

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, September 23, 2025 – 7:00 P.M.**

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

Staff Present: S. Pond, A. Samoil, E. Vazquez, T. Dickens, A. Lihou, R. Edzerza, P. Khaira, K. MacIlroy,,
L. Burger, C.Rourke

Regrets:

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

1. Adoption of Agenda

Motion 20250923-1.0a

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

Carried

Move 7.1 and 7.2 to 2.0

2. Audited Financial Statements 2024-25

KPMG will be presenting a clean audit. Review of financial statements. Annual surplus of \$511,000. Accumulated surplus of \$7.9 million. \$5.7 million of that is the accounting value paid for accounting assets. Operating fund went from \$1.8 million in 2024 to \$2.2 million in 2025. No questions from Trustees.

Motion 20250923-2.0

Maier "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that the Board approve the auditors report as
presented",

Carried

3. Approval of the Minutes of the

3.1 Open Board Meeting held June 17, 2025

Motion 20250923-3.1

Dalton "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that the minutes of the open Board meeting held
June 17, 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 June 17, 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 20250923-4.0a

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 15, 2025 letter from SD 71 to the Honourable Lisa Beare
- 5.2.2 May 28, 2025 letter from SD 60 to MP Bob Zimmer
- 5.2.3 June 4, 2025 letter from SD 74 to BCSTA #1
- 5.2.4 June 4, 2025 letter from SD 74 to BCSTA #2
- 5.2.5 June 6, 2025 letter from SD 46 to BCSTA
- 5.2.6 June 12, 2025 letter from SD 72 to BCSTA

Motion 20250923-5.2

Beil "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that Item 5.2.1 to 5.2.6 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 Director of Instruction, Carla Rourke reported enrolment is 1792 on June 30, 2025. As of September 23, 2025 enrolment is 1799. This could change by the 1701 count.

- 6.1.2.1 Enrolment graph
Review of graph and trends.

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

Most schools have held Meet the Staff Open Houses and Terry Fox runs.

New employee orientation/meet and greet.

Canadian Parents for French meetings have taken place at Roosevelt.

Implementation Day held on Friday, September 26th at the Lester Centre. We have invited Pete Bombaci from the Genwell Foundation to speak on human connections.

September 30th is the National Day for Truth and Reconciliation. Most schools are honoring this day on September 29th by wearing orange shirts, gathering and reflecting and participating in reconciliation walks.

Last week, Uncertified Teacher training was held at Booth.

Early Learning & Child Care:

The summer childcare program at Conrad Street Elementary School had 15 students attend consistently from July 2nd to August 15th. Welcome To Kindergarten sessions occurred at all elementary schools the first week of September. Overall participation rates for all schools were 95-100% attendance. The three before and after school programs operated by SD 52 at Conrad, Pineridge and Roosevelt Schools currently have 42 students enrolled. The Roots of Empathy program has expanded to 6 classrooms this year and will be offered at all elementary schools and the middle school. Port Edward child care program will move forward as there are 9-10 families interested to enroll children 3-5 years old. The license has been amended to reflect 18 spaces for 30 months to school age for the classroom at Port Edward Community School. ECE DC courses at CHSS will be funded by 1701 as the ministry grant concludes this school year. This program has 20 students at CHSS and 2 at PCS enrolled which will run during semester 2 at CHSS.

The replacement of PRMS has now progressed to building the foundation and build upwards. The permits are fully in place. Many discussions have been had about how to accommodate the learning commons. Staff have been consulted on many design and technology decisions. We have reached out to the community to see expressions of interest for use options in the evenings and weekends. This was designed as a community school and so groups from the community will use it. The proposed opening date for the new middle school is September 1, 2027. Once the school is open then the demolition of the old school will begin.

Architects were visiting today to look at the property for the new childcare center. This is proposed to go by Lax Kxeen school. The Design looks very good.

7. Secretary Treasurer’s Report

- 7.1 Audit Findings Report KPMG
 Trustees did not have any questions for the KPMG report.

- 7.2 Capital Plan Bylaw

Motion 20250923-7.3a	
Beil	"Be it resolved by the Board of Education of School District No. 52
Maier	(Prince Rupert) that all three readings of Capital Bylaw No. 2025/26-CPSD52-02 be read at the same meeting."
Carried	

CAPITAL BYLAW NO. 2025/26-CPSD52-02

CAPITAL PLAN 2025/26

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 2025/26 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 May 15, 2025, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 52 Capital Bylaw No. 2025/26-CPSD52-02.

READ A FIRST TIME THE 23rd DAY OF SEPTEMBER 2025;

READ A SECOND TIME THE 23RD DAY OF SEPTEMBER 2025;

READ A THIRD TIME, PASSED THE 23RD DAY OF SEPTEMBER 2025.

Motion 20250923-7.3b

Maier	"Be it resolved by the Board of Education of School District No. 52
Beil	(Prince Rupert) that School District No. 52 Capital Bylaw No. 2025/26-CPSD52-02 be read a first time the 23 rd day of September 2025."

Carried

Motion 20250923-7.3b

Maier	"Be it resolved by the Board of Education of School District No. 52
Sanchez	(Prince Rupert) that School District No. 52 Capital Bylaw No. 2025/26-CPSD52-02 be read a second time the 23 rd day of September 2025."

Carried

Motion 20250923-7.3b

Maier "Be it resolved by the Board of Education of School District No. 52
Dalton (Prince Rupert) that School District No. 52 Capital Bylaw No. 2025/26-CPSD52-02 be read a third time and passed the 23rd day of September 2025."

Carried

- 7.3 2025/26 Annual Programs Funding Agreement – Amended
The Secretary-Treasurer presented the agreement and there were no questions from trustees.

- 7.4 2026-27 Minor Capital Plan

Motion 20250923-7.5

Beil "Be it resolved by the Board of Education of School District No. 52
Dalton (Prince Rupert) that approve the 2026-27 Minor Capital Plan be approved as presented."

Carried

- 7.5 2026-27 Major Capital Plan

Motion 20250923-7.3

Pucci "Be it resolved by the Board of Education of School District No. 52
Maier (Prince Rupert) that the 2026-27 Major Capital Plan be approved as presented."

Carried

- 7.6 Executive Compensation Disclosure Report
No questions from Trustees. This report will be submitted to the Ministry.
- 7.7 June-Aug 2025 Operations Department Reports
Trustees and the Secretary-Treasurer commended and thanked the Acting Director of Operations and staff for all the work he has been doing on many projects.
- 7.8 June-Aug 2025 Information Technology Department Report
Trustees thanked all IT staff for all the work they have been doing to get our schools ready.

8. Committee Reports

- 8.1 Finance & Building Committee **(Trustees Beil, Maier, Pucci)**
Questions arose about Minor Capital and the money proposed to be spent on Westview. The Secretary-Treasurer clarified that this is not the operating fund but is a separate fund. There are some public organizations that are interested in leasing Westview. Alternatively, there is possibility of using this facility down the line if/while other schools are being replaced etc. HVAC improvements would need to be complete before it could be used for a school, but it could be used for commercial use.
- 8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**
Have not met.
- 8.3 Provincial Council **(Trustees Horne, Sanchez)**
Meeting in October
- 8.4 Policy Committee **(Trustees Toye, Maier)**
8.4.1 September 15, 2025, meeting

Chair Toye presented the minutes of the September 15, 2025, meeting of the Policy Committee and answered questions from Trustees.

8.4.2 Policies for Approval

8.4.2.1 6320 – Superintendent/CEO Roles & Responsibilities Policy

8.4.2.2 1370 – Physical Restraint and Seclusion Policy

Motion 20250923-8.4.2a

Maier "Be it resolved by the Board of Education of School District No. 52
Beil (Prince Rupert) that 6320 – Superintendent/CEO Roles & Responsibilities Policy and 1370 – Physical Restraint and Seclusion Policy be approved."

Carried

8.4.3 Policies for Review

None

8.5 District Technology Steering Committee
Did not meet

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 Implementation Day, September 26, 2025

Chair Toye noted that Implementation Day is on September 26, 2025

11.2 National Day for Truth & Reconciliation, September 30, 2025

Chair Toye noted that the National Day for Truth & Reconciliation is on September 30, 2025.

11.3 Thanksgiving, October 13, 2025

Chair Toye noted that Thanksgiving is on October 13, 2025.

11.4 Board of Education Meeting, October 21, 2025

Chair Toye noted that the Board of Education meeting is on October 21, 2025.

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

No questions

13. **Adjournment**

Chair Toye adjourned the meeting at 8:07 p.m.


Board Chair, Kate Toye
Superintendent, Andrew Samoil

