



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
MAY 21, 2019  
TWIN SULLIVAN ELEMENTARY, HOUSTON B.C.**

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

**Regrets:** J. Williams, E. Quinlan

**Staff Regrets:** T. Bancroft – Director Facilities & Maintenance

**Staff:** M. McDiarmid – Superintendent  
              C. van der Mark – 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**

- Vice - Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Likhsila – Small Frog Clan.
- Vice - Chairperson Kearns welcomed all guests present. Trustee Williams and Quinlan sent their regrets. Vice Chairperson Kearns spoke about the current life in the board office. Senior staff is busy with next year's staffing, contract negotiations, teacher shortages and the greatest challenges being adjusting to the new staff in the board office. The SBO staff is a wonderful example of team work. We are so fortunate to have student orientated personnel and a school district rich in talent.

**3. ADOPTION OF AGENDA**

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

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

**CARRIED**

**4. LEARNING PORTION – HSS / TSE – The Evolution of a Campus**

- Mr. Craig McAulay , Principal, and Mr. Dwayne Anderson Vice - Principal made a presentation to the Board about the K-12 Campus model evolving between Houston Secondary School and Twain Sullivan Elementary.

**5. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of April 16, 2019 or the synopsis of the in-camera meeting minutes of April 16, 2019. There being none, the regular meeting minutes of April 16, 2019 and the synopsis of the in-camera meeting minutes of April 16, 2019 were declared approved as presented.

## 6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the student achievement report to the Board. The SSS musical theatre and technical theatre students put on William Shakespeare's "**The Tempest**" to packed houses on May 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>. Thank you to all the volunteers, students and teachers for all your hard work once again this year!
- Superintendent McDiarmid presented the District initiatives report to the Board. On May 30<sup>th</sup> the wrap up for the CR4AL cohort will be held. The CR4AL project was facilitated by Ms. Lynn Rutley, Sandra McAulay and Jo-Anne Goble. The District Elementary Track Meet will take place on Friday, June 7<sup>th</sup> at SSS. Administration and educators travelled to Vancouver on May 10-11 for the NOII annual learning conference. Ms. Jana Fox and Ms. Nicole Davey were chosen to facilitate at this conference. The Regional NOII celebration will take place on May 31<sup>st</sup>. Superintendent McDiarmid and District Principal Matthew Monkman will be attending the OECD / BC Education meeting on May 22-23 in Vancouver. The 2<sup>nd</sup> Annual Rural Secondary School Think Tank – Northern Version will be attended by Assistant Superintendent van der Mark, Dwayne Anderson, Jody Barber and Kari Niven on June 3-4 in PG. The District is pleased to announce that that local bargaining with the BVTU has now concluded.
- Superintendent McDiarmid presented the student based initiatives report to the Board. Commencement ceremonies will take place at Smithers Secondary and Houston Secondary on June 7<sup>th</sup> and 14<sup>th</sup> respectively.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **TSE** - 51+/- Grade 3-5 students from Twain Sullivan Elementary to travel Fort St. James Historical Site on June 18-19, 2019. The purpose of this trip is to engage in hands on and real world experiences to enhance curriculum learned in the classroom. All Board requirements have been met for this trip.
  - **HSS** - 20 +/- Grade 11 and 12 Biology students from Houston Secondary to travel to Vancouver, B.C. on June 23-June 28, 2019. The purpose of this trip is to support the Biology 11/12 curriculum. All Board requirements have been met for this trip.
  - **SSS** - 18 +/- Grade 11 and 12 Outdoor Ed students Smithers Houston Secondary to travel to the Silverking Trail and Joe L'Orsa Cabin on May 14-16, 2019. The purpose of this trip is to support the Outdoor Ed curriculum. All Board requirements have been met for this trip.
  - **SIL** - 17+/- Kindergarten students from Silverthorne Elementary to travel to Vanderhoof, BC on May 3, 2019. The purpose of this trip is to participate in the releasing of juvenile sturgeon and to support the baby animal unity of the Kindergarten curriculum. All Board requirements have been met for this trip.
  - **SIL** - 40+/- Grade 2-4 students from Silverthorne Elementary to travel to Fort Babine Fish Fence on May 16, 2019. The purpose of this trip is to support the Indigenous curriculum. All Board requirements have been met for this trip.
  - **MME** - 32+/- Grade 7 students from Muheim Memorial to travel to the Bear Claw Lodge on June 24-27, 2019. The purpose of this trip is to support the Outdoor Ed curriculum and the Grade 7 year-end field trip. All Board requirements have been met for this trip.
  - **HSS** - 18 +/- Active Living students in Grades 8-12 from Houston Secondary to travel to Rock Nest Ranch on numerous trips between May 15 and June 21, 2019. The purpose of these trips is to support the Active Living curriculum by practicing their padding and fly-fishing skills. All Board requirements have been met for this trip.

- **SIL** - 20+/- Grade 2-3 students from Silverthorne Elementary to travel to Rough Acres Bible Camp on June 19-20, 2019. The purpose of this trip is to support the Indigenous curriculum. All Board requirements have been met for this trip.
- **WPS** - 98+/- Grade K-2 students from Walnut Park Elementary to travel to Tyhee Lake on June 21, 2019. The purpose of this trip is to take part in the primary year-end celebrations. All Board requirements have been met for this trip.

**Board Authority Course Applications**

- Assistant Superintendent van der Mark presented four Board Authorized Course Applications to the Board:
  1. Snow School 11
  2. Principals of Sport 10 – Basketball
  3. Principals of Sport 11 – Basketball
  4. Principals of Sport 12 – Basketball

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

*“THAT the Board approve the proposed Board Authorized Courses as outlined.”*

CARRIED

**Operations**

- Secretary Treasurer Margerm presented the operations report to the Board. MME received a playground grant of \$105,000. The maintenance department is now wrapping up the installation of the new playground.

**7.a) OPERATIONS COMMITTEE REPORT**

- Operations Chairperson Kearns presented the Operations Committee's Report from the May 7<sup>th</sup>, 2019 committee meeting.
- Next Meeting Tuesday, June 4<sup>th</sup>, 2019.

**7.b) POLICY COMMITTEE REPORT**

- Policy Chairperson Farrell presented the Policy Committee's Report from the May 7<sup>th</sup>, 2019 committee meeting.

- **Policy #6.400** – The committee recommended that the draft Policy # 6.400 – Volunteers be approved as outlined.

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

*“That the Board approve Policy 6.400 – Volunteers be approved as outlined.”*

CARRIED

- **Policy #11.300** – The committee recommended that the draft Policy # 11.300 – Student Travel Supervision be approved as outlined.

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

*“That the Board approve Policy #11.300 – Student Travel Supervision be approved as outlined.”*

CARRIED

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- **Policy #4.700** – The committee recommended that the draft Policy # 4.700 – Impairing Substances in the Workplace be approved as outlined.

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

*“That the Board approve Policy# 4.700 – Impairing Substances in the Workplace be approved as outlined.”*

CARRIED

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- **Policy #9.120** – The committee recommended that the draft Policy # 9.120 – Student Involvement with Drugs & Alcohol be approved as outlined.

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

*“That the Board approve Policy # 9.120 – Student Involvement with Drugs & Alcohol be approved as outlined.”*

CARRIED

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- **Policy #9.300** – The committee recommended that the draft Policy # 9.300 – Physical Restraint & Seclusion in School be approved as outlined.

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

*“That the Board approve Policy # 9.300 – Physical Restraint & Seclusion in School be approved as outlined.”*

CARRIED

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- **Policy #1.200 – Superintendent Evaluation** – The Policy Committee recommended proceeding with reviewing the Superintendent Evaluation Policy with the intent of providing greater specifications and/or processes to an evaluation/growth plan.
- **Environmental Sustainability Policy** – The Policy Committee recommended proceeding with developing a district policy regarding environmental sustainability outlining a district strategic direction and/or possible best practices.
- Next Meeting Tuesday, June 4<sup>th</sup>, 2019.

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

- There were five (5) Trustee reports this month. The Trustees reported on their recent trip to the BCSTA AGM held in Richmond on April 25-28<sup>th</sup>, 2019.

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

Moved out of the regular board meeting at 8:10pm.

- Secretary Treasurer Margerm presented the draft 2019- 2020 Annual Budget a report to the Board and guests present.

Returned back into the regular board meeting at 8:36pm.

- **8.1) 2019-2020 Draft Annual Budget Bylaw** – The Operations Committee recommended that the Board proceed with the repeating first two readings of the Draft 2019-2020 Annual Budget Bylaw.

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

*“That the Board proceed with repeating the first two readings of the 2019 - 2020 Annual Budget Bylaw.”*

CARRIED

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## **9. NEW BUSINESS**

- **9.1) 2019-2020 Capital Plan Bylaw** – The operations committee recommended that the 2019-2020 Capital Plan Bylaw No. 19/20-CP-SD54-01 be approved in three readings.
  - Vice Chairperson Kearns asked for unanimous consent to do all three reading tonight for 2019 – 2020 Capital Plan Bylaw No.19/20-CP-SD54-01. Unanimous consent was given.

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

*“The Board approves the three readings of 2019 - 2020 Capital Plan Bylaw No. 19/20-CP-SD54-01.”*

CARRIED

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- **9.2) – Rural Leaf Application** – The Board of Education was invited by the Liguor and Cannabis Regulation Branch and the Town of Smithers provide comments regarding the proposed non-medical cannabis retail store license.
  - The Trustees participated in a conversation around the proposed retail store and acknowledged that the proposed location met the current bylaw which states it must be not be located within 150 meters of a school property.

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

*“That the Board of Education has no concerns regarding the proposed business application pertaining to the non – medical cannabis retail store to be known as ‘Rural Leaf Cannabis Store’.”*

CARRIED

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## **10. OTHER BUSINESS**

- The April 30, 2019 expenditure summary was included in the Trustee Board packages.

## **11. READING FILE**

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

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

CARRIED

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## **12. CLOSING REMARKS**

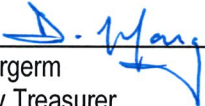
- Closing Remarks –Next regular Board Meeting will be held on June 18, 2019 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

**13. ADJOURNED**

- The Board meeting was adjourned at 8:52pm.

Approved by:

  
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Jennifer Williams, Chairperson  
of the Board of Education

  
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Dave Margem  
Secretary Treasurer