SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, December 16, 2025 – 7:00 P.M.

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

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

Regrets: D. Dalton, L. Sanchez

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

1. **Adoption of Agenda**

Motion 20251216-1.0a

Horne
Maier

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

Carried

2. **Presentation**

Director of Instruction, Carla Rourke introduced Tom Kertes and the Community Builders Group.

Mr. Kertes shared that the Community Builders Group works closely with the Leadership Group. Last year the group took an exchange trip to the east coast.

Students Kaiden, Abi, and Ballack shared their experiences both from the perspective of those who attended and those who witnessed the shared experiences after returning. One student expressed "It was amazing for those to attend who have never been outside of Prince Rupert before. It was valuable to all students as a bonding experience, and it taught many new things. Fundraising efforts helped immensely to keep the costs down and made it possible for some to attend."

Another student shared "This experience was great for confidence when meeting new people and living in their house with them. It pushed us out of our comfort zones. It was a very fun experience." Students who couldn't go on this trip are interested in going next time.

Chair Toye expressed "Thank you so much for sharing your experiences with us tonight. It is wonderful to hear you speak of how these experiences have offered you space to practice your public speaking, gain confidence, grow in areas that are not necessarily comfortable and to meet people in our community and how this group has offered you the opportunity to travel and meet people across our country that you wouldn't necessarily meet otherwise."

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

3.1 Open Board Meeting held November 18, 2025

Motion 20251216-3.1

Horne
Maier

"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the minutes of the open Board meeting held November 18, 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 November 18, 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 20251216-4.0a		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (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

5.1.1 November 30, 2025 letter from PRDTU re: Concerns Regarding the Direction of Early Learning and Literacy in SD52.

Motion 20251216-5.1		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that Item 5.1.1 be referred back to the Superintendent."	**Carried**

Some of the things asked for in the letter are not things the Board would address.

5.2 Copied to the Board

5.2.1 November 6, 2025 letter from SD 8 to Minister Beare re: Request to Review the Inclusive Education Funding Model

Motion 20251216-5.2		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that Item we write a letter of support to SD 8."	**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 1788 on November 30, 2025.

6.1.2.1 Enrolment graph

Review of graph and trends.

6.1.3 Upcoming Projects/Learning/Other

Superintendent Samoil shared that:

The PRPA has volunteered to host school wide breakfasts at schools this

month. Students have enjoyed these pancake breakfasts.
All schools are enjoying festivities leading up to the winter break. Activities have included carolling, winter family nights, Children's Christmas bazaars, spirit days, door decorating contests, winter concerts and basket raffles.
Sr. girls volleyball represented CHSS at provincials, coming 14th in the province overall.
"Almost Maine" was a huge success and was well attended. Mr. Sims from CHSS wrote the musicals for it.
Shop classes visited Inland Air's maintenance hanger for a tour and overview of aircraft maintenance, educational pathways, and career opportunities.
Pathways students assisted Ms. Leighton in processing and canning salmon for our Food Sovereignty program.
Sr. and Jr. Boys basketball attended the first playdays of the season. The seniors came first in the Kermodes Classic Tournament, and the Juniors won 2 and lost 1 game. Great work Rainmakers!
Ms. Smith's class visited Hecate Straight to learn about resume writing and job opportunities in the community.
Health Canada hosted an immersive education session in the MPR titled "Know More Opioids".
Life Science 11 went on a fungi walk, locating and identifying local fungi.
Lax Kxeen student's badminton club has recently participated in a badminton playday at the civic.
CIMS have been on site at Conrad to work on the new sprinkler system. Piping materials have been placed in the undercover area and temporary fencing will be installed to separate the materials from the rest of the area. Their hours of operation are 4 pm to 2am and the work should take about 2 weeks to complete.
Report cards/learning updates have gone out for all schools. Many schools have included student self-assessments.

Early Learning & Child Care:
SD 52 and Northern Health have signed a 3-year agreement to receive a contribution to reserve childcare spaces. Before and After school childcare programs at elementary school sites will reserve 24 spaces in total for Children of Northern Health employees. The ECE Dual Credit courses offered next semester at CHSS are now at capacity with 24 students. This program qualifies students to receive an ECE Assistant certification. Some of these students will continue on with CMTN college to receive full ECE certification to be able to seek employment in the new childcare facility.

Seismic upgrade – received Dec 10th environmental update and they are vigilant about monitoring this. Number of urgent issues this week with change orders needing to be done.

7. **Secretary Treasurer's Report**

7.1 Statement of Operations November 2025
The Secretary-Treasurer presented the Statement of Operations November 2025

report and answered questions from Trustees. Clarification was made to Trustee Horne's question last month regarding Business Administration section of the statement of operations. Those employees are paid on a 12-month basis and other employees are paid on a 10-month basis.

7.2 November 2025 Operations Department Report
The Secretary-Treasurer presented the November 2025 Operations Department report and answered questions from Trustees.

7.3 November 2025 Information Technology Department report
The Secretary-Treasurer presented the November 2025 Information Technology Department Report and answered questions from Trustees.

7.4 Statement of Financial Information Report
The Secretary-Treasurer presented the Statement of Financial Information Report and answered questions from Trustees. Review of surplus in note 18. The total accumulated surplus shows $7.9 million dollars. This represents a contingency calculated o0 25 percent of total school funds. The Policy is to restrict that amount and show it as a surplus.
Note 21 – Asset retirement obligation is an actual liability existing for removal and disposal of asbestos and other environmentally hazardous materials within district owned buildings that will undergo major renovations or demolition.

Motion 20251216-7.4		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board adopt the statement of financial information report as presented",	**Carried**

7.5 ABC Meeting Schedule
The Secretary-Treasurer presented the ABC Meeting Schedule and answered questions from Trustees. Trustees expressed wanting to have the first by-law reading earlier than April 28. Trustees wish to move April 21 to April 14, April 28 to April 21st.

Motion 20251216-7.5		
Beil Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board wish to the meetings in April one week earlier",	**Carried**

7.6 KPMG Report on Agreed-Upon Procedures
The Secretary-Treasurer presented the KPMG Report on Agreed-Upon Procedures and answered questions from Trustees.

8. **Committee Reports**

8.1 Finance & Building Committee **(Trustees Beil, Maier, Horne)**

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**
Nov 27th meeting – reviewed process this year and different groups shared input
The small group will be between Jan & Feb and Large Framework will be March.

8.3 Provincial Council **(Trustees Horne, Sanchez)**
Trustee Horne shared Motion deadlines for AGM needs to be in.
Need to make a resolution from the branch. Trustee Beil will get a hold of Ed

Motion 20251216-8.3		
Beil Maier	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board wishes to make a resolution to the branch to put a motion together for the funding model."	**Carried**

Motion 20251216-8.3		
Horne Maier	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that the Board wishes to formulate a motion around the committees of BCSTA and look at ways that those have equitable representation."	**Carried**

8.4 Policy Committee **(Trustees Toye, Maier)**

8.4.1 December 8, 2025, meeting

Vice-Chair Maier presented the minutes of the December 8, 2025, meeting of the Policy Committee and answered questions from Trustees.

8.4.2 Policies for Approval

8.4.2.1 2110 – Staff Recruitment and Retention Policy

8.4.2.2 1340 – Response to Unexpected Health Emergencies Policy

Motion 20251216-8.4.2		
Maier Beil	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that policies 2110 – Staff Recruitment and Retention and 1340 – Response to Unexpected Health Emergencies policies be approved as presented."	**Carried**

8.4.3 Policies for Review

8.4.3.1 2370 – Remote Work Policy

8.4.3.2 6510 – Board Communications Policy

8.4.3.3 6610 – Making Policy and Regulations Policy

Motion 20251216-8.4.3		
Maier Horne	"Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that policies 2370– Recruitment and Selection of Personnel, 6510 – Board Communications and 6610 – Making Policy and Regulations policies be sent to stakeholders for comment and review."	**Carried**

8.5 District Technology Steering Committee

Have not met

9. **Old Business**

None

10. **New Business**

None

11. **Information Items:**

11.1 Winter Break, December 22, 2025 to January 2, 2026

Chair Toye noted that Winter Break is December 22, 2025 to January 2, 2026.

11.2 School Board Office closure, December 23, 2025 to January 2, 2026, Inclusive

Chair Toye noted that the School Board Office will be closed December 23, 2025 to January 2, 2026, inclusive.

11.3 Board of Education Meeting, January 20, 2026
Chair Toye noted that the Board of Education meeting is on January 20, 2026.

11.4 Pro-D Elementary & Middle School, January 23, 2026
Chair Toye noted that the Pro-D for Elementary & Middle School is on January 23, 2026.

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

Q: appreciates changing the dates on the ABC meeting schedule.

13. **Adjournment**
Chair Toye adjourned the meeting at 8:15 p.m.

Board Chair, Kate Toye

Superintendent, Andrew Samoil