



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
JANUARY 23, 2018
SCHOOL BOARD OFFICE, SMITHERS B.C.

PRESENT: Trustees: F. Farrell, J. Williams, L. Collingwood, B.J. Beaubien, D. Hanson, P. Michell

Regrets: L. Kearns

Staff: C. van der Mark – Superintendent of Schools
M. McDiarmid – Assistant Superintendent of Schools
D. Margerm – Secretary Treasurer
T. Bancroft – Director Facilities & Maintenance
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 7:07pm

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. Trustee Kearns sends his regrets.
- Chairperson Williams welcomed everyone back and hopes that everyone is ready for the rest of the year. As her term as Chairperson has just begun she hopes that the Board will continue making the best decisions possible for the students in the district. This is the final year of the Trustee's four year term and her wish is to leave a strong foundation for the future Trustees to build on.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the minutes of December 5, 2017. There being none, the minutes of December 5, 2017 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark presented the student achievement report to the Board. SD54 completion rates continue to improve, with Aboriginal completion rates staying over 65% and overall completion rates over 79%. The January Education Forum will take place on Monday, January 29th and will focus on flexible learning opportunities for students provided by the Bulkley Valley Education Connection. Kindergarten registration is now underway for the 2018-2019 school year.

- Superintendent van der Mark presented the district and school based initiatives report to the Board. The next teacher collaboration learning rounds will take place Feb 15 & 16th. Teachers will be joined during this time by Shelley Moore and Dr. Leyton Schnellert. Dr. Schnellert will also provide a keynote address at the Della Herman Theatre on Thursday February 15th. The PLC/NOI group will meet on February 5th where they will be discussing "**Creative Schools**" by Sir Ken Robinson and "**Visible Learning for Literacy**" by John Hattie. SD54 and NWCC are pleased to celebrate the completion of the Millwright program in Houston. The Intro to Health program will be starting on February 5th in Smithers. The Hairdressing program continues on and will wrap up in July. First pilot session for the grade 11's of the new numeracy assessments will be taking place this week. HSS hosted their annual turkey lunch in December for the entire school. Thank you to the volunteers and community support for this wonderful event. At SSS Chef Courchesne's foods class is learning about the farm to kitchen model and had the opportunity to butcher chickens for use in the foods program. Seven SSS senior robotic students travelled to a VEX competition in Vancouver. After the students returned from Vancouver they demonstrated their VEX competition skills at local elementary schools. MME PAC held their breakfast & books this morning. Telkwa Elementary will have their Pancakes, PJ's and Parents Day on Friday January 26th in celebration literacy day. WPS Breakfast and Books will be held on Wednesday January 31st and WPS will also be hosting their "Not a Board" woodworking showcase on Thursday January 25th.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS – 21 +/-** Grade 10-12 Outdoor Ed students from Smithers Secondary School will travel to the Bulkley Valley Nordic Centre on January 12, 2018. The purpose of this trip is to support the Outdoor Ed curriculum. All Board requirements have been met for this trip.
 - **WPS – 56 +/-** Grade 6-7 students from Walnut Park Elementary School will travel up to Hudson Bay Mountain on February 2, 2018 and March 2, 2018. The purpose of these trips is to support the PE curriculum and to promote healthy living. All Board requirements have been met for these trips.
 - **SSS – 120 +/-** Grade 8-9 students from Smithers Secondary School will travel up to Hudson Bay Mountain on February 14, 2018, March 1, 2018 and March 14, 2018. The purpose of these trips is to support the PE curriculum and to promote healthy living. All Board requirements have been met for these trips.
 - **TSE – 60 +/-** Grade 4-7 students from Twain Sullivan Elementary School will travel up to Hudson Bay Mountain on February 28, 2018. The purpose of this trip is to support the PE curriculum and to promote healthy living. All Board requirements have been met for these trips.
 - **MME – 40 +/-** Grade 6-7 students from Muheim Memorial Elementary School will travel up to Hudson Bay Mountain on March 2, 2018, March 16, 2018 and March 22, 2018. The purpose of these trips is to support the PE curriculum, to promote healthy living and social responsibility. All Board requirements have been met for these trips.

Operations

- **Early Kindergarten Registration** – Is currently taking place at all local elementary schools. The 2018-2019 projection report is due in the Ministry of Education by February 15, 2018. These projections determine preliminary funding for the 2018 – 2019 school year and enable us to prepare the annual school budget.
- **2018-2019 Annual Facilities Grant (AFG)** – The AFG planning processes has now started. This will determine how approximately \$550,000 will be allocated to support the district facilities.
- **Maintenance Department Staffing** – With the recent hires, the maintenance department is now back to full capacity after two years.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Vice Chairperson Collingwood presented the Operations Committee's Report from the January 9th, 2018 committee meeting.
- **2017-2018 Calendar Amendment** – The committee recommended that the Board approve the addition of June 28th, 2018 as a non-instructional curricular day and amend June 27th, 2018 to become the last day of classes.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Beaubien.

"That the Amended 2017-2018 School Calendar be sent out to the stakeholders for consultation."

CARRIED

- **Smithers Public Library Letter** – The committee recommended that the Board write a letter thanking the Smithers Public Library for their letter acknowledging their important cause, and letting the Library know the Board will consider their request. In addition, the committee recommended that the Superintendent initiate a letter to the Town of Smithers to open dialogue into future capital partnerships with regards to facilities.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Hanson.

"That the Board write a letter thanking the Smithers Public Library for their letter acknowledging their important cause, and letting the Library know the Board will consider their request."

CARRIED

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Hanson.

"That the Board requests that Superintendent van der Mark initiate a letter to the Town of Smithers to open dialogue into future capital partnerships with regards to facilities."

CARRIED

- Next Meeting Tuesday, February 6th, 2018 @ 3:00pm.

6.b) POLICY COMMITTEE REPORT

- Policy Vice - Chairperson Farrell presented the Policy Committee's Report from the January 9th, 2018 committee meeting. There was no quorum at the, January 9th, 2018 committee meeting; it was decided that the committee postpone discussions until the January board meeting when a quorum of trustees would be present.
- School Facilities and Rental Policy – was returned back to the Policy for further discussion.
- Next Meeting Tuesday, February 6th, 2018 @ 5:00pm

6.c) TRUSTEE REPORTS

- Trustees Michell, Farrell and Trustee Collingwood submitted trustee reports this month.

7. UNFINISHED BUSINESS

- There was no unfinished business this month.

8. NEW BUSINESS

8.1) 2017 – 2018 Amended Annual Budget: Mr. Margerm provided a brief synopsis of the funding portion of the amended budget with a full report at the February 20th, 2018 board meeting. The operations committee recommended that the Board proceed with the first two reading of the 2017-2018 Draft Amended Budget Bylaw.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Michell.

"That the Board proceeds with the two readings for the 2017- 2018 Amended Budget Bylaw."

CARRIED

9. OTHER BUSINESS

- 9.1) The December 31, 2017 expenditure summary was provided to the Trustees.

10. READING FILE

MOTION: It was moved by Trustee Farrell and seconded by Trustee Beaubien.

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


CARRIED

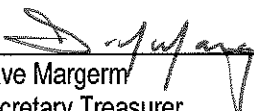
11. CLOSING REMARKS

- The next regularly scheduled School Board meeting will be held on Tuesday, February 20, 2018 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJOURNED

- The Board meeting was adjourned at 8:15pm.


Approved by Jennifer Williams, Chairperson
of the Board of Education


Dave Margem
Secretary Treasurer