



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (Bulkley Valley)
APRIL 26, 2022
WITSET MULTI-PLEX, WITSET BC**

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, P. Michell

Trustee Regrets: J. Williams, J. Krauskopf

Employee Regrets: D. Margerm – Secretary Treasurer

Trustee Absence: E. Quinlan

Staff: M. McDiarmid – Superintendent
M. Monkman – Assistant Superintendent
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 7:00pm.

2. TRADITIONAL WELCOME / OPENING REMARKS

- Chief Ron Mitchell Hagwilneh from the Laksilyu Clan – Small Frog Clan delivered a traditional welcome to the Wit'suwit'en Territory to the Board of Education. He spoke of his growing up in the Territory and expressed that education is very important to him and his family.
- Vice Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Laksilyu – Small Frog Clan.
- Vice Chairperson Kearns welcomed all guests present. Chairperson Williams, Trustee Krauskopf and Secretary Treasurer Margerm sent their regrets. He commented that it was great being back in Witset for our annual board meeting. COVID is still lurking but he thanked the people in the village for allowing us to be here. He also informed the Board that the Witset Women's softball team received a grant from the Toronto Blue Jays in the amount of \$150k for improvements to their ball field. This upgrade will make a difference to the entire community of Witset.

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 the March 22, 2022 or the synopsis of the in-camera meeting minutes of March 22, 2022. There being none, the regular meeting minutes of March 22, 2022 and the synopsis of the in-camera meeting minutes of March 22, 2022 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district update to the Board: Staff planning for the 2022-2023 school year has commenced. The Strategic Plan has been guiding administration with preparing the 2022-2023 budget. 17 District / Authority Scholarships will be available for our graduating student to apply for this year. Presentations will take place the week of May 16th. The SSS Musical Theatre successfully performed "**What you Will**" musical to a packed Della Herman Theatre on April 8-10th. Thank you goes out to everyone who was apart of this production. The BCSSA Spring Forum took place on April 6-9th in Vancouver. Kevin Lamoureux presented at the last professional development day on April 14th. He theme for the day was "**Imagining Schools as places of Healing Through Truth and Reconciliation.**" Mr. McDiarmid thanked the BCTU for the collaboration with the Indigenous department to organize this event.
- Superintendent McDiarmid presented the student-based initiatives to the Board. High School Graduation dates have been set, HSS will hold theirs on June 17th while SSS's will be June 25th. Student led conferences were held on March 30/31st. After two years the District Elementary Track meet will be happing on June 10th at the SSS track.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **TSE** – 30 +/- Grade 6 students from Twain Sullivan Elementary School to travel to Hudson Bay Mountain on March 30th, 2022 to take part in physical education and for a fun day of winter activities. All Board requirements were met for these trips.
 - **TES** – 41 Grade 4 & 5 students from Telkwa Elementary to travel to K'san on May 6, 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.
 - **TES** – 39 Grade 2,3,4 students from Telkwa Elementary to travel to K'san on May 16, 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.
 - **MME** – 30 +/- Grade 6/7 students from Muheim Memorial to travel to take part in a two-day Outdoor Ed. Bootcamp on two separate occasions. These trips will be taken on (**AMENDED date**) **April 12/13** and June 2/3, 2022. The purpose of these trips is to support the PE and Outdoor Education Curriculums and social responsibility. All Board requirements were met for these trips.
- The following field trip requires approval by the Board of Education:
 - **WPS** – 50 +/- Grade 7 Students from Walnut Park Elementary to travel to the Smithers Rod and Gun Club on May 31, 2022. The purpose of this trip is to support the Career Education, Outdoor Education curriculum and for a proper introduction to gun safety and proper operation of firearms. Licensed instructors and RCMP members will be onsite to lead and instruct the students. All Board requirements have been met for this trip.

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

"That the proposed field trip to the Smithers Rod and Gun Club be approved as outlined."

CARRIED

Operations

- **Telkwa Elementary School Renovation** – The District is currently in the first phase of renovating two classrooms into a new multipurpose and learning commons room at Telkwa Elementary. The second phase will be moving the office, restructuring the front foyer and revitalization of the main bathrooms.

66.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the April 12th, 2022 committee meeting.
- Next meeting date Tuesday, May 10th, 2022 @ 3:00pm

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Krishan presented the Policy Committee's Report from the April 12th, 2022 committee meeting.
- Policy 6.430 Video Surveillance – The committee recommended that the draft Policy 6.430 Video Surveillance be approved as outlined.

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

"That the Board approve the draft Policy 6.430 Video Surveillance as outlined. "

CARRIED

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- Policy 1.400 Trustee Orientation – The committee recommended that the draft Policy 1.400 Trustee Orientation be approved as outlined.

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

"That the Board approve the draft Policy 1.400 Trustee Orientation as outlined. "

CARRIED

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- **Board Reading File** – The Committee recommended that Mr. McDiarmid draft language for an administrative procedure for review in the May Meeting
 - **Trustee Manual** – The committee recommended that the policy committee review the Trustee Orientation presentation and continue to draft the new Trustee Handbook based on the orientation presentation.
 - Next meeting date Tuesday, May 10th, 2022 @ 3:00pm

6.c) TRUSTEE REPORTS

- No Trustee Reports this month

7. UNFINISHED BUSINESS

- 7.1) 2022-2023 Amended School District Calendar – Due to the announcement of the September 30th National Day for Truth and Reconciliation stat holiday, the previously approved calendar had to be amended.
 - Trustee Krishan recused himself from the calendar discussion
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MOTION: *It was moved by Trustee Michell and seconded by Trustee Farrell*

“That the Board approve that the amended draft 2022-2023 School Calendar be sent out for public consultation as outlined.”

CARRIED

3- Approved
1 – Recused

8. NEW BUSINESS

- **8.1) Draft 2022 - 2023 Annual Budget Bylaw** - The Operations Committee recommended that the Board proceed with the first two readings of the Draft 2022-2023 Annual Budget Bylaw.
 - Superintendent McDiarmid – provided an overview of the draft 2022 – 2023 Annual Budget. The strategic plan has been instrumental in developing the 2022-2023 Annual Budget. The budget this year will be tight, enrollment is virtually the same as well at the staffing. The budget will be targeting vulnerable students ahead of time while maintain all the regular programs. The Indigenous Education Council has been consulted and appreciated the increase in funding for vulnerable students. The District is feeding a lot of students, sending food packages home, the kitchens in Houston are being renovated to support the increase of need. The District will continue to update the facilities from the surplus. The Budget is balanced while supporting the ideals of the strategic plan.
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MOTION: *It was moved by Trustee Kearns and seconded by Trustee Krishan.*

“That the Board proceed with the first two readings of the 2022 - 2023 Annual Budget Bylaw.”

CARRIED

- **8.2) 2022 – 2023 Capital Plan Bylaw** - The operations committee recommended that the 2022-2023 Capital Plan Bylaw No. 22/23-CP-SD54-01 be approved in three readings.
 - Vice Chairperson Kearns asked for unanimous consent to do all three-reading tonight for 2022 – 2023 Capital Plan Bylaw No.22/23-CP-SD54-01. Unanimous consent was given.
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MOTION: *It was moved by Trustee Kearns and seconded by Trustee Krishan.*

“The Board approved the three readings of 2022 - 2023 Capital Plan Bylaw No. 22/23-CP-SD54-01.”

CARRIED

- Superintendent McDiarmid provided a brief overview of where the \$2,128,412 Capital Bylaw Funds will be spent.

9. OTHER BUSINESS

- There was no other business this month.

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

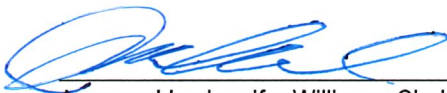
11. CLOSING REMARKS

- Closing Remarks – Next regular Board Meeting will be held on May 24, 2022, commencing at 7:00 p.m. at the Houston Secondary School Library in Houston, BC.

12. ADJOURNED

- The Board meeting was adjourned at 7:55pm.

Approved by:



Approved by Jennifer Williams, Chairperson on behalf of Les Kearns, Vice Chairperson of the Board of Education



Dave Margerm
Secretary Treasurer