



**NISGA'A SCHOOL DISTRICT NO. 92
BOARD OF EDUCATION
REGULAR MEETING – Microsoft Teams
GITLAXT'AAMIX, BC**

TUESDAY, DECEMBER 13, 2022 – 6:30 PM

A G E N D A

1. CALL TO ORDER			
2. DECLARATION OF QUORUM			
3. APPROVAL OF AGENDA FOR DECEMBER 13, 2022	Motion		
4. ADOPTION OF MINUTES OF PRIOR MEETING:			
4.1 Regular Meeting – November 29, 2022	Motion	Attachment	Page 1-6
5. BUSINESS ARISING FROM THE MINUTES:			
6. PRESENTATION:			
6.1			
7. EDUCATION:			
Superintendent			
7.1 Superintendent's Verbal Update	Information	Verbal	
7.2			
7.3			
7.4			
8. BUSINESS:			
Secretary-Treasurer			
8.1 Monthly Financial Statements	Information	Attachment	Page 7-11
8.2			
8.3			
9. POLICY DEVELOPMENT:			
10. TRUSTEE REPORTS:			
10.1			
11. CORRESPONDENCE RECEIVED:			
11.1			
12. PUBLIC QUESTION PERIOD:			
13. ADJOURNMENT:			

Note: Next Board Meeting: January 17, 2023 – Microsoft Teams



SCHOOL DISTRICT NO. 92 (NISGA'A)

<u>MEETING AGENDA ITEM 4.1</u>			
Action:	X	Information:	
Meeting:	Regular	Meeting Date:	December 13, 2022
Topic:	Minutes of the Regular Meeting of the Board – November 29, 2022		
Background/Discussion:			
Minutes as attached.			
Recommended Action:			
THAT the Minutes of the Regular Meeting of the Board held on November 29, 2022 be approved.			
Presented by: Board Chair			

**SCHOOL DISTRICT NO. 92 (NISGA'A)
BOARD OF EDUCATION
REGULAR BOARD MEETING
MICROSOFT TEAMS
GITLAXT'AAMIKS, BC**

TUESDAY, NOVEMBER 29, 2022 – 6:30 PM

In attendance:	Winnie Morven-Hansen, Chair	Gitlaxt'aamiks Trustee
	George Nelson	Gingolx Trustee
	John Johansen	Gitwinksihlkw Trustee
	Danica Moore	Laxgalts'ap Trustee
	Edward Desson	Nass Camp Area Trustee

Also in attendance:	Jill Jensen	Superintendent of Schools
	Kory Tanner	Secretary-Treasurer
	Sharlene Grandison	Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at 6:31 pm

2. DECLARATION OF QUORUM:

There is a declaration

3. APPROVAL OF AGENDA:

R02-1420

That the Board of Education approve the November 29, 2022 Agenda as presented.

Trustee Moore/Trustee Desson

Carried

4. ADOPTION OF MINUTES OF PRIOR MEETING:

4.1 Minutes of September 13, 2022, Regular Meeting Minutes

R02-1421

That the Minutes of the Regular Meeting of the Board held on September 13, 2022, be approved as presented.

Trustee Nelson/Trustee Moore

Carried

4.2 Minutes of November 8, 2022, Inaugural Meeting

R02-1422

That the Minutes of the Special Meeting of the Board held on November 8, 2022, be approved as presented.

Trustee Nelson/Trustee Desson

Carried

5. **BUSINESS ARISING FROM THE MINUTES:**

None

6. **PRESENTATION:**

None

7. **EDUCATION:**

Superintendent

7.1 Superintendent's Update – November 2022

Superintendent Jensen presented her report on:

- Nisga'a Vision for Education
- Nisga'a Language Plan at NESS
- Pathway to Graduation

7.2 Indigenous Education Report – November 2022

SUCSESSES since we opened the doors in September 2022

- Courses such as grade 10 English Spoken Language are calling upon an awareness of self through studying mainstream approaches of Indigenous poetry, regional aboriginal authors, AND a peek into what truth and reconciliation is rooted in. Students are upon a pathway of discovering their roots by telling their family histories.
- The daily practice of TPR through our 5 Sim'algax classroom settings is fast underway with positive results. We want to branch out to include parents in the learning too.
- The presence of the drum to tell stories, to call students into the school, to sing and dance is evident in each of our sacred settings. We are learning to hand this over to the student body to lead as they step into being brave. We are collectively learning the DISTRICT SONG so that we can present it on Aboriginal Day 2023.

- Greeting students in Sim'algax at the bus when they arrive is a step back into traditional protocol. We will be approaching local community members to partake in this process in an effort to bridge community back to the school.
- The presence of Elders (fluent speakers) in our school settings is alive and well.
- The continuous compilation of story based Sim'algax text learning resources have continued and we are now in year 4. Stories are in the process of having audio enhancements with fluent speakers.

8. **BUSINESS:**
Secretary-Treasurer

8.2 2021/2022 Statement of Financial Information (SOFI)

For consistency with the *Budget Transparency and Accountability Act*, respecting Public Accounts reporting, a Statement of Financial Information (SOFI) must be submitted by each school district within six months following the corporation's fiscal year end. School Districts are defined as corporations as outlined in the *Financial Information Act*.

Reference: 2021/2022 School District Statement of Financial Information (SOFI) Report.

R02-1423

That the Board of Education approve the 2021/2022 Statement of Financial Information (SOFI) as presented.

Trustee Desson/Trustee Nelson

Carried

8.2 Maintenance/Operations Report – September 1 – November 30, 2022

Accomplishments

- Ongoing familiarization of the district's facilities
- Development of a good working relationship with the principals of the four district schools
- Changeover of district's vehicles/buses to winter operation
- Assisting the districts consultants to complete their assessment for the electrical and mechanical operations of the school
- Completion of Fire Alarm testing at all four schools
- Enhancement of existing on-boarding work plans for new maintenance/custodian staff
- Familiar of the districts reporting systems
- Professional development

Goals for next quarter

- Development of transportation documentation booklets for each mobile asset operated by the district
- Development of documentation check list for the different areas of each facility that require regular and on-going maintenance.
- Work with approved contractors to complete:
 - o Emergency light upgrade
 - o NESS electrical panel/led lighting at kindergarten block/gym
 - o Replacement of window blinds at each school

Summary

The overarching goal for the new Director of Operations was to observe, listen, ask clarifying questions and take notes. The intended outcome was to learn more about the numerous routines that are necessary to keep the district's facilities operating. These routines undertaken by the different staff of the organization play a key role in ensuring the facilities are ready to support the learning environment. An environment that is balanced between administration/maintenance/teacher and student.

9. **POLICY DEVELOPMENT:**
None
10. **TRUSTEE REPORTS:**
None
11. **CORRESPONDENCE RECEIVED:**
None
12. **PUBLIC QUESTION PERIOD:** via Microsoft Teams (6:50 pm)

Board Chair:

Question posed for this meeting, is not on the agenda. The content needs to be addressed to the Superintendent.

Derek Azak:

I'd like the Board to consider amending the rules for public question period for any agenda items past and present, as some may have questions on the last agenda items and could not attend for whatever reason.

Secretary-Treasurer Tanner:

Question period is only considered for the current agenda. If people have questions about passed agendas, they are more than welcome to contact the Superintendent or myself to have those questions answered.

Derek Azak:

I'd like the Board to discuss and consider having a hybrid format for Board Meetings where people can attend in-person as well as virtually. Not everyone has access to a laptop, high-speed internet, and the TEAMS app. I had to use my district email and password to log in.

Derek Azak:

Can the public ask questions using the mic feature on Teams?

Secretary-Treasurer Tanner:

We are working towards a process that people can phone in or use the mic for Teams to ask questions, we're not quite there, so we do thank you for your patience while we work through that.

Derek Azak:

Will the next Board Meeting be in-person? If no, then what are the reasons for going virtual since the Inauguration was in-person?

Secretary-Treasurer Tanner:

The Inauguration meeting has to be in-person for the inaugural process. It was decided a few years ago that meetings during the winter months would be held virtually for the safety of people, so they are not travelling late at night or in inclement weather. Once the weather has improved again meetings will become regular meetings out in the communities, held at the schools, and that is all announced generally one to two weeks before the meeting starts.

13. **ADJOURNMENT:**

The meeting adjourned at 7:06 pm

Trustee Nelson/Trustee Moore

Carried

Certified correct,
Winnie Morven-Hansen,
Board Chair

Certified correct,
Kory Tanner,
Secretary Treasurer



SCHOOL DISTRICT NO. 92 (NISGA'A)

<u>MEETING AGENDA ITEM #8.1</u>			
Action:		Information:	X
Meeting:	Regular	Meeting Date:	December 13, 2022
Topic:	Monthly Financial Statements		
Background/Discussion: Monthly Financial Statements for October 31, 2022, attached.			
Recommended Action: For information only.			
Presented by: Secretary-Treasurer			

SCHOOL DISTRICT No. 92 (Nisga'a)
OPERATING FUND
REVENUE AND EXPENDITURE
YEAR ENDING JUNE 30, 2023
As At October 31, 2022

	2022/2023 Actual Revenue and Expenses	2022/2023 Annual Budget	Percent Remaining or Available
Revenue (Schedule A2)			
Provincial Grants, MOE	(620,874)	196,500	4.16
Provincial Grants - Other Ministries	-	-	#DIV/0!
Other Fees And Revenue	3,668,348	8,332,101	0.56
Rentals & Leases	47,380	200,000	0.76
Investment Income	55,754	20,000	(1.79)
	<u>3,150,608</u>	<u>8,748,601</u>	<u>0.64</u>
Expense (Schedule A3)			
Salaries			
Teachers	302,512	2,775,000	0.89
Principals and Vice Principals	301,580	921,000	0.67
Educational Assistants	16,914	247,000	0.93
Support Staff	231,257	1,118,500	0.79
Other Professionals	235,077	856,162	0.73
Substitutes	66,274	200,000	0.67
	<u>1,153,614</u>	<u>6,117,662</u>	<u>0.81</u>
Employee Benefits	219,409	1,452,944	0.85
Services & Supplies	476,238	2,931,487	0.84
	<u>1,849,262</u>	<u>10,502,093</u>	<u>0.82</u>
Net Revenue/Expenditure	<u>1,301,347</u>	<u>(1,753,492)</u>	
Encumbered PO's	615,154		
Interfund Transfers			
Capital Asset Purchases	(227,629)	(424,000)	
Local Capital		-	
Prior Year Surplus Appropriation	2,361,047	2,177,492	
Prior Year Surplus Unappropriated	1,487,969	-	
Balance Surplus/(Deficit)	<u><u>4,307,580</u></u>	<u><u>(0)</u></u>	

SCHOOL DISTRICT No. 92 (Nisga'a)
OPERATING FUND
REVENUE BY SOURCE
YEAR ENDING JUNE 30, 2023
As At October 31, 2022

	2022/2023 Actual Revenue and Expenses	2022/2023 Annual Budget	Percent Remaining
Provincial Grants, Ministry of Education			
Operating Grant, MOE	49,000	8,233,111	
ISC/LEA Recovery	(876,100)	(8,296,145)	
Other Ministry of Education Grants			
Pay Equity	20,251	116,874	0.83
Student Transportation	91,064	130,091	0.30
ELF	54	44	-0.23
FSA Exam Funding	2,047	4,094	0.50
Graduated Adult Enrollment (EG)	-	-	
Support Staff Benefit Grant	-	271	1.00
Child Care	-	8,160	
Anti-Racism	6,429		
Equity Scan	86,381		
Early Learning Grant	-	-	
	<u>(620,874)</u>	<u>196,500</u>	<u>4.16</u>
Provincial Grants - Other Ministries			
	-	-	
Other Fees and Revenue			
Other School District/Education Authorities	3,659,050	8,296,101	0.56
Miscellaneous (Specify)			
Miscellaneous	9,297	30,000	0.69
ArtStarts	-	6,000	1.00
	<u>3,668,348</u>	<u>8,332,101</u>	<u>0.56</u>
Rentals and Leases			
	<u>47,380</u>	<u>200,000</u>	<u>0.76</u>
Investment Income			
	<u>55,754</u>	<u>20,000</u>	<u>-1.79</u>
TOTAL OPERATING REVENUE	<u><u>3,150,608</u></u>	<u><u>8,748,601</u></u>	<u><u>0.64</u></u>

SCHOOL DISTRICT No. 92 (Nisga'a)
OPERATING FUND
EXPENDITURE BY OBJECT
YEAR ENDING JUNE 30, 2023
As At October 31, 2022

	2022/2023 Actual Revenue and Expenses	2022/2023 Annual Budget	Percent Available
Salaries			
Teachers	302,512	2,775,000	0.89
Principals and Vice Principals	301,580	921,000	0.67
Educational Assistants	16,914	247,000	0.93
Support Staff	231,257	1,118,500	0.79
Other Professionals	235,077	856,162	0.73
Substitutes	66,274	200,000	0.67
	<u>1,153,614</u>	<u>6,117,662</u>	<u>0.81</u>
Employee Benefits			
	<u>219,409</u>	<u>1,452,944</u>	<u>0.85</u>
Total Salaries & Benefits	<u>1,373,023</u>	<u>7,570,606</u>	<u>0.82</u>
Services and Supplies			
	As Per Data		
Services	164,688	450,250	0.63
Student Transportation	-	-	#DIV/0!
Professional Development and Travel	61,578	234,597	0.74
Dues and Fees	6,360	44,100	0.86
Insurance	986	15,000	0.93
Supplies	(21,248)	1,546,040	1.01
Furniture and Equipment	227,142	185,000	(0.23)
Computer Equipment	13	46,500	1.00
	<u>439,520</u>	<u>2,526,487</u>	<u>0.83</u>
Utilities			
Electricity	20,074	318,000	0.94
Propane-Heat	2,861	12,000	0.76
Bio Mass Pellets	6,950	60,000	
Garbage/Water/Sewer	6,833	15,000	0.54
Carbon Offsets	-	-	#DIV/0!
	<u>36,718</u>	<u>405,000</u>	<u>0.91</u>
Total Service & Supplies	<u>476,238</u>	<u>2,931,487</u>	<u>0.84</u>
TOTAL OPERATING EXPENSE	<u>1,849,262</u>	<u>10,502,093</u>	<u>0.82</u>

**SCHOOL DISTRICT No. 92 (Nisga'a)
OPERATING FUND
EXPENDITURE BY OBJECT
YEAR ENDING JUNE 30, 2023
As At October 31, 2022**

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	Total Expenses	2022-2023 Annual Budget	Percent Available
1 INSTRUCTION							
1.02 Regular Instruction	403,349	65,535	468,884	22,925	491,809	3,586,332	0.86
1.03 Career Programs	-	-	-	-	-	66,250	1.00
1.07 Library Services	-	-	-	2,528	2,528	25,000	0.90
1.08 Counseling	-	-	-	-	-	112,500	1.00
1.10 Special Education	7,755	702	8,457	-	8,457	359,750	0.98
1.30 English Language Learning	15,675	2,879	18,554	-	18,554	-	#DIV/0!
1.31 Aboriginal Education	106,112	21,770	127,882	(418)	127,464	590,005	0.78
1.41 School Administration	173,447	33,696	207,143	8,047	215,190	846,198	0.75
1.60 Summer School	-	-	-	-	-	43,750	1.00
Total Function 1	706,338	124,582	830,920	33,081	864,002	5,631,785	0.85
4 DISTRICT ADMINISTRATION							
4.11 Educational Administration	78,603	14,452	93,055	35,801	128,856	473,260	0.73
4.40 School District Governance	16,387	802	19,189	23,332	42,521	168,748	0.75
4.41 Business Administration	97,568	18,223	115,791	59,594	175,386	723,085	0.76
Total Function 4	194,559	33,477	228,036	118,727	346,763	1,365,103	0.75
5 OPERATIONS AND MAINTENANCE							
5.41 Operations and Maintenance Admin	18,945	4,761	23,706	502	24,208	72,550	0.67
5.50 Maintenance Operations	187,069	44,333	231,402	157,402	388,804	1,254,450	0.69
5.52 Maintenance of Grounds	-	-	-	27,156	27,156	60,000	0.55
5.56 Utilities	-	-	-	37,304	37,304	413,000	0.91
Total Function 5	206,014	49,094	255,108	222,365	477,473	1,800,000	0.73
7 TRANSPORTATION AND HOUSING							
7.41 Transportation and Housing Admin	15,156	3,808	18,964	-	18,964	44,905	0.58
7.70 Student Transportation	12,673	3,895	16,567	33,451	50,019	363,000	0.86
7.73 Housing	18,874	4,554	23,427	68,614	92,042	1,297,300	0.93
Total Function 7	46,703	7,703	54,406	102,066	161,025	1,705,205	0.91
TOTAL FUNCTIONS 1 - 7	\$ 1,153,614	\$ 214,656	\$ 1,349,596	\$ 476,238	\$ 1,849,262	\$ 10,502,093	0.82