



REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
DECEMBER 11, 2018  
SCHOOL BOARD OFFICE, SMITHERS BC

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

Regrets: T. Bancroft – Director Facilities & Maintenance

Staff: C. van der Mark – Superintendent  
M. McDiarmid – Assistant Superintendent  
D. Margerm – Secretary Treasurer  
T. Perreault – Recording Secretary

**1. CALL TO ORDER**

- The meeting was called to order at 7:04 pm.

**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.
- Chairperson Williams welcomed all guests present and wished everyone season's greetings.

**3. ADOPTION OF AGENDA**

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

*"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 November 20, 2018. There being none, the regular meeting minutes of November 20, 2018 were declared approved as presented.

**5. ADMINISTRATION REPORT**

- Superintendent van der Mark presented the student achievement report to the Board. Secondary school student's first term reports have been sent out and the elementary schools have been communicating their students' learning progress through more meaningful methods. The student achievement data has been released.
- Superintendent van der Mark presented the District initiatives report to the Board. The returning and newly elected trustees traveled to Vancouver last week to attend the BCSTA Trustee Academy. Dr. David Burns met with educators from across the district on November 29<sup>th</sup> to challenge our thinking about assessment, core competencies, graduation transition and university admission. Carolfest took place on Wednesday, December 5<sup>th</sup> and it was another exceptional showcase of school, district and community spirit. Innovation Grant applications have been reviewed and as always there was a great variety of projects proposed. The first set of collaboration rounds took place with Ms. Carole Fullerton. The district elementary volleyball tournament took place on November 15<sup>th</sup> in Houston and we were

happy to welcome the Houston Christian Elementary School into the play day. Thank to you everyone that made this day possible. December 3-10<sup>th</sup> is "Coding Week", where schools are encouraged to introduce Computational Thinking and Coding activities to students and teachers.

- Superintendent van der Mark presented the school based initiatives report to the Board. A group of SSS robotics students will be travelling to Vancouver to attend the VEX robotics competition being held on December 9<sup>th</sup>. They also will get to visit the Microsoft headquarters and a tour the SFU Mechanatronics lab. BVEC will be hosting their 4<sup>th</sup> Annual Homeschool Christmas Variety Show at CMC on December 20<sup>th</sup>. HSS and Twain Elementary have a number of events happening over the next couple of weeks, culminating with their annual turkey lunch and talent show on December 21<sup>st</sup>. SSS theatre and drama class held their annual "Friday Night Live" performance on December 7<sup>th</sup>. The SSS senior boys' and senior girls' volleyball team recently returned from the BC championships. They both competed well and grew throughout the tournament. Christmas concerts will be held soon at most of our elementary schools. Please contact your child's school for more information.

### **Field Trip Proposals**

- The following field trips have been approved by the Assistant Superintendent:
  - **SSS** - 15 +/- grade 10-12 Outdoor Ed students from Smithers Secondary to travel up to Hudson Bay Mountain on three separate occasions (November 30, December 7 and January 14, 2019). The purpose of these trips is to support the Outdoor Ed curriculum and healthy living. All Board requirements have been met for this trip.
  - **SSS** - 15 +/- grade 9 Outdoor Ed students from Smithers Secondary to travel up to Hudson Bay Mountain on November 29<sup>th</sup>. The purpose of this trip is to support the Outdoor Ed curriculum and healthy living. All Board requirements have been met for this trip.
  - **SIL** - 45 +/- grade 4-7 students from Silverthorne Elementary to travel up to Hudson Bay Mountain on December 21<sup>st</sup>. The purpose of this trip is to support the PE curriculum and healthy living. All Board requirements have been met for this trip.

### **6.a) OPERATIONS COMMITTEE REPORT**

- Operations Chairperson Kearns presented the Operations Committee's Report from the November 27<sup>th</sup>, 2018 committee meeting.
- **Surplus Management:**

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

*"That the Board,*

1. Hold the accumulated surplus reserve at its highest threshold level for contingency and unrestricted capital projects;
2. Reserving excess surplus until certain conditions allow for a decision:
  - a. hold reserves for Walnut Park project funding of additional space, or possible cost overruns until such time the school construction budget has been finalized. Though, Mr. Margerm can research the projected cost of additional 2<sup>nd</sup> level multipurpose room as this will need to be decided in short term;
  - b. wait on decision to allocate accumulated surplus until after the new funding model has been revealed, expected by January 2019, and how the new model impacts the district budget;
  - c. maintenance will provide a prioritized list of capital projects based on urgency of need. "

**AMENDMENT TO THE MOTION was moved by Trustee Williams and seconded by Trustee Kearns**

"That # 2 be removed from the motion."

CARRIED

**AMENDED TO THE MOTION: It was moved by Trustee Kearns and seconded by Trustee Quinlan.**

*That #1 be amended to "The Board restrict \$1.2 million dollars of the surplus for future contingencies and capital projects."*

CARRIED

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

*"That the Board restrict funding to maintain the 76 square metre overrun in the new Walnut Park School build plan."*

CARRIED

- **Strategic Plan:**

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

*"That the Board continue to be orientated and educated throughout spring 2019 and then initiate the process of developing a district strategic plan in the fall of 2019."*

CARRIED

- Next Meeting Tuesday, January 15th, 2019.

#### **6.b) POLICY COMMITTEE REPORT**

- Operations Chairperson Farrell presented the Policy Committee's Report from the November 27<sup>th</sup>, 2018 committee meeting.

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

*"That the Board send revisions of Policy 6.38 – District Code of Conduct and Policy 6.310 – Tobacco Use on District Property out for public consultation."*

CARRIED

- Next Meeting Tuesday, January 15<sup>th</sup>, 2019.

#### **6.c ) TRUSTEE REPORTS**

- Trustees Williams, Kearns, Farrell, Krishan and Michell submitted their trustee reports about their participation at the BCSTA Trustee Academy that was held on November 29<sup>th</sup>, 2018 to December 1<sup>st</sup>, 2018.

#### **7. UNFINISHED BUSINESS**

- There was no unfinished business this month.

#### **8. NEW BUSINESS**

- 8.1) January Board Meeting Date Change

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

*"That the Board move the January Board of Education meeting to Tuesday, January 29<sup>th</sup>, 2019 from Tuesday, January 22, 2019 due to Trustee travel conflicts."*

CARRIED

**9. OTHER BUSINESS**

- The November 30, 2018 expenditure summary was included in the Trustee Board packages.

**10. READING FILE**

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

*"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 January 29, 2019 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

**12. ADJOURNED**

- The Board meeting was adjourned at 8:16 pm.

Approved by:

  
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Jennifer Williams, Chairperson  
of the Board of Education

  
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Dave Margerm  
Secretary Treasurer