



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
SEPTEMBER 24, 2019
SCHOOL BOARD OFFICE, SMITHERS B.C.

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, P. Michell, J. Williams, E. Quinlan, J. Krauskopf

Staff: M. McDiarmid – Superintendent
M. Monkman – Assistant Superintendent
D. Margerm – Secretary Treasurer
T. Bancroft – Director Facilities & Maintenance
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 7:01pm.

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.
- Chairperson Williams welcomed all guests present. She welcomed everyone back to another school year. Chairperson Williams and Superintendent McDiarmid toured all the SD54 facilities at the beginning of September. She acknowledged the maintenance crew and all their hard work over the summer.

3. ADOPTION OF AGENDA

- Chairperson Williams requested that Agenda New Business Item 8.1 – 2018 – 2019 Draft Financial Statements be moved to item number 5.

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

"That New Business Item 8.1 – 2018 – 2019 Draft Financial Statements be moved to item number 5. "

CARRIED

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

"That the amended agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of June 18, 2019 or the synopsis of the in-camera meeting minutes of June 18, 2019. There being none, the regular meeting minutes of June 18, 2019 and the synopsis of the in-camera meeting minutes of June 18, 2019 were declared approved as presented.

5. NEW BUSINESS – Part I

- **5.1 – 2018-2019 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2018-2019 Financial Statements as presented.
- Mr. Dorian Callison from Carlyle Shepherd & Co. provided an unqualified opinion of the 2018 – 2019 Audited Financial Statements.
- Secretary Treasurer Margerm provided a financial recap of the 2018 – 2019 school year.

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

“That the Board approve the 2018 – 2019 Audited Financial Statements as presented. ”

CARRIED

6. ADMINISTRATION REPORT

- Superintendent McDiarmid declared that the school start up this year went very well. The atmosphere in the schools is positive and there is good lines of communications in the school. Across BC there is a teacher shortage, thankfully that is not happening in this district. SD54 the school year with one temporary teacher in place. We are still working on recruiting efforts. Final changes to the curriculum are now in place for this school year. As of August 1, 2019, Mr. Dustin Hersee assumed the position of Vice – Principal of Smithers Secondary School. A vacated excluded position was recently replaced and we would like to congratulate Mr. Ted Owens as the new Supervisor of Information Technology Services.
- Superintendent McDiarmid presented the Student Achievement report to the Board. The FSA's will begin in October. This is a snapshot and one small piece of a student's ongoing assessment.
- Superintendent McDiarmid presented the District initiatives report to the Board. SD54 is once again pleased to partner with CMC. Continuing joint programs will be Intro to Health, Carpentry and Professional Cook I and Intro to Trades. In the spring semester in Houston will have a number of courses around pipefitting. This will be run through a partnership with the Piping Industry College of BC and CMC. Changing Results 4 ALL Learners will be continuing this year. Ms. Carole Fullerton will be returning to the district in September, holding mathematics sessions for our k-5 teachers and grade 6-10 teachers and a district wide workshop. Innovation Funds grants are available once again this year and teachers are encouraged to submit proposals for innovative approaches to learning. This year the District will set aside funds for schools/teachers to apply to support outdoor education opportunities.
- Superintendent McDiarmid presented the school based initiatives report to the Board. All of SD54 Schools held meet the teacher nights or welcome back evenings recently. SSS will host their bi-annual Legacy Project unveiling on Friday, October 11th. This year's legacy portraits are of Antoinette Austin – painted by Lindsey Pierce and Bill Goodacre – painted by Jessica Nelson. The District Elementary Soccer tournament will take place at Muheim on Saturday, September 28th. Orange Shirt Day is on September 30th. District schools will be proudly wearing their orange t-shirts to support “Orange Shirt Day” to help raise awareness of residential school students and share the story of Phyllis Webstad. Girls Ruby Zones will take place on Saturday, October 5th in Houston. The District cross country run will take place on Thursday, October 24th.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS - 25+/-** Grade 9-12 students from Smithers Secondary School to travel to Vancouver during the period of September 12-19, 2019. The purpose of this trip is to take part in the annual Bard on the Beach Shakespeare Festival. All Board requirements have been met for this trip.

Operations

- Secretary Margerm presented the operations report to the Board. Initial headcount enrollment for the 2019-2020 school year is approximately 1982 students. The spring budget projections estimated student enrolment of 1947 FTE. Adjusting for the headcount to FTE secondary reduction, we will expect to be closed to the project FTE. A confirmed enrollment figure will be proved in October once the 1701 Report is submitted. The maintenance staff has worked hard over the summer completing several large projects. WPS new school build will be tendered in January/February 2020 with construction to being in April 2020. The CUPE Memorandum of Agreement has been approved by the Board of Education in the In-Camera portion of the Board meeting.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the September 10th, 2019 committee meeting.
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- **Draft Board Annual Cycle** - The committee recommended the Board adopt this document as a part of the Board annual cycle process.

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

"That the Board adopt the Board Annual Cycle document and process as presented."

CARRIED

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- Next Meeting Tuesday, October 8th 2019.

6.b) POLICY COMMITTEE REPORT

- Policy Chairpersons Farrell present the Policy Committee's Report from the September 10th, 2019 policy meeting.
- **Draft Policy 9.980 Menstrual Products for Schools** – The committee recommended the Board approve the proposed language for draft Policy 9.980 Menstrual Products for Schools and send out for consultation.

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

"That the Board approve the draft Policy 9.980 – Menstrual Products for Schools be sent out for stakeholder consultation."

CARRIED

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- Next Meeting Tuesday, October 8th, 2019.

6.c) TRUSTEE REPORTS

- Trustee Quinland submitted his Trustee Report from the BCSTA AGM that he attended on April 25-28, 2019 .

7. UNFINISHED BUSINESS

- There is no unfinished business this month.

8. NEW BUSINESS

- **8.2) Facilities Update – Summer Projects Review** – Director of Facilities and Maintenance, Tim Bancroft presented a report on all the projects that were completed over the summer in SD54 facilities.

9. OTHER BUSINESS

- There is no other business this month.

10. READING FILE

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

"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 October 22nd, 2019 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

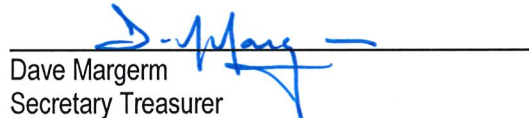
13. ADJOURNED

- The Board meeting was adjourned at 8:01pm.

Approved by:



Jennifer Williams, Chairperson
of the Board of Education



Dave Margerm
Secretary Treasurer