



REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
SEPTEMBER 22, 2015  
SCHOOL BOARD OFFICE, SMITHERS, B.C.

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

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 6:00pm

**MOVED/SECONDED:** J. Williams / L. Collingwood

***"That the Board meeting move In-Camera."***

CARRIED

The Board returned to Regular session at 7:01pm.

**2. OPENING REMARKS**

Chairperson Kearns welcomed all of the guests in attendance. Mr. Kearns welcomed everyone back to a new school year and expressed his hope that everyone had a relaxing summer as we are going to have a busy year. Mr. Kearns informed the Board that last week, the two Union Presidents, himself and senior administration took part in the annual "Welcome Back Tour" of all schools to review the projects completed over the summer and meet any new staff. Chairperson Kearns thanked the maintenance department for all their hard work over the summer to get these projects completed before school started.

In summer, SD54 had the opportunity to send three students and a chaperone to Beijing, China for an educational exchange. Ms. Morgan Ryan, Ms. Chantel Parent, Ms. Alana Markert and Mr. Sean Levenson presented to the Board members and guests a short summary of their trip.

**3. ADOPTION OF AGENDA**

- Chairperson Kearns requested that the order of the agenda be changed so Mr. Dorian Callison, from Carlyle Shepherd could present his report to the Board regarding the 2014-2015 Draft Audited Financial Statements at the beginning of the meeting.

**MOVED/SECONDED** B.J. Beaubien/ D. Hanson

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

CARRIED

**4. ADOPTION OF MINUTES**

- The Chair asked if there were any corrections to the minutes of the June 23, 2015 Board meeting and the Synopsis of the In-Camera Meeting minutes June 23, 2015.
- Trustee Farrell noted an error on the Synopsis of the In-Camera Meeting on June 23, 2015:  
ERROR: "The regular meeting was called to order at 6:2p.m. and the Board resolved to go in-camera."

CORRECTION: "The regular meeting was called to order at 6:02p.m. and the Board resolved to go in-camera."

- The minutes of the June 23, 2015 Board meeting and the amended Synopsis of the In-Camera Meeting minutes of June 23, 2015 and were declared approved.

## 5. ADMINISTRATION REPORT

### Student Achievement

- Superintendent van der Mark presented the student achievement report to the Board: SD54 has had a very smooth start up for the new school year. Lots of innovation and flexibility and increased personalization for our students. Dr. Yong Zhao will be in the district on Sept 24/25 to work with our teacher leaders and administration. He will also be in Houston working with students on September 24. One of his beliefs is that "every child is good at something, we just have to help them find it." He will also be speaking at SD54's Community Conversation Form on Sept 24 at the Della Herman Theatre. BCCIE has invited SD54 to send a group of 20 secondary students to Jiangsu China in November for a 10 day leadership educational program. Our district will be working with the new K-9 Curriculum before its mandatory use next September. Teachers and schools will be learning more about the "big ideas" in the curriculum and the more personalized approach to student engagement and learning. SD54 is now providing Adult Education through our BVEC program. This is available for non-graduated adults who wish to attain a Dogwood diploma or an Adult diploma. Ms. Nora Kerr and the clerical staff have been working hard on implementing the new student information system (MyEd BC).

### Innovations / Initiatives

#### District Based Initiatives

- Superintendent van der Mark presented the innovations and initiatives report to the Board: The NOII committee will hold their first meeting on Sept 25 in conjunction with Dr. Zhao's visit. In July, a team from SD54 travelled to Trent University in Ontario to showcase the outstanding self-regulation work our schools are doing. Ms. Lynn Rutley continues to lead the Changing Results for Young Readers Project. This year our schools will be using the Early Primary Reading Assessment (EPRA), that will benefit teachers and students across the district. Ms. Heather Lytle is hosting the "2<sup>nd</sup> Annual Northwest BC Autumn Arts Festival" on October 1-3. The Intro-to-Trades Program has now been added to the HSS programming and early feedback from students and instructors suggests that this is going to be a huge success.

#### School Based Initiatives

- Superintendent van der Mark, presented the school based initiatives to the Board: This year WPS has created an innovative approach to learning where incorporating outdoor experiential learning will be a significant focus. This project will be led by Vice Principal, Nicole Davey and teacher Ms. Shirley White.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **MME** – 29 +/- Grade 7 Students from Muheim Memorial to travel to Silverking Basin and the Babine Mountains Provincial Park for some back country camping and hiking during the period of October 5-7, 2015. This excursion is to support the curriculum for the Grade 7 Outdoor Education program.
  - **TES** – 21 +/- Grade 3-4 Students from Telkwa Elementary School to travel to Tyhee Lake on September 29, 2015. The purpose of this excursion is to support student curriculum. All Board requirements have been met for this trip.
  - **SSS** – 14 Grade 10-12 students from Smithers Secondary School's Outdoor Education program to travel Nanika Kidprice Lake on two separate occasions: Sept 19-22 and October 1-4, 2015. The purpose of this trip is to support student curriculum. All Board requirements have been met for this trip.

- The following field trip require **approval** by the Board of Education:
  - **SSS / HSS** – 20 Students from grade 11 (other grades maybe considered if there is space available) to travel to Jiangsu, China on November 20-29, 2015. This trip is being organized by the British Columbia Council for International Education (BCCIE) and SD54 has been invited to send a group of secondary school students to this 10 day educational program. International Youth Leaders to China (IYLC) provides innovative itineraries targeted at giving the participant a cultural immersion experience that develops the concept of leadership in an environment of learning, sharing and participation. Cost per student is \$1,000 (subsidies available) and vaccinations. BCCIE and Jiangsu Province will cover the bulk of expenses, which includes international round-trip airfare from Smithers, all accommodation, meals and transportation. Students will be required to meet specific eligibility criteria in order to be chosen for this trip. All Board requirements have been met for this trip.

MOVED/SECONDED L. Collingwood / B. J. Beaubien

***“To approve the proposed field trip to travel to Jiangsu, China on November 20-29, 2015.”***

CARRIED

### Operations

- **Enrolment Update:** Secretary Treasurer Margerm informed the board that an exact enrolment figure is proving to be difficult with the new MyEd BC at the high school level. Enrolment is currently ranging between 2046-2074 FTE.

#### *Discussion:*

- Trustee Kearns – So MyEd BC isn't going as swimmingly as reported?
- Trustee Hanson- What is the feedback process for the district for this to the Ministry.
- Mr. Margerm – Feedback is done weekly/daily with the Ministry and Fijitsu. It will have its moments, it has some good sides to it. User interface is better, we just have to work through the bugs, i.e. speed/ enrolment count, accuracy of data, import of data and coding of students that has to be worked out. It all just takes time. The speed seems to be an issue. Ms. Kerr has done a very good job going up the chain reporting it.
- Superintendent van der Mark – replied that the communication has been better this time around. They try to get answers back to us very quickly.
- Mr. Margerm – it will just take time. They have been more responsive this time.

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

- Trustee Farrell presented the Community Relations Committee report from the September 15, 2015 meeting:
  - **Future state of the SportsPlex** – The District has received no funding offers at this point and little responses of interest from possible partners or the Town of Smithers. Given this may not be financial feasible to continue on, it may be necessary to “table” planning at this point.

MOVED/SECONDED F. Farrell / D. Hanson

***“The Board recommends suspending the planning of the SportsPlex.”***

CARRIED

- **SportsPlex public forum in Houston** – Given the recommendation of above, should there be a community meeting in Houston? The committee recommends that the Board Chair or senior management contact Houston representatives to ask if they still would like a forum in Houston to discuss the SportsPlex despite the District was “tabling” the SportPlex project.

#### *Discussion:*

- Trustee Hanson – all the information that was gathered in May Education forum, was it sent out?
- Superintendent van der Mark– all the information was tabulated and we will look into if it was sent out.

- **Newspaper article for September** – September's "Eye On Education" will focus on "Looking Ahead". Featuring information about Dr. Zhao's visit and the trades programs. The committee recommended that senior management proceed with the article.

*Discussion:*

- Trustee Farrell informed the Board that Dr. Yong Zhao, will be presenting at the BCSTA Winter Academy in November.
- Trustee Hanson - can the "Eye on Education" report go into the Houston Today as well?
- Trustee Kearns – yes it will be.

**6.b) OPERATIONS COMMITTEE REPORT**

- Chairperson Collingwood presented the Operations Committee's Report from the September 15, 2015 meeting. The committee discussed the following items:
  - **Summer Update-** Secretary Treasurer Margerm updated the committee on the projects that were completed around the district during the summer. Mr. Margerm thanked the Director of Facilities & Maintenance, Mr. Ed Hildebrandt for his work over the summer. It was truly amazing the amount of work that was completed over the summer. The Capital Branch of the Ministry has now increased their reporting requirements to two reports per year so now Mr. Hildebrandt is working on that. Trustee Kearns echoed Mr. Margerm's praise of the amount of work done and presented a token of appreciation from the Board to Mr. Hildebrandt.
  - **Mr. Monkman – Response to Dr. Havas' WiFi Letter** – The committee reviewed Mr. Monkman's response to Dr. Havas and recommended to continue using WiFi throughout the district. Mr. Margerm thanked Mr. Monkman for his work compiling all the information that was presented to the committee. Trustee Kearns noted that he has received a couple of parent calls over the years regarding WiFi in the schools. The Trustees now have information to pass on to the parents if they should call again.

**6.c) POLICY COMMITTEE REPORT**

- Policy Committee Chairperson Farrell presented the Policy Committee Report from the September 15, 2015 meeting. The committee discussed the following items:
  - **Prioritization of policies** – The committee reviewed the policy list in priority order.
  - **Student Driving Policy** – Assistant Superintendent McDiarmid met with Houston Administrators to discuss the new conditions around the student driving policy. Mr. McDiarmid outlined the Board's concerns in regards to safety and liability of students driving themselves or other in poor weather conditions.

MOVED/SECONDED F. Farrell / D. Hanson

**"That the Board adopts the revisions to Policy # 11.140 – Student Driving for Purposes of School as outlined. "**

*Discussion:*

- Trustee Hanson – commented that this is a thorough policy. There is room for the administrators to work within the policy with safety in mind.

CARRIED

- **Traditional Welcome** – Trustees Farrell, Michell, Williams and District Principal Markert met to discuss the option to a Traditional Welcome/ Acknowledgement. The committee recommended that the sub-committee meet and report on:
  - a. Traditional Welcome vs. Acknowledgment – either or both
  - b. Wording for either Welcome or Acknowledgement
  - c. Appropriate meetings to use Welcome or Acknowledgement

*Discussion:*

- Trustee Michell - When we do the traditional welcome it is acknowledging the territory we are on. She is happy it's being done and feels it is long overdue. It shows respect for the First Nations Peoples and makes a difference for the aboriginal students as it shows them that their territory is respected and welcomed.

- Trustee Kearns – commented that the Board wants to make sure we do it right.
  - **International Field Trips** – There has been concerns expressed with the process and guidelines surrounding international and out-of-province field trips. The Committee recommends that senior management provide a briefing note for the October committee meeting outlining their concerns.

**6.d) TRUSTEE REPORT**

- No Trustee reports were submitted this month.

**7. UNFINISHED BUSINESS**

- No unfinished business was submitted this month.

**8. NEW BUSINESS**

- **8.1 ) Draft Audited 2014-2015 Financial Statements** - Auditor Dorian Callison from Carlyle Shepherd presented the audit results to the Board. Carlyle Shepherd will be issuing an unqualified opinion letter for the 2014-2015 Financial Statements. Secretary Treasurer Margerm thanked Ms. Perreault, Ms. Kingsmill, Mr. Dewijn and Ms. Mill for their excellent work working with the Auditors. He also commented that the auditors were very good to work with.

**MOVED / SECONDED:** J. Williams / F. Farrell

**“The Board approves the 2014 – 2015 draft audited financial statements as presented. “**

*Discussion:*

CARRIED

- Trustee Hanson – Why is it called draft audited?
- Mr. Margerm – replied because they haven't been approved yet.
- Trustee Kearns– Thanked the staff members as they make it go as smoothly as it does.

**9. OTHER BUSINESS**

- No other business was submitted this month.

**10. READING FILE**

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

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

CARRIED

**11. CLOSING REMARKS**


- Chairperson Kearns closed the meeting by commenting that it was very nice to see the reaction of the three students and the chaperon that came to visit us today and how the trip will affect them in the future.

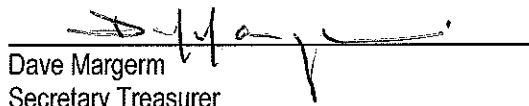
**11. NEXT BOARD MEETING**

- The next regularly schedule School Board meeting will be held on October 20, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

**12. ADJORNED**

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

  
 Les Kearns  
 Chairman of the Board of Education

  
 Dave Margerm  
 Secretary Treasurer