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**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (Bulkley Valley)  
MAY 24, 2022  
HOUSTON SECONDARY SCHOOL, HOUSTON BC**

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

**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 7:00pm.

**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 Laksilyu – Small Frog Clan.
- Chairperson Williams welcomed all guests present. Chairperson Williams informed the board that Silverthorne Elementary was closed for one day due to a sewer issue. She thanked Maintenance Manger Mr. Stefan Young, SD54 Plumber Mr. Dan Morton and local contractor Brent Long for working onsite all weekend at Silverthorne to get the school back open. District Authority Scholarship presentations took place recently and what a great job all the students did.

**3. ADOPTION OF AGENDA**

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

*"That the agenda be accepted as presented."*

**CARRIED**

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**4. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of the April 26, 2022 or the synopsis of the in-camera meeting minutes of April 26, 2022. There being none, the regular meeting minutes of April 26, 2022 and the synopsis of the in-camera meeting minutes of April 26, 2022 were declared approved as presented.

**5. LEARNING PORTION:** School Grade Re-Configurations Update with Ms. Forster, Ms. Fox, Mr. Grice and Mr. Richmond.

**6. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented the district update to the Board: District Elementary Track meet is returning this year on June 10<sup>th</sup>. Capstone Presentations are currently taking place at our secondary schools. Students from MME and SSS created a short movie in conjunction with the Vancouver International Children's Festival and the movie premier was held on May 18<sup>th</sup> at the Della Herman Theatre. Senior's from the Meadows were also involved in

the film. District Presentations took place the week of May 16<sup>th</sup>. On June 1<sup>st</sup>, the District will be holding a Professional Learning Recognition event at SSS. There will be a celebration Feast at Wisset on June 7<sup>th</sup> to celebrate the signing of the Local Education Agreement and the District's redesigned logo. 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 16<sup>th</sup>. On June 15<sup>th</sup> SSS will be opening their time capsule that was sealed in 2000! The capsule will be refilled with new items and sealed again. SSS Pride Celebrations will take place on June 3<sup>rd</sup>. SD54 has completed round one the teacher staffing for the 2022-2023 school year.

- Superintendent McDiarmid presented the student-based initiatives to the Board. High School Graduation dates have been set, HSS will hold theirs on June 17<sup>th</sup> while SSS's will be June 25<sup>th</sup>. The SSS girls' soccer team won their zone playoff and will be travelling to Langley to participate in the provincial championships. The SSS Ultimate Frisbee team will also be travelling to Surrey BC to take place in the 2022 Provincial Ultimate Championships on May 24-18<sup>th</sup>.

### **Field Trip Proposals**

- The following field trips have been approved by the Assistant Superintendent:
  - **HSS** – 50 +/- Grade 8 & 9 Students to travel to Kager Lake (Burns Lake, BC ) on June 1, 2022 . The purpose of this trip is to gain exposure to outdoor activities, support the PE curriculum and promote healthy living. All Board requirements have been met for this trip.
  - **SSS** – 33 +/- Grade 10-12 Marching Band and Musical Theatre students from SSS to travel to Prince Rupert on June 10-12, 2022 to march in the Prince Rupert Seafest Parade. All Board requirements have been met for this trip.
  - **WPS** – 62 +/- Grade 7 students from Walnut Park Elementary to travel to Rock Nest Ranch at Dunalter Lake on June 2-3, 2022. The students will take part in the grade 7 year-end celebrations, community building, health and physical fitness. All Board requirements have been met for this trip.
  - **TSE** – 50 +/- Grade 7 Students to travel to Silverthorne Rec Site on June 27-28, 2022 . The students will take part in the grade 7 year-end celebrations, community building, health and physical fitness. All Board requirements have been met for this trip.
  - **SSS** – 16 +/- Grade 10-12 Ultimate students from SSS to travel to Surrey, BC on May 24-28, 2022 to take part in the 2022 Provincial Ultimate Championships at the Newton Athletic Park. All Board requirements have been met for this trip.
- The following field trips require approval by the Board of Education:
  - **TSE** – 27 +/- Grade 7 students from Twain Sullivan Elementary School to travel to the Bulkley Valley Rod & Gun Club in Smithers on May 25<sup>th</sup>, 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.

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

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

CARRIED

- **SSS** – 30 +/- Grade 9-12 students from Smithers Secondary School to travel to Vancouver on Sept 21 -25, 2022 to take part in Bard on the Beach – Shakespeare Festival. The purpose of this trip is to participate in live professional theatre and workshops. All Board requirements have been met for this trip.

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

"That the proposed field trip to the Vancouver, BC approved as outlined."

CARRIED

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- **SSS** – 20 Grade 8-11 students from Smithers Secondary School to travel to Telkwa on June 17, 2022 to take part in a Telkwa to Smithers Rafting trip. The purpose of this trip is to learn about riparian ecosystems and the importance of keeping our rivers clean. All Board requirements have been met for this trip.

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

"That the proposed field trip to partake in the Telkwa to Smithers Rafting Trip be approved as outlined."

6 OPPOSED

- NOTE: The Board will request that this field trip be rescheduled for September 2022 due to safety concerns with the high-water projected for mid-June. The application to be resubmitted for approval by the Board.

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## Operations

- **Silverthorne Elementary** - On Friday May 13<sup>th</sup>, the main sewer line at Silverthorne Elementary failed creating a blockage in the line. Given the state of the original sewer line, the maintenance department is making plans to try and replace the whole sewer line this summer to avoid future blockages.

### 7.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the May 10<sup>th</sup>, 2022 committee meeting. Two items were moved to the Old Business portion of the meeting.
- Next meeting date Tuesday, June 14<sup>th</sup>, 2022 @ 5:00pm

### 7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Krishan presented the Policy Committee's Report from the May 10<sup>th</sup>, 2022 committee meeting.
- Policy 6.650 Financial Planning & Reporting – The committee recommended that the draft Policy 6.650 Financial Planning & Reporting be approved as outlined.

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

"That the Board approve the draft Policy 6.650 Financial Planning & Reporting be approved as outlined. "

CARRIED

- Policy 6.700 Accumulated Surplus – The committee recommended that the draft 6.700 Accumulated Surplus be approved as outlined.

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

*“That the Board approve the draft policy 6.700 Accumulated Surplus be approved as outlined. “*

CARRIED

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- Administrative Procedure – Board Reading File – The committee recommended that the draft Administrative Procedure – Board Reading File be approved as outlined.

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

*“That the Board approve the draft Administrative Procedure – Board Reading File be approved as outlined. “*

CARRIED

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- Next meeting date Tuesday, June 14th, 2022 @ 3:00pm

#### **7.c) TRUSTEE REPORTS**

- Trustee's Krauskopf, Kearns, Krishan, Farrell and Williams all submitted trustee reports this month. Trustee Krishan spoke about the District's Indigenous Education Support Workers and their valuable contribution to our District.

#### **8. UNFINISHED BUSINESS**

- 8.1) 2022-2023 Amended School District Calendar – The Operations Committee recommended moving the January 2<sup>nd</sup> – New Year's Day Holiday to December 30<sup>th</sup>, 2022 and reinstating the Easter Monday statutory holiday as April 10<sup>th</sup>, 2023.
- Trustee Krishan recused himself from the calendar discussion and voting.

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

- *“That the Board approve that the amended draft 2022-2023 School Calendar (move the January 2<sup>nd</sup> – New Year's Day Holiday to December 30<sup>th</sup>, 2022 and reinstating the Easter Monday statutory holiday as April 10<sup>th</sup>, 2023) as outlined.*

CARRIED

1 – Opposed

4 - Approved

1 – Recused

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- **8.2) Draft 2022 - 2023 Annual Budget Bylaw:** The Operations Committee recommended that the Board proceed with the third reading of the Draft 2022-2023 Annual Budget Bylaw.
- Secretary Treasurer Margerm presented the draft 2022- 2023 Annual Budget a report to the Board and guests present.

- The Operations Committee recommended that the Board proceed with the third reading of the Draft 2022-2023 Annual Budget Bylaw.

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

*"That the Board proceed with the third readings of the 2022 - 2023 Annual Budget Bylaw."*

**CARRIED**

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**9. NEW BUSINESS**

- There was no new business this month.

**10. OTHER BUSINESS**

- 10.1) The expenditure summary was provided to the Trustees.

**11. READING FILE**

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

*"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 June 28, 2022, commencing at 7:00 p.m. at the School Board Office in Smithers, BC.

**12. ADJOURNED**

- The Board meeting was adjourned at 9:03pm.

**Approved by:**

  
Approved by Jennifer Williams, Chairperson  
of the Board of Education

  
Dave Margem  
Secretary Treasurer