



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
SEPTEMBER 17, 2013
SCHOOL BOARD OFFICE, SMITHERS BC

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

1. CALL TO ORDER

- The meeting was called to order at 6:00 pm

MOVED/SECONDED: L. Collingwood / J. McIntosh

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:06pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Karin Bachman-BVTU President Barbel Schroeter - President of CUPE, Local 2145, Ryan Jensen - Editor Interior News and Joel Adams from the Office of the Auditor General. Trustee Martinsen sends her regrets. Trustee Kearns welcomed everyone to the 2013-2014 school year and officially welcomed Mr. Dave Margerm to his new position of Secretary Treasurer. On September 6th, Trustee Kearns, Superintendent van der Mark, Assistant Superintendent Mike McDiarmid, Secretary Treasurer – Dave Margerm, Ms. Bachman and Ms. Schroeter participated in the "Welcome Back Tour" and visited all the schools in the district. Mr. Kearns wanted to thank all the maintenance and custodial staff for their work over the summer to get the schools in tip top shape for the new school year.

3. ADOPTION OF AGENDA

MOVED/SECONDED L. Collingwood / J. McIntosh

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of June 18, 2013; the Synopsis of the In-Camera Meeting minutes June 18, 2013. There being none, the minutes of: June 18, 2013 and the Synopsis of the In-Camera Meeting minutes June 18, 2013 were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board: The new school year started off smoothly with the enrolment above projections coming in over projections. Mr. van der Mark reminded the board of the goals set out in the 2012-2015 Achievement Contract. There also will be a committee made up of SD54

teachers and community partners to continue the conversation on how our reporting of student progress should look. SD54 will also be continuing with Education Forums this year.

District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: SD54 is pleased to announced the continued partnership with NWCC. We will offer students two new courses this fall: Environmental Monitor Assistant Program (EMAP) and Introduction to Trades. In addition to the two new programs at the NWCC, BVLC is still there and going great with the students, as well Biology 12 is being held at NWCC campus. This is choice and Flexibility in practice at SD54. The Hockey Academy has expanded this year in Smithers, to offer a junior program to grades 8 and 9. Thanks to goes out to Mr. Derek Holland and Mr. Dwayne Anderson for their leadership around the Hockey Academy program. Ms. Faye Brownlie was in the district on September 13 to continue working on literacy with our teachers and teachers from across the Northwest. We are currently finalizing in dates in October for a return visit from Dr. Stuart Shanker with regards to self-regulation. SD54 is continuing to support the Changing Results for Young Readers (CR4YR) program this year with continued guidance from Ms. Lynn Rutley. Last years' results from this program were stunning proving early intervention is very powerful.

School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: At SSS, Mr. Rick Hubert has begun a Geodome project that runs on Biomass (compost, manure, woodchips) that will ultimately be able to grow things all year round. For more information please contact SSS. The Elementary Soccer tournament will be held at MME on September 28th.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 10- 14 Grade 10-12 students to travel to Kidprice Lake on Sept 19-22, 2013. All board requirements have been met for this trip.
 - **LKS** – 23 Grade 6/7 students to travel to Silverking Basin – Joe L'Orsa Cabin on Sept 24/25, 2013. All board requirements have been met for this trip.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Yaremco presented the Operations Committee's Report from the September 10, 2013 meeting. The operations committee reviewed correspondence received over the summer: 1701 Data Collections 100% completion; SSS Boys Soccer thank you; Telkwa Principal B. Forster appreciation for a Telkwa custodian; reviewed a report from Mr. Ed Hildebrandt about the summer facilities work completed over the summer.

6.c) POLICY COMMITTEE REPORT

- Chairperson Farrell presented the Policy Committee Report from the September 10th, 2013 meeting: The committee discussed the goals for the year; Discussed new policy 6.209 Use of School Facilities by Child Care Providers, this policy will remain at the committee until more information is provided; New Policy 6.331 Technology Disaster Recovery Plan was introduced as suggested by the Auditor General and will be kept at committee level until more information is presented.

6.d) TRUSTEE REPORT

- There were no Trustee Reports submitted this month.

7. UNFINISHED BUSINESS

- There was no unfinished business.

8. NEW BUSINESS

- **8.1 - 2012 -2013 - Draft Audited 2012 – 2013 Financial Statements** – Chairmen Kearns passed the floor to Mr. Joel Adams from the Office of the Auditor General. Mr. Adams provided an overview of the audit that took place in March and in July and their findings. The opinion looks different than in the past as the statements are now prepared in accordance with Canadian public sector accounting standards (Note 3a). Mr. Adams reported the following:
 - Significant estimates and found no concerns;
 - Internal control – no new issues but called up management letter from previous audit with regards to IT and noted that changes are still on going ;
 - No illegal acts or fraud were found;
 - The current audit plan goes to June 30 2016.
 - The Office of the Auditor General suggested forming an audit committee and the board has discussed it and it will be a part of the operations committee
- Trustee Farrell questioned Mr. Adams on the difference between "Public Sector Accounting Standards" from Canadian Generally Accepted Accounts Principles (GAAP)". Mr. Adams explained to Trustee Farrell the differences.
- Trustee Kearns questioned Mr. Adams on the note about the internal controls that no internal controls were mentioned. Mr. Adams explained that last year's internal controls were not resolved. There were no current year internal controls changes they just found just last years unresolved ones.
- Trustee Kearns confirmed with Mr. Adams that no fraud was found but the auditors are making sure that the books are balanced and all monies accounted for. Mr. Adams agreed but stated that the scope of the audit is not looking for fraud and they were not giving an opinion on fraud.
- LK – looking for our value in the auditor 1) Statements are prepared properly 2) Free of Material Misstatement 3) No signs of fraud or other irregularities 4) Internal controls are appropriate and working.
- Mr. Adams stated that the risk of fraud is low because of the SD54 processes that are in place
- Trustee Kearns spoke to the Mr. Adams on the overwhelming process of the audit on the district staff and asked if the staff will have to do this amount of work again next year. Mr. Adam's responded that the new accounting standards are in place for next year and the work load should be lighter and easier for the district staff.
- Superintendent van der Mark wanted to acknowledge and thank Ms. Toni Perreault's for her hard work during the audit process and thank Ms. Selena Mill and Ms. Bobbie Kingsmill for support Ms. Perreault during this difficult time.

MOTION/ SECOND S. Yaremco / P. Mitchell

" The committee recommends that the Board approve the 2012 – 2013 draft audited financial statements as presented"

CARRIED

- **8.2 - 2013– 2014 Capital Plan** – Chairmen Kearns pass the floor over to Secretary Treasurer Margerm. Mr. Margerm explained that the capital plan is a detailed process that is required to be submitted annually to the Ministry of Education. SD54's 2013 – 2014 capital plan is similar to last year but the priorities have changed.

MOTION/ SECOND S. Yaremco / L. Collingwood

" To approve the 2013 – 2014 Capital Plan as presented in the amount of \$28,631,606."

CARRIED

9. OTHER BUSINESS

- 9.1 The August 31, 2013 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

2013 SD54 – Achievement Plan 2012-2015	Ltr. Frm BCSTA June 10, 2013
Ltr From Ted Beck To John Rustad re: Irrigation Lake	June 30, 2013 Monthly Enrollment
SD08 Ltr to P. Fassbender re: Bargaining	Ombudsperson Report 2012-2013
SD05 K – 12 International Education Reforms	SD05 RE: Cowichan Board of Education
SD08 Ltr to MOE re: Funding Independent Schools to Offer Adult Courses	SD08 Ltr to BCSTA – Proposed Bargaining Structure – Sept 3, 2013
SD08 Ltr to BCSTA – BCSTA Request for Input on Bargaining – June 26, 2013	SD20 Ltr Frm MOE re:Fully Funded Wage Increases
SD23 Ltr to MOE re: Bargaining	SD33 Ltr to MOE re: Provincial Collective Bargaining
SD38 Ltr to MOE re: Bargaining – July 3 th , 2013	SD38 Ltr to MOE re: Bargaining Sept 5, 2013
SD39 Ltr to Vancouver MP's re: Canadian Immigration Centres	SD39 Ltr to BCSTA re: Bargaining
SD41 Ltr to MOE re: 2013 International Education Regional Roundtables	SD41 Ltr to Peter Julian MP re: Canadian Immigration Centres
SD41 Ltr to MOE re: Canadian Immigration Centres	SD41 Ltr to MOE re: Negotiations
SD41 Ltr to BCSTA re: Bargaining	SD43 Ltr to MOE re: 2013 International Education Regional
SD46 Ltr to BCSTA re: Bargaining	SD47 Ltr to BCSTA re: Bargaining
SD47 Ltr to MOE re: Bargaining	SD53 Ltr to MOE re: Provincial Bargaining
SD60 Ltr to BCSTA re: Bargaining	SD63 Ltr to MOE re: Bargaining
SD67 Ltr to MOE re: Bargaining June 21, 2013	SD67 Ltr to MOE re: Bargaining June 24, 2013
SD72 Ltr to MOE re: Bargaining	SD72 Ltr to MOE re: Funding Wage Increase
SD73 Ltr to Citizenship and Immigration Canada re: Canadian Immigration Centres	SD73 Ltr to Council of Ministers of Education, Canada
SD75 Ltr to MOE re: Bargaining	SD85 Ltr to MOE re: School District #79
Thank you from Alison Candela	Thank you from Beth Saretsky – Dogwood Winner
Thank from Cassie OFner – Dogwood Winner	Thank you from Ian Douglas – Dogwood Winner
Thank you from Linda Enders	Thank you from Megan McLellan – Dogwood Winner
Town of Smithers – Open House – Bike Lane Project	

MOVED/SECONDED: F. Farrell / L. Collingwood

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

CARRIED

11. CLOSING REMARKS

- In closing, Chairperson Kearns spoke about Steve Richards retirement from School District #54. Trustee Kearns reminded everyone that Mr. Richards has made this board a much better board and accomplished a lot since he arrived in 2006. Trustee Farrell echoed Trustee Kearns sentiments and thanked Mr. Richards for breaking things down to the nuts and bolts for the Trustees. Trustee Kearns read out a letter written by Trustee Mitchell expressing her thoughts of Mr. Richards retiring and wished him in the best in his retirement. Superintendent van der Mark thanked Mr. Richards for his wisdom and wished him the best.
- Mr. Richards thanked everyone for their kind words and reassured the board that they will be in good hands with Mr. Margerm.

13. NEXT BOARD MEETING

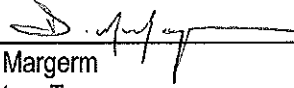
- The next regularly School Board meeting will be held on October 22nd, 2013 commencing at 7:00 pm at the School Board Office in Smithers.

14. ADJOURNMENT

- The meeting was adjourned at 7:53pm.



Les Kearns
Chairman of the Board of Education



Dave Margem
Secretary Treasurer