

Haida Gwaii

AGENDA of the REGULAR MEETING of the Board of Education School District No. 50 (Haida Gwaii)

Location: Virtual via TEAMS
Date: December 17, 2024
Time: 6:00 PM
Use TEAMS Link: Link in email – Also available on the SD50 website

Agenda	Action	Page
1. ACKNOWLEDGEMENT OF HAIDA TERRITORY	Info	1
2. CALL TO ORDER	Info	2
3. ELECTION OF CHAIR	Action	3
4. ELECTION OF VICE-CHAIR	Action	4
5. PUBLIC QUESTION PERIOD	Info	5
6. REVIEW OF AGENDA	Info	6
7. APPROVAL OF THE MINUTES OF THE PRIOR MEETING AND RECEIPT OF RECORDS OF CLOSED MEETINGS		
7.1 November 12, 2024 Regular Board Meeting Minutes	Action	7-12
7.2 December 17, 2024 In-Camera Rise and Report	Action	13
8. PORTFOLIOS		
8.1 Cultural, District Sports	Action	14
8.2 Professional Development	Action	15
8.3 Haida Education Council	Action	16
8.4 Local Education Agreement	Action	17
8.5 Finance and Audit	Action	18
8.6 Labour Management	Action	19
8.7 BCPSEA	Action	20
8.8 BCSTA	Action	21
8.9 Community Relations/Wellness	Action	22
8.10 Sexual Orientation Gender Identity (SOGI)	Action	23
8.11 District Parent Advisory Council (DPAC)	Action	24
9. DELEGATIONS/PRESENTATIONS	Info	25
10. CHAIR REPORT	Info	26

11. SUPERINTENDENT REPORT		
11.1 Superintendent's Update	Info	27
12. INDIGENOUS EDUCATION	Info	28
13. STRATEGIC AND POLICY ISSUES		
13.1 Calls to Action of the Truth and Reconciliation Commission	Info	29
13.2 BCSTA Update	Info	30
13.3 BCPSEA Update	Info	31
13.4 Housekeeping Policy		
13.4.1 Administrative Procedures	Action	32-33
14. OPERATIONS		
14.1 November 2024 Finance Vouchers & Trustee Expenditures	Info	34-43
14.2 Daaxiigan Sk'adāa Née Update	Info	44
14.3 Operations Update	Info	45
15. CORRESPONDENCE		
15.1 Board Chair Letter	Info	46-47
16. QUESTION PERIOD	Info	48
17. ADJOURNMENT	Info	49



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 1</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Acknowledgement of Haida Territory		
Background/Discussion:			
Acknowledgement that the Haida Gwaii Board of Education School District No. 50 Regular Board Meeting is being held on the unceded and traditional territory of the Haida Nation.			
Recommended Action:			
Information			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 2</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Call to Order		
Background/Discussion:			
Call to Order			
Recommended Action:			
Chair Moraes called the December 17, 2024 Regular Board Meeting to order at XXXX hours			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 3</u>			
Action:	X	Information:	
Meeting:	Regular Board	Meeting Date:	December 17, 2024
Topic:	ELECTIONS: Chair		
Background/Discussion:			
Election of the Chair			
Recommended Action:			
Nominations and voting			
Presented by: Secretary-Treasurer			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 4</u>			
Action:	X	Information:	
Meeting:	Regular Board	Meeting Date:	December 17, 2024
Topic:	ELECTIONS: Vice-Chair		
Background/Discussion:			
Election of the Vice-Chair			
Recommended Action:			
Nominations and voting			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 5</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Public Question Period		
Background/Discussion: Call out for questions pertaining to the agenda for the December 17, 2024 Regular Board Meeting. (10 minutes total)			
Recommended Action: Information			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 6</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Review of Agenda		
Background/Discussion:			
December 17, 2024 Regular Board Meeting Agenda			
Recommended Action:			
Review agenda items and amend if necessary.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 7</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Approval of minutes of prior meeting		
Background/Discussion:			
Regular Board Meeting Minutes, November 12, 2024.			
Recommended Action:			
THAT the Haida Gwaii Board of Education School District No. 50 approve the the November 12, 2024 Regular Board Meeting Minutes as presented.			
Presented by: Chair			

**MINUTES OF THE REGULAR BOARD MEETING HELD
AT District Administrative Office AND VIA TEAMS
TUESDAY, NOVEMBER 12, 2024**

PRESENT WERE: Roeland Denooij, Vice-Chair
Miranda Post, Trustee
Ashley Currie, Trustee
Dana Moraes, Chair
Wilson Brown, Trustee

ALSO PRESENT WERE: Manu Madhok, Interim Superintendent (via TEAMS)
Kevin Black, Secretary-Treasurer (via TEAMS)
Duane Alsop, Assistant Secretary-Treasurer
Misty Surtees, Confidential Executive Assistant

ABSENT WERE:

MEMBERS OF THE PUBLIC (Via Teams):

Steve Goffic (via TEAMS) Aya Sirhan Daris Peerless
Tammy Gates (via TEAMS)

1. ACKNOWLEDGEMENT OF HAIDA TERRITORY

Chair Moraes respectfully acknowledged that the meeting was held on the unceded and traditional territory of the Haida Nation.

2. CALL TO ORDER

Acting Chair Post called the meeting to order at 18:04 hours.

3. PUBLIC QUESTION PERIOD

The Haida Gwaii Board of Education - School District No. 50 invited members of the public to address agenda items during the Public Question Period.
No questions.

4. REVIEW OF AGENDA

The November 12, 2024 Regular Board Meeting Agenda Package was reviewed and approved by Trustees.

5. APPROVAL OF MINUTES OF THE PRIOR MEETING AND RECEIPT OF RECORDS OF CLOSED MEETINGS

5.1 – October 15, 2024 Regular Board Meeting Minutes

R24111201

MOTIONED BY: Trustee Brown

SECONDED BY: Vice-Chair Denooij

THAT the Haida Gwaii Board of Education - School District No. 50 approve the
October 15, 2024 Regular Board Meeting minutes as presented.

MOTION CARRIED

5.2 – November 12, 2024 In-Camera Rise and Report

R24111202

MOTIONED BY: Vice-Chair Denooij

SECONDED BY: Trustee Post

THAT the Haida Gwaii Board of Education - School District No. 50 reported that property, personnel, and pupil matters were discussed at the November 12, 2024 In-Camera Meeting.

MOTION CARRIED

6. DELEGATIONS/PRESENTATIONS

Presented after Superintendent's report

7. CHAIR REPORT

Chair Moreas expressed looking forward to attending the Trustee's Academy and reported on involvement with the Indigenous Education Council breakout sessions with First Nations Education Steering Committee.

8. SUPERINTENDENT REPORT

Remembrance Day

Remembrance Day was yesterday, November 11th. Our schools have observed this important day in memory of all those who served and gave their lives for our country.

November is Adoption and Month

The Provincial Director of Child Welfare and the Provincial Director of Adoption remind us all that November has been proclaimed as Adoption and Permanency Awareness Month. This annual proclamation offers an opportunity to celebrate the many families in the province who have opened their hearts and homes to welcome children and youth as permanent members of their family.

November is also about recognizing that there are children and youth who need a permanent home to call their own with caring adults who will nurture and support them and champion their successes. It is everyone's hope to see a province where children and youth can grow up in a loving home that encourages them to thrive. We will be sharing available resources and support services with our schools if anyone is wanting to know more.

PAC Meetings

I would like to thank the Gidgalang Kuuyas Naay and Sk'aadgaa Naay Elementary School PACs for inviting me to their recent PAC meetings. As well, I recently met with two members of the PAC executive from Daaxiigan Sk'adaa Née. I have been able to meet so many parents, bring them some updates from across the district, and then also learn all the important work they are doing to support their schools. I am making plans to attend each of the other schools' PAC meetings and meeting them in person soon.

STRATEGIC PLAN Updates

Kelty Mental Health Plan

As part of our Strategic Plan, we have a focus on mental health. We are working closely with the Kelty Mental Health foundation to gain access to important resources, research, and guidance on this work.

We are beginning the process of creating a Staff Wellness plan. This process will begin by sharing

data from employee groups across the province to frame the themes which are emerging. We will then ask our staff to consider those themes, as well as their own local cultural understanding self-assessment, to help us with ideas for how to move forward in a good way. That will likely be done via a staff survey after I attend each staff meeting to walk through our plan and get input from everyone. After we get all of the ideas, a plan will be drafted for implementation over time. We are excited about this work and look forward to working with everyone on it.

Foundation Skills Assessments (FSA)

Our students in grades 4 and 7 completed the FSAs from Oct 1st to Nov 8th this year. The principals and vice principals will be marking those assessments this week. These important assessments are used formatively to help drive our instruction forward with more precision. Thank you to the parents for understanding the importance of your child's participation and to the teachers for administering these assessments.

8.1 Safer Schools Presentation

Deavlan Bradley presented a brief PowerPoint presentation highlighting the Safer Schools Program, the ERASE (Expect Respect and a Safe Education) reporting tool, and encouraged educators to familiarize themselves with the new ERASE videos that hold valuable resources for students to have the ability to reach for help and specific resources included for bullying incidents. Free courses available for training.

8.2 Feeding Futures Update

Ian Kier presented a verbal presentation on Feeding Futures, highlighting a trip to Vancouver for the Feeding Futures Fall Gathering. Noted we purchase locally to help local communities and our economies. Our long-standing relationship with Gwaii Trust and Feeding Futures puts us in a positive position overall.

9. INDIGENOUS EDUCATION

9.1 Associate Superintendent Madhok reported that the first meeting took place on October 29. Noted there are some legislative changes to the Indigenous Education Council. Voting representatives on the Haida Education Council were introduced. Next meeting will take place Nov 28.

10. STRATEGIC AND POLICY ISSUES

10.1 Calls to Action of the Truth and Reconciliation Commission
Article 38 of Bill 41 read by Student Representative, Aya Sirhan.

10.2 – BCSTA Update

Trustee Currie provided a Provincial Council Synopsis and noted the upcoming Academy in Vancouver.

10.3 – BCPSEA update

Trustee Post attended the BCPSEA Symposium earlier this month which included presentations focusing on the upcoming bargaining season, and recruitment and retention initiatives across the BCPSEA.

10.4 – Policy Committee Update

R24111203

MOTIONED BY: Vice-Chair Denooij
SECONDED BY: Trustee Currie

THAT the Haida Gwaii Board of Education - School District No. 50 approve the policy terms of reference as presented.

MOTION CARRIED

11. OPERATIONS

11.1 – October 2024 Financial Vouchers & Trustee Expenditures

R24111204

MOTIONED BY: Trustee Post

SECONDED BY: Vice-Chair Denooij

THAT the Haida Gwaii Board of Education - School District No. 50 receive and file the October 2024 Financial Vouchers and Trustee Expenditures as presented.

MOTION CARRIED

11.2 – Statement of Financial Information

R24111205

MOTIONED BY: Vice-Chair Denooij

SECONDED BY: Trustee Brown

THAT the Haida Gwaii Board of Education - School District No. 50 receive and file the Statement of Financial Information for the fiscal year ended June 30, 2024 as presented.

MOTION CARRIED

11.3 – Daaxigaan Sk'aa Nee Update

Secretary-Treasurer Black reported on various ongoing projects happening at Daaxigaan Sk'aadaa Nee noting substantial completion on the aggregate side of the road.

11.3 – Operations Update

Secretary-Treasurer Black reported on the first aid assessment being completed across schools, as well as bus shelters being constructed by a local business and the playground construction at Port Clements Elementary.

11.4 – Information Technology Update

IT Manager Goffic presented on several projects completed and ongoing throughout the district.

12. CORRESPONDENCE

- Tahayghen Press Release
- Outgoing Letter to the Village of Masset

14. PUBLIC QUESTION PERIOD

The public brought forward questions regarding:

- Tsunami tower washroom facilities
- Tsunami tower funding

15. ADJOURNMENT

The Haida Gwaii Board of Education - School District No. 50 adjourns the November 12, 2024 Regular Board meeting at 1928 hours.

MOTION CARRIED

Chair

Secretary-Treasurer



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 7.2</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	In-Camera Rise and Report		
Background/Discussion:			
December 17, 2024 In-Camera Rise and Report			
Recommended Action:			
THAT the Haida Gwaii Board of Education School District No. 50 reported that property, personnel, and pupil matters were discussed at the December 17, 2024 In-Camera meeting.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.1</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Cultural & District Sports		
Background/Discussion:			
Cultural & District Sports Portfolio			
Recommended Action:			
Trustees to nominate a Cultural & District Sports Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.2</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Professional Development		
Background/Discussion:			
Professional Development Portfolio			
Recommended Action:			
Trustees to nominate a Professional Development Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.3</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Haida Education Council		
Background/Discussion:			
Haida Education Council Portfolio			
Recommended Action:			
Trustees to nominate a Haida Education Council Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.4</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Local Education Agreement		
Background/Discussion:			
Local Education Agreement Portfolio			
Recommended Action:			
Trustees to nominate a Local Education Agreement Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.5</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate - Finance & Audit		
Background/Discussion:			
Finance & Audit Portfolio			
Recommended Action:			
Trustees to nominate a Finance & Audit Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.6</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Labour Management		
Background/Discussion:			
Labour Management Portfolio			
Recommended Action:			
Trustees to nominate a Labour Management Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.7</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Alternate – BCPSEA		
Background/Discussion:			
British Columbia Public School Employers' Association			
Recommended Action:			
Trustees to nominate a BCPSEA Portfolio Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.8</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Alternate – BCSTA		
Background/Discussion:			
British Columbia School Trustees Association Portfolio			
Recommended Action:			
Trustees to nominate a BCSTA Portfolio Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.9</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – Community Relations & Wellness		
Background/Discussion:			
Community Relations & Wellness Portfolio			
Recommended Action:			
Trustees to nominate a Community Relations & Wellness Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.10</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Trustee Portfolio Representative and Alternate – SOGI		
Background/Discussion:			
Sexual Orientation Gender Identity Portfolio			
Recommended Action:			
Trustees to nominate a SOGI Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 8.11</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	District Parent Advisory Council (DPAC)		
Background/Discussion:			
District Parent Advisory Council (DPAC) Portfolio			
Recommended Action:			
Trustees to nominate a District Parent Advisory Council (DPAC) Portfolio Representative and Alternate.			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 9</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Delegations/Presentations		
Background/Discussion:			
None			
Recommended Action:			
Information			
Presented by: Superintendent			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 10</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Chair Report		
Background/Discussion:			
Verbal Report			
Recommended Action:			
Information			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 11</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Superintendent's Update		
Background/Discussion:			
December 2024 Superintendent's Update			
Recommended Action:			
Information			
Presented by: Superintendent			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 12</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Indigenous Education		
Background/Discussion:			
Verbal Update			
Recommended Action:			
Information			
Presented by: Superintendent			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 13.1</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Calls to Action of the Truth and Reconciliation Commission		
Background/Discussion: Bill 41 – Declaration of Indigenous Rights: United Nations Declaration on the Rights of Indigenous Peoples <i>Article 39</i> We call upon the federal government to develop a national plan to collect and publish data on the criminal victimization of Aboriginal people, including data related to homicide and family violence victimization.			
Information			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 13.2</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	BCSTA Update		
Background/Discussion:			
BCSTA December 2024 Update			
Recommended Action:			
Information			
Presented by: Trustee Currie			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 12.3</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	BCPSEA Update		
Background/Discussion:			
BCPSEA December 2024 Update			
Recommended Action:			
Information			
Presented by: Trustee Post			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 13.4</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Housekeeping Policy-Repeals		
Background/Discussion: Housekeeping repeal motions that did not occur see motions below for repeal these took place at: <ol style="list-style-type: none"> 1. December 12, 2023 2. February 20, 2024 3. June 18, 2024 (Missed Repeals) 			
Recommended Action: <div style="margin-bottom: 10px;"> December 12, 2023 1. THAT the Haida Gwaii Board of Education of School District No. 50 repeal policies 1.0 Aims, A.2 Board Governance, A2.2 Annual Board Committee Schedule, A2.3 Role of the Trustee, A2.4 Role of the Chair and Vice-Chair, A.3, Board Staff Relationships, A.4 Executive Limitations. </div> <div style="margin-bottom: 10px;"> February 20, 2024 2. THAT the Haida Gwaii Board of Education of School District No. 50 repeal policies F.1 Cultural Committee, F.2 Haida Language Orthography, F.3 Chiefs Funeral, H12 Workplace Discrimination Bullying and Harassment, D.14 Student Trustee Guidelines, E13 Whistleblower Protection, Formerly G.3 Volunteers & G.31 Volunteer Application & G.3.2 Volunteer Driver Application, G.5 Child Care Facility. </div> <div> June 18, 2024 3. THAT the Haida Gwaii Board of Education of School District No. 50 repeal policies C.7 District Sports Program, C.9 Electronic Technology Systems Use, D.9 Student Exit Survey and D.9.1 Student Exit Survey Form, D.12 Substance Abuse. </div>			
Presented by: Secretary-Treasurer			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

MEETING AGENDA ITEM # 13.4.1

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Administrative Procedures		

Background/Discussion:

The policies and related procedures and forms below are recommended to be updated and published as Administrative Procedures.

A.6 Records Management
 A.6.1 Records Retention Schedule
 B.2.1 Purchase Orders
 B.2.2 Petty Cash
 B.2.3 Petty Cash Voucher Form
 B.3 School District Credit Cards
 B.6 School Funds
 B.10 Moving Assistance for Staff
 D.2 Travelling on School Buses
 D.2.1 School Bus Report Form
 E.3.1 Progressive Discipline
 E.4 Coaches and Sponsors of Extra Curricular and Co-curricular Activities
 E.5 Noncertified Teacher Replacements
 E.8 Retirement
 E.9 Exit Survey for Employees
 E.9.1 Exit Survey For Employees Form
 E.10.1 Employee Evaluation Form
 E.11.1 Declaration of Personal Property In District Use
 E.12 Electronic Technology Systems Use
 G.4.1 Application for Rental Use of School Facilities
 G.6.1 Transportation Assistance
 G.6.2 Transportation Assistance
 G.6.3-Transportation Assistance Form
 H.6 Access and Security
 H.8 Reporting Employee Accidents
 H.9 Emergency Response Plan
 H.10 Employees Working Alone or in Insolation

Recommended Action:

THAT the Haida Gwaii Board of Education of School District No. 50 repeal and establish the list above as administrative procedures. (A.6-H.10 above will be listed in the motion)

Presented by: Secretary-Treasurer



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 14.1</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	November 2023 Financial Vouchers		
Background/Discussion:			
November 2023 Financial Vouchers and Trustee Expenditures			
Recommended Action:			
THAT the Haida Gwaii Board of Education School District No. 50 receive and file the November 2023 Finance Vouchers and Trustee Expenditures as presented.			
Presented by: Secretary-Treasurer			

FINANCE VOUCHER

REGULAR BOARD MEETING

BOARD MEETING:

AGENDA ITEM:

Finance Voucher November 30, 2024

The list of accounts payable is attached for your information. The following is a summary of accounts.

A/P Cheques Computer Generated	November 30, 2024	\$135,095.51	
ePayments	November 30, 2024	\$822,794.72	
Quick Pays	November 30, 2024	\$424,617.70	
TOTAL Accounts Payable..... November 30, 2024			\$1,382,507.93
Teachers	29-Nov	\$100,625.00	
AO/Exempt	29-Nov	\$48,100.00	
Teachers	29-Nov	\$163,963.72	
AO/Exempt	29-Nov	\$79,190.75	\$391,879.47
CUPE	02-Nov	\$68,796.16	
Casuals	06-Nov	\$41,034.55	
TOC's	06-Nov	\$15,688.20	
CUPE	16-Nov	\$73,187.13	
Casuals	20-Nov	\$47,609.66	
TOC's	20-Nov	\$10,390.91	
			\$391,217.69
TOTAL Payroll..... November 30, 2024			\$783,097.16
TOTAL A/P and Payroll			\$2,165,605.09

RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling **\$2,165,605.09** for the month of November

**TRUSTEE EXPENDITURE REPORT
AS OF November 30, 2024**

		November	Year-To-Date	Budget	Available	% Spent
4-40-19000	GOV HONORARIUM	7,280.75	36,403.75	86,000.00	49,596.25	42%
4-40-20000	GOV BENEFITS	566.33	2,831.65	6,450.00	3,618.35	44%
4-40-31200	PROFESSIONAL SERVICES-LEGAL	0.00	3,403.60	6,000.00	2,596.40	57%
4-40-34000	GOV TRAVEL, MEALS, MILEAGE	2,385.34	8,462.90	40,000.00	31,537.10	21%
4-40-37000	GOV DUES & FEES	300.00	7,415.74	8,000.00	584.26	93%
4-40-39000	INSURANCE		0.00	500.00	500.00	0%
4-40-42000	OTHER CONTRACTS		0.00	8,000.00	8,000.00	0%
4-40-42025	ELECTIONS		0.00	-	-	0%
4-40-51000	GOV SUPPLIES	47.45	347.45	2,000.00	1,652.55	17%
4-40-59000	COMPUTER EQUIPMENT		0.00	3,000.00	3,000.00	0%

Total		10,579.87	58,865.09	159,950.00	101,084.91	37%
--------------	--	------------------	------------------	-------------------	-------------------	------------

SCHOOL DISTRICT NO. 50 HAIDA GWAI
CHEQUE REGISTER AS OF NOVEMBER 30, 2024

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
60262	11/08/2024	BC Hydro & Power Authority	\$ 1,179.40
60263	11/08/2024	Carrie Carty	\$ 600.00
60264	11/08/2024	CDW Canada Corp.	\$ 12.98
60265	11/08/2024	Early Learning Inc.	\$ 5,250.00
60266	11/08/2024	Haida Gwaii Beach Stop	\$ 78.75
60267	11/08/2024	Minister Of Finance	\$ 347.25
60268	11/08/2024	Thinking Driver	\$ 227.68
60269	11/08/2024	Westpoint Automotive	\$ 615.91
60270	11/15/2024	City Furniture	\$ 50,573.49
60271	11/15/2024	Super Valu Store No. 43	\$ 2,789.46
60272	11/15/2024	Westpoint Automotive	\$ 9.24
60273	11/15/2024	Zoey Wolnowski	\$ 85.00
60274	11/15/2024	Zonar Systems	\$ 84.00
60275	11/28/2024	All Pro Plumbing & Heating	\$ 29,919.75
60276	11/28/2024	BC Hydro & Power Authority	\$ 11,971.58
60277	11/28/2024	Beyond the Cycle of Trauma Ins	\$ 1,600.00
60278	11/28/2024	Centaur Products Inc.	\$ 25,882.50
60279	11/28/2024	Citywest Cable & Telephone Co.	\$ 89.55
60280	11/28/2024	David Archer Cambium Arts + Me	\$ 200.00
60281	11/28/2024	Eagle's Rock Diner	\$ 378.00
60282	11/28/2024	Sharoon Services	\$ 3,150.16
60283	11/28/2024	Yellow Pages Digital & Media S	\$ 50.81
TOTALS			\$135,095.51

*** City Furniture Voided, re-issued VIA EFT in December ***

SCHOOL DISTRICT NO. 50 HAIDA GWAI
eREGISTER AS OF NOVEMBER 30, 2024

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/08/2024	Aaron-Mark Services	20445	\$ 10,868.77	10044
11/08/2024	Apple Canada Inc. C3120	20446	\$ 232.96	10044
11/08/2024	BC School Sports	20447	\$ 40.00	10044
11/08/2024	Big Red Enterprises LTD.	20448	\$ 2,365.06	10044
11/08/2024	Charlotte Island Tires LTD.	20449	\$ 717.02	10044
11/08/2024	City Centre Stores LTD.	20450	\$ 6,054.29	10044
11/08/2024	Danroth, Christine	20451	\$ 150.00	10044
11/08/2024	Driftech Mechanical Services	20452	\$ 582.40	10044
11/08/2024	Esc Automation Inc.	20453	\$ 157.50	10044
11/08/2024	Fast Fuel Limited Partnership	20454	\$ 1,306.87	10044
11/08/2024	First Truck Center Inc.	20455	\$ 2,023.20	10044
11/08/2024	Christine Fraser	20456	\$ 2,199.37	10044
11/08/2024	Full Moon Photo	20457	\$ 396.48	10044
11/08/2024	Grand & Toy	20458	\$ 263.05	10044
11/08/2024	Tristan Gravelle	20459	\$ 625.00	10044
11/08/2024	Melody Gravelle	20460	\$ 750.00	10044
11/08/2024	Haida Gwaii Consumers Co-operative	20462	\$ 7,813.32	10044
11/08/2024	Haida Gwaii Ties Contracting	20463	\$ 154.00	10044
11/08/2024	Inlet Supply Ltd.	20464	\$ 83.98	10044
11/08/2024	Isabel Creek Store	20465	\$ 102.37	10044
11/08/2024	J & F Distributors	20466	\$ 2,495.34	10044
11/08/2024	Dawn Moraes	20467	\$ 200.00	10044
11/08/2024	Rocky Point Engineering Ltd.	20468	\$ 4,021.66	10044
11/08/2024	Rocky's Equipment Sales LTD.	20469	\$ 3,672.76	10044
11/08/2024	Telus Communications (Bc) Inc.	20470	\$ 112.08	10044
11/08/2024	TinyEYE Therapy Services	20471	\$ 1,837.34	10044
11/08/2024	Tlc Automotive Services LTD.	20472	\$ 1,785.66	10044
11/08/2024	Unitech Construction Management Lt	20473	\$ 73,962.00	10044
11/08/2024	Xerox Canada Ltd.	20475	\$ 433.60	10044
11/08/2024	Zep Sales & Services of Canada	20476	\$ 3,530.56	10044
11/08/2024	Martin Aalders	20477	\$ 1,004.83	10044
11/08/2024	Cheryl Bennett	20478	\$ 194.17	10044
11/08/2024	Maureen Benoit	20479	\$ 1,595.00	10044
11/08/2024	Behn Cochrane	20480	\$ 346.18	10044
11/08/2024	Daaxiigan Skaadaa Nee IN Trust	20481	\$ 3,400.00	10044
11/08/2024	Kenneth Evans	20482	\$ 229.12	10044
11/08/2024	Colin Greenough	20483	\$ 20.38	10044
11/08/2024	Tihana Patek	20484	\$ 79.36	10044
11/08/2024	Sophie Peerless	20485	\$ 69.01	10044
11/08/2024	Leighann Rodger	20486	\$ 880.41	10044
11/15/2024	Apple Canada Inc. C3120	20487	\$ 2,951.47	10048
11/15/2024	Driftech Mechanical Services	20488	\$ 4,059.70	10048
11/15/2024	Fast Fuel Limited Partnership	20489	\$ 1,826.35	10048
11/15/2024	First Truck Center Inc.	20490	\$ 1,463.16	10048
11/15/2024	Family Services Of Greater Vancouv	20491	\$ 858.11	10048
11/15/2024	Haida Gwaii Consumers Co-operative	20494	\$ 3,855.55	10048
11/15/2024	J & F Distributors	20495	\$ 473.76	10048
11/15/2024	Josh Davidson	20496	\$ 900.00	10048
11/15/2024	Dawn Moraes	20497	\$ 50.00	10048
11/15/2024	North Coast Regional District	20498	\$ 20.00	10048
11/15/2024	Port Air Cargo	20499	\$ 262.50	10048
11/15/2024	Pebt, IN Trust	20500	\$ 18,883.67	10048
11/15/2024	Rescue 7 Inc	20501	\$ 3567.84	10048

SCHOOL DISTRICT NO. 50 HAIDA GWAI
eREGISTER AS OF NOVEMBER 30, 2024

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/15/2024	Rocky's Equipment Sales LTD.	20502	\$ 327.24	10048
11/15/2024	Tasha Samuels	20503	\$ 250.00	10048
11/15/2024	Telus	20504	\$ 1,292.52	10048
11/15/2024	Village Of Masset	20505	\$ 517.00	10048
11/15/2024	Village Of Port Clements	20506	\$ 2,948.20	10048
11/15/2024	Xerox Canada Ltd.	20507	\$ 1,651.42	10048
11/15/2024	Zep Sales & Services of Canada	20508	\$ 3,393.70	10048
11/15/2024	Duane Alsop	20509	\$ 378.00	10048
11/15/2024	Mike Brin	20510	\$ 57.56	10048
11/15/2024	Fallon Crosby	20511	\$ 153.60	10048
11/15/2024	Ashley Currie	20512	\$ 281.40	10048
11/15/2024	Marjorie Fregin	20513	\$ 450.00	10048
11/15/2024	GidGalang Kuuyas Naay PIT	20514	\$ 14,770.00	10048
11/15/2024	Kate Hurt	20515	\$ 45.08	10048
11/15/2024	R. David McLean	20516	\$ 57.60	10048
11/15/2024	Helen McPhee	20517	\$ 313.45	10048
11/15/2024	Kelsey Pelton	20518	\$ 63.23	10048
11/15/2024	Tara Sjolund	20519	\$ 109.76	10048
11/15/2024	Misty Surtees	20520	\$ 144.64	10048
11/15/2024	David Wahl	20521	\$ 115.34	10048
11/15/2024	Janine Wilson	20522	\$ 248.88	10048
11/22/2024	Tristan Gravelle	20492	\$ 700.00	10048
11/22/2024	Melody Gravelle	20493	\$ 840.00	10048
11/28/2024	Aaron-Mark Services	20523	\$ 853.43	10054
11/28/2024	AIG Insurance Company of Canada	20524	\$ 48.30	10054
11/28/2024	BC Principals & Vice Principals'	20525	\$ 1,002.72	10054
11/28/2024	BCSTA Northwest Branch	20526	\$ 300.00	10054
11/28/2024	Coastal Propane Inc.	20527	\$ 17,260.83	10054
11/28/2024	CUPE - Local 2020	20528	\$ 6,712.27	10054
11/28/2024	CUPE Local 2020 Pro D	20529	\$ 3,623.18	10054
11/28/2024	Desjardins Financial Security	20530	\$ 3,336.19	10054
11/28/2024	Fast Fuel Limited Partnership	20531	\$ 617.53	10054
11/28/2024	First Truck Center Inc.	20532	\$ 2,049.88	10054
11/28/2024	Grand & Toy	20533	\$ 91.23	10054
11/28/2024	Haida Gwaii Consumers Co-operative	20534	\$ 3,435.95	10054
11/28/2024	Haida Gwaii PVPA Association	20535	\$ 160.00	10054
11/28/2024	Inlet Supply Ltd.	20536	\$ 198.89	10054
11/28/2024	Isabel Creek Store	20537	\$ 164.99	10054
11/28/2024	J & F Distributors	20538	\$ 2,674.16	10054
11/28/2024	Jack Litrell Photography	20539	\$ 750.00	10054
11/28/2024	Koffman Kalef	20540	\$ 320.82	10054
11/28/2024	Louis-Philippe Lafleur	20541	\$ 22,400.00	10054
11/28/2024	The Manufacturers Life Insurance C	20542	\$ 1,673.26	10054
11/28/2024	North Arm Transportation LTD.	20543	\$ 5,754.90	10054
11/28/2024	Pacific Blue Cross	20544	\$ 687.10	10054
11/28/2024	School Specialty Canada	20545	\$ 284.30	10054
11/28/2024	Telus Communications (Bc) Inc.	20546	\$ 1,067.27	10054
11/28/2024	Unitech Construction Management Lt	20547	\$ 531,385.84	10054
11/28/2024	Western Campus Resources	20548	\$ 806.72	10054
11/28/2024	Xerox Canada Ltd.	20549	\$ 459.85	10054
11/28/2024	Lisa Bernoties McCullough	20550	\$ 446.52	10054
11/28/2024	Behn Cochrane	20551	\$ 90.10	10054
11/28/2024	Joseph Davis	20552	\$ 3996.51	10054

SCHOOL DISTRICT NO. 50 HAIDA GWAI
eREGISTER AS OF NOVEMBER 30, 2024

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
11/28/2024	Daaxiigan Skaadaa Nee IN Trust	20553	\$ 750.00	10054
11/28/2024	Kenneth Evans	20554	\$ 871.54	10054
11/28/2024	Steven Goffic	20555	\$ 380.55	10054
11/28/2024	Joint Professional Development	20556	\$ 4,282.21	10054
11/28/2024	Michelle Jones	20557	\$ 132.04	10054
11/28/2024	Irene Klein	20558	\$ 14.72	10054
11/28/2024	Dana Moraes	20559	\$ 41.97	10054
11/28/2024	Kelsey Pelton	20560	\$ 82.44	10054
11/28/2024	Leighann Rodger	20561	\$ 44.52	10054
11/28/2024	Tara Sjolund	20562	\$ 48.64	10054
11/28/2024	Melissa Swain	20563	\$ 318.74	10054
11/28/2024	Jackie Taylor	20564	\$ 255.96	10054
11/28/2024	Nadine Whittle	20565	\$ 458.32	10054
11/29/2024	Robert Hadcock	20461	\$ 2,497.50	10044
11/29/2024	WEIGUM, Shirley	20474	\$ 1,827.00	10044
TOTALS			\$822,794.72	

SCHOOL DISTRICT NO. 50 HAIDA GWAI
QUICK PAY REGISTER AS OF NOVEMBER 30, 2024

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
263397	Nov 04, 2024	Canada Customs And Revenue Agency	\$ 51,342.42
281625	Nov 21, 2024	Canada Customs And Revenue Agency	\$ 35,332.37
263424	Nov 01, 2024	Pacific Blue Cross	\$ 5,803.65
263417	Nov 01, 2024	Pacific Blue Cross	\$ 14,306.17
263203	Nov 12, 2024	Canada Customs And Revenue Agency	\$ 1,836.75
263256	Nov 07, 2024	Canada Customs And Revenue Agency	\$ 30,305.35
305447	Nov 21, 2024	Canada Customs And Revenue Agency	\$ 16,835.00
305557	Nov 21, 2024	Canada Customs And Revenue Agency	\$ 35,218.75
464508	Nov 13, 2024	Municipal Pension Plan	\$ 13,020.66
463922	Nov 07, 2024	Teachers' Pension Plan	\$ 2,507.48
463921	Nov 07, 2024	Municipal Pension Plan	\$ 21,202.73
239882	Nov 12, 2024	Canada Customs And Revenue Agency	\$ 10,119.53
208371	Nov 12, 2024	Canada Customs And Revenue Agency	\$ 8,182.41
239832	Nov 07, 2024	Canada Customs And Revenue Agency	\$ 34,567.03
465132	Nov 21, 2024	Municipal Pension Plan	\$ 21,548.89
465134	Nov 21, 2024	Teachers' Pension Plan	\$ 3,040.74
464527	Nov 13, 2024	Teachers' Pension Plan	\$119,447.77
			\$424,617.70

MEMORANDUM

SCHOOL
DISTRICT NO. 50
Haida Gwaii

TO Kevin Black
Secretary-Treasurer

FROM Duane Alsop
Assistant Secretary-Treasurer

SUBJECT: Teachers Payroll for..... November

DATE 10-Dec-24

Period Ending	Pay Period	Payroll Group	Net Amount
29-Nov	#1-11 Adv.	Teachers	\$ 100,625.00
29-Nov	#1-11 Adv.	AO/Exempt	\$ 48,100.00
29-Nov	#1-11	Teachers	\$ 163,963.72
29-Nov	#1-11	AO/Exempt	\$ 79,190.75
Total Net Pay			\$391,879.47

MEMORANDUM

SCHOOL
DISTRICT NO. 50
Haida Gwaii

TO Kevin Black
Secretary-Treasurer

FROM Duane Alsop
Assistant Secretary-Treasurer

SUBJECT: Non-Teachers Payroll for... November

DATE 10-Dec-24

Period Ending	Pay Period	Payroll Group	Net Amount
02-Nov	#2-23	CUPE	\$ 68,796.16
06-Nov	#2-23	Casuals	\$ 41,034.55
06-Nov	#2-23	TOC's	\$ 15,688.20
16-Nov	#2-24	CUPE	\$ 73,187.13
20-Nov	#2-24	Casuals	\$ 47,609.66
20-Nov	#2-24	TOC's	\$ 10,390.91
30-Nov	#2-25	CUPE	\$ 72,609.22
30-Nov	#2-25	Casuals	\$ 48,115.91
30-Nov	#2-25	TOC's	\$ 13,785.95
Total Net Pay			\$ 391,217.69



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 14.2</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Daaxiigan Sk'adáa Née Update		
Background/Discussion: <div style="text-align: center; margin-top: 20px;">Verbal Update</div>			
Recommended Action: <div style="text-align: center; margin-top: 20px;">Information</div>			
Presented by: Secretary-Treasurer			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 14.3</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Operations Update		
Background/Discussion:			
Verbal Report			
Recommended Action:			
Information			
Presented by: Secretary-Treasurer			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 15</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Correspondence		
Background/Discussion:			
Board Chair Letter			
Recommended Action:			
Information			
Presented by: Chair			

November 29, 2024

Ref: 303157

Dear Board Chairs:

Governments around the world, including the Government of BC, are facing a growing number of cybersecurity threats. Actors such as foreign governments, organized cyber-crime groups, activists, and terrorists are increasingly using a variety of techniques to steal or destroy government-held information, interrupt critical public services, or target physical infrastructure to achieve financial, geopolitical, or ideological objectives.

Since March 2024, four BC school districts have been the target of cyber incidents, three of which were ransomware attacks. These attacks disrupt the business of education, put district data at risk, and create significant financial burden on impacted school districts. More importantly, these attacks are putting the safety, security and privacy of students, families and staff at risk. Evidence suggests that these bad actors will continue to target school districts in BC and exploit system vulnerabilities to gain access.

School districts are provided with resources and training to maintain an appropriate security posture to ensure a safe digital learning environment. Boards of education have the responsibility and legal accountability for the implementation and management of their district's security policies and standards. Because of the serious nature of these threats, it is critically important that school districts follow industry standards, adhere to recommended cybersecurity practices, and take measures to secure their district's networks. I encourage you to communicate the urgency of these security practices with your district leadership.

The Ministry is here to support districts and has developed a suite of cybersecurity services to assist in proactively increasing network and security posture across the sector, for information about the support and services provided please visit: <https://focusedresources.ca/en/privacy-technology/cybersecurity>.

.../2

Ministry of Education
and Child Care

Office of the Minister

Mailing Address:
PO Box 9045 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

- 2 -

If you require additional information, please contact Assistant Deputy Minister and Chief Information Officer Jennifer Wray via email at Jennifer.Wray@gov.bc.ca. Thank you, in advance, for making cybersecurity a priority in your district.

Sincerely,



Lisa Beare
Minister

cc: Kaye Krishna, Deputy Minister, Ministry of Education and Child Care
Jennifer Wray, ADM/CIO, Ministry of Education and Child Care
Carolyn Broady, President, British Columbia School Trustees Association
Suzanne Hoffman, CEO, British Columbia School Trustees Association



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 16</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Question Period		
Background/Discussion:			
Questions from the public pertaining to the agenda for the December 17, 2024 Regular Board Meeting.			
Recommended Action:			
Information			
Presented by: Chair			



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50 HAIDA GWAI**

<u>MEETING AGENDA ITEM # 17</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 17, 2024
Topic:	Adjournment		
Background/Discussion: When the Board has completed the scheduled order of business and there is no further business to consider, the Chair will declare the meeting adjourned. The Board of Education of School District No. 50 (Haida Gwaii) adjourns the December 17, 2024 Regular Board Meeting at _____ hours.			
Recommended Action: Adjournment			
Presented by: Chair			