



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
SEPTEMBER 18, 2012
SCHOOL BOARD OFFICE, SMITHERS BC

PRESENT: Trustees: L. Kearns, F. Farrell, P. Michell, L. Collingwood, J. McIntosh, S. Yaremco, K. Martinsen
Staff: C. van der Mark – Superintendent of Schools
M. McDiarmid – Assistant Superintendent
S. Richards – Secretary Treasurer
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 6:03pm

MOVED/SECONDED: F. Farrell / S. Yaremco

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:10 pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Percy Hebert, Editor from the Interior News; Karin Bachman, President BVTU; Susan Hooper CUPE representative and Joel Adams from Office of the Auditor General of BC.
- Mr. Kearns welcomed everyone back to a new school year and spoke of the "Welcome Back Tour" he was a part of on September 5 and 6th. Besides the smiling faces of the children he noticed the continuous improvements on our schools. Mr. Kearns would like to officially thank the School District's maintenance and custodial department on the hard work they put in once again over the summer.
- Michael McDiarmid has been appointed to the Provincial Council on Grad Recovery Program for the north.
- CUPE bargaining will start again shortly, currently SD#54 only has two members on the bargaining committee, Sheryl Yaremco and Les Kearns. SD#54 is looking for another representative for this committee. If you are interested in joining this committee or have any questions please contact Les Kearns.

3. ADOPTION OF AGENDA

MOVED/SECONDED J. McIntosh / F. Farrell

"That the agenda be approved as amended to include the addition of 8.3 Capital Project Bylaw 126467."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of: June 19, 2012; July 11, 2012; the Synopsis of the In-Camera Meeting minutes June 11, 2012 and July 11, 2012. There being none, the minutes of: June 19, 2012; July 11, 2012 and the Synopsis of the In-Camera Meeting minutes of June 19, 2012 and July 11, 2012 and were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the administration report to the Board. His report noted that there was been another great start up this year. The next Education form will be held on of Oct 29 to discuss the future of graduation requirements to meet the needs of all learners. Invitations to this event will be sent out in the near future. SD#54 continues to expand our partnership with NWCC with the announcement of new Trades Focus programs. Mr. van der Mark provided a brief slideshow review of Bill 22 which maintains class size maximums. Schools are finalizing the Learning Improvement Fund allocations. SD#54 will receive approx. \$287k of the LIF funds. These funds can be used for dealing with class composition issues, teaching staff, support staff, pro-D funds. So far .50 FTW was added to Lake Kathlyn Elementary, .50 FTE to Muhiem and 1.0 FTE to resolve class composition issues. CUPE was automatically allotted 12.5% of these monies (approx. \$36k). Principals are meeting with staff about how to use these funds in the most beneficial way.

Innovation / Initiatives

District Based Initiatives

- Superintendent Chris van der Mark, presented the district based initiatives to the Board. Faye Brownlie will return on Oct 17 to continue with her literacy work with our Teachers. SD#54 hosted a parent /community self-regulation session on Sept 19, as a follow-up to Dr. Stuart Shanker visit on Aug 22 to SD#54. This was well attended by the community. Dr. Shanker's "FACE" team will be working with Silverthorne and LKS First Wave teams on self-regulation in the classroom. Our new Early Reading Advocates program lead Cyndy Hooper and Lynn Rutley has started. Ms. Hooper and Ms. Rutley will be working with a larger provincial team on improving reading results in K-3. SD#54 will be sending a delegation of staff to Terrace in October for the ERASE training to help eliminate bullying in the schools.

School Based Initiatives

- Superintendent Chris van der Mark, presented the school based initiatives to the Board. This report informed the Board that the SSS and HSS students are enjoying the new time table and being able to pick new subjects such as hockey, golf, Outdoor Ed and Angling. HSS has now partnered with NWCC to give their students increased choice and flexibility. The students at BVLC are enjoying their new structure and being able to walk to SSS to take courses not offered at NWCC.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - SSS – 32 Grade 9-12 students to travel to Vancouver on Sept 12, 2012 – Sept 17, 2012 to attend the Bard on the Beach Shakespeare Festival. All requirements required by the District have been met for this trip.
 - SSS – 12 +/- Grade 10-12 students to travel to Kidprice Lake for a multi-day canoe trip on two occasions: Sept 21- 23, 2012 and Sept 28-30, 2012. All requirements required by the District have been met for these trips.
 - SSS – 70-80 Grade 8 students and 5-6 Grade 12 students to travel to Rough Acres Bible Camp to participate in the "Young Men's Project". (Approved by the SD#54 Board of Education June 19, 2012)
- There was a late addition to the field trip proposals that was approved by the Assistant Superintendent:
 - LKS – 19 Grade 6-7 students to travel to Silverking Basin / Joe L'Orsa's cabin on Sept 27-28, 2012. All requirements required by the District have been met for this trip.

Operations

- Secretary Treasurer Steve Richards provided an enrolment update for the 2012 / 2013 school year.

6.a) EDUCATION FORUM

- Nothing to report this month. Next Meeting: to be determined.

6.b) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Martinsen presented the Committee's Report from the Sept 4, 2012 meeting. There were a significant amount of summer projects completed with a combined value of over \$650K. The 5 year draft capital plan was reviewed which defines the value and priority of the district's proposed capital projects.

MOVED / SECONDED: S. Yaremco / J. McIntosh

"The committee recommends that the Board approve the District's 5 Year Capital Plan as presented"
CARRIED

- Trustee Martinsen informed the Board of the Phase 3 of Government's the playground initiative. Both TES and TSE have received grants for playground upgrades.

MOVED / SECONDED: S. Yaremco / J. McIntosh

" The committee recommends that the Board give all 3 readings of Bylaw 126510-Playground Equipment"
CARRIED

- Chairperson Kearns received unanimous consent to do all three readings of Bylaw 126510 – Playground Equipment.

SCHOOL DISTRICT 54
(Bulkley Valley)

A BYLAW by the Board of Education of School District No. 54 (Bulkley Valley) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement (where required);
- observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

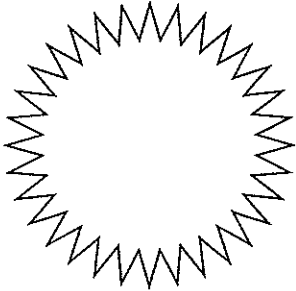
NOW THEREFORE the Board enacts as follows:

1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$50,000 for Project No. 126510 is hereby adopted.
2. This Bylaw may be cited as "School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 126510.

READ A FIRST TIME THE 18th day of September, 2012.

READ A SECOND TIME THE 18th day of September, 2012.

READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of September, 2012.



Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 126510 adopted by the Board the 18th day of September, 2012.

Secretary-Treasurer

- Trustee Martinsen spoke of a tragic accident in Watson Lake in early July. SD#54 took immediate action and reviewed the soccer goals at all schools. It was found that SD#54 does not own or use the type of goals that were involved in the accident and there is minimal risk with the goals that are currently being used by students and staff.
- The committee received a letter with regards to the Service Delivery Transformation Project (Shared Services). The Ministry will contact SD#54 in the next few weeks to assess any opportunities in our District.
- The committee looked at an application from the RDBN but felt that SD#54 had no concerns with the application and no further action is required.
- Next Meeting October 2, 2012 at 5:00 pm

6.c) POLICY COMMITTEE REPORT

- Policy Chairperson Yaremco, presented the Committee's Report from the September 4, meeting. The current policies are out for consultation:
 - Policy 6.207 Liability Insurance for Parent Advisory and School Planning Councils
 - Policy 9.220 Access to Student Records
 - Policy 11.290 Field Trips
- The current policies are currently still in-committee for further research and discussion:

- Policy 6.430 Video Surveillance
- Policy 9.225 Records Retention
- Policy 11.30 Student Athletic Travel
- LBGTQ

- The Following policies are new policies that are still in-committee for further research and discussion :
 - Policy (NEW) Administrators' Credit Cards
 - Policy (NEW) Relocation Assistance Policy

- Next Meeting October 2, 2012 at 3:00pm

6.d) COMMUNITY RELATIONS COMMITTEE REPORT

- No Report this month. Next Meeting TBD.

6.e) TRUSTEE REPORT

- No Report this month.

7. UNFINISHED BUSINESS

- There was no Unfinished Business.

8. NEW BUSINESS

- 8.1) Approval of the 2011 – 2012 Financial Statements Secretary Treasurer , Steve Richards provided a brief overview of the 2011 – 2012 Financial Statements and an overview of the Audit Report.

MOVED / SECONDED: K. Martinsen / P. Michell

"The committee recommends recommend that the Board approve the 2011 – 2012 draft audited financial statements as presented."

CARRIED

- 8.2) Presentation of Audit Report – Joel Adams from The Office of the Auditor General of B.C, addressed the Board regarding the Final Report of the June 30, 2012 Financial Statements. Mr. Adam's reported the following:
 - Changes made to the way that Capital Asset Amortization is recorded;
 - Audit Adjustments made;
 - Assessment of internal controls;
 - No illegal or Fraudulent Acts were found;
 - The Auditor General will continue to be the auditor of SD#54 until the year ended June 30, 2015.
 - THE AG will release their letter of opinion will be released shortly.
 - The School District will be moving to a new public sector framework for accounting.
 - Mr. Adam's thank Ms. Mayer all her hard work during the Audit process.

- 8.3) Capital Project Bylaw 126467 – Bill 44 – Greenhouse Gas Reduction Targets Act , Carbon Neutral Capital Program (CNCP) - funding is to assist school districts to engage technical expertise to identify CNCP projects for 2013/2014.

MOVED / SECONDED: L. Collingwood / P. Michell

"The committee recommends that the Board give all 3 readings of Bylaw 126467- Capital Project Bylaw".

CARRIED

- Chairperson Kearns received unanimous consent to do all three readings of Bylaw 126467 – Capital Project Bylaw.

SCHOOL DISTRICT 54
(Bulkley Valley)

CAPITAL PROJECT BYLAW 126467

A BYLAW by the Board of Education of School District No. 54 (Bulkley Valley) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement (where required);
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

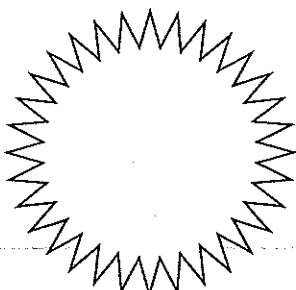
NOW THEREFORE the Board enacts as follows:

1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$7,317 for Project No. 126467 is hereby adopted.
2. This Bylaw may be cited as "School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 126467.

READ A FIRST TIME THE 18th day of September, 2012.

READ A SECOND TIME THE 18th day of September, 2012.

READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of September, 2012.



Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 126467 adopted by the Board the 18th day of September, 2012.

Secretary-Treasurer

9. OTHER BUSINESS

- Nothing to report this month.

1. READING FILE

06 Sept 2012	Ltr From SD #8 (Kootenay Lake re: Education funding
05 Sept 2012	Thank you Card from Irene Williams
04 Sept 2012	Thank you Card from Gagan Minhas
27 July 2012	Email from BCSTA re: Legislative Roundup 2011 – 2012 Workers Compensation Act
20 July 2012	Email from BCSTA re: Family Law Act
16 July 2012	Ltr from BCSTA re: Continuing Membership with BCSTA
10 July 2012	SD#54 Achievement Plan: 2012-2015
04 July 2012	Ltr from SD#42 (Maple Ridge/Pitt Meadows) re: School District Funding
30 June 2012	June 2012 Enrollment Figures
26 June 2012	Ltr to : Randi Woodbeck re: Congratulations
19 June 2012	Ltr from SD# 39 (Vancouver) re: Cowichan Valley School District Restoration Budget
29 May 2012	Ltr from: Ombudsperson re: Office of the Ombudsperson 2011/12 Annual Report

MOVED/SECONDED: L.Collingwood / F.Farrell

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

CARRIED

12. CLOSING REMARKS

- In closing Chairperson Kearns thanked Mr. Richards and Ms. Mayer for all their time and effort on the work they did with the audit.

13. NEXT BOARD MEETING

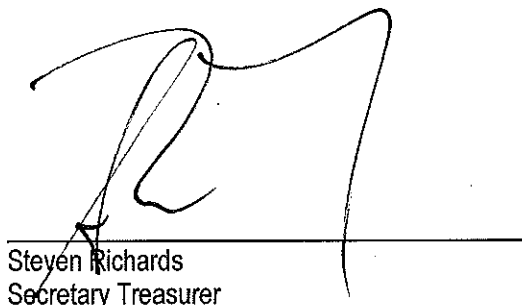
- The next School Board meeting will be held on October 16, 2012 at the Twain Sullivan Elementary School in Houston at 7:00 pm.

14. ADJOURNMENT

- The meeting was adjourned at 8:09pm



Les Kearns
Chairman of the Board



Steven Richards
Secretary Treasurer