



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
DECEMBER 6, 2022
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, J. Williams, P. Michell, K. Graham

Trustee Regrets J. Krauskopf

Staff: M. McDiarmid – Superintendent
M. Monkman – Assistant Superintendent
D. Margerm – Secretary Treasurer
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 7:03 pm.

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 everyone present. She welcomed everyone to the last meeting of 2022. There are lots of activities happening this month around the district. Carolfest will be happening tomorrow night, and Ms. Williams highly recommended that everyone takes advantage of this annual event as it is such a wonderful kick off to the holiday season.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of the November 15, 2022 or the synopsis of the in-camera meeting minutes of November 15, 2022. There being none, the regular meeting minutes of November 15, 2022 and the synopsis of the in-camera meeting minutes of November 15, 2022 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid proudly announced that Mr. Perry Rath the recipient of the Excellence in Art Education award from the BC Art's Teacher's Association. Congratulations Mr. Rath!
- Superintendent McDiarmid presented the district update to the Board. The District recently investigated student transportation needs from Silverthorne to HSS and now implemented this service for approximately 11 of our

students. Carolfest is taking place on December 7th . District Elementary Volleyball took place on November 25th. 2023 Kindergarten registration will take place the week of January 16-2023, 2023.

- Superintendent McDiarmid presented the district-based initiatives to the Board. The Board of Education, the Superintendent and Secretary Treasurer recently attended the BCSTA Trustee Academy in Vancouver.
- Superintendent McDiarmid presented the school based and initiatives report to the Board. All the schools in the District will have their special spin on the holidays. Check with your students' school for more information, school administration is looking forward to welcoming everyone back into the schools for these celebrations. The SSS Band will holding a concert on December 13th. SSS Boys Soccer participated in the Senior Boys SSS Soccer Provincials. SSS Senior Girls Volleyball team travelled to Merritt to participate in the BC School Sports AA Girls Volleyball Championships. HSS/SSS Swim Team attended the High School Swimming Provincials.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 12 +/- Grade 12 Senior AA Volleyball students from Smithers Secondary to travel to Merritt B.C. on November 29-December 4, 2022. The purpose of this trip is for the students to participate in the BC School Sports AA Girls Volleyball Championships. All Board requirements have been met for this trip.
 - **TSE** – 170 +/- Grade 4-7 students from Twain Sullivan Elementary to travel to Irrigation Lake on February 16, 2023. The purpose of this trip is to support the TEX Curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for this trip.

Operations

- **WPS Totem Pole** – Completion of carving is planned for late spring and the raising of the pole is being planned for the summer of 2023.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the November 22, 2022 committee meeting. Two items were moved to the New Business portion of the meeting.
- Next meeting date Tuesday, January 10, 2023 @ 5:00pm

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's report from the November 22, 2022 committee meeting.
- The committee recommended that the Board approve the draft policy 11.310 Travel Expenses as presented and requested that it be sent out for stakeholder consultation.

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

"The Board approved the draft policy #11.310 Travel Expenses as outlined and request that the draft policy be sent out for stakeholder consultation."

CARRIED

- The committee recommended that the Board approve the draft policy 6.340 - Purchasing as presented and requested that it be sent out for stakeholder consultation.

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

"The Board approved the draft policy #6.340 Purchasing as outlined and request that the draft policy be sent out for stakeholder consultation."

CARRIED

- Next meeting date Tuesday, January 10, 2022 @ 4:00pm

6.c) TRUSTEE REPORTS

- There were no trustee reports this month.

7. UNFINISHED BUSINESS

- There was no unfinished business this month.

8. NEW BUSINESS

- **8.1) Surplus Management – Secretary** Treasurer Margerm provided a current financial summary of the District's surplus accounts. He also provided an overview of the proposed plus for surplus spending and expected appropriation amount necessary from surplus. Mr. Margerm also provided a reviewed of the 2021-2022 surplus spending, and the projection for the 2022-2023 and 2023-2024 school years.

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

"The Board resolves to approve maintaining the accumulated surplus contingency level at a threshold of \$2 million."

CARRIED

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

"The Board resolves to approve an allocation of up to \$1 million towards the 2022-2023 proposed surplus appropriation as presented."

CARRIED

MOTION: It was moved by Trustee Graham and seconded by Trustee Kearns.

"The Board resolves to approve an allocation of up to allocation of up to \$1.675 million towards the 2023-2024 proposed surplus appropriation as presented."

CARRIED

- **8.2) Draft School Calendars - Assistant Superintendent Monkman** provided an overview of the first draft school calendar for a two-year time period. He thanked the board for providing guidance in the school calendar policy that was approved. It provides the guiding principles, guidance and certainty of how the calendar should be drafted. The

Ministry dictates how many hours our students are to attend school but not on the amount of days that the doors are open to the students. 181 days is the minimal threshold that the Board set out, including a proposed two-week spring break and incorporating the new statutory holiday in September.

- Trustee Krishan recusing himself from the vote and discussion due to conflict of interest.

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

"The Board resolve to accept the Draft 2023-2024, 2024-2025 District Calendars as recommended and request that they be sent out for stakeholder consultation."

1 recused
5 approved

CARRIED

11. OTHER BUSINESS

- December expenditure summary was provided to the Trustees in their December board packages.

12. READING FILE

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

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

CARRIED

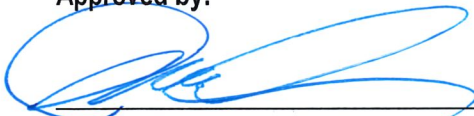
12. CLOSING REMARKS

- The next regular Board Meeting will be held on Tuesday, January 24, 2023, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

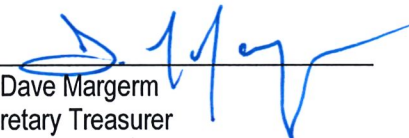
13. ADJOURNED

- The Board meeting was adjourned at 7:39pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margerm
Secretary Treasurer