



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)  
FEBRUARY 22, 2022  
SCHOOL BOARD OFFICE, SMITHERS BC**

**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 7:01pm.

**2. TRADITIONAL WELCOME / OPENING REMARKS**

- Chairperson Williams acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territories of the Gidmt'en – Bear Wolf Clan.
- Chairperson Williams welcomed all guests present and reminded everyone that Pink Shirt Day is on February 23<sup>rd</sup> and there is a lot going on in the schools to recognize this very important day.

**3. ADOPTION OF AGENDA**

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

*"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 the January 25, 2022 or the synopsis of the in-camera meeting minutes of January 25, 2022. There being none, the regular meeting minutes of January 25, 2022 and the synopsis of the in-camera meeting minutes of January 25, 2022 were declared approved as presented.

**5. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented a district update to the Board: 17 District / Authority Scholarships will be available for our graduating student to apply for this year. Ms. Fox and Ms. Markert met with a small group of teachers to continue talking about the Equity Scan Survey. Rapid Test have been distributed to SD54 school staff and student test kids are on route.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Pink Shirt Day is February 23<sup>rd</sup> and every school has a number of events planned for this day. Ms. Brownlie was back virtually on February 10<sup>th</sup>, this

session focused on literacy instruction and assessment. Ms. Krall and Ms. Davey met with a group of teachers to continue their conversation about implementing and trialing new performance standards.

- Superintendent McDiarmid presented the school-based initiatives report to the Board. MME will be holding Carnaval this week, always a fun time for the students and staff. Twain Sullivan had a TEK day out at Irrigation Lake last week. TEK day is short for 'Traditional Ecological Knowledge', and the students went ice fishing; made fires; learned about setting snares and had an ice rescue demonstration from the Houston Search and Rescue.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **HSS** – 50 Grade 8-12 students from Houston Secondary to travel to Hudson Bay Mountain on two separate occasions to take part in physical education and for a fun day of winter activities. These trips will be taken on February 25<sup>th</sup> and March 23<sup>rd</sup>. All Board requirements were met for these trips.
  - **SSS** – 24 +/- Grade 8-12 Ski and Snowboard students from Smithers Secondary School to travel to Golden BC on February 26 to March 3, 2022 to take part in the BC High School Ski and Snowboard Provincials. All Board requirements were met for this trip.
  - **TSE** – 44 +/- Grade 4/5 students from Twain Sullivan Elementary School to travel to K'san on May 4, 2022. The purpose of this trip is to view the new totem pole that is being built and to hear about the stories of the pole by the actual carver. All Board requirements were met for this trip.
  - **WPS** – 29 +/- Grade 7 students from Walnut Park Elementary to travel to K'san on March 7, 2022. The purpose of this trip is to view the new totem pole that is being built and to hear about the stories of the pole by the actual carver. All Board requirements were met for this trip.

### Operations

- **2022-2023 Projected Enrolment** – Secretary Treasurer Margerm reported that projected enrolment is showing a slight increase over this year.

#### 6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the February 8<sup>th</sup>, 2022 committee meeting.
- Next meeting date Tuesday, March 8th, 2022 @ 3:00pm

#### 6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Krishan presented the Policy Committee's Report from the February 8<sup>th</sup>, 2022 committee meeting.
- **Trustee Orientation** - The Committee recommended that a policy and an administrative procedure be created for Trustee Orientation, and that the draft will be sent to the Policy Committee for review. Indigenous Education Council is to be included in the Trustee Orientation.
- **Board Self Evaluation** - The Committee recommended that the Board arrange for a retreat at a later date to discuss draft policy and any administrative procedures.
- **Trustee Manual** – The Committee recommended that a review of the Trustee Manual take place at the March/April committee meetings and continue to work on individual sections over the long term.
- Next meeting date Tuesday, March 8th, 2022 @ 3:00pm

**6.c) TRUSTEE REPORTS**

- Trustee Farrell submitted his report from his BCSTA Provincial Council meeting held on February 12<sup>th</sup>, 2022.

**7. UNFINISHED BUSINESS**

- **7.1) Amended Annual Budget** – The Operations Committee recommended to proceed with the third reading of the 2021 – 2022 Draft Amended Budget Bylaw.
- Secretary Treasurer Margerm provided an overview of the expenditure statement, expenses have increased significantly over revenue creating a short-fall. Future expenses were review and revised to achieve a balanced budget.

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

*“That the Board approve the third reading of the 2021 – 2022 Draft Amended Budget Bylaw.”*

CARRIED

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- **7.2) 2022 – 2023 Draft School Calendar** – The Operations Committee recommended that the Board proceed with the approval of the Draft 2022-2023 District Calendar
  - Assistant Superintendent Monkman provided a summary of how the calendar has been built for the 2022 – 2023 school year. The Trustees had a fulsome discussion about the draft calendar.
  - Trustee Krishan recused himself from the calendar discussion and from the voting but will remain in the meeting for the discussion,

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

*“That the Board approve the draft 2022-2023 School Calendar as outlined. “*

*4 Approved  
1 Opposed  
1 Recused*

CARRIED

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**8. NEW BUSINESS**

- No New Business this month.

**9. OTHER BUSINESS**

- No Other Business this month.

**10. READING FILE**

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

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

CARRIED

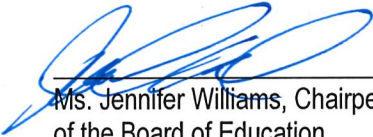
**11. CLOSING REMARKS**

- Closing Remarks – Next regular Board Meeting will be held on March 22, 2022, commencing at 7:00 p.m. at the School Board Office in Smithers, BC.
- Trustee Williams ended the meeting by inviting everyone to go out to K'san and see the new Totem Pole. Ron Austin - Master Carver is carving the totem pole and is such a wonderful teacher. Mr. Austin has a Facebook page where he provides regular updates on the Totem Pole.

**13. ADJOURNED**

- The Board meeting was adjourned at 7:49pm.

Approved by:



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Ms. Jennifer Williams, Chairperson  
of the Board of Education



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Mr. Dave Margem  
Secretary Treasurer