



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
NOVEMBER 24, 2020  
ELECTRONIC FORMAT VIA: ZOOM**

**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 7:00pm.

### 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 Gidmt'en – Bear Wolf Clan and the Likhsilya – Small Frog Clan.
- Chairperson Williams welcomed guest presence. Ms. Williams read out a quote she recently came across "*Social distance now so that when we come get back together no one is missing*", definitely words to live by right now. She reminisces that this would normally be a fun time of year in our schools with Carolfest and Christmas concert planning but unfortunately these won't be happening or will be done differently this year. Keep an eye open on social media for more information.

### 3. ADOPTION OF AGENDA

**MOTION: *It was moved by Trustee Kearns 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 October 27, 2020, the synopsis of the In-Camera meeting of October 27, 2020 and the synopsis of the Special In-Camera meeting of November 17, 2020. There being none, the regular meeting minutes of October 27, 2020 the synopsis of the In-Camera meeting of October 27, 2020 and the synopsis of the Special In-Camera meeting of November 17, 2020. were declared approved as presented.

### 5. ADMINISTRATION REPORT

- Superintendent McDiarmid presented current District updates to the Board. Mr. McDiarmid started by apologizing for the short administration report, as so many things that we are so proud of aren't running this year (Carolfest, concerts, athletic competition). Students are in schools and are happy to be there. The Houston elementary Configuration / Facility review public meeting in Houston had to be postponed due to the Provincial COVID guidelines. It will be rescheduled for January, hopefully when we can meet in person. During this meeting the Board

was scheduled to tour the renovations at SSS, this also unfortunately will be rescheduled The BCSSA conference entitled "Equity and Compassion in Education", took place over Zoom this year.

- Superintendent McDiarmid presented the district and school-based initiatives report to the Board. The Indigenous Education department began a two-year initiative to recruit and empower teachers to act as lead teachers for Indigenous Curriculum and Support. Fall Professional Growth Conversations with school administrators have been begun and Mr. McDiarmid and Mr. Monkman have been very impressed with the administrators focus and professional approach to their ongoing goal development. As previously mentioned Carolfest and athletic travelling events have been cancelled this year due to COVID restrictions.

### **Field Trip Proposals**

- The following field trips have been approved by the Assistant Superintendent:
  - **SIL** – 38 +/- Grades 1-2 and 3-4 students from Smithers Silverthorne Elementary School to travel to Irrigation Lake on December 15, 2020. The purpose of this trip is to support the Science Curriculum (life cycle of fish) and for a day of ice fishing and being in the outdoors. All Board requirements have been met for this trip.

### **6.a) OPERATIONS COMMITTEE REPORT**

- Operations Committee Chairperson Kearns informed the Board that the items that were discussed during the November 10<sup>th</sup> Operations Committee's meeting will be presented later in the board meeting in the new business section of the agenda.
- Next meeting date Tuesday, January 12<sup>th</sup>, 2021 @ 5:00pm

### **6.b) POLICY COMMITTEE REPORT**

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the November 24<sup>th</sup>, 2020 committee meeting.
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- **Policy 1.300 Strategic Plan** – Committee recommended the approval of Policy 1.300 Strategic Plan.

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

*"That the Board approve the draft Policy 1.300 Strategic Plan as presented."*

CARRIED

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- **Policy 4.100 Employee Recognition** – The Committee recommended that Mr. Margerm remove the procedural rules section to create an administration procedure.

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

*"That the Board approve the removal the procedural rules section to create an administration procedure."*

CARRIED

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- **Policy 4.200 Employee and Family Assistance Program** – The Committee recommended that Policy 4.200 be deleted.

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

*"That the Board approve that Policy 4.200 Employee and Family Assistance Program be deleted."*

CARRIED

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- **Policy 4.360 Employees Leaving School Premises during work hours** – The Committee recommended that Policy 4.360 be deleted.

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

*"That the Board approve that Policy 4.360 Employees Leaving School Premises during work hours be deleted."*

CARRIED

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- **Policy 4.390 Retirement – Non-Teaching Employees** – The Committee recommended that Policy 4.390 be deleted.

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

*"That the Board approve that Policy 4.360 Employees Leaving School Premises during work hours be deleted."*

CARRIED

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- **Policy 4.400 Arbitration & Grievance Settlement** – The Committee recommended that Policy 4.400 be deleted.

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

*"That the Board approve that Policy 4.400 Arbitration & Grievance Settlement be deleted."*

CARRIED

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- **Policy 4.500 Principal & Vice- Principal Hiring** - The Committee recommended that Mr. Margerm revise the policy section to include the concepts of transparency and fairness. In addition, the procedural rules should be removed from policy and generate an administrative procedure

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

*"That the Board request that Senior Administration revise Policy 4.500 Principal & Vice Principal Hiring to include the concepts of transparency and fairness. In addition, the procedural rules should be removed from the policy and generate an administrative procedure."*

CARRIED

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- **Policy 5.260 Exchange Leaves**– The Committee recommended that Policy 5.260 be deleted.

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

- *"That the Board approve that Policy 5.260 Exchange Leaves be deleted."*

CARRIED

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Next Meeting Tuesday, January 12<sup>th</sup>, 2021 @ 3:00pm

#### **6.c ) TRUSTEE REPORTS**

- Trustee Farrell submitted a Trustee Report from his attendance at the BCSTA Provincial Council Meetings.

#### **7. UNFINISHED BUSINESS**

- There were no trustee reports this month.

#### **8. NEW BUSINESS**

- 8.1) 2020 - 2021 Facilities Review Presentation

Moved out of the regular board meeting at 7:20pm.

- Secretary Treasurer Margerm presented the 2020- 2021 Annual Facilities Review to the Board and guests present.

Returned back into the regular board meeting at 7:55pm.

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- The Operations committee recommended accepting the 2020-2021 Facilities Review as presented.

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

*"That the Board approve the 2020 – 2021 Facilities Review as presented."*

CARRIED

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- Superintendent McDiarmid presented the Realigning Schools in Houston - Fall 2021 report to the Board and guests present.

#### **9. OTHER BUSINESS**

- The October 31, 2020 expenditure summary was included in the Trustee Board packages.

#### **10. READING FILE**

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

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

CARRIED


**11. CLOSING REMARKS**

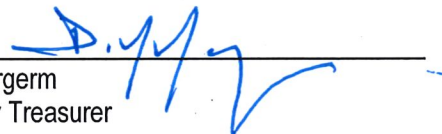
- Closing Remarks –Next regular Board Meeting will be held on December 8, 2020, commencing at 7:00 p.m. at the School Board Office in Smithers, B.C. **NOTE:** Location &/or meeting delivery is subject to current Provincial Health Orders in place.

**12. ADJOURNED**

- The Board meeting was adjourned at 8:12pm.

Approved by:

  
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Jennifer Williams, Chairperson  
of the Board of Education

  
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Dave Margem  
Secretary Treasurer