



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
MAY 19, 2015
HOUSTON SECONDARY SCHOOL, HOUSTON, B.C.

PRESENT: Trustees: L. Kearns, F. Farrell, L. Collingwood, BJ Beaubien, J. Williams, D. Hanson, P. Michell

Regrets: M. McDiarmid – Assistant Superintendent of Schools
D. Margerm – Secretary Treasurer

Staff: C. van der Mark – Superintendent of Schools
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 6:10pm

MOVED/SECONDED: P. Michell /F. Farrell

"That the Board meeting move In-Camera."

CARRIED

The Board returned to Regular session at 7:00pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests Rebecca Ells and her mother Marian. Chairperson Kearns extended the board members congratulations on her outstanding wrestling season. The Board wanted to congratulate her and let her know they were very proud of what she has done this year! (Rebecca won the Provincial Championship in her weight class).
- Rebecca spoke directly to the board, letting them know she went to the National Championship with the Vanderhoof Coach and 5 other students. She went to nationals two weeks after provincials and when she arrived at nationals she found that she was going to compete in two different wrestling styles: 1) freestyles (got 4th) and 2) Greco style where you use your upper body , (got 3rd). She didn't know about the different styles until she got there and had to learn the rules the day before the competition!! She was the youngest female athlete that placed, as the other three competitors were first year university students.
- Chairperson Kearns presented Rebecca with a small gift from the Board and took photos.

3. ADOPTION OF AGENDA

MOVED/SECONDED F. Farrell / B.J. Beaubien

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of April 21, 2015; the Synopsis of the In-Camera Meeting minutes April 21, 2015. Trustee Hanson noted that there was an error in the regular minutes of the April 21, 2015 board meeting.

- ERROR: "**HSS**- 30 Grade 4/5 students from Twain Sullivan Elementary School to travel to Aiyansh and Greenville, BC from May 27 to May 29, 2015. This trip is to support student curriculum. All Board requirements have been met for this trip."
- CORRECTION: "**TSE**- 30 Grade 4/5 students from Twain Sullivan Elementary School to travel to Aiyansh and Greenville, BC from May 27 to May 29, 2015. This trip is to support student curriculum. All Board requirements have been met for this trip."
- The amended minutes of: April 21, 2015 and the Synopsis of the In-Camera Meeting minutes of April 21, 2015 were declared approved as amended.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent van der Mark presented the student achievement report to the Board: SSS drama, theatre and music students performed "Love's Labour's Lost" to a packed house. The SSS Band travelled to Whistler and once again brought home multiple gold awards plus was identified by adjudicators and staff as **THE** best band on the Friday of the 20 that performed that day! Congratulations to everyone involved. District Scholarship presentations wrapped up this past week. Students from HSS and SSS competed for 24 \$1,000 scholarships. U14 Basketball grade 8 girls team made up of students from SSS, BVCS and Hazelton travelled to PG on May 11-12 to play at UNBC and experience dorm life and instruction from the UNBC women's team coach. The April Education Forum was on innovation at WPS. Thanks to the staff and students who were involved in the presentations.

District Based Initiatives

- Superintendent van der Mark presented the district based initiatives report to the board: Year End Celebrations will take place on June 17th to recognizing retirees and employees who will be awarded long service pins. The annual District Elementary Track Meet will take place on June 5th at SSS. NWCC hosted a Trades and Mining Expo to create awareness for trades and mining opportunities. Superintendent van der Mark has been asked to present at the 2015 Skilled Trades Innovation Forum. He will be speaking on the SD54 & NWCC partnership at HSS. Ready, Set Learn took place in Smithers and Houston recently. Families with 3 & 4 year olds engaged in play-based early learning activities while finding out about the early learning programs and services offered by the school district and schools. SD54 will be working with Yong Zhao next year as a part of the District Initiatives. Mr. Zhao believes that "Every kid is good at something." Also, SD4 will be continuing the work started with Faye Brownlie as our educators will take a more active role in leading and collaborating on effective teaching strategies. We will also continue to enhance our trade opportunities.

School Based Initiatives

- Superintendent van der Mark, presented the school based initiatives to the Board: Graduations Ceremonies will be held at HSS and SSS on June 12 and June 20 respectively. Both HSS and SSS Girl's rugby teams qualified for the Provincial Championships. The SSS Girls Soccer team will also be heading to the Provincial Championships. Two students from MME and one from SSS will be traveling to Vancouver to participate in Concours, a provincial French public speaking contest. 35 Students from Silverthorne and Telkwa Elementary Schools travelled to Terrace to participate in an NWCC Explore Trades event. Twain Sullivan Elementary School won a \$5,000 grant through Dash BC. This grant is designed to support northern schools in communities undergoing either acute or ongoing economic transition (i.e. Mill closures). The plan for this money is to assist in the cost of building an outdoor classroom /theatre. SSS won \$25,000 from Staples for being one of the greenest schools in Canada.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **TES** – 19 +/-Grade 3/4 students from Telkwa Elementary School to travel to Ft. St. James on June 18 and 19th, 2015. The purpose of this trip is to support student curriculum. All Board requirements have been met for this trip.

- **WPS** - 51 +/- Grade 7 students from Walnut Park Elementary School to travel to Tyhee Lake on June 17 and 18th, 2015, to take part in the class yearend celebrations. All Board requirements have been met for this trip.
- **WPS** – 45 Grade 3/4 students from Walnut Park Elementary School to travel to Rough Acres on June 2nd, 2015 to take part in the class yearend celebrations. All Board requirements have been met for this trip.
- **HSS** – 15 +/- Grade 10-12 students from Houston Secondary School to travel to the Nisga'a Valley on May 26-May 28, 2015. The purpose of this trip is to support student curriculum. All Board requirements have been met for this trip.
- **LKS** – 25 +/- Grade 6/7 students from Lake Kathlyn Elementary School to travel to Camp Caledonia on June 10-12, 2015, to take part in the class yearend celebrations. All Board requirements have been met for this trip.
- **SSS** – 6 +/- Grade 10-12 students from Smithers Secondary School to travel to Terrace to take part in "Test Drive NWCC" on May 29-31, 2015. All Board requirements have been met for this trip.
- Superintendent van der Mark took a few minute to provide the Board members with a brief summary on the BC Court of Appeal ruling that was released on April 30, 2015. The Court of Appeal overturned the Judge Griffith's January 27, 2014 decision. The court ruled 4 – 1 in favour of government. The BC Teacher's Federation has said they will appeal to the Canadian Court of Appeal. This court ruling does not change anything we are doing currently. It could possibly take years to hear back from the Canadian Supreme Court.

Discussion:

- Trustee Farrell asked that even if it goes to the Canadian Supreme Court, how do you go back? Time is on some people's side.

- **6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE**

- Trustee Farrell presented the Community Relations Committee report from the May 5, 2015 meeting: The committee discussed 1st and 2nd "Eye on Education" newspaper article. First article will be published on May 20th. The committee discussed a potpourri of topics for future articles. The next article will be based on a community theme. It was suggested that the June article honor teachers and the teachers retiring. The next education forum will be held on June 3rd and the topic will be the proposed "SportsPlex". Chairperson Farrell commented that the last education forum was a great one. Ms. Davey's students teaching younger students, Mr. Anderson's radio show, Ms. Kinkela and Ms. Contumelias knowledge on Kindergarten reading strategies and Ms. McAulay's Math and Aboriginal curriculum using iPad's. These education forums keep getting better and better.

- **6.b) OPERATIONS COMMITTEE REPORT**

- Chairperson Collingwood presented the Operations Committee's Report from the May 5, 2015 meeting: The committee discussed the following items:
 - **Early Thursday / Instructional Time** - Assistant Superintendent McDiarmid updated the Committee on the new Thursday afternoon agreement agreed to by SD54 and the BVTU.
 - **Draft Budget Bylaw** – See new business 8.1
 - **Administrative Savings** – Secretary Treasurer Margerm outlined the progress on the Administrative Savings Plan which SD54 is required to demonstrate a savings of \$132,765 and the report is due into the Ministry by June 30, 2015.
 - **Facility planning** : Sportsplex and Donation Plan - Superintendent van der Mark outlined the Sportsplex donation / sponsorship plan. The committee gave input into the hierarchy, contribution amounts and naming practice for each level.
 - **PGSS Facility Letter** – Trustee Kearns received a letter from the City of Prince George asking for a letter of support for the proposed Masich Stadium Project in PG.

MOVED/SECONDED

L. Collingwood / J. Williams

"To recommend Chairperson Kearns respond to the City of Prince George with a letter of support."

- The board members read a draft letter of support prepared by Trustee Kearns.

CARRIED

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell, presented the Policy Committee Report from the May 5, 2015 meeting:
 - **Policy Review** – the committee discussed the process for initiating a policy renew or a new policy. Mr. Margern sent out a list of possible policy revisions to be reviewed and prioritized into "Emergent" and "Review" by Trustees.
 - **Student Driving Policy** – Assistant Superintendent McDiarmid provided four examples of student driving policies from other districts. Discussions revolved around concepts such as distance travelled, travelling in or out of district or within school area, and extra-curricular versus curricular travel. Also noted issues of weather conditions, condition of vehicle or state of student's drivers license.

Discussion:

- Trustee Williams if the students are driving just themselves? Can the policy also include direct family as well? Government regulations allow one family member in the vehicle and thinks siblings should be included in it.
- Trustee Farrell replied that procedures will include current legislation . Is it rational or not? The committee is still looking at it and will be discussed at the next policy meeting.
- Trustee Williams thinks wording should be include siblings.
- **Traditional Welcome** - The committee brought up the idea of offering a "Traditional Welcome" at the beginning of each board meeting.

MOVED/SECONDED

F. Farrell / L. Collingwood

"The Board consider the practice of opening Board meetings with a Traditional Welcome."

Discussion:

- Will go back to policy committee to decide on how it will be done.
- Trustee Michell clarified it was going to go back to policy committee
- Trustee Farrell clarified it will go back to the next policy meeting.
- Trustee Michell asked if she should be attending policy meeting around this or can she talk about this now.
- Trustee Beaubien said the committee discussed talking to Ms. Markert and Trustee Michell about how to go about proceeding with the 'Traditional Welcome'.
- Trustee Michell informed the Board that there a couple of different ways that is could be done. Recommended that Ms. Markert and some elders be included in the discussion. There are many clans, we are not in just one Territory.
- Superintendent van der Mark suggested inviting some community members. There are some acknowledgments we can do and some we can't do.
- Trustee Kearns commented that the policy committee were in favour of doing it but didn't have the expertise to do it.
- Trustee Michell said that in the next couple of days she will talk to the chairperson to figure out on how to do it.

CARRIED

6.d) TRUSTEE REPORT

- Trustee Kearns, Collingwood and Farrell submitted their report their trip to the BCSTA AGM held on April 16-19, 2015.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS

- **8.1) 2015 – 2016 Annual Draft Budget** – On behalf of Secretary Treasurer Margerm, Superintendent van der Mark delivered an overview of the 2015 – 2016 Annual Draft Budget. The public meeting for the draft budget was held on May 12th. The budget is required to be into the Ministry by June 30, 2015. Highlights included: a decline in enrollment of 70 FTE; a balanced budget with an appropriation from surplus of \$150,000.

Discussion:

- Trustee Hanson asked how does the school district get the Ed Plan money?
 - Superintendent van der Mark replied that the Ministry sends it to us automatically.
 - Trustee Hanson asked about the "other professionals" line, and asked if that means excluded staff. And went on to say that hopefully they will get a raise sometime, that will cause an increased pressure if unfunded.
 - Superintendent replied that we are not hopeful but hope the executive raises will be covered by the government if the freeze is ever lifted.
 - Trustee Farrell asked about the substitutes numbers. We could have more EA's depending on kids or raises.
 - Trustee Williams asked how do we know what the 2016 substitutes we will have?
 - Superintendent van der mark replied that Secretary Treasurer Margerm and Assistant Secretary Treasurer Perreault calculate projections for the budget.
 - Trustee Kearns that is how we could have a surplus or deficit it is a hard number to predict.
 - Trustee Beaubien asked about the parking paving & drainage allocation, where is that?
 - Superintendent van der Mark replied at SSS and the SBO.
 - Trustee Hanson where does the AFG amount come in?
 - Superintendent van der Mark replied it is a specific fund on the capital side.
 - Trustee Hanson asked about the large differences between Annual and Operating Budget.
 - Trustee Farrell commented on WPS and MME 's enrollment numbers, and asked if this is a problem that MME enrollment is increasing?
 - Superintendent van der Mark replied no, it's not a problem. It is a program of draw or choice.
 - Trustee Beaubien – Business between HSS and SSS does it include other programs?
 - Superintendent van der Mark replied that we let the schools work that out but yes that is a possibility.
 - Trustee Hanson commented that 15 pages have been added to the budget?
 - Superintendent van der Mark replied that it is more detailed version.
 - Trustee Hanson asked what is the trustee's obligation or duty, level of knowledge and understanding for the budget?
 - Trustee Kearns replied that the Secretary Treasurer breaks down the pages into a format that is easier for all trustees to understand.
 - Trustee Williams I have gone over the 15 pages. We have to put our trust in the Secretary Treasurer and leave it at that.
 - Trustee Hanson does that do to the public process.
 - Trustee Kearns we have already brought it to the public.
- Chairperson Kearns asked for unanimous consent to do all three reading tonight for 2015 – 2016 Budget Bylaw 126858. Unanimous consent was given.

MOTION / SECONDED

L. Collingwood / P. Michell

"The Board proceed with the three readings for the 2015 -2016 Budget Bylaw."

CARRIED

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 2015/2016 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, 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 year 2015/2016.
3. The attached Statement 2 showing the estimated revenue and expense for the 2015/2016 fiscal year and the total budget bylaw amount of \$25,437,247 for the 2015/2016 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2015/2016.

READ A FIRST TIME THE 19th DAY OF MAY, 2015;

READ A SECOND TIME THE 19th DAY OF MAY, 2015;

READ A THIRD TIME, PASSED AND ADOPTED THE 19th DAY OF MAY, 2015;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 54 (Bulkley Valley) Annual Budget Bylaw 2015/2016, adopted by the Board the 19th DAY OF MAY, 2015.

Secretary Treasurer

9. EXPENDITURE SUMMARY

- 9.1) The April 30th, 2015 expenditure summary was included in the trustee Board packages.

10. READING FILE

MOVED/SECONDED: B.J. Beaubien / F. Farrell

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

CARRIED

11. CLOSING REMARKS

- Prior to the Board meeting Chairperson Kearns walked around HSS. He noticed signs about the Free Breakfast at HSS and thank you's to RIO Tinto. Trustee Williams said that it was a special grant the school received last year. It is a very extensive breakfast program, volunteers run it and it is based on the honour system. The toast program is open to everyone. The hot breakfast program is for targeted students. With the RIO Tinto grant and community support, the school saw a huge increase in learning outcomes.
- Vice – Principal Julie Krall has spear headed this program. Trustee Kearns asked for Trustee Williams to gather some more information on the breakfast program for the Board members.

11. NEXT BOARD MEETING

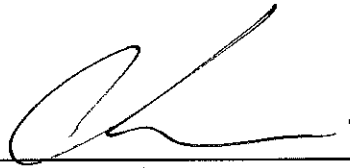
- The next regularly schedule School Board meeting will be held on June 23, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJORNED

- The Board meeting was adjourned at 8:38pm .



Les Kearns
Chairman of the Board of Education



Chris van der Mark
Superintendent