



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING FEBRUARY 23, 2021 ELECTRONIC FORMAT **VIA: ZOOM** 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – January 26, 2021
Synopsis In-Camera Meeting – January 26, 2021
- 5) Administration Report M. McDiarmid Report Attached
- 6) Committee Reports:
 - a) Operations Committee L. Kearns Report Attached
 - b) Policy Committee F. Farrell Report Attached
 - c) Trustee Report No Reports
- 7) Unfinished Business
 - 7.1) 2020 – 2021 Amended Annual Budget
 - 7.2) 2021 – 2022 Draft School Calendar
- 8) New Business
- 9) Other Business
- 10) Reading File

Ltr. frm. BCSTA to Minister Whiteside re: Timlier Response Time from the Teacher Regulation Branch
Ltr. frm. BCSTA to Ministers Farnworth and Whiteside re: Education in Correctional Facilities
Ltr. frm. BCSTA to Ministers Kang and Whiteside re: Funding for Students in Trades
Ltr. frm. BCSTA to Minister Whiteside re: Action on Anti-Black Racism
Ltr. frm. BCSTA to Minister Fleming and Whiteside re: Improving Safe Routes to Schools
Ltr. frm. Minister MacDonald to SD79 re: Funding for Distributed Learning
Ltr. frm. SD10 Press Release – New Superintendent / Secretary Treasurer Appointment
Ltr. frm. SD42 to Ministers Whiteside and Farnworth re: Education Funding for Correctional Facilities
Ltr. frm. SD42 to Ministers Robinson and Whiteside re: Contuned Additional Pandemic Funding
Ltr. frm. SD47 to Minister Whiteside re: Trades – Apprenticeship Training
Ltr. frm. SD69 to Minister Whiteside re: Cancellation of FSA's

- 11) Closing Remarks –Next regular Board Meeting will be held on March 23, 2021 at the School Board Office in Smithers B.C., commencing at 7:00 p.m. ***NOTE:** Location &/or meeting delivery is subject to current Provincial Health Orders in place.
- 12) Adjournment

13) Public Remarks**

NOTES:

****Public Remarks:** Just a reminder to everyone that this portion of the meeting is intended to provide an opportunity for members of the public to make comments to the Board. Public remarks must be relevant to items on the approved board agenda. The Board will listen respectfully to comments but not respond to questions during this time.

Delegations: This item is intended to provide an opportunity to members of the public to make a presentation to the Board. Individuals wishing to be included on the agenda must submit a written request to the Secretary Treasurer at least one week prior to the meeting stating the subject of their presentation and including any background information to be considered by the Board. (Board Policy # 1.190)

https://www.sd54.bc.ca/apps/pages/index.jsp?uREC_ID=1098428&type=d&pREC_ID=1358978



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
JANUARY 26, 2021
ELECTRONIC FORMAT VIA: ZOOM

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

Trustee Absence: E. Quinlan

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 7:06pm.

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 and the Likhsilya – Small Frog Clan.
- Vice Chairperson Kearns welcomed guests present. Trustees were given the opportunity to tour the new Walnut Park Elementary build recently and it exceeded all expectations. The community and school users will be very impressed in September 2021.

3. ADOPTION OF AGENDA

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

"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 December 8, 2020. There being none, the regular meeting minutes of December 8, 2020 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the Student Achievement to the Board. The Ministry has released the completion rates for 2019/2020 and SD54 continues to show improvements. Indigenous completion rates continue to improve reporting at a 67.9 % completion rate. Overall completion rate dropped slightly to 76.7%. The end of semester one is fast approaching. Early Kindergarten registration took place the week of January 18-22, 2021. Kindergarten registrations in Houston are being accepted at Silverthorne Elementary for next year. HSS will be hosting a new post-secondary support program through Contact North. The district was approached by Engage Sport North in the fall to create a Canadian Sport School based in Smithers.
- Superintendent McDiarmid presented the district and school-based initiatives report to the Board. Dr. Leyton Schnellert will be leading a competency-based pro-d starting in mid-February. Sessions are geared for teachers of Grades 5-12. Early Notice Incentive letters will be sent out the week of February 1st. Faye Brownlie will also be

returning to the district working virtually with our primary teachers. In semester 2, several CMC programs will commence for our secondary students. (Intro to Trades – Automotive, Millwright Foundations, Intro to Health, Junior Fire Crew, District youth and trades) Once again the District would like to thank the CMC for their ongoing partnership with SD54. Due to COVID – 19 , SD54's robotics students will participating in a virtual competition this year.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 50 +/- Grades 9 students from Smithers Secondary School to travel up to Hudson Bay Mountain on January 14th, 2021. The purpose of this trip is to support the physical and health education curriculum, healthy living and community building.
 - **HSS** – 50 +/- Grades 8-12 students from Houston Secondary School to travel up to Hudson Bay Mountain on two separate occasions: February 19, 2021 and March 12, 2021. The purpose of this trip is to support the physical and health education curriculum, healthy living and community building.

Operations:

- The 2021-2022 Annual Facility Grant planning has now started. Approximately \$550,000 will be allocated to support the district facilities.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the January 12th, 2021 committee meeting. Two items will be moved to New Business portion of the current board meeting.
- Next meeting date Tuesday, February 9th, 2021 @ 5:00pm

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the January 12th, 2021 committee meeting.

- **Policy 1.180 Trustee Code of Conduct** – Committee recommended that senior administration proceed with drafting revised language for updating the policy and administrative procedures base on the committee discussions.

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- **Policy 1.170 Trustee Renumeration** – The Committee recommended that the Board approve the draft policy 1.170 Trustee Renumeration and the inclusion of an administrative procedure.

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

"That the Board approve the draft Policy 1.170 Trustee Renumeration and the inclusion of an administrative procedure."

CARRIED

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- **Policy 10.300 Child Care Facilities & Operations** – The Committee recommended that senior administration draft new language for Policy 10.300 Child Care Facilities & Operations and respective new administration procedures.

Next Meeting Tuesday, February 9th, 2021 @ 3:00pm

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) Draft Amended Annual Budget – The Operations Committee recommended to proceed with the first two readings of the 2020 – 2021 Draft Amended Budget Bylaw.

- Secretary Treasurer Margerm presented the Amended Annual 2020 – 2021 Draft Budget to the Board and guests.

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

“That the Board approve the first two readings of the 2020 – 2021 Draft Amended Budget Bylaw.”

CARRIED

8.2) Draft 2021-2022 District Calendar – The Operations Committee recommended that the draft 2021-2022 District Calendar be sent out for stakeholder consultation. Assistant Superintendent Monkman provided a report to the Board regarding the development of the draft 2021-2022 District Calendar.

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

“That the Board approves that the draft 2021-2022 District Calendar be sent out for stakeholder consultation as outlined.”

CARRIED

9. OTHER BUSINESS

- No other business this month

10. READING FILE

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

“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 February 23, 2021, commencing at 7:00 p.m. at the School Board Office in Smithers, B.C. Location &/or meeting delivery is subject to current Provincial Health Orders in place. Vice – Chairperson Kearns reminded everyone to ‘*Be kind, be calm and be safe*’.

12. ADJOURNED

MOTION: It was moved by Trustee Michell and seconded by Trustee Krauskopf

"That the Regular Board meeting is adjourned at 7:47 pm."

CARRIED

Approved by:

Approved by Jennifer Williams, Chairperson
of the Board of Education

Dave Margerm
Secretary Treasurer

DRAFT



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
JANUARY 26, 2021
ELECTRONIC FORMAT VIA: ZOOM

The regular meeting was called to order at 6:03 pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the in-camera meeting minutes of November 24th, 2020. There being none, the in-camera meeting minutes of November 24, 2020 were declared approved as presented by the Chairperson.
- Administration reported on routine staffing items and school suspensions.
- The Superintendent presented a report to the Board of Education.

The Board returned to regular session at 6:52pm.

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REPORT FROM ADMINISTRATION

to the
Board of Education
February 23, 2021

- **District / Authority Scholarships** – While the province has not yet informed us how many scholarships we will have available, Mr. Monkman has met with all grade 12 students to inform them of the application process. Presentations will be scheduled for the week of May 10-14th. If trustees can find the time, sitting on the panel is one of the most rewarding experiences that anyone involved in education can have. The presentations are great, and a real showcase of some of our most talented students.
- **Welding Grant** –The Canadian Welding Bureau provided a grant of \$25,000 which was invested in four (4) welding booths, tables, stands, four (4) new welders and consumables at Smithers Secondary. They have also committed to three 'Train the Trainer' sessions. The first one was completed February 13th. The equipment and training will support students learning to weld for many years to come.
- **Foundation Skills Assessment (FSA) / Satisfaction Surveys**– Annual administration of these tests and surveys are being conducted across the district. In normal years, we receive the results and data gathered before the end of the school year but we are expecting delays this year.
- **Strategic Plan Update**

Innovation / Initiatives

- **Pink Shirt Day!** - On Wednesday, February 24th, 2021 schools across the district and province will put on their pink shirts and stand together as we continue to ERASE bullying!
 - **Walnut Park** - For the month of February WPS has been focusing on the core competency of social responsibility and learning from our spirit animal the beaver, who teaches us about how to be kind and cooperative. We have decorated spaces in our school with messages of friendship, inclusion and kindness. Next week, we are having assemblies for Pink Shirt Day to teach about why we have Pink Shirt Day and once again to celebrate friendship, inclusion and kindness. Officer Davey is a guest speaker who will be talking to students about anti-bullying and using your WITS. We will all wear Pink Shirts on February 24th.
 - **HSS** - For the week of February 22nd -26th, we are choosing to "Erase Bullying and Embrace Kindness". HSS Leadership will be handing out Kindness Grams free of charge so you can thank and appreciate one person in the school. The Student Led Coffee Shop will be open featuring new drinks. We will be dressing up for Pink Shirt Day on Wednesday February 24th, the best pink outfit will win a prize. Additionally, we are hosting a Kindness Bingo to encourage everyone to do nice things, at the end of the week there will be a draw for a prize for those partaking. Lastly, we encourage everyone to post something up on our "KIND" wall in the T and throw an apology in our anonymous apology box.

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- **Telkwa** - Is having a whole school zoom on the 22nd to present why we wear pink on pink shirt day. Then on Pink Shirt Day we all will wear pink and classrooms do individual activities around the theme.
- **MME** - will be acknowledging Pink Shirt day by addressing the theme of the event in classrooms. Teachers will have conversations with students about friendship, kindness, what is "bullying", and reflecting on the Muheim Motto, "*At Muheim we take care of ourselves, we take care of each other, we take care of school and we take care of our world.*" MME will wear pink as a school community and one class will create a bulletin board about "how to be a great friend." We will have a couple student voices featured on a morning announcement reading some compassion/friendship quotes. Division 5 will walk over to the Meadows and recognize our special neighborhood friends with a special letter and some little pink t-shirts featuring friendship quotes.

District Based Initiatives

- **Dr. Leyton Schnellert & Collaboration Learning Rounds** – On February 16th SD54 was pleased to host Dr. Leyton Schnellert as he started his workshops on competency-based instruction including 'disciplinary literacy'. We had approximately 40 educators take part in the sessions. The workshops are geared for teachers of Grades 5-12 and participants will observe in partner classrooms in the 2 weeks between sessions.

School Based Initiatives

- **Muheim:** Canadian Parents for French hosted their annual Carnaval this past week with fun Carnaval events for everyone.
 - This year, Carnaval may have looked a little different at Muheim, however, it was still a festive time for all students.
 - Activities for the week included:
 - **Tuesday**- our kick off was done with a virtual presentation that all classes enjoyed on-line. CPF provided staff with an informational Power Point presentation about the tradition of the Quebec Winter Carnival. Each class was given a bag of decorations to use to add a festive spirit to their classrooms.
 - **Wednesday**- a second Power Point presentation along with video links were shared by CPF for teachers to view with class and learned about how maple syrup is made!
 - **Thursday**- Carnaval themed art Projects were completed by each class and displayed in the gym for viewing. Classes started working on these projects a week prior to our competition date. Students participated in voting for their favourite projects. Every student received a treat for participating (authentic maple fudge made by Martin from SSS) and two classes won a gift certificate for most creative projects.
 - **Friday**- the outdoor portion of our celebration featured our traditional sugar shack serving maple taffy and a broomball court was set up for a friendly match! Students went outside for these two events with their cohort class. Staff and students wore our tuques and sashes for our Friday finale.

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- **Silverthorne TEK day (Traditional Ecological Knowledge)** – Unfortunately this year's TEK day at Silverthorne has been delayed until later in the school year. COVID concerns have reduced school wide activity days across the district.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SIL** – 158 +/- Grade k-7 students from Silverthorne Elementary School to travel to Rough Acres Bible Camp on February 18th, 2021. The purpose of this trip is to participate in Traditional Ecological Knowledge (TEK) day. All Board requirements have been met for this trip. (***This trip was subsequently postponed and reschedule to a later date, due to the current Provincial Health Orders in place.***)
 - **WPS** – 55 +/- Grade 6 & 7 students from Walnut Park Elementary to travel to Lake Kathlyn on February 19th, 2021. The purpose of this trip is to support the outdoor education curriculum, healthy living and community building. All Board requirements have been met for this trip.

Operations

- **2021-2022 Projected Enrollment** - Projected enrollment figures for the 2021-2022 school year were submitted to the Ministry on February 12th, 2021 to be used for budgeting purposes. The February 2021 estimate for the 2021-2022 year is 1,901 FTE. The projected enrollment last year as of February 2020 was 1,942 FTE. The year began with a 1701 September 2020 enrollment of 1,932 FTE.

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OPERATIONS COMMITTEE MEETING
Regular

February 9th, 2021

5:00 PM

School Board Office

Voting Members	Administration
L. Kearns, Chair J. Krauskopf, Alternate P. Michell	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer M. Monkman, Assistant Superintendent
Regrets J. Williams (ex officio)	

The meeting was conducted from 5:03 pm – 5:45 pm.

Welcome: *“Before we begin, I would like to acknowledge that we are gathered here today on the home of the Wit’suwit’en Nation, traditional territory of the Gidmt’en - Bear Wolf Clan.”*

REPORT

1. Draft 2020-2021 Amended Budget: Presentation

Mr. Margerm presented the draft amended budget. Revenues increased, as compared to projections, due to an increase in labour settlement funding, despite a decrease in enrollment and unique student needs funding. Corresponding expenses have also increased accordingly. Therefore, the budget remains balanced.

Motion: Committee recommends that the “Board proceed with the third (3rd) reading of the Draft 2020-2021 Amended Budget Bylaw.”

2. COVID Update

An update on the new COVID protocols was provided. New regulations are trying to provide greater information on preventing exposures in reaction to an increase in cases around the Christmas holidays. There are greater mask guidelines, safe school checklists, and other preventive strategies. The District Exposure Plan is currently being revised based on new Ministry and BCCDC regulations and schools are completing health checklists.

3. Strategic Plan Update

Mr. McDiarmid provided an update on the progress of the strategic plan.

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4. Draft 2021-2022 District Calendar

Mr. Monkman provided an update to the Draft 2021-2020 Calendar consultation. Input that has been provided by stakeholders commented on non-instructional days and dates. Some comments around the start-up NID day and the timing of spring break. Mr. Monkman is engaged in an on-going conversation with BVTU in regards to spring break.

Date & Time of Next Meeting: March 9th, 2021.

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POLICY COMMITTEE MEETING

February 9th, 2021

3:00 PM

School Board Office

Voting Members	Administration
F. Farrell, Chair F. Krishan, Alternate L. Kearns (ex officio)	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer M. Monkman, Assistant Superintendent
Regrets: E. Quinlan J. Williams (ex officio)	

The meeting was conducted from 3:03 pm – 4:05 pm.

Welcome: *“Before we begin, I would like to acknowledge that we are gathered here today on the home of the Wit’suwit’en Nation, traditional territory of the Gidmt’en - Bear Wolf Clan.”*

REPORT

PREVIOUS MEETING OF January 12th, 2021

Policy	Description	Type	Status	Consultation
1.180	Trustee Code of Conduct	Revision	In-committee	In-committee
1.170	Trustee Renumeration	Revision	In-committee	In-committee
	Child Care Facilities	New	In-committee	In-committee

NEW BUSINESS

Policy	Description	Type	Status	Consultation
1.180	Trustee Code of Conduct	Revision	In-committee	Yes
4.100	Employee Recognition	Revision	In-committee	Yes – Complete
4.500	Administration Recruitment	Revision	In-committee	Yes – Complete

Policy 1.180 Trustee Code of Conduct

The Committee discussed the proposed revised draft language. The Committee considered expanding the current policy to provide more detail and increase current expectations for Trustees within the Code of Conduct. In addition, the Committee discussed the proposed administrative procedure on a complaints process for breaching the Trustee Code of Conduct.

Type: New, Revision, Deletion
 Status: In-committee, on-going, approved
 Consultation Yes, Not required, Complete, Rejected

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Policy 4.100 Employee Recognition

Committee discussed the revisions to Policy 4.100 in regards to removing the regulation of policy and creating an administrative procedure.

Motion: Committee recommends the Board approve the proposed revision of removing the regulations from policy and placing it in an administrative procedure.

Policy 4.500 Administrative Recruitment

Committee discussed the revisions to Policy 4.500 in regards to removing the regulation of policy and creating an administrative procedure.

Motion: Committee recommends the Board approve the proposed revision of removing the regulations from policy and placing it in an administrative procedure.

Date & Time of Next Meeting: March 9th, 2021 at 3 pm

Type: New, Revision, Deletion
Status: In-committee, on-going, approved
Consultation: Yes, Not required, Complete, Rejected