



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING APRIL 18, 2017 MORICETOWN MULTI - PLEX, MORICETOWN, B.C. 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – March 21, 2017
Synopsis In-Camera Meeting – March 21, 2017
- 5) Administration Report M. McDiarmid Report Attached
- 6) Committee Reports
 - a) Operations Committee F. Farrell Report Attached
 - b) Policy Committee B. Beaubien Report Attached
 - c) Trustee Report No Report
- 7) Unfinished Business
- 8) New Business
 - 8.1) 2017 – 2018 Draft Budget Bylaw
- 9) Other Business
 - 9.1) Expenditure Summary – March 31, 2017

10) Reading File

Ltr. Frm. BCSTA to M. Bernier & M. deJong re: Full funding of the Supreme Court Decision and MoU
Ltr. Frm. B. Dow re: September NID for 2017-2018
Ltr. Frm. HSS re: Invitation to the HSS Graduation Ceremonies
March 31, 2017 Enrollment Figures
Ltr. Frm. Min of Education re: Services Delivery Project 2015-16 Annual Report
Ltr. Frm. S. Hoffman re: C. van der Mark - MoE Learning Advisory Board
Ltr. Frm. SD05 to BCSTA re: Letter in Support of SD61's Letter of October 28, 2016
Ltr. Frm. SD05 to BCSTA re: Support for the BCSTA Letter of November 25 th , 2016
Ltr. Frm. SD05 to Minister Philpott re: Request for Add'l Funding for Child and Youth Mental Health Services
Ltr. Frm. SD20 to L. Larson re: Rural Education Open House
Ltr. Frm. SD42 to M. Bernier re: Follow up regarding FSA reporting
Ltr. Frm. SD69 to M. Bernier & M. deJong re: \$10 a day Child Care Plan

11) Closing Remarks - Next Board Meeting will be held on May 16, 2017 at the Silverthorne Elementary School, in Houston B.C., commencing at 7:00 p.m.

12) Adjournment

13) Public Remarks**

NOTES:

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.

****Public Remarks:** This item is intended to provide an opportunity to members of the public to make comments to the Board.



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
MARCH 21, 2017
SCHOOL BOARD OFFICE, SMITHERS B.C.

PRESENT: Trustees: L. Kearns, F. Farrell, J. Williams, L. Collingwood, P. Michell, B.J. Beaubien
Regrets: D. Hanson
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 7:00pm

2. TRADITIONAL WELCOME / OPENING REMARKS

- Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en.
- Chairperson Kearns welcomed all guests present. Trustee Hanson sends her regrets. Chairperson Kearns shared with the Board a letter he recently received from Suzanne Hoffman, Chief Educator for the Ministry of Education. In the letter Ms. Hoffman expressed her appreciation for Superintendent van der Mark's involvement in the Ministry of Education's Learning Advisory Board.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of February 17, 2017 or the synopsis of the in-camera meeting minutes of February 17, 2017. There being none, the minutes of February 17, 2017 and the synopsis of the in-camera meeting minutes of February 17, 2017 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark presented the student achievement report to the Board. The PLC/NOII participants will be meeting soon for their third meeting of the year. On March 2/3 teachers from WPS and SSS participated in collaboration rounds. Next week, collaboration rounds will take place in Houston. SD54 students excelled once again at this year Skills Canada Competition in Terrace. Three SSS students will be moving on to the Provincial Skills Canada Competition in Abbotsford in April. Skills Canada and the Trades Program at SD54 is a tentative topic for the April Education Forum. SD54 has 22 District Authority Scholarships to award this year. Presentations will take place the week of May 8-12th. Schools and district staff have started working on potential staffing levels for the 2017-18 school year.

- Superintendent van der Mark presented the school based initiatives report to the Board. Feb 22 was anti-bullying day and schools across the district participated in initiatives focused on bringing awareness and an end to bullying. The SSS theater and music program will be performing *Romeo & Juliet* in early April. SSS Jr. Girls Basketball team had a 2-2 record at Provincials this year. The SSS Sr. boys Basketball team walked away with a 1-3 record at their respective provincial championships. The SSS Curling team hosted the BC High School Curling Championships and curled their way to a very respective third place win. The SSS Snowboard team brought home the blue provincial banner this year! Trustee Kearns attended Silverthorne Elementary's musical "*How to Eat Like a Child and Other Lessons in Not Being a Grown Up*" and expressed how impressed he was with the students and the presentation as a whole. The rugby season will be starting up again soon!

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **MME** – 50 +/- Grade 4 - 6 Students from Muheim Memorial Elementary to travel to Hudson Bay Mountain on March 28, 2017 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **SIL** - 50 +/- Grade 4-7 Students from Silverthorne Elementary School to travel to Hudson Bay Mountain on March 22, 2017 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **HSS** – 100 +/- Grade 8-12 Students from Houston Secondary School to travel to Hudson Bay Mountain on April 7, 2017 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **HSS** – BVLC 12 +/- Grade 10-12 Students from Houston Secondary School – BVLC Campus to travel to Hudson Bay Mountain on March 28, 2017 for a day of skiing and snowboarding. All Board requirements have been met for this trip.

The following field trip requires approval *in principle* by the Board of Education:

- **SSS** – 12 students on the SSS Senior Girls Basket Ball Team to travel to Hawaii. Tentative travel dates are December 20, 2017- January 3, 2018 *or* December- January 2018-2019 dates still to be finalized. The team will play and practice against competitive American teams while also enjoying tourism opportunities. Final Board approval will be subject to the travel dates being finalized and the required travel documentation being supplied to the board office including the finalized list of students travelling.

MOTION: It was moved by Trustee Williams and seconded by Trustee Beaubien.

"The Board approves the proposed field trip to Hawaii IN PRINCIPAL as outlined."

CARRIED

6.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Farrell presented the Operations Committee's Report from the February 7, 2017 committee meeting.
 - The committee recommended the options of an increase in trustee stipend be received as a committee of the whole and decided at the March board meeting. There was no motion presented to oppose the stipend increase, therefore the increase will be applied to the Trustee stipends as outlined.
 - The committee recommended that Secretary Treasurer Margerm prepare a report on the options for potential future configuration of facilities in Houston and scenarios for proposed reconfigurations with the Houston schools.

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

"The Board agreed to instruct Secretary Treasurer Margerm to prepare a report on the options for potential future configuration of facilities in Houston and scenarios for proposed reconfigurations with the Houston schools."

CARRIED

- Next Meeting Tuesday, April 4, 2017 Time TBA

6.b) POLICY COMMITTEE REPORT

- On behalf of Policy Chairperson Beaubien, Trustee Collingwood presented the Policy Committee's Report from the March 7, 2017 committee meeting.
 - The Committee recommended that the Board approve the draft revisions Policies 4.380 and 6.380 as presented.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Williams.

"The Board approves Policy 4.380 - Diversity and Non Discrimination and Policy 6.380 – District Code of Conduct as presented."

CARRIED

- The Committee recommended that Mr. McDiarmid, Assistant Superintendent prepare draft language and proposed changes for Policy 6.320- French Language Program and submit them to the Policy Committee in April.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Williams.

"The Board requests that Assistant Superintendent prepare draft language for proposed changes to Policy 6.320- French Language Programs for submission the Policy Committee in April"

CARRIED

- The Committee recommended that the necessary Section 177 language be prepared in draft policy form and submitted to the Policy Committee in April.

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Beaubien.

"The Board requests that the necessary Section 177 language be prepared in draft policy form and be submitted to the Policy Committee in April."

CARRIED

- Next Meeting Tuesday, April 4, 2017 Time TBA

6.c) TRUSTEE REPORTS

- Trustee Kearns spoke about the February Education Forum on Robotics. Presentations were made by three different schools. It was an interesting hands on topic and the kids loved it. Trustee Michell also attended the February Education Forum and said it was pretty exciting watching the kids get so excited about it. The kids really connect with it quickly. Robotics is inspiring the students to think outside the box in education. The next Education Forum is tentatively scheduled for April 24th and will focus on the Skills Canada Participants and the Trades Program at SD54.
- Trustee Kearns and Trustee Farrell submitted their trustee reports this month. Trustee Farrell reinforced BCSTA's "Public Education is the Key" Campaign leading up to the May 2017 Provincial Election.

7. UNFINISHED BUSINESS

7.1) 2017 – 2018 Amended Draft School Calendar

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

"The Board approves 2017- 2018 School Calendar as outlined."

2 Opposed
4 For

CARRIED

8. NEW BUSINESS

8.1) Government & BCTF Agreement - Superintendent van der Mark provided a brief outline of LoU 17 and how it will impact SD54 for the 2017-2018 School Year.

9. OTHER BUSINESS

- The February 28, 2017 expenditure summary was included in the Trustee Board packages.

10. READING FILE

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

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

CARRIED

11. CLOSING REMARKS

- The next regularly scheduled School Board meeting will be held on Tuesday, April 18, 2017 commencing at 7:00 pm at the Moricetown Multi-Plex in Moricetown.

12. ADJOURNED

- The Board meeting was adjourned at 8:20pm.

Approved by Les Kearns, Chairperson
of the Board of Education

Dave Margerm
Secretary Treasurer



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
MARCH 21, 2017
SCHOOL BOARD OFFICE, SMITHERS B.C.

The regular meeting was called to order at 6:00pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the In-Camera meeting minutes of February 21, 2017. There being none, the In-Camera meeting minutes of February 21, 2017 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues and school suspensions.
- Operations Committed reported on a labour relations matter.

The Board returned to regular session at 6:25pm.

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(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
April 18, 2017

Student Achievement

- **Staffing Process** – We are well into the staffing process. We continue to ensure that the allocation of staffing and resources is equitable, transparent, sustainable, and student driven. Our goal is to allocate the staffing to schools by mid-April and to begin the post and fill process by early May.
- **Government & BCTF Settlement** – the District continues to sort its way thru the implementation process of the agreement returning to Collective Agreement language from 2001. So far the process has been fairly smooth, though the shifting class size at kindergarten and primary is creating some pressure points in our 2017-18 planning.
- **District / Authority Scholarships** – Scholarship packages have begun to arrive as students prepare for their presentations. The District will award 22 \$1,250 scholarships this year. We are planning to have presentations the week of May 8th. The quality of presentations has continued to rise over the past few years and we look forward to more outstanding grade 12 scholarship candidates.

INNOVATION / INITIATIVES

District Based Initiatives

- **Education Forum** - Will be held on Monday, April 24th at 5:00pm and will focus on present SD54 Trades initiatives and plans for the future. In addition, a group of Smithers Secondary students will share their experiences from the recent Skills Canada competitions.
- **Skills Canada Provincial Competition** – 3 SSS students who recently won gold at the regional skills competition went to the Provincial Skills Canada competition in Abbotsford at the beginning of April. In addition, four students from SSS competed in the robotics category at the Provincial competition. A big thanks to Mr. Andy deBoer for his continued excellent leadership in the trades and skills portfolio.

School Based Initiatives

- **Smithers Secondary** – The theatre department performed *Romeo & Juliet* to sold out audiences and once again the quality on display was amazing! Stage, costume, lighting, sound and of course the performers, knocked it out of the park. Thanks to Ms. Lee, Mr. Saefkow, and the many volunteers who make this possible.
- **Muheim** – Ms. Pesce has been working with her grade 4/5 class on a cross generational inquiry with The Meadows Seniors Home. Ms. Pesce has agreed to facilitate after school visits next year to help maintain the relationships that have become so cherished by our seniors.

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- **Muheim - Concours** - 28 MME students participated in the annual Concours French Public Speaking Competition. This year grade 6 student Ava MacDougall and grade 7 student Melissa Pesce, will be attending the provincial competition at Simon Fraser University in late May. Congratulations and good luck!

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS – 16 +/- Grade 4 - 6** Students from Smithers Secondary School to Tumbler Ridge, BC on May 23-26, 2017. This trip is to support the Biology 11 curriculum. All Board requirements have been met for this trip.
 - **SSS - 20+/- Grade 10-12 Outdoor Ed** Students from Smithers Secondary School to travel to Haida Gwaii on May 7-15, 2017. All Board requirements have been met for this trip.
 - **SSS -19 +/- Grade 10-12 Outdoor Ed** Students from Smithers Secondary School to travel to the Smithers Rod and Gun Club on April 25 & 26, 2017. All Board requirements have been met for this trip.

OPERATIONS

- **2017-2018 Draft Budget**

We are in process of preparing the draft 2017-2018 Budget. The Operations Committee will be consulted at the May committee meeting which will provide information on operational funding, including Classroom Enhancement/LIF funding, projected expenses, surplus/deficit and the impact of funding protection. The 1st and 2nd reading of the 2017-2018 Budget Bylaw will be in 'New Business' of meeting.

- **Student Learning and Trades Grants**

SD54 has received two grants for supporting schools. 1) A student learning grant: \$100,738 will be distributed throughout all schools. 2) A trades grant: \$226,845 will be distributed over three years for trades and technology purchases. \$59,146 this year, \$62,026 year two, \$105,675 year three.

- **Capital Funding:**

SD54 has received their annual capital letter confirming capital projects for the next year. Houston Secondary received a grant for air/heating handling systems for \$977,000 which is half of the total project; work for this project will be done this summer. The second capital item is the new Walnut Park School. The Ministry has requested an updated project development report (PDR) to be submitted by April 28th, 2017. The Ministry will be submitting the PDR to the Treasury Department for final approval.

- **Annual Facilities Grant (AFG)**

The AFG expenditures for next year has been drafted. Mr. Hildebrandt is preparing the final report to go to the Ministry. An outline of the proposed AFG spending will be outlined at May committee meeting.

- **Hairdressing Program Partnership with NWCC**

School District 54 and NWCC are proceeding with the plan to provide a Hairdressing Program from September 2017 to June 2018. This program will be provided within our old Bulkley Valley Learning Centre building. NWCC will provide the instructors and SD54 will provide the facility. The plan is for 16 students to be enrolled.

SCHOOL DISTRICT 54
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OPERATIONS COMMITTEE MEETING
Regular

April 4th, 2017

5:00 PM

School Board Office

Voting Members	Administration
F. Farrell, Chair J. Williams P. Michell L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
Regrets:	E. Hildebrandt, Director, Facilities and Maintenance

The meeting was conducted from 5:04 pm – 5:22 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. Bell Schedules

Mr. McDiarmid discussed the progress of the revisions to the bell schedules for the 2017-2018 school year. Secondary schools have been consulted and we are in process of consulting our other stakeholders. At this point, there seems to be no opposition to the later secondary start of 8:45 am. The elementary schools are currently being consulted on a 9:00 am start, shorter lunch hour and a 3:05 pm dismissal.

2. Letter Grades

Mr. McDiarmid initiated the Board consultation process around the upcoming change to the practice of issuing letter grades, and the necessary policy in regards to letter grades. All elementary schools, other than Silverthorne School, are proceeding with no letter grades this year at the K-7 level and has been progressing well so far. ***Operations committee recommends that the draft policy concerning letter grades be provided by policy committee.***

Date & Time of Next Meeting: May 2nd, 2017 at TBD

SCHOOL DISTRICT 54
(Bulkley Valley)

POLICY COMMITTEE MEETING

April 4th, 2017

7:00 PM

School Board Office

Voting Members	Administration
B. Beaubien, Chair L. Collingwood D. Hanson L. Kearns (ex officio)	D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
Regrets:	C. van der Mark, Superintendent

The meeting was conducted from 7:07 pm - 8:09 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 March 7th, 2017

Policy	Description	Type	Consultation
4.380, 6.380 6.320	Sexual Orientation and Gender Identity (Margerm) French Language Programs <i>BN-P-2</i> (McDiarmid) Section 177 <i>BN-P-3</i> (Margerm) Superintendent Evaluation <i>BN-P-1</i> (Margerm)	Revision Revision New Revision	

NEW BUSINESS

Policy	Description	Type	Consultation
6.320	French Language Programs <i>BN-P-1</i> (McDiarmid) Section 177 <i>BN-P-2</i> (Margerm) Superintendent Evaluation <i>BN-P-3</i> (Margerm) Calendar Planning Cycle	Revision New New New	Yes Yes Yes Yes

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

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1. Policy 6.320 - French Language Programs

Mr. McDiarmid updated the committee on the draft policy revisions for the French Language Program. There was discussion around whether kindergarten entry should be based on lottery or sibling priority. *Committee recommends that the draft policy 6.320 for French Language Programs be sent out for public consultation.*

2. Policy 6.150 - Maintenance of School Order

Mr. Margerm updated the committee on the new draft policy 6.150 for Maintenance of School Order. *Committee recommends that the new draft policy be sent out for public consultation.*

3. Superintendent's Evaluation

Committee resolved to postpone the item of *Superintendent's Evaluation* until Mr. van der Mark can be in attendance.

4. District Calendar Planning Cycle

Mr. Kearns raised the idea of planning a 3-year district calendar for public planning purposes. *Committee recommends this item stay in committee for review and to provide recommendations for extended planning with the district calendar.*

Date & Time of Next Meeting: May 2nd, 2017 Time TBD

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