



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
APRIL 17, 2018
MORICETOWN MULTI - PLEX , WITSET B.C.

PRESENT: Trustees: F. Farrell, J. Williams, P. Michell

Via: Teleconference: L. Kearns

Regrets: L. Collingwood
B.J. Beaubien
D. Hanson

Staff Regrets: T. Bancroft – Director of Facilities and Maintenance

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

1. CALL TO ORDER

- The meeting was called to order at 7:03pm

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 Likhsilya – Small Frog Clan.
- Chairperson Williams welcomed all guests present. Trustee Collingwood, Beaubien and Hanson send their regrets. Trustee Kearns is joining them meeting via conference call. Chairperson Williams acknowledged the Humboldt Broncos tragedy expressing that this tragedy affects us all as we have our own children, school district student's and coaches travelling all over the province to get to their sporting events. She hopes a tragedy never happens again. Chairperson Williams asked for a moment of silence to remember everyone who lost their lives and to think of all those involved who are still healing.

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 March 20, 2018 or the synopsis of the in-camera meeting minutes of March 20, 2018. There being none, the regular meeting minutes of March 20, 2018 and the synopsis of the in-camera meeting minutes of March 20, 2018 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark spoke of the Humboldt tragedy. It has been a tough couple of weeks and our thoughts have been with the people of Humboldt. He thanked all the schools and staff for participating in Jersey Day.
- Superintendent van der Mark presented the student achievement report to the Board. District staff have been working on staffing for the 2018-19 school year. SSS Theatre and Band students will be presenting "**Chicago**" April 20-22, 2018. The District will be handing out 21 District Authority Scholarships this year. Presentations will take place the week of May 7-11th. Muheim Memorial had a number of students participate in the District Science Fair recently. The results were: Nicholas Gagnon - Silver Grade 4. Sacha Fluery Allen and Lucia Gardezy - Silver and Tyhee Lake award Grade 4/5; Wren Williston Gold Grade 4, Chloe Williston Gold Grade 7 and is off to the Nationals!
- Superintendent van der Mark presented the innovations and initiatives report to the Board. The PLC/NOII group met on April 9th to share their inquiry projects and discuss education on both the local and international level. A large group of teachers attended the BCSSA Spring Form on April 5th, to participate in learning sessions led by Dylan William. Ms. Faye Brownlie will be returning to the district on April 30th and May 1st to work with our teachers. She will also be providing a keynote address in both in Houston and in Smithers. The Changing Results for ALL Learners group will meet for one last time this year at the end of April or early May. NOII educators and administration will be attending a seminar on May 11th & 12th led by Dr.'s Halbert and Kaser. SD54 teacher Jana Fox will be a co-facilitator for this seminar. On the April 20th non-instructional day, District Principal of Aboriginal Education Birdy Markert and her team will be hosting an Indigenous Education Symposium here in the District.
- Superintendent van der Mark presented the school based initiatives report to the Board. Graduations ceremonies are coming up and will be held on June 15th at HSS and June 23rd at SSS. Once again MME students had an excellent showing at this year's Concours (French public speaking contest) event. Mr. Monkman, District Principal of Technology and Invocation is a part of the Ministry's "WonderLab" project, they have now requested that SD54's participation in the prototyping phase. They will be coming up in May to work with some of our staff members during this time.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **HSS** – 12 +/- Grade 10-12 students from Houston Secondary School to travel up to Hudson Bay Mountain on April 5, 2018. The purpose of this trip is to support PE curriculum and health living. All Board requirements have been met for this trip.
 - **TSE** – 3 +/- Grade 6-7 students from Twain Sullivan Elementary School travel to Prince Rupert, BC on April 13-14, 2018 to participate in the District Science Fair. All Board requirements have been met for this trip.
 - **SIL** – 19 +/- Kindergarten students from Silverthorne Elementary School to travel to Mountainview Adventures (Telkwa High Road) on June 22, 2018 for a day of horseback riding and wildlife viewing. All Board requirements have been met for this trip.
- The following field trip require approval by the Board of Education:
 - **MME** – 45 +/- Grade 6-7 students from Muheim Memorial Elementary School to travel to the BV Rod and Gun Club on June 14, 2018 to take part in firearm safety training, trap shooting and wilderness navigation. This field trip is to support the Outdoor Ed student curriculum.

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

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

CARRIED

6.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the April 10th, 2018 committee meeting.
- **Town of Smithers** – The committee recommended that Mr. van der Mark meeting with the CAO for the Town of Smithers to investigate areas of possible future collaborations and priorities. Superintendent van der Mark updated the Board on his initial telephone call with the CAO.
- Next Meeting Tuesday, May 1st, 2018 @ 3:00pm.

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Michell presented the Policy Committee's Report from the April 10th, 2018 committee meeting.
- **Accumulated Surplus Policy – Policy 6.700** - The committee recommended that Mr. Margerm create a draft version of the surplus policy using the samples suggested for review at the April 17th, 2018 board meeting. Mr. Margerm presented the draft accumulated surplus police #6.700 to the Board as requested by the policy committee.

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

"That the Board approve the draft Policy 6.700 – Accumulated Surplus Policy be sent out for stakeholder consultation."

CARRIED

- **Diversity & Non-Discrimination** – It was recommended by the Policy Committee that the Board adopt the proposed draft language for Administrative Procedures - Diversity & Non – Discrimination and send it out to stakeholders as an information item.
- Next Meeting Tuesday, May 1st, 2018 @ 5:00pm

6.c) TRUSTEE REPORTS

- There were no Trustee reports submitted this month.

7. UNFINISHED BUSINESS

- There was no unfinished business this month.

9. NEW BUSINESS

- **2018 – 2019 – Draft Annual Budget Bylaw** – Secretary Treasurer Margerm presented a report to the Board on the draft budget.

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

"That the Board proceed with the first two readings of the 2018 - 2019 Annual Budget Bylaw."

CARRIED

10. OTHER BUSINESS

- 10.1) The March 31, 2018 expenditure summary was provided to the Trustees.

11. READING FILE

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

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

CARRIED

12. CLOSING REMARKS

- The next regularly scheduled School Board meeting will be held on Tuesday, May 15, 2018 commencing at 7:00 pm at the at the Houston Secondary School library.

13. ADJOURNED

- The Board meeting was adjourned at 7:53pm.


Approved by Jennifer Williams, Chairperson
of the Board of Education
Dave Margery
Secretary Treasurer