restraint and Seclusion Policy

Motion 202506017-8.4.3.1

Pucci "Be it resolved by the Board of Education of School District No. 52
Dalton (Prince Rupert) that policy 6320 – Superintendent's Job Policy be
kept internal to review among the board."

Carried

6320 is an internal policy and will be reviewed by the board and not sent out to Rightsholders and stakeholders.

Motion 202506017-8.4.3.2

Beil "Be it resolved by the Board of Education of School District No. 52
Pucci (Prince Rupert) that 1370 – Physical Restraint and Seclusion policy
be sent to stakeholders for review."

Carried

8.5 District Technology Steering Committee
Did not meet

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 PCS Commencement, June 19, 2025

Chair Toye noted that PCS Commencement is on June 19, 2025.

11.2 National Indigenous Peoples Day, June 21, 2025.

Chair Toye noted that National Indigenous People's Day is on June 21, 2025.

11.3 Last Day of School, June 26, 2025.

Chair Toye noted that the last day of school is on June 26, 2025.

11.4 Administrative Day, June 27, 2025.

Chair Toye noted that Administrative Day is on June 27, 2025.

11.5 First Day of School, September 2, 2025.

Chair Toye noted that the First Day of School is on September 2, 2025.

11.6 Board of Education Meeting, September 23, 2025.

Chair Toye noted that the Board of Education Meeting is on September 23, 2025.

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

Trustee Dalton:

Q – Will the Literacy coordinator be bi-lingual?

A- There will be an opportunity that staff who are bi-lingual may apply when the position is posted.

13. **Adjournment**

Chair Toye adjourned the meeting at 8:11 p.m.



Board Chair, Kate Toye



Superintendent, Andrew Samoil

