



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
OCTOBER 17, 2017
SCHOOL BOARD OFFICE, SMITHERS B.C.

PRESENT: Trustees: L. Kearns, F. Farrell, J. Williams, L. Collingwood, B.J. Beaubien, D. Hanson,
Regrets: P. Michell
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 7:00pm

2. TRADITIONAL WELCOME / OPENING REMARKS

- Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en – Bear Wolf Clan.
- Chairperson Kearns welcomed all guests present. Trustee Michell sent her regrets. Chairperson Kearns spoke about the Minister of Education Rob Fleming's short visit to SD54. Trustees and senior administration voiced their concerns to the Minister and he listened. Girls' ruby zones took place this past weekend in Prince Rupert. The HSS girls' team placed 1st and SSS girls' team placed 2nd out of five teams. Both teams will be heading to the Provincials to represent SD54.

3. ADOPTION OF AGENDA

MOTION: *It was moved by Trustee Collingwood and seconded by Trustee Williams.*

"That the amended agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the minutes of September 26, 2017 or the synopsis of the in-camera meeting minutes of September 26, 2017. There being none, the minutes of September 26, 2017 and the synopsis of the in-camera meeting minutes of September 26, 2017 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark presented the student achievement report to the Board. SD54 hosted Education Minister Rob Fleming last week. Minister Fleming toured some the SD54 facilities and had a brief meeting with the Trustees and senior administration. The FSA's have now finished. This is only one assessment of a student's learning. Schools have submitted their annual plan of improvement which will support the district goal of improving completion rates. Ms. Jo-Anne Goble and Ms. Sandra McAulay will be District Curriculum Support Teachers this year. We have a number of senior administrators working with the Ministry of Education in a variety of roles. Flu season is now upon us, please check Northern Health's website for helpful information on staying healthy this year.

- Superintendent van der Mark presented the district and school based initiatives report to the Board. The October Education Forum will take place on Oct 23 at NWCC and will focus on two projects that are challenging students to learn outside their classroom. Once again this year teachers from across the district will be co-planning and presenting lessons for other professionals to observe. Ms. Shelley Moore – BC Education Consultant will be working with SD54 teachers on Nov 2-3 and will be presenting a keynote address at the Della Herman Theatre on November 3rd from 2-5pm. PLC/NOII group will be hosting the NW Regional Network meeting on November we are hoping that Dr. Kaser and Dr. Halbert will be available to return to the district for this event. Senior staff will be attending the BCSSA Fall Conference where they will hear from Pahsa Sahlberg - international education expert. Muheim hosted the District Soccer Tournament on Sept. 30. Remembrance Day Ceremonies will take place in schools across the District on November 10th.

Field Trip Proposals

- The following field trip has been approved by the Assistant Superintendent:
 - **SSS – 14 +/-** Grade 10-12 Outdoor Ed students from Smithers Secondary School travel to Silverking Basin and Joe L'Orsa Cabin on two separate occasions to take part in multi-day trip. Proposed dates are October 19-21, 2017 and April 26-28, 2018. All Board requirements have been met for these trips.
 - **International Travel** – Assistant Superintendent McDiarmid received a request for final approval from HSS regarding the pre-approved trip to Europe during spring break 2018. Mr. McDiarmid spoke to the board about the trip and expressed his safety concerns about students travelling internationally. Is this an appropriate time for these students to go on an international trip based on the current political climate? After review of all documents submitted and research conducted Mr. McDiarmid recommended that the Board not endorse the proposed trip. Trustees asked Assistant Superintendent McDiarmid and senior administration questions surrounding this trip and different options available. The group can still go but it will not be sanctioned by the district.

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

"That the Board NOT approve the HSS Field Trip to Europe during spring break 2018."

CARRIED

- Chairperson Kearns asked that Field Trip Policy #11.290 be added to the next policy committee agenda.

Operations

- Secretary Margerm presented the administration operations report to the Board. February 2017 enrollment projections were 1985 FTE, and the September 1701 report lists an actual FTE of 1974, down 11 student FTE. September 2017 enrollment was also down 39 student FTE from September 2016 enrollment. SD54 was notified that the district will be subject to a K-12 enrollment compliance audit by the Ministry of Education. The Ministry will be looking at the September 29, 2017 Fall Data Collection Report – Form 1701 submitted by the District for Smithers Secondary and BVLC only. SD54 had its last enrollment audit in September 2010.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Farrell presented the Operations Committee's Report from the October 3rd, 2017 committee meeting. The committee recommended that the proposed draft school calendars for the 2018-19, 2019-20 and 2020-21 schools years be sent out for public consultation.

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

"That the Board approve the recommendation that the proposed draft school calendars for the 2018-19, 2019-20 and 2020-21 school years be sent out for public consultation."

CARRIED

- Next Meeting Monday, November 6th, 2017 @ 5:00pm.

6.b) POLICY COMMITTEE REPORT

- Policy Chairperson Beaubien presented the Policy Committee's Report from the October 3, 2017 committee meeting. The committee recommended the deletion of Policy# 10.110 – School and District Facilities and amended Policy # 10.100 – Facility Rental be sent out for consultation.

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

"That the Board approves the deletion of Policy# 10.110 – Rental Facilities. "

CARRIED

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

"That the Board approve amended Policy# 10.100 – School and District Facility be sent out for public consultation as outlined."

CARRIED

- Next Meeting Monday, November 6th, 2017 @ 7:00pm

6.c) TRUSTEE REPORTS

- Trustee Keams and Trustee Williams both submitted trustee reports from their trip to the BCSTA Northwest Branch meeting.

7. UNFINISHED BUSINESS

- There was no unfinished business this month.

8. NEW BUSINESS

- **8.1) 2017 – 2018 Class Size report:** Superintendent van der Mark presented to the Board and guests the Class Size Annual Report. Highlights include:
 - Class Sizes
 - Kindergarten maximum 20 – SD54 Actual 17.9
 - Grades 1-3 maximum 22 – SD54 Actual 19.8
 - Grades 4- 12 maximum 27* – SD54 Grade 4-7 Actual 25.2
 - SD54 Grades 8-12 Actual 21.5
 - *Depends on class (subject, specialty...)
 - Key Changes
 - No more than 2 designated students. Language specifies "designated" for the purposes of Ministry Funding. Class can have more than 2 designated students but then remedy must be provided.

9. OTHER BUSINESS

- The September 30, 2017 expenditure summary was included in the Trustee Board packages.

10. READING FILE

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

"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, November 21, 2017 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJOURNED

- The Board meeting was adjourned at 8:06pm.



Approved by Les Kearns, Chairperson
of the Board of Education



Dave Margem
Secretary Treasurer