



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
JANUARY 26, 2021  
ELECTRONIC FORMAT VIA: ZOOM**

**PRESENT: Trustees:** F. Farrell, L. Kearns, F. Krishan, J. Williams, J. Krauskopf, P. Michell

**Trustee Absence:** E. Quinlan

**Staff:** M. McDiarmid – Superintendent  
M. Monkman – Assistant Superintendent  
D. Margerm – Secretary Treasurer  
B. Kingsmill – Recording Secretary

**1. CALL TO ORDER**

- The meeting was called to order at 7:06pm.

**2. TRADITIONAL WELCOME / OPENING REMARKS**

- Chairperson Williams acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en – Bear Wolf Clan and the Likhsilya – Small Frog Clan.
- Vice Chairperson Kearns welcomed guests present. Trustees were given the opportunity to tour the new Walnut Park Elementary build recently and it exceeded all expectations. The community and school users will be very impressed in September 2021.

**3. ADOPTION OF AGENDA**

**MOTION: *It was moved by Trustee Michell and seconded by Trustee Farrell.***

*"That the agenda be accepted as presented."*

**CARRIED**

**4. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of December 8, 2020. There being none, the regular meeting minutes of December 8, 2020 were declared approved as presented.

**5. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented the Student Achievement to the Board. The Ministry has released the completion rates for 2019/2020 and SD54 continues to show improvements. Indigenous completion rates continue to improve reporting at a 67.9 % completion rate. Overall completion rate dropped slightly to 76.7%. The end of semester one is fast approaching. Early Kindergarten registration took place the week of January 18-22, 2021. Kindergarten registrations in Houston are being accepted at Silverthorne Elementary for next year. HSS will be hosting a new post-secondary support program through Contact North. The district was approached by Engage Sport North in the fall to create a Canadian Sport School based in Smithers.
- Superintendent McDiarmid presented the district and school-based initiatives report to the Board. Dr. Leyton Schnellert will be leading a competency-based pro-d starting in mid-February. Sessions are geared for teachers of Grades 5-12. Early Notice Incentive letters will be sent out the week of February 1<sup>st</sup>. Faye Brownlie will also be

returning to the district working virtually with our primary teachers. In semester 2, several CMC programs will commence for our secondary students. (Intro to Trades – Automotive, Millwright Foundations, Intro to Health, Junior Fire Crew, District youth and trades) Once again the District would like to thank the CMC for their ongoing partnership with SD54. Due to COVID – 19, SD54's robotics students will participating in a virtual competition this year.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **SSS** – 50 +/- Grades 9 students from Smithers Secondary School to travel up to Hudson Bay Mountain on January 14<sup>th</sup>, 2021. The purpose of this trip is to support the physical and health education curriculum, healthy living and community building.
  - **HSS** – 50 +/- Grades 8-12 students from Houston Secondary School to travel up to Hudson Bay Mountain on two separate occasions: February 19, 2021 and March 12, 2021. The purpose of this trip is to support the physical and health education curriculum, healthy living and community building.

### Operations:

- The 2021-2022 Annual Facility Grant planning has now started. Approximately \$550,000 will be allocated to support the district facilities.

### 6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the January 12<sup>th</sup>, 2021 committee meeting. Two items will be moved to New Business portion of the current board meeting.
- Next meeting date Tuesday, February 9<sup>th</sup>, 2021 @ 5:00pm

### 6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the January 12<sup>th</sup>, 2021 committee meeting.

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- **Policy 1.180 Trustee Code of Conduct** – Committee recommended that senior administration proceed with drafting revised language for updating the policy and administrative procedures base on the committee discussions.

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- **Policy 1.170 Trustee Renumeration** – The Committee recommended that the Board approve the draft policy 1.170 Trustee Renumeration and the inclusion of an administrative procedure.

**MOTION: *It was moved by Trustee Farrell and seconded by Trustee Krauskopf.***

*"That the Board approve the draft Policy 1.170 Trustee Renumeration and the inclusion of an administrative procedure."*

CARRIED

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- **Policy 10.300 Child Care Facilities & Operations** – The Committee recommended that senior administration draft new language for Policy 10.300 Child Care Facilities & Operations and respective new administration procedures.

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Next Meeting Tuesday, February 9<sup>th</sup>, 2021 @ 3:00pm

**6.c ) TRUSTEE REPORTS**

- There were no trustee reports this month.

**7. UNFINISHED BUSINESS**

- There was no unfinished business this month.

**8. NEW BUSINESS**

**8.1) Draft Amended Annual Budget** – The Operations Committee recommended to proceed with the first two readings of the 2020 – 2021 Draft Amended Budget Bylaw.

- Secretary Treasurer Margerm presented the Amended Annual 2020 – 2021 Draft Budget to the Board and guests.

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**MOTION: *It was moved by Trustee Kearns and seconded by Trustee Michell.***

*"That the Board approve the first two readings of the 2020 – 2021 Draft Amended Budget Bylaw."*

CARRIED

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**8.2) Draft 2021-2022 District Calendar** – The Operations Committee recommended that the draft 2021-2022 District Calendar be sent out for stakeholder consultation. Assistant Superintendent Monkman provided a report to the Board regarding the development of the draft 2021-2022 District Calendar.

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**MOTION: *It was moved by Trustee Kearns and seconded by Trustee Krauskopf.***

*"That the Board approves that the draft 2021-2022 District Calendar be sent out for stakeholder consultation as outlined."*

CARRIED

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**9. OTHER BUSINESS**

- No other business this month

**10. READING FILE**

**MOTION: *It was moved by Trustee Farrell and seconded by Trustee Krauskopf.***

*"That the information contained in the Trustee Reading File be received and filed."*

CARRIED

**11. CLOSING REMARKS**

- Closing Remarks – Next regular Board Meeting will be held on February 23, 2021, commencing at 7:00 p.m. at the School Board Office in Smithers, B.C. Location &/or meeting delivery is subject to current Provincial Health Orders in place. Vice – Chairperson Kearns reminded everyone to 'Be kind, be calm and be safe'.

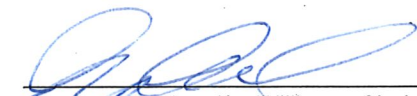
**12. ADJOURNED**

**MOTION: It was moved by Trustee Michell and seconded by Trustee Krauskopf**

*"That the Regular Board meeting is adjourned at 7:47 pm."*

CARRIED

Approved by:



Approved by Jennifer Williams, Chairperson  
of the Board of Education



Dave Margerm  
Secretary Treasurer