



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
FEBRUARY 18, 2014
SCHOOL BOARD OFFICE, SMITHERS BC

PRESENT: Trustees: L. Kearns, F. Farrell, P. Michell, L. Collingwood, K. Martinsen, J. McIntosh

Regrets: S. Yaremco

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

1. CALL TO ORDER

- The meeting was called to order at 6:04 pm

MOVED/SECONDED: F. Farrell / L. Collingwood

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:07pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Ryan Jensen - Editor Interior News. Karin Bachman - President BVTU, Barbel Schroeter President CUPE Local 2145. Trustee Yaremco sends her regrets. Condolences went out to the Wet'suwet'en peoples with the passing of Alfred Joseph, he will definitely leave a void in the community. Walnut Park Elementary School teacher Michelle Iacobucci, sent an email to Trustee Kearns acknowledging the Board's letter to her class in January. Last week Trustee Kearns attended the HSS grade 8 learning showing case. It was very interesting and all the projects were created by the grade 8's while the show case was emceed by the student's. Hopefully it will become a yearly event.

3. ADOPTION OF AGENDA

MOVED/SECONDED J. McIntosh / L. Collingwood

"That the agenda be accepted as amended."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of January 21, 2014; the Synopsis of the In-Camera Meeting minutes January 21, 2014. There being none, the minutes of: January 21, 2014 and the Synopsis of the In-Camera Meeting minutes January 21, 2014 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark spoke of the passing of Gisday'way, Alfred Joseph. Gisday'way was critical in helping with the School District #54 history book and we were fortunate to have had the opportunity to listen to , record and learn from his stories and those of the Wet'suwet'en Nation. Mr. van der Mark extended our thoughts out to his wife Dora and the Wet'suwet'en People. Tyler McCreery wrote a wonderful article about Mr. Joseph.

Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board: The annual Big Band concert was held on Saturday February 15th another excellent show case of talent in the valley; Semester change for our high schools has recently took place. Please contact your child's school if you have any questions or concerns.

Innovation / Initiatives

- Superintendent Chris van der Mark presented the innovation / initiatives to the board: The PLC/NOII met on February 3 and next meeting is scheduled for April ; The February Education Forum on Communicating Student Learning was held in both Smithers and Houston; SD54, NWCC and Industry in Houston have applied for an extensive grant named " rebuild your high school shop", to transform HSS into a community and industry training facility; 16 students in the EMAP (the only one in the province) course have now graduated from NWCC and the Intro to Trades courses at NWCC have finished their first cohort.

District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: Kindergarten registration will be taking place Feb 17 to 21; Early Notice Incentive Program will be taking place again this year, this where SD54 offers a financial incentive to teachers and administrators who are planning to retire this school year, to give notice on or before April 1; Twain Sullivan and Silverthorne will host an elementary basketball event on Feb 27; FSA's are nearly completed the yearly Foundation Skills Assessment at the grade 4 and 7 level; Parents and student in grades 4,7,10,12 will be completing the Provincial Satisfaction Survey between now and April.

School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: SD54, SCSA, Interior News and SSS students partnered again this year to raise awareness of literacy this month in the "Praise A Reader" Campaign; High School Course Selection for the 2014/2015 school year has started to take place; on February 12th WPS held their monthly Breakfast and Books event.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **LKS** – 24 +/- Grade 6-7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on January 23 and February 6, 2014. All Board requirements have been met for this trip.
 - **SSS** – 10 Grade 9-12 Students to travel to Edmonton to participate in a wrestling tournament on January 30 to February 2, 2014. All Board requirements have been met for this trip.
 - **WPS** – 40 +/- Grade 7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on: February 26, March 5 and March 12, 2014. All Board requirements have been met for these trips.
 - **SSS** – Theatre Presentation
- The following field trip require **final** approval by the Board of Education:
 - **SSS** – 59 Grade 10-12 Students travelling to Cuba to take part in the "Performance Tour of Cuba" for the SSS Sr. Concert Band and SSS Sr. Jazz Band during the period of April 25th – May 3, 2014. All Board requirements have been met for this trip.

MOVED / SECONDED: K. Martinsen / L. Collingwood

"To approve the proposed field trip to Cuba during the period of April 25 – May 3, 2014."

CARRIED

OPERATIONS:

- Secretary Treasurer Margerm provided an operations report to the Board: 1701 Certificate of Excellence has been granted to SD54 by the ministry for having no errors in the September enrollment submission. Mr. Margerm acknowledged Ms. Kerr and the secretary's for their hard work. The February 1701 is currently being completed. Projected enrollment for 2014 /2015 school year has to be submitted to the Ministry and will go to the March operations committee for review.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Chairperson Trustee Farrell presented the February Education Forum report to the board: Trustee Farrell found it fascinating the different needs expressed between Smithers and Houston. There was breakout sessions getting everyone in attendance involved. Trustee Farrell thanked everyone involved and everyone who attended.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Kearns informed the Board that there was no quorum at the February 4th, 2014 operations committee meeting. Secretary Treasurer Margerm presented the amended budget to the committee will be discussed later in the meeting. Chairperson Kearns asked Assistant Superintendent McDiarmid to provide update on the 2014-2015 School Calendar Committee. A survey was conducted over 400 parents submitted their surveys, very transparent. There are currently four recommendations:
 1. The board approve a calendar with a two week spring break for the 2014/2015 school year
 2. The board approve that spring break be tied to Easter
 3. The board approve that the calendar pattern of a two week break placed next to Easter be followed for two consecutive years 14/15 and 15/16
 4. A board request to the BVTU to consider moving a NID to the end of August. (The BVTU has since responded to this request and will not agree to move a NID to the end of August)

MOTION / SECONDED K. Martinsen / L. Collingwood

"To accept draft the 2014/ 2015 calendar."

CARRIED

- Quick School Plaque – Each school has a dedication plaque in the building and recently we had two separate requests for the Quick School Plaque. This will be returned back to the Operations Committee meeting in March.

6.c) POLICY COMMITTEE REPORT

- Chairperson Collingwood presented the Policy Committee Report from the February 4th, 2014 meeting: A discussion took place with regards to embedding the Education Forum within the Community Relations Committee to reflect on going practice. Policy's 1.150 Standing Committees and 1.1525 Education Forum will stay in committee at this time; A draft IT System & Information Security – Disaster Recovery (6.330) policy was provided by Secretary Treasurer Margerm

MOVED / SECONDED: L. Collingwood / J. McIntosh

"To approve the changes to the Systems & Information Security Policy and the acceptance of the District #54 IT Data Recovery Program."

CARRIED

The IT program was required by the Auditor General. Mr. Malkinson and Mr. Margerm developed a program that would outline what would happen if there was a technological disaster.

- Policy 6.340 Purchasing Policy: This policy is directed to equipment purchases, Secretary Treasurer Margerm recommended to increase the threshold from \$250 to \$1000 subject to providing two quotes and the signature of the Secretary Treasurer.

MOVED / SECONDED: L. Collingwood / K. Martinsen

“To approve increases the equipment purchasing threshold from \$250 to \$1000 subject to providing two (2) quotes and Secretary Treasurer’s signature”.

CARRIED

- Policy 9.950 Student Choice; The committee continued discussion on transportation policy around catchment areas, bussing and after-school transportation. Secretary Treasurer Margerm reported to the Board that the School Protection Program advised that the school district is not responsible for students after dropping them off, but we are legally responsible for students on the bus. This policy will remain in committee.
- Student Trustee: Trustee Farrell put forth a recommendation to have a Student trustee on The Board of Education. The committee discussed several aspects of the possibility of a student trustee. This will stay in committee at this time.

6.d) TRUSTEE REPORT

- No Trustee Reports were submitted this month.

7. UNFINISHED BUSINESS

- There was no unfinished business.

8. NEW BUSINESS

- 8.1) 2013-2014 Draft Amended Budget – Chairperson Kearns asked for unanimous consent to do all three reading tonight for the Annual Budget Bylaw. Unanimous consent was given.

MOTION/ SECOND P. Michell / L. Collingwood

“ The committee recommends that the Board give all 3 readings to the Annual Budget Bylaw 2013 / 2014.”

CARRIED

- Secretary Treasurer Margerm presented the Amended Annual Budget to the Board.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.54 (BULKLEY VALLEY) (called the “Board”) to adopt the Annual Budget of the Board for the fiscal year 2013/2014 pursuant to section 113 of the *School Act*, R.S.B.C., 1986, c. 412 as amended from time to time (called the “*Act*”).

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 54(Bulkley Valley) Annual Budget Bylaw for fiscal 2013/2014.
3. The attached Statement 2 showing the estimated revenue and expense for the 2013/2014 fiscal year and the total budget bylaw amount of \$25,262,733 for the 2013/2014 fiscal year was prepared in accordance with the *Act*.


4. Statement 2, 4 and Schedules 21 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2013/2014.

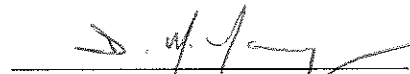
READ A FIRST TIME THE 18th day of February, 2014.

READ A SECOND TIME THE 18th day of February, 2014.

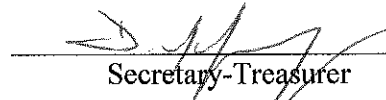
READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of February, 2014.




Chairperson of the Board


Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Annual Budget Bylaw 2013/2014, adopted by the Board the 18th day of February, 2014.


Secretary-Treasurer

9. OTHER BUSINESS

- 9.1 The January 31, 2014 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

January 2014 Enrolment Figures	Ltr frm SD27 to MOE re: Education Funding
Ltr. Frm SD39 to MOE re: Education Funding	Ltr from SD78 to L. Throness re: Literacy Funding
Ltr. Frm BCSTA: Announcement: New Director of Education Gaila Erickson	Ltr frm BVTU re: Calendar Committee –Two Week Spring Break 2015 and 2016

MOVED/SECONDED: F. Farrell / L. Collingwood

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

CARRIED

11. NEXT BOARD MEETING

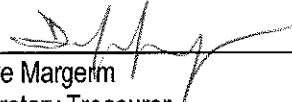
- The next regularly School Board meeting will be held on March 25th, 2014 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJORNED

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



Les Kearns
Chairman of the Board of Education



Dave Margerim
Secretary Treasurer