

# ***Haida Gwaii***

## **AGENDA of the REGULAR MEETING of the Board of Education**

### **School District No. 50 (Haida Gwaii)**

**Location:** **Virtual via TEAMS**  
**Date:** **January 14, 2025**  
**Time:** **6:00 PM**  
**Use TEAMS Link:** **Link in email – Also available on the SD50 website**

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BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50 HAIDA GWAII

<b><u>MEETING AGENDA ITEM # 1</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Acknowledgement of Haida Territory					
<b>Background/Discussion:</b>  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.						
<b>Recommended Action:</b>  Information						
Presented by: Chair						



BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50 HAIDA GWAI

<b><u>MEETING AGENDA ITEM # 2</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Call to Order					
<b>Background/Discussion:</b>						
Call to Order						
<b>Recommended Action:</b>						
Chair Moraes called the January 14, 2025 Regular Board Meeting to order at _____ hours						
<b>Presented by:</b> Chair						



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

<b><u>MEETING AGENDA ITEM # 3</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Public Question Period					
<b>Background/Discussion:</b>  Call out for questions pertaining to the agenda for the January 14, 2025 Regular Board Meeting. (10 minutes total)						
<b>Recommended Action:</b>  Information						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 4</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Review of Agenda					
<b>Background/Discussion:</b>						
January 14, 2025 Regular Board Meeting Agenda						
<b>Recommended Action:</b>						
Review agenda items and amend if necessary.						
<b>Presented by:</b> Chair						



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

<b><u>MEETING AGENDA ITEM # 5.1</u></b>						
<b>Action:</b>	X	<b>Information:</b>				
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Approval of minutes of prior meeting					
<b>Background/Discussion:</b>						
Regular Board Meeting Minutes, December 17, 2024.						
<b>Recommended Action:</b>						
THAT the Haida Gwaii Board of Education School District No. 50 approve the the December 17, 2024 Regular Board Meeting Minutes as presented.						
Presented by: Chair						

**MINUTES OF THE REGULAR BOARD MEETING HELD  
VIA TEAMS  
TUESDAY, December 17, 2024**

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

**ALSO PRESENT:** Manu Madhok, Interim Superintendent  
Kevin Black, Secretary-Treasurer  
Ken Evans, Human Resources Manager  
Misty Surtees, Executive Assistant  
Aya Sirhan, Student Representative  
Daris Peerless, Student Representative  
Anneke Rigg-Denooij, Student Representative

## **MEMBERS OF THE PUBLIC (Via Teams):**

## 1. ACKNOWLEDGEMENT OF HAIDA TERRITORY

Secretary-Treasurer Black respectfully acknowledged that the meeting was held on the unceded and traditional territory of the Haida Nation.

## 2. CALL TO ORDER

The Secretary-Treasurer called the meeting to order at 1805 hours.

### 3. ELECTION OF CHAIR

Secretary-Treasurer Black requested nominations from Trustees for the position of Chair of the Board of Education effective December 17, 2024.

## Trustee Post nominated Dang Morges for Chair.

No other nominations were made, and Dana Moraes accepted the nomination and was acclaimed to position of Chair of the Board of Education.

Secretary-Treasurer Black turned the meeting over to the acclaimed Chair.

#### 4. ELECTION OF VICE-CHAIR

Chair Moraes requested nominations from Trustees for the position of Vice-Chair of the Board of Education effective December 17, 2024.

Trustee Wilson nominated Roeland Denooij for Vice-Chair.

No other nominations were made, and Roeland Denooij accepted the nomination and was acclaimed to the position of Vice-Chair of the Board of Education.

## 5. PUBLIC QUESTION PERIOD

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

No questions were brought forward

## **6. REVIEW OF AGENDA**

The December 17, 2024 Regular Board Meeting Agenda Package was reviewed by Trustees and no changes were made.

## **7. APPROVAL OF MINUTES OF THE PRIOR MEETING AND RECEIPT OF RECORDS OF CLOSED MEETINGS**

### **7.1 November 12, 2024 Regular Board Meeting Minutes**

R24121701

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

THAT the Haida Gwaii Board of Education of School District No. 50 approve the November 12, 2024 Regular Board Meeting minutes as presented.

MOTION CARRIED

### **7.2 December 17, 2024 In-Camera Rise and Report**

R24121702

MOTION BY: Trustee Post  
SECONDED BY: Vice Chair Denooij

THAT the Haida Gwaii Board of Education of School District No. 50 report that property, personnel, and pupil matters were discussed at the December 17, 2024 In-Camera Meeting.

MOTION CARRIED

## **8. PORTFOLIOS**

Following Chair Moraes' inquiry regarding any requests for changes to the assignment of portfolios for 2024-25, the following are the representatives for the year:

Cultural, District Sports .....	Wilson Brown, Alt. Dana Moraes
Professional Development .....	Miranda Post, Alt. Ashley Currie
Indigenous Education Committee .....	Wilson Brown, Alt. Dana Moraes
Local Education Agreement .....	Wilson Brown, Alt. Roeland Denooij
Finance & Audit .....	Dana Moraes, Alt. Roeland Denooij
BC Public Schools Employers' Association (BCPSEA)..	Roeland Denooij, Alt. Dana Moraes
BC School Trustees' Association (BCSTA) .....	Ashley Currie, Alt. Roeland Denooij
Community Relations, Wellness .....	Roeland Denooij, Alt. Ashley Currie
Sexual Orientation Gender Identity (SOGI) .....	Dana Moraes, Alt. Roeland Denooij
District Parent Advisory Council (DPAC) .....	Miranda Post, Alt. Roeland Denooij

## **9. DELEGATIONS/PRESENTATIONS**

No presentations or delegations.

## **10. CHAIR REPORT**

Chair Moraes presented on the significance of the Indigenous Education Committee (IEC) within the BCSTA, emphasizing its role in guiding all future events that incorporate indigenous content. Notably, members of the IEC will serve on the council of the CSBA in Whistler for the year 2026.

Upcoming Meetings:

- BCSTA meeting: March 6
- Ministry of Education and Childcare Partner Liaison Meeting: March 7

Trustees presented several highlights from the BCSTA Trustee Academy.

## **11. SUPERINTENDENT REPORT**

### **11.1 Superintendent's Update**

#### **COMMUNITY WIDE Updates**

##### **PAC Meetings**

I am looking forward to joining the parents of ALM for their PAC meeting on January 16, 2025 and the PAC of Port Clements Elementary School on January 21, 2025.

#### **STRATEGIC PLAN Updates**

##### **Compassionate Systems Leadership (April 3 and 4, 2025)**

We have previously shared that we are bringing in Joanne Schroeder of the Compassionate Systems Leadership network as part of our systems approach to our mental health strategy within our Strategic Plan. We have now sent out invitations to our community partners to join us for our professional learning with Joanne on April 3 and 4, 2025 at Haida House.

##### **Kelty Mental Health Plan**

I've also mentioned before that we have a focus on staff mental health and wellness too. We have been working closely with the Kelty Mental Health foundation to gain access to important guidance on this work. After the winter break we will begin the process of going to each staff meeting and meeting with all other staff to outline our plan for co-creating a Staff Wellness plan. We will begin by sharing a perspective from author Gail Markin who wrote *Beyond Self Care: Leading a Systemic Approach to Well-Being for Educators* and sharing her synopsis of the data and research. We'll then ask our staff to consider their own positive experiences and generate themes from those stories. After we get all of their ideas, a committee will draft a plan for implementation over time. We are excited about this work and look forward to working with everyone on it.

##### **Happy Holidays**

I would just like to share a hope for Happy Holidays to everyone in the community and our staff and students!

## **12. INDIGENOUS EDUCATION**

Associate Superintendent Madhok reported on the recent changes to the Indigenous Education Council requirements with Bill 40. The Haida Education Council has committed to each community having three

voting representatives; Council of the Haida Nation to have one. The Haida Education Council will review the existing Terms of Reference in early January.

### **12.1 Student Trustee Update**

Student Representative Peerless addressed the McCreary meetings that students have been attending. Currently, they are working on a survey to incorporate student feedback and enhance the learning experience for students on Haida Gwaii.

## **13. STRATEGIC AND POLICY ISSUES**

### **13.1 Calls to Action of the Truth and Reconciliation**

Student Representative Aya Sirhan read Bill 41 Article 39.

### **13.2 BCSTA Update**

Trustee Currie spoke on the BCSTA Academy and reported the event having great speakers, and found the academy held valuable information this year.

### **13.3 BCPSEA Update**

Trustee Post shared information regarding the next BCPSA AGM being held in Vancouver on January 30th.

### **13.4 UPDATE Housekeeping Policy**

Housekeeping repeal motions that did not occur previously were brought forward for approval from the Board.

R24121703

MOTION BY: Trustee Brown  
SECONDED BY: Vice-Chair Denooij

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.

MOTION CARRIED

R24121704

MOTION BY: Vice-Chair Denooij  
SECONDED BY: Trustee Post

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, H.12 Workplace Discrimination Bullying and Harassment, D.14 Student Trustee Guidelines, E.13 Whistleblower Protection, G.3 Volunteers & G.31 Volunteer Application & G.3.2 Volunteer Driver Application, G.5 Child Care Facility.

MOTION CARRIED

R24121705

MOTION BY: Trustee Brown  
SECONDED BY: Currie

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.

MOTION CARRIED

### 13.4.1 UPDATE Administrative Procedures

R24121706

MOTION BY: Trustee Brown  
SECONDED BY: Vice-Chair Denooij

THAT the Haida Gwaii Board of Education of School District No. 50 approve the suggested Administrative Procedures below as presented. 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 Isolation

MOTION CARRIED

## 14. OPERATIONS

### 14.1 November 2024 Financial Vouchers & Trustee Expenditures

R24121707

MOTION BY: Vice-Chair Denooij  
SECONDED BY: Trustee Brown

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

MOTION CARRIED

**14.2 Daaxiigan Sk'adáa Née Schools Update**

Secretary-Treasurer Black provided an update on the opening and reception of StrongStart, highlighting the positive feedback received. Additionally, ongoing initiatives and projects are taking place.

**14.3 Operations Update**

Secretary-Treasurer Black provided an update on various ongoing projects in Skidegate. Several bus shelters are currently under construction. Additionally, repairs to the Port Clements Elementary School gymnasium are underway, and the Port Clements Elementary School playground has been installed. Furthermore, the Gidgalang Kuuyas Naay boilers project is progressing.

**15. CORRESPONDENCE**

Ministry of Education and Childcare Letter is received and filed

**16. PUBLIC QUESTION PERIOD**

No questions brought forward

**17. ADJOURNMENT**

Chair Moraes adjourned the December 17, 2024 Regular Board Meeting at 1848 hours.

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Chair

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Secretary-Treasurer



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

<b><u>MEETING AGENDA ITEM # 5.2</u></b>						
<b>Action:</b>	X	<b>Information:</b>				
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	In-Camera Rise and Report					
<b>Background/Discussion:</b>						
January 14, 2025 In-Camera Rise and Report						
<b>Recommended Action:</b>						
THAT the Haida Gwaii Board of Education School District No. 50 reported that property, personnel, and pupil matters were discussed at the January 14, 2025 In-Camera meeting.						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 6</u></b>						
Action:		Information:	X			
Meeting:	Regular	Meeting Date:	January 14, 2025			
Topic:	Delegations/Presentations					
<b>Background/Discussion:</b>  No delegations or presentations to the Board.						
<b>Recommended Action:</b>  Information						
Presented by: Superintendent						



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

<b><u>MEETING AGENDA ITEM # 7</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Chair Report					
<b>Background/Discussion:</b>						
Verbal Report						
<b>Recommended Action:</b>						
Information						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 8.1</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Superintendent's Update					
<b>Background/Discussion:</b>						
January 2025 Superintendent's Update						
<b>Recommended Action:</b>						
Information						
Presented by: Superintendent						



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

<b><u>MEETING AGENDA ITEM # 8.2</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Student Representative Update					
<b>Background/Discussion:</b>						
January 2025 Student Representative Update						
<b>Recommended Action:</b>						
Information						
Presented by: Student Representatives						



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

<b><u>MEETING AGENDA ITEM # 9</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Indigenous Education					
<b>Background/Discussion:</b>						
Verbal Report						
<b>Recommended Action:</b>						
Information						
Presented by: Superintendent						



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

<b><u>MEETING AGENDA ITEM # 10.1</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Calls to Action of the Truth and Reconciliation Commission					
<b>Background/Discussion:</b> Bill 41 – Declaration of Indigenous Rights: <b>United Nations Declaration on the Rights of Indigenous Peoples</b> <i>Article 40</i> We call on all levels of government, in collaboration with Aboriginal people, to create adequately funded and accessible Aboriginal-specific victim programs and services with appropriate evaluation mechanisms.						
Information						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 10.2</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	BCSTA Update					
<b>Background/Discussion:</b>						
BCSTA January 2025 Update						
<b>Recommended Action:</b>						
Information						
Presented by: Trustee Currie						



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

<b><u>MEETING AGENDA ITEM # 10.3</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	BCPSEA Update					
<b>Background/Discussion:</b>						
BCPSEA January 2025 Update						
<b>Recommended Action:</b>						
Information						
Presented by: Vice-Chair Denooij						



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

<b><u>MEETING AGENDA ITEM # 10.4</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	BCPSEA Alternate					
<b>Background/Discussion:</b>						
BCPSEA Alternate						
<b>Recommended Action:</b>						
Information						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 10.5</u></b>						
<b>Action:</b>	X	<b>Information:</b>				
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	School Act Appeals Bylaw First Reading					
<b>Background/Discussion:</b>						
School Act Bylaw First Reading						
<b>Recommended Action:</b>						
THAT the School Act Appeals Bylaw No.2-2025 for School District No.50 (Haida Gwaii) be given first reading.						
Presented by: Superintendent						



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**BYLAW No. 2-2025**  
**SCHOOL ACT APPEALS**

**DATE: JANUARY 14, 2025**

This Bylaw is to establish procedures governing *School Act* Section 11 appeals to the Board.

**PREAMBLE**

Section 11 of the *School Act* provides that a parent/guardian and/or student in the School District may appeal a decision of an employee or employees of the Board if that decision significantly affects the education, health or safety of the student.

The Board believes that the resolution of concerns is best addressed at the point the concern occurred and encourages students or parents/guardians to bring concerns forward with the staff member who made the decision prior to accessing the appeal process.

The Board recognizes that decisions that do not significantly affect the education, health or safety of a student are within the final authority of the Superintendent.

The Board of Education of School District No.50 (Haida Gwaii) in an open meeting, hereby enacts as follows:

**1. DEFINITIONS**

- 1.1. The terms used in this Bylaw have the meanings assigned by *the School Act* and Regulations made thereunder, except as when the context indicates otherwise.
  - 1.1.1. For greater clarity, a parent is defined as one who usually has the care and control of the student or child.
- 1.2. For purposes of this Bylaw, the student or parent/guardian filing the appeal can be referred to as the "Appellant".

**2. FAIRNESS PRINCIPLES**

- 2.1. Students/parents/guardians can expect fairness in the appeals process, including:
  - 2.1.1. the right to be heard,
  - 2.1.2. the right to adequate notice and timely receipt of relevant information,
  - 2.1.3. being provided with reasons for decisions,
  - 2.1.4. an impartial decision maker, and
  - 2.1.5. a respectful process, free from retaliation.

**3. DECISIONS WHICH MAY BE APPEALED**

- 3.1. The Board of Education recognizes the right of a student and/or parent/guardian of a student under Section 11 of the *School Act* to appeal a decision of an employee of the



Board where such decision significantly affects the education, health or safety of the student.

- 3.2. A decision for the purposes of this Bylaw includes the failure of an employee to make a decision.
- 3.3. Examples of grounds for appeal include, but are not limited to:
  - 3.3.1. disciplinary suspension from school;
  - 3.3.2. suspension from an educational program, if no other educational program is provided by the Board;
  - 3.3.3. expulsion from an educational program;
  - 3.3.4. refusal to offer an educational program to a student who is sixteen (16) years of age or older;
  - 3.3.5. requirement to complete all or part of an educational program by distributed learning, or in an alternate program, as a disciplinary measure, where space and facilities are available in a school;
  - 3.3.6. exclusion from school for a health condition;
  - 3.3.7. failure to provide an Individual Education Plan to a student with special needs;
  - 3.3.8. failure to offer to consult with a parent/guardian regarding the placement or Individual Education Plan of a student with special needs;
  - 3.3.9. denial of an educational program by failure to take action in respect of a complaint of bullying, intimidation, harassment, racism or threat or use of weapons or violence by one or more students against another student; and
  - 3.3.10. any other decision that, in the opinion of the Board, significantly affects the education, health or safety of a student.

#### **4. BEFORE FILING AN APPEAL**

Before an appeal is filed, the Board expects the Appellant to discuss (present the concern verbally or in writing) the matter in dispute in a constructive manner with those responsible at the school or district level.

- 4.1. [Board Policy 2.5 Addressing Concerns and Complaints](#) provides guidance regarding how to proceed.

#### **5. REFUSAL TO HEAR APPEALS**

- 5.1. The Board may refuse to hear an appeal where:
  - 5.1.1. the appeal has not been filed within the time limits set out in paragraph 7.1 below;
  - 5.1.2. the Appellant has not first discussed the decision being appealed with any persons identified by the Board; and/or
  - 5.1.3. the Board determines that the decision does not significantly affect the student's education, health or safety.



## **6. FILING AN APPEAL**

- 6.1. If the steps taken in section 4 above are unsuccessful, the Appellant may file a formal appeal by preparing a Notice of Appeal and submitting it to the Secretary Treasurer, or designate, within thirty (30) calendar days of the date the Appellant was informed of the final decision.
  - 6.1.1. If the Appellant can demonstrate that there are reasonable grounds to extend this time limit, the Board will consider whether to extend the time limit.
- 6.2. An appeal to the Board commences with submission of a written Notice of Appeal to the Secretary Treasurer.
- 6.3. The Notice of Appeal must include the following information:
  - 6.3.1. the name, address, email address (if applicable), and phone number of the Appellant, including the student's name, school, grade level
  - 6.3.2. a description of the decision that is being appealed and its effect on the education, health or safety of the student;
  - 6.3.3. the name of the employee who made the decision;
  - 6.3.4. the date the Appellant was informed of the decision being appealed;
  - 6.3.5. the grounds of the appeal and the action requested;
  - 6.3.6. the steps that the Appellant has taken to discuss the matter directly with the person who made the decision or with other school or district employees; and
  - 6.3.7. if the Notice of Appeal is filed outside the 30-day time limit, the reasons the Notice of Appeal were not filed within the time limit.
- 6.4. The District will offer assistance in preparing an appeal.
  - 6.4.1. An Appeal form is available, but not mandatory, provided the information in 6.3 is provided.
  - 6.4.2. The services of an uninvolved staff member as a navigator.
  - 6.4.3. Accommodations, such as interpretive services, translation services or visual aids, when needed.
- 6.5. During any element of the appeal process, the Appellant may be supported by an advocate of their choosing. If requested, the district will help find suitable support.
- 6.6. The District also encourages Appellants to receive the support of other local, regional, or provincial organizations during an appeal.
  - 6.6.1. Indigenous students and/or parents/guardians are encouraged to access supports that may be available to them from the Haida Nation, Métis Association or other local, regional, or provincial supports.
- 6.7. The Secretary Treasurer, or designate, will, upon receiving the Notice of Appeal:
  - 6.7.1. promptly provide a copy of the Notice of Appeal and any other information the Appellant submits in support of their appeal to: the Board, the Superintendent or



designate, and, the employee whose decision is being appealed.

- 6.7.2. An employee's supervisor will be advised of the appeal.
- 6.7.3. confirm with the Appellant, in writing, receipt of the Notice of Appeal. In accordance with section 9.3, the Board shall make a decision within 45 days from the date the Notice of Appeal was received.

- 6.8. An Employee shall have the opportunity to provide a written reply to any allegations contained in the Notice of Appeal. Additionally, all related articles within a collective agreement will be upheld.
- 6.9. The Appellant may withdraw their appeal at any time.

## **7. PRE-HEARING**

- 7.1. The Secretary Treasurer or their designate is responsible for reviewing the Notice of Appeal and for communicating with the Appellant and others on matters related to the appeal.
- 7.2. Where, in the opinion of the Secretary Treasurer, the appeal does not comply with the requirements for an appeal established under this Bylaw or Section 11 of the *School Act*, the Secretary Treasurer shall refer the preliminary matter to the Board for a determination.
- 7.3. The Board shall make a preliminary decision, if required, within 10 working days of receipt of the appeal.
  - 7.3.1. The Board shall inform the Appellant and the Superintendent or designate in writing, of the preliminary decision and provide reasons for the decision, including a refusal to hear the appeal.
- 7.4. Where there is no preliminary matter to be determined, arrangements will be made for hearing of the appeal by the Board.
- 7.5. The Board may make any interim or procedural decision it considers necessary pending the disposition of the appeal.

## **8. BOARD HEARING**

- 8.1. The Board shall provide directions to the Appellant and the Superintendent or designate, concerning:
  - 8.1.1. whether it requires written submissions and if so, the deadlines and any other directions concerning the written submissions; and/or
    - 8.1.1.1. Where a written submission is provided by the Superintendent or designate, the Appellants and the employee whose decision is being appealed shall receive a copy of the submission.
    - 8.1.1.2. Where a written submission is provided by the Appellant, the Superintendent or designate and the employee whose decision is being appealed shall receive a copy of the submission.



- 8.1.2. whether it will hold a meeting for the purpose of hearing oral submissions and if so, the date, place, time and location of the meeting and any time limits or other directions concerning oral submissions to be made at the meeting.
  - 8.1.2.1. Consideration will be given regarding the location of the hearing.
- 8.2. The purpose of the submissions is to:
  - 8.2.1. allow the Superintendent or designate an opportunity to explain the decision giving rise to the Appeal, the reasons for the decision and to respond to information presented by the Appellant; and
  - 8.2.2. allow the Appellant to explain their appeal and respond to the information presented by the Superintendent or designate.
- 8.3. The Board may ask questions of clarification of the parties before deciding the appeal.
- 8.4. The Board may recess a meeting to consider the appeal for the purpose of obtaining further information.

## **9. DECISION**

- 9.1. The Board shall make any decision that it considers appropriate in respect of the matter that is being appealed and any preliminary matters.
- 9.2. The Board shall decide the appeal based only on the submissions presented to it in accordance with this Bylaw.
  - 9.2.1. As a fairness principle, decision maker(s) for an appeal must be impartial to the parties to the appeal and the issue to be decided. Therefore, those involved making a decision will have had no prior involvement with the original decision. Any staff involved in the original decision shall not attend or participate in appeal deliberations.
- 9.3. The Board shall make a decision within 45 days from the date the Notice of Appeal was received in an acceptable form.
  - 9.3.1. Whenever possible appeal decisions will be made as expediently as the circumstances of the appeal dictate.
- 9.4. The Board shall promptly notify the Appellant, the Superintendent or designate and the employee whose decision was appealed of the decision of the Board and shall provide written reasons for the decision.



9.5. An Appellant may have a right to appeal a decision of the Board made under this Bylaw to the Student Appeals Branch of the Ministry of Education and Child Care.

Postal Address: Registrar, Student Appeals  
Ministry of Education and Child Care, Student Appeals Branch  
620 Superior St  
PO Box 9146 Stn Prov Govt Victoria BC V8W 9H1

Email EDUC.studentappeals@gov.bc.ca

Telephone 1-877-387-8037 or 250-387-8037

Website <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/student-disputes-and-appeals#appeals>

9.6. If an Appellant believes the Board's response is unfair, unreasonable or inconsistent with this Bylaw or legislation, an Appellant may raise their concerns with the Office of the Ombudsperson. The Ombudsperson is an independent Officer of the B.C. Legislature who impartially investigates complaints from the public to ensure people are treated fairly in the delivery of government services. For more information, visit their website [www.bcombudsman.ca](http://www.bcombudsman.ca) or call 1-800-567-3247.

## **10. MISCELLANEOUS PROVISIONS**

10.1. If any part of this Bylaw is held to be invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

## **11. REPEAL**

11.1. School District No. 50 (Haida Gwaii) Policy G.1 Appeal Procedure dated December 1992, and amended in November 2007 and May 2015 is hereby repealed.

Read a First Time	this	14th	day of	January 2025
Read a Second Time	this	18th	day of	February 2025
Read a Third Time	this	4th	day of	March 2025
ADOPTED	this	4th	day of	March 2025

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Chair

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Secretary Treasurer



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

<b><u>MEETING AGENDA ITEM # 11.2</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Operations Update					
<b>Background/Discussion:</b>						
Verbal Report						
<b>Recommended Action:</b>						
Information						
Presented by: Secretary-Treasurer						



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

<b><u>MEETING AGENDA ITEM # 11.2</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Second Quarter Financial Operating Update					
<b>Background/Discussion:</b>						
Second Quarter Financial Operating update.						
<b>Recommended Action:</b>						
Information						
Presented by: Secretary-Treasurer						



**School District No. 50 (Haida Gwaii)**  
**2nd Quarter Operating**  
**Budget to Actual**  
**As at December 31, 2024**

**OUR MISSION**

We honour reconciliation and the values of the people of Haida Gwaii, respecting Haida Laws, in support of success for every student.

10-Jan-25

	<b>A</b>	<b>2023</b>	<b>2024</b>			
	<b>BUDGET</b>	<b>JULY - DEC</b>	<b>JULY - DEC</b>	<b>% BUDGET</b>	<b>LEGEND</b>	<b>EXPECTING</b>

**Salaries**

Teachers	3,695,693	1,359,710	1,467,646	40%	<b>A</b>	40%
Principals & Vice Principals	1,087,279	570,886	549,665	51%	<b>A</b>	50%
Education Assistants	761,083	292,918	258,536	34%	<b>A</b>	40%
Support staff	1,758,413	741,634	817,364	46%	<b>B</b>	43%
Other Professionals	902,122	387,827	506,129	56%	<b>B</b>	50%
Substitutes - Teachers	260,602	98,314	117,470	45%		40%
Substitutes - CUPE	240,000	105,952	115,785	48%		43%
<b>Total Salaries</b>	<b>8,705,192</b>	<b>3,557,241</b>	<b>3,832,594</b>	<b>44%</b>		

**Employee Benefits**

<b>1,956,446</b>	<b>710,013</b>	<b>762,503</b>	<b>39%</b>	<b>A</b>	41%
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**Total Salaries & Benefits**

<b>10,661,638</b>	<b>4,267,254</b>	<b>4,595,097</b>	<b>43%</b>	<b>B</b>	42%
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**Services & Supplies**

Services	757,887	252,495	350,216	46%	<b>B</b>	40%
Student Transportation	56,000	5,076	2,461	4%	<b>A</b>	8%
Prof. Development & Travel	536,203	257,974	178,028	33%	<b>A</b>	50%
Rentals & Leases	11,483	7,997	15,880	138%	<b>B</b>	70%
Dues & Fees	15,400	11,078	14,906	97%	<b>B</b>	75%
Insurance	50,900	47,714	64,072	126%	<b>B</b>	18%
Supplies	793,954	239,227	205,328	26%	<b>A</b>	30%
Utilities	724,850	252,929	236,160	33%	<b>A</b>	33%
<b>Total Services &amp; Supplies</b>	<b>2,946,677</b>	<b>1,074,490</b>	<b>1,067,051</b>	<b>36%</b>	<b>A</b>	39%

**Total Operating Expense**

<b>13,608,315</b>	<b>5,341,743</b>	<b>5,662,148</b>	<b>42%</b>	<b>A</b>	42%
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**LEGEND**

**A** = No concerns

**B** = Will continue to monitor

**C** = A large number of trips take place in May and June each year



**Observations:**

Based on the above financial data and with six months into the fiscal year and four months into the school year it is my conclusion that we are on track based on the annual budget presented to the Board.

**KCB**



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

<b><u>MEETING AGENDA ITEM # 11.3</u></b>						
<b>Action:</b>	X	<b>Information:</b>				
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	December 2024 Finance Vouchers & Trustee Expenditures					
<b>Background/Discussion:</b>						
December 2024 Financial Vouchers and Trustee Expenditures						
<b>Recommended Action:</b>						
THAT the Haida Gwaii Board of Education School District No. 50 receive and file the December 2024 Finance Vouchers and Trustee Expenditures as presented.						
Presented by: Secretary-Treasurer						

## FINANCE VOUCHER

## REGULAR BOARD MEETING

### BOARD MEETING:

### AGENDA ITEM:

#### Finance Voucher December 31, 2024

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

A/P Cheques Computer Generated	December 31, 2024	\$164,718.77
ePayments	December 31, 2024	\$671,491.44
Quick Pays	December 31, 2024	\$632,328.73
<hr/>		
<b>TOTAL Accounts Payable.....</b>	<b>December 31, 2024</b>	<b>\$1,468,538.94</b>
Teachers	13-Dec	\$438,690.57
AO/Exempt	13-Dec	\$189,219.94
Teachers	0-Jan	\$0.00
AO/Exempt	0-Jan	\$0.00
CUPE	14-Dec	\$99,987.43
Casuals	14-Dec	\$65,308.05
TOC's	14-Dec	\$19,952.72
CUPE	28-Dec	\$75,917.79
Casuals	28-Dec	\$49,380.32
TOC's	28-Dec	\$7,785.26
		\$318,331.57
<hr/>		
<b>TOTAL Payroll.....</b>	<b>December 31, 2024</b>	<b>\$946,242.08</b>
<hr/>		
<b>TOTAL A/P and Payroll</b>		<b><u>\$2,414,781.02</u></b>

### RECOMMENDATION:

1. THAT the Board of School Trustees receive for information Accounts Payable and Payroll totaling **\$2,414,781.02** for the month of December

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**CHEQUE REGISTER AS OF DECEMBER 31, 2024**

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
60284	12/05/2024	HAIDA GWAI Heat Pumps LTD	\$ 6,205.50
60285	12/05/2024	London Life Insurance Company	\$ 942.87
60286	12/05/2024	Skidegate Inlet Construction	\$ 6,092.80
60287	12/05/2024	Vaughan Ventures LTD Plumbing,	\$ 28,279.95
60288	12/05/2024	Yellow Pages Digital & Media S	\$ 19.28
60289	12/12/2024	1498993 BC LTD	\$ 5,602.80
60290	12/12/2024	Aaron Goetzinger Ltd.	\$ 38,924.55
60291	12/12/2024	Fricia Construction	\$ 52,650.02
60292	12/12/2024	Super Valu Store No. 43	\$ 2,149.20
60293	12/12/2024	Westpoint Automotive	\$ 404.96
60294	12/12/2024	Yellow Pages Digital & Media S	\$ 19.28
60295	12/12/2024	Zonar Systems	\$ 84.00
60296	12/20/2024	Citywest Cable & Telephone Co.	\$ 91.34
60297	12/20/2024	Dr. Zev Dayan	\$ 100.00
60298	12/20/2024	Les Plan Educational Services	\$ 241.50
60299	12/20/2024	Minister Of Finance	\$ 161.77
60300	12/20/2024	Jennifer Scarr	\$ 74.60
60301	12/23/2024	CDW Canada Corp.	\$ 73.36
60302	12/23/2024	Citywest Cable & Telephone Co.	\$ 32.91
60303	12/23/2024	London Life Insurance Company	\$ 510.78
60304	12/31/2024	Aaron Goetzinger Ltd.	\$ 21,657.30
60305	12/31/2024	Aaliyah Arens	\$ 150.00
60306	12/31/2024	Tasha Samuels	\$ 250.00
<b>TOTALS</b>			<b>\$164,718.77</b>

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**eREGISTER AS OF DECEMBER 31, 2024**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
12/05/2024	AIG Insurance Company of Canada	20566	\$ 48.30	10062
12/05/2024	Bandstra Transportation	20567	\$ 1,344.53	10062
12/05/2024	BC Principals & Vice Principals'	20568	\$ 1,002.72	10062
12/05/2024	BC Teachers' Federation	20569	\$ 15,862.64	10062
12/05/2024	BC Teachers' Federation	20570	\$ 16,904.94	10062
12/05/2024	Chown Enterprises Inc.	20571	\$ 1,814.27	10062
12/05/2024	City Furniture	20572	\$ 50,573.49	10062
12/05/2024	CUPE - Local 2020	20573	\$ 6,599.40	10062
12/05/2024	Danroth, Christine	20574	\$ 150.00	10062
12/05/2024	Desjardins Financial Security	20575	\$ 3,327.52	10062
12/05/2024	Fast Fuel Limited Partnership	20576	\$ 4,298.07	10062
12/05/2024	Grand & Toy	20577	\$ 38.52	10062
12/05/2024	Haida Gwaii Consumers Co-operative	20580	\$ 1,506.69	10062
12/05/2024	Haida Gwaii Teachers' Association	20581	\$ 6,058.63	10062
12/05/2024	Haida Gwaii PVPA Association	20582	\$ 151.36	10062
12/05/2024	Industrial Alliance	20583	\$ 184.50	10062
12/05/2024	Inlet Supply Ltd.	20584	\$ 298.34	10062
12/05/2024	J & F Distributors	20585	\$ 1,877.28	10062
12/05/2024	The Manufacturers Life Insurance C	20586	\$ 1,762.51	10062
12/05/2024	Moresby Explorers Ltd.	20587	\$ 315.00	10062
12/05/2024	Pacific Blue Cross	20588	\$ 693.12	10062
12/05/2024	Rootham Services Group Inc.	20589	\$ 3,655.86	10062
12/05/2024	Tlc Automotive Services LTD.	20590	\$ 1,097.57	10062
12/05/2024	Martin Aalders	20591	\$ 710.36	10062
12/05/2024	Administrative Officers Pro D	20592	\$ 3,120.00	10062
12/05/2024	Duane Alsop	20593	\$ 2,257.06	10062
12/05/2024	Lisa Bernoties McCullough	20594	\$ 588.93	10062
12/05/2024	Deavlan Bradley	20595	\$ 561.75	10062
12/05/2024	Mike Brin	20596	\$ 1,115.26	10062
12/05/2024	Ryan Brown	20597	\$ 346.88	10062
12/05/2024	Fallon Crosby	20598	\$ 516.06	10062
12/05/2024	Kenneth Evans	20599	\$ 2,353.33	10062
12/05/2024	Joint Professional Development	20600	\$ 3,954.36	10062
12/05/2024	Michelle Jones	20601	\$ 130.56	10062
12/05/2024	Elizabeth Kellar	20602	\$ 50.00	10062
12/05/2024	Dana Moraes	20603	\$ 379.50	10062
12/05/2024	Kelsey Pelton	20604	\$ 70.84	10062
12/05/2024	Jenna Perry	20605	\$ 49.79	10062
12/05/2024	Port Clements School Principal	20606	\$ 1,479.65	10062
12/05/2024	Miranda Post	20607	\$ 775.72	10062
12/05/2024	Nadja Smith-Hanson	20608	\$ 114.13	10062
12/05/2024	Misty Surtees	20609	\$ 50.00	10062
12/05/2024	Nadine Whittle	20610	\$ 273.42	10062
12/05/2024	Joanne Yovanovich	20611	\$ 873.31	10062
12/06/2024	Tristan Gravelle	20578	\$ 550.00	10062
12/06/2024	Melody Gravelle	20579	\$ 870.00	10062
12/12/2024	A Z Cooper Consulting	20612	\$ 1,023.75	10068
12/12/2024	Aaron-Mark Services	20613	\$ 12,169.64	10068
12/12/2024	BCSTA	20614	\$ 4,541.25	10068
12/12/2024	Charlotte Island Tires LTD.	20615	\$ 409.81	10068
12/12/2024	City Centre Stores LTD.	20616	\$ 5,401.85	10068
12/12/2024	City Furniture	20617	\$ 2,804.46	10068
12/12/2024	SD 50 REVENUE BOARD MEETING JAN 14, 2025	20618	\$ 4,311.91	10068

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**eREGISTER AS OF DECEMBER 31, 2024**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
12/12/2024	Fast Fuel Limited Partnership	20619	\$ 353.48	10068
12/12/2024	Family Services Of Greater Vancouv	20620	\$ 588.83	10068
12/12/2024	Haida Gwaii Consumers Co-operative	20622	\$ 5,030.50	10068
12/12/2024	Haida Gwaii Ties Contracting	20623	\$ 230.00	10068
12/12/2024	Inlet Supply Ltd.	20624	\$ 158.69	10068
12/12/2024	J & F Distributors	20625	\$ 3,539.94	10068
12/12/2024	Josh Davidson	20626	\$ 1,125.00	10068
12/12/2024	Murray Brown	20627	\$ 2,750.00	10068
12/12/2024	North Coast Regional District	20628	\$ 30.00	10068
12/12/2024	Ranch Feeds	20629	\$ 732.43	10068
12/12/2024	Rocky Point Engineering Ltd.	20630	\$ 3,721.79	10068
12/12/2024	Sandy Alsop	20631	\$ 400.00	10068
12/12/2024	Technical Safety BC	20632	\$ 2,879.00	10068
12/12/2024	Telus Communications (Bc) Inc.	20633	\$ 1,247.68	10068
12/12/2024	TinyEYE Therapy Services	20634	\$ 3,229.71	10068
12/12/2024	Zep Sales & Services of Canada	20636	\$ 4,906.85	10068
12/12/2024	Kevin Black	20637	\$ 800.71	10068
12/12/2024	Ryan Brown	20638	\$ 242.67	10068
12/12/2024	Canadian Western Trust	20639	\$ 15,298.35	10068
12/12/2024	Behn Cochrane	20640	\$ 48.13	10068
12/12/2024	Ashley Currie	20641	\$ 416.19	10068
12/12/2024	Daaxiigan Skaadaa Nee IN Trust	20642	\$ 100.00	10068
12/12/2024	GidGalang Kuuyas Naay PIT	20643	\$ 230.56	10068
12/12/2024	Jennifer Jury	20644	\$ 430.06	10068
12/12/2024	Irene Klein	20645	\$ 100.51	10068
12/12/2024	Marcia Malloy	20646	\$ 215.87	10068
12/12/2024	Emily O'Gorman	20647	\$ 347.75	10068
12/12/2024	Jenna Perry	20648	\$ 44.78	10068
12/12/2024	Melissa Swain	20649	\$ 130.56	10068
12/12/2024	Joanne Yovanovich	20650	\$ 134.08	10068
12/20/2024	Aaron-Mark Services	20651	\$ 77.90	10070
12/20/2024	Alliance Fire Protection LTD	20652	\$ 7,245.00	10070
12/20/2024	Driftech Mechanical Services	20653	\$ 1,391.15	10070
12/20/2024	First Truck Center Inc.	20654	\$ 491.55	10070
12/20/2024	Full Moon Photo	20655	\$ 178.50	10070
12/20/2024	Haida Gwaii Consumers Co-operative	20656	\$ 1,834.95	10070
12/20/2024	Haida Gwaii Designs and Signs	20657	\$ 66.98	10070
12/20/2024	Inlet Supply Ltd.	20658	\$ 47.25	10070
12/20/2024	Dawn Moraes	20659	\$ 100.00	10070
12/20/2024	BC/YUKON Command Royal Canadian Lg	20660	\$ 330.00	10070
12/20/2024	The Shingle Bay Bistro	20661	\$ 606.00	10070
12/20/2024	Unitech Construction Management Lt	20662	\$ 314,890.23	10070
12/20/2024	Lynn Williamson	20663	\$ 1,675.50	10070
12/20/2024	Maureen Benoit	20664	\$ 1,595.00	10070
12/20/2024	Kevin Black	20665	\$ 476.74	10070
12/20/2024	John Borrowman	20666	\$ 376.40	10070
12/20/2024	Ryan Brown	20667	\$ 144.64	10070
12/20/2024	Daaxiigan Skaadaa Nee IN Trust	20668	\$ 2,760.00	10070
12/20/2024	Claire Gauthier	20669	\$ 61.60	10070
12/20/2024	Steven Goffic	20670	\$ 78.40	10070
12/20/2024	Colin Greenough	20671	\$ 100.76	10070
12/20/2024	Ian MacLean	20672	\$ 6,720.00	10070
12/20/2024	SD 50 REGULAR BOARD MEETING JAN 14, 2025	20673	\$ 108.66	10070

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**eREGISTER AS OF DECEMBER 31, 2024**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
12/20/2024	Annika Martynuik	20674	\$ 280.15	10070
12/20/2024	Kelsey Pelton	20675	\$ 37.00	10070
12/20/2024	Lindsey Quaas	20676	\$ 30.30	10070
12/20/2024	Nadine Whittle	20677	\$ 43.40	10070
12/20/2024	Janine Wilson	20678	\$ 378.64	10070
12/23/2024	Aaron-Mark Services	20679	\$ 111.97	10074
12/23/2024	AIG Insurance Company of Canada	20680	\$ 48.30	10074
12/23/2024	BC Principals & Vice Principals'	20681	\$ 1,002.72	10074
12/23/2024	BC Teachers' Federation	20682	\$ 7,974.90	10074
12/23/2024	BC Teachers' Federation	20683	\$ 8,505.46	10074
12/23/2024	Jennifer Brooks	20684	\$ 450.00	10074
12/23/2024	N. Harris Computer Corporation	20685	\$ 1,050.00	10074
12/23/2024	CUPE - Local 2020	20686	\$ 6,853.32	10074
12/23/2024	Desjardins Financial Security	20687	\$ 3,327.52	10074
12/23/2024	Colin Doane	20688	\$ 1,731.73	10074
12/23/2024	Driftech Mechanical Services	20689	\$ 2,403.30	10074
12/23/2024	Full Moon Photo	20690	\$ 493.92	10074
12/23/2024	Tristan Gravelle	20691	\$ 725.00	10074
12/23/2024	Melody Gravelle	20693	\$ 930.00	10074
12/23/2024	Haida Gwaii Consumers Co-operative	20695	\$ 1,645.14	10074
12/23/2024	Haida Gwaii Recreation Commission	20696	\$ 320.00	10074
12/23/2024	Haida Gwaii Teachers' Association	20697	\$ 2,977.01	10074
12/23/2024	Haida Gwaii PVPA Association	20698	\$ 160.00	10074
12/23/2024	Industrial Alliance	20699	\$ 73.80	10074
12/23/2024	The Manufacturers Life Insurance C	20700	\$ 1,724.59	10074
12/23/2024	North Arm Transportation LTD.	20701	\$ 9,258.76	10074
12/23/2024	Pacific Blue Cross	20702	\$ 693.12	10074
12/23/2024	Rocky's Equipment Sales LTD.	20703	\$ 173.21	10074
12/23/2024	Village Of Port Clements	20704	\$ 2,002.74	10074
12/23/2024	Martin Aalders	20705	\$ 552.96	10074
12/23/2024	Administrative Officers Pro D	20706	\$ 1,560.00	10074
12/23/2024	Ryan Brown	20707	\$ 144.64	10074
12/23/2024	Canadian Western Trust	20708	\$ 5,099.45	10074
12/23/2024	Joint Professional Development	20709	\$ 3,954.36	10074
12/23/2024	Jennifer Jury	20710	\$ 73.89	10074
12/23/2024	Annika Martynuik	20711	\$ 21.72	10074
12/23/2024	Helen McPhee	20712	\$ 41.54	10074
12/23/2024	Joan Moody	20713	\$ 23.52	10074
12/23/2024	Kelsey Pelton	20714	\$ 74.24	10074
12/23/2024	James Roberts	20715	\$ 28.99	10074
12/23/2024	Leighann Rodger	20716	\$ 303.36	10074
12/23/2024	Jason Shafto	20717	\$ 19.20	10074
12/23/2024	Melissa Swain	20718	\$ 70.03	10074
12/23/2024	Karen Walhout	20719	\$ 68.97	10074
12/23/2024	Martin Wood	20720	\$ 75.01	10074
12/31/2024	Robert Hadcock	20621	\$ 2,497.50	10068
12/31/2024	WEIGUM, Shirley	20635	\$ 1,827.00	10068
12/31/2024	City Furniture	20721	\$ 898.23	10076
12/31/2024	Coastal Propane Inc.	20722	\$ 21,012.92	10076
12/31/2024	Driftech Mechanical Services	20723	\$ 886.17	10076
12/31/2024	Fast Fuel Limited Partnership	20724	\$ 3,810.49	10076
12/31/2024	Haida Gwaii Consumers Co-operative	20725	\$ 4,975.58	10076
12/31/2024	SD 50 REGULAR BOARD MEETING JAN 14, 2025	370726	\$ 1,787.98	10076

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**eREGISTER AS OF DECEMBER 31, 2024**

DATE	SUPPLIER	NUMBER	AMOUNT	Batch #
12/31/2024	ADT Security Services Canada Inc	20727	\$ 314.48	10076
12/31/2024	Steven Goffic	20728	\$ 3,723.04	10076
<b>TOTALS</b>			<b>\$671,491.44</b>	

**SCHOOL DISTRICT NO. 50 HAIDA GWAII**  
**QUICK PAY REGISTER AS OF DECEMBER 31, 2024**

CHEQUE NUMBER	DATE	SUPPLIER	AMOUNT
468359	Dec 23, 2024	Municipal Pension Plan	11,661.33
386487	Dec 23, 2024	Canada Customs And Revenue Agency	40,352.65
386493	Dec 16, 2024	Canada Customs And Revenue Agency	82,927.09
467925	Dec 18, 2024	Municipal Pension Plan	22,418.34
467930	Dec 18, 2024	Teachers' Pension Plan	2,889.04
467101	Dec 12, 2024	Teachers' Pension Plan	114,949.88
467100	Dec 12, 2024	Municipal Pension Plan	11,661.33
334060	Dec 12, 2024	Canada Customs And Revenue Agency	5,482.55
334050	Dec 06, 2024	Canada Customs And Revenue Agency	38,486.48
345455	Dec 06, 2024	Canada Customs And Revenue Agency	24,802.86
345494	Dec 12, 2024	Canada Customs And Revenue Agency	1,836.75
345740	Dec 03, 2024	Canada Customs And Revenue Agency	48,684.88
384316	Dec 12, 2024	Minister of Finance	57,578.16
281642	Dec 12, 2024	Canada Customs And Revenue Agency	7,347.71
466321	Dec 03, 2024	Municipal Pension Plan	22,573.17
466322	Dec 03, 2024	Teachers' Pension Plan	2,029.96
438229	Dec 30, 2024	Pacific Blue Cross	13,547.41
438247	Dec 30, 2024	Pacific Blue Cross	6,030.15
468362	Dec 23, 2024	Teachers' Pension Plan	116,330.72
438254	Dec 30, 2024	Pacific Blue Cross	738.27
<b>TOTALS</b>			<b>632,328.73</b>

**MEMORANDUM**

**SCHOOL**  
**DISTRICT NO. 50**  
**Haida Gwaii**

**TO** **Kevin Black**  
Secretary-Treasurer

**FROM** **Duane Alsop**  
Assistant Secretary-Treasurer

**SUBJECT:** **Teachers Payroll for..... December**

**DATE** **07-Jan-25**

Period Ending	Pay Period	Payroll Group	Net Amount
13-Dec	#1-12	Teachers	\$ 438,690.57
13-Dec	#1-12	AO/Exempt	\$ 189,219.94
00-Jan	00-Jan	Teachers	\$ -
00-Jan	00-Jan	AO/Exempt	\$ -
<b>Total Net Pay</b>			<b>\$627,910.51</b>

## MEMORANDUM

SCHOOL  
DISTRICT NO. 50  
Haida Gwaii

TO                    **Kevin Black**  
                         Secretary-Treasurer

FROM                **Duane Alsop**  
                         Assistant Secretary-Treasurer

SUBJECT:            **Non-Teachers Payroll for...    December**

DATE                **07-Jan-25**

Period Ending	Pay Period	Payroll Group	Net Amount
14-Dec	#2-26	CUPE	\$ 99,987.43
14-Dec	#2-26	Casuals	\$ 65,308.05
14-Dec	#2-26	TOC's	\$ 19,952.72
28-Dec	#2-1	CUPE	\$ 75,917.79
28-Dec	#2-1	Casuals	\$ 49,380.32
28-Dec	#2-1	TOC's	\$ 7,785.26
<b>Total Net Pay</b>			<b>\$ 318,331.57</b>

**TRUSTEE EXPENDITURE REPORT**  
**AS OF December 31, 2024**

		December	Year-To-Date	Budget	Available	% Spent
4-40-19000	GOV HONORARIUM	7,280.75	43,684.50	86,000.00	42,315.50	51%
4-40-20000	GOV BENEFITS	566.38	3,398.03	6,450.00	3,051.97	53%
4-40-31200	PROFESSIONAL SERVICES-LEGAL	990.60	4,394.20	6,000.00	1,605.80	73%
4-40-34000	GOV TRAVEL, MEALS, MILEAGE	1,885.24	10,348.14	40,000.00	29,651.86	26%
4-40-37000	GOV DUES & FEES	3,225.80	10,641.54	8,000.00	(2,641.54)	133%
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	0.00	347.45	2,000.00	1,652.55	17%
4-40-59000	COMPUTER EQUIPMENT		0.00	3,000.00	3,000.00	0%
<b>Total</b>		<b>13,948.77</b>	<b>72,813.86</b>	<b>159,950.00</b>	<b>87,136.14</b>	<b>46%</b>



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

<b><u>MEETING AGENDA ITEM # 11.4</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Budget Plan Process 2025-2026					
<b>Background/Discussion:</b>						
Review proposed plan for budget 2025-2026						
<b>Recommended Action:</b>						
Presented by: Secretary-Treasurer						

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## **DRAFT BUDGET PLANNING PROCESS 2025/2026 ANNUAL BUDGET**

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<b>March 13</b>	5:30pm TEAMS budget process presentation.
<b>March 15</b>	Preliminary Operating Grant Information/Annual Budget Instructions released Request staffing models from schools for planning purposes.
<b>March 17-28</b>	Spring Break
<b>April 10</b>	5:30pm TEAMS public consultation provide DRAFT of Operating revenue & update expenses review a status quo operating budget. Provide updated Operating Grant comparison for 2024/2025 vs 2025/2026.
<b>May 6</b>	Audit & Finance Committee to meet VIA TEAMS at 12:00pm to go over a draft summary to be presented to the Board on May 13, 2025.
<b>May 13</b>	Regular Board Meeting: presentation of proposed 2025/2026 Preliminary Budget – First Reading.
<b>June 17</b>	Regular Board Meeting: presentation of proposed 2025/2026 Preliminary budget – Second & Final Readings & Approval.

**Notice to be put on our website:**

<b>PLEASE NOTE:</b>	Representatives from stakeholder groups or members of the public will also have the opportunity to make a presentation to the Audit & Finance Committee in private if they so desire. Individuals or groups interested in making such a presentation should contact the Secretary-Treasurer via email at <a href="mailto:kblack@sd50.bc.ca">kblack@sd50.bc.ca</a> or by phone at (250) 559-8471 to arrange a meeting. The presentation should be supported by a written submission, which should be provided to the Secretary-Treasurer in advance.
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**BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 50 HAIDA GWAII**

<b><u>MEETING AGENDA ITEM # 12</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Correspondence					
<b>Background/Discussion:</b>						
<ul style="list-style-type: none"><li>-Board Chair Letter</li><li>-Port Clements Elementary School Community Meeting Advertising</li><li>-Ombudsperson BC Letter</li></ul>						
<b>Recommended Action:</b>						
Information						
Presented by: Chair						



December 16, 2024

Ref: 303523

Dear Board Chairs:

We are writing to update you on the establishment of the Ministry of Infrastructure and what it will mean for your school district at this time.

On November 18, 2024, Premier David Eby appointed a new provincial cabinet that is ready to deliver on the core challenges people are facing throughout our province. Our government's top priorities include bringing down costs for families, strengthening health care, making communities safer, and growing the economy so everyone feels the benefits of helping build a more prosperous BC for future generations.

As a part of the cabinet announcement, the Ministry of Infrastructure was created. Governments worldwide are facing challenging construction markets and cost pressures on major capital projects. This new ministry is responsible for overseeing land acquisition as well as project planning, procurement, and delivery for vertical provincial capital projects such as schools, hospitals, post-secondary institutions, and other public buildings that BC communities need to continue to thrive. This does not include transportation infrastructure, which remains the purview of the Ministry of Transportation and Transit.

By assembling responsibility for vertical capital projects across the provincial government into the Ministry of Infrastructure, our provincial government is better able to improve the coordination and delivery of important community infrastructure that provincial services are delivered from, to people throughout BC.

For greater clarity, the Ministry of Infrastructure primarily deals with vertical projects requiring capital funding and will not be involved in the disbursement of any operating funding to partners. Operating funding that supports the delivery of your services will continue to come from the Ministry of Education and Child Care.

The changes being shared with you today are internal to the organization of our government ministries and do not change your role as an integral partner in the delivery of critical services. We will continue to communicate with you as we implement the new Ministry of Infrastructure. In the meantime, there should not be any interruption to how you engage with our government. Please continue reaching out to your existing contacts with any questions and/or feedback that you may have and be assured that our ministries will be working closely together to serve you well.

.../2

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Ministry of Education and Child Care  
PO Box 9045 Stn Prov Govt  
Victoria BC V8W 9E2

Office of the Minister

Ministry of Infrastructure  
PO Box 9021 Stn Prov Govt  
Victoria BC V8W 9E2

- 2 -

We are excited by the opportunities the new ministry provides and will ensure that our ministries work closely together to share information about your needs and how best to support you. Together, we will continue to build our province so British Columbians have the opportunity to grow, thrive and prosper for many generations to come.

Sincerely,

Lisa Beare  
Minister of Education and Child Care

Bowinn Ma  
Minister of Infrastructure



School District No. 50  
**Haida Gwaii**

# PORt CLEMENTS ELEMENTARY CONFIGURATION REVIEW

## INPUT MEETING

Please join Lisa Bernoties, Superintendent of Schools, and trustees from the SD50 Board of Education to discuss Port Clements Elementary School and options for the future.

- ✓ 6 - 7:30 PM - Seniors Room
- ✓ Light Refreshments Provided
- ✓ Everyone Welcome



TUESDAY

**FEBRUARY 4**

*6 - 7:30 PM*





## OMBUDSPERSON BRITISH COLUMBIA

The *Ombudsperson Act* requires that investigations be conducted in private. Ombudsperson investigation documents are not available through the *Freedom of Information and Protection of Privacy Act* and may be subject to rules preventing their use in court and tribunal proceedings. **Please contact the Office of the Ombudsperson before disclosing this document, or any responses, to any third parties.**

January 10, 2025  
File: SYS24 - 0004

Delivered via email: [lbernoties@sd50.bc.ca](mailto:lbernoties@sd50.bc.ca)

Lisa Bernoties, Superintendent  
School District No. 50 (Haida Gwaii)  
PO Box 69  
107 3rd Avenue  
Daajing Giids BC V0T 1S0

Dear Superintendent Lisa Bernoties:

**Re: Notice of investigation - exclusion of students from schools**

I am writing to notify you, pursuant to s. 14(1) of the *Ombudsperson Act*, that I am initiating an investigation into the exclusion of K-12 students, and in particular students with diverse needs, from classrooms and schools in British Columbia's public education system. The purpose of our investigation is to determine whether the Ministry of Education and Child Care and school districts are fairly administering and overseeing these exclusions, and whether the rules governing these exclusions are fair. The investigation will focus on BC's public K-12 education system and will not include private or independent schools.

This investigation is initiated using my own-motion authority under s. 10 of the *Ombudsperson Act*.

I am initiating this investigation because my office has received complaints from across the province about students with diverse needs being excluded from school. These complaints suggest that schools in multiple school districts are excluding students for a number of reasons including that the student's behaviour disrupts classroom learning or poses a safety risk to themselves, staff, or other students, or that the school does not have the resources to adequately support the student's learning in the school. In some cases, I understand that students may be excluded from school under the suspension and medical provisions in the *School Act*. However, in other cases I have been informed that schools may be informally excluding students from school entirely or placing them in "partial day" programs which result in them remaining out of school for a substantial part of the school day with the school providing little or no instruction during the out of school portion of the day. We have heard through these complaints that some students with diverse needs are receiving a fraction of the hours of instruction provided to their peers.

Mailing address: PO Box 9039 Stn Prov Govt • Victoria BC V8W 9A5

Phone in Victoria: 250-387-5855 • Toll-Free: 1-800-567-3247 • Fax: 250-387-0198 • [bcombudsperson.ca](http://bcombudsperson.ca)  
SD 50 REGULAR BOARD MEETING JAN 14, 2023

As you know, the *School Act* is premised on the inclusion of students with diverse needs, and the integration of all students in a classroom that accommodates the needs of all learners. Human rights jurisprudence in BC also explicitly recognizes the importance of students receiving an education that is equal to, and together with their peers, wherever possible.

I am concerned about the outcomes for children who are excluded from school with little or no instruction. Children are a uniquely vulnerable group with limited options to address unfairness in their education and school environments. Our office has been advised that some children are falling behind in their academic work, experiencing significant anxiety, being socially isolated from their peers, and in some cases being removed from the school system entirely.

Our investigation will examine the extent to which K-12 students are being excluded from schools across the province and will assess whether the ministry and school districts are fairly administering and overseeing these exclusions. In relation to school districts, we will ask you to tell us about how schools in your district are formally or informally excluding students from school, and how you understand your decision-making role in overseeing school exclusions. We will also ask about what guidance your district provides to schools regarding their administration of these exclusions.

On the completion of this investigation, I intend to issue a public report with findings and recommendations. Before the report is finalized, I will provide the district with a draft and will consider any response that you provide.

I will be making a public announcement about our investigation on Tuesday, January 14, 2025. Some information about the investigation, and a public questionnaire, will be available on our office's website: [www.bcombudsperson.ca](http://www.bcombudsperson.ca).

My staff will be in touch with you in the coming weeks to ask more specific questions about your school district. If you have questions in the meantime, please contact Sarah Malan, Manager of Systemic Investigations, at [smalan@bcombudsperson.ca](mailto:smalan@bcombudsperson.ca).

Yours sincerely,



Jay Chalke  
Ombudsperson  
Province of British Columbia



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

<b><u>MEETING AGENDA ITEM # 13</u></b>						
<b>Action:</b>		<b>Information:</b>	X			
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025			
<b>Topic:</b>	Question Period					
<b>Background/Discussion:</b>						
Questions from the public pertaining to the agenda for the January 14, 2025 Regular Board Meeting.						
<b>Recommended Action:</b>						
Information						
Presented by: Chair						



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

<b><u>MEETING AGENDA ITEM # 14</u></b>					
<b>Action:</b>		<b>Information:</b>	X		
<b>Meeting:</b>	Regular	<b>Meeting Date:</b>	January 14, 2025		
<b>Topic:</b>	Adjournment				
<b>Background/Discussion:</b>  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.					
<b>Recommended Action:</b>  THAT the Haida Gwaii Board of Education School District No. 50 adjourn the January 14, 2025 Regular Board Meeting at _____ hours.					
Presented by: Chair					