



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
JUNE 19, 2018  
SCHOOL BOARD OFFICE, SMITHERS BC**

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

**Via Conference Call:** L. Kearns

**Staff:** C. van der Mark – Superintendent  
M. McDiarmid – Assistant Superintendent  
D. Margerm – Secretary Treasurer  
T. Bancroft – Director of Facilities and Maintenance  
B. Kingsmill – Recording Secretary

### **1. CALL TO ORDER**

- The meeting was called to order at 7:01pm.

### **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 all guests present and commented on what a busy month it has been at SD54. From the new WPS school announcement, grad weekends and track and field events. Chairperson Williams also attended the HSS Grad ceremony and commented that she really enjoyed it once again this year. The administration knows how to make it meaningful for everyone with the continued passing of the candle from graduating grade 12 students to Kindergarten students.

### **3. ADOPTION OF AGENDA**

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

*"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 May 15, 2018 or the synopsis of the in-camera meeting minutes of May 15, 2018. There being none, the regular meeting minutes of May 15, 2018 and the synopsis of the in-camera meeting minutes of May 15, 2018 were declared approved as presented.
- Chairperson Williams presented two long services awards. One to Trustee Collingwood, for her two term long service award as a trustee and the second was to Superintendent van der Mark for his 10 years of service with SD54.

### **5. ADMINISTRATION REPORT**

- Superintendent van der Mark presented the student achievement report to the Board. Graduation ceremonies are taking place, the administration wishes the grads to have a safe and happy celebration. Ms. Lilianna Pesce will be the new Vice-Principal of MME commencing August 1, 2018. Consultation meetings have been taking place about the Neighbourhood Learning Center (NLC) at the Walnut Park project. SD54 staffing has almost been completed for the

2018-2019 school year. Mr. van der Mark has been fielding calls from the media with regards to the perceived "teacher shortage crisis" and outlined some important facts about this subject to the Board.

- Superintendent van der Mark presented the innovations and initiatives report to the Board. Year - end celebrations took place on June 13<sup>th</sup> this year where we recognized retirees and long service employees. District elementary track meet took place on Friday, June 1, 2018. On Monday June 18<sup>th</sup>, the PLC/NOII group met for the final time of the year.
- Superintendent van der Mark presented the school based initiatives report to the Board. The Smithers Secondary Girls soccer team won the NW Zones and the BC AA Championships. SSS dominated the NW track and field zones and sent a number of athletes to the BC's. Houston Girls Rugby attended the Rugby Provincials recently. The 7's placed 5<sup>th</sup> and the 15's placed 8<sup>th</sup>. SSS Athletics banquet took place last week to hand out year-end awards and say good bye and good luck to the graduating students.

### **Field Trip Proposals**

- The following field trips have been approved by the Assistant Superintendent:
  - **WPS** – 123 +/- Grade K-3 students from Walnut Park Elementary School to travel to Tyhee Lake on June 22, 2018. The purpose of this trip is to take part in the primary year-end picnic and celebrations. All Board requirements have been met for this trip.
  - **SSS** – 15 +/- Leadership students in grades 8-12 from Smithers Secondary School to travel to Tyhee Lake on June 15-17, 2018. The purpose of this trip is to take part in year-end leadership campout. All Board requirements have been met for this trip.
  - **SSS** – 120 +/- Grade 8 students from Smithers Secondary School to travel to Tyhee Lake on June 21, 2018. The purpose of this trip is to participate in a school year-end celebration. All Board requirements have been met for this trip.
  - **SSS** – All Grade 8 - 12 students from Smithers Secondary School to participate in a school wide outdoor activity day on June 13, 2018. All Board requirements have been met all excursions planned for the respective field trips.

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

- **SD54** – 25 +/- Grades 11 students to participate in an exchange to Gaoming, China during spring break 2019 . (March 16-24, 2019). Board approval will be subject to the required travel documentation being supplied to the board office including the finalized list of students travelling.

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

*"The Board approves the proposed student exchange to Gaoming, China **IN PRINCIPAL** as outlined."*

CARRIED

### **Operations**

- Secretary Margerm presented the operations report to the Board. SD54 is currently in the design phase for the new Walnut Park Elementary School project. There have been consultation meetings throughout May and June to receive public and staff input on design and possible NLC space. There will likely be another public consultation meeting in July.

### **7.a) OPERATIONS COMMITTEE REPORT**

- Operations Chairperson Kearns presented the Operations Committee's Report from the June 5th, 2018 committee meeting.
- **2018 General Elections** - The committee recommended that Secretary Treasurer Dave Margerm and Bobbie Kingsmill, Human Resources Administrator be appointed Chief Elections Officer and Deputy Chief Election's officer respectively.

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

*"The approves that pursuant to Section 41(1) and (2) of the Local Government Act, Dave Margerm, Secretary Treasurer, be appointed Chief Election Officer for conducting the 2018 general local elections with power to appoint other election officials as required for the administration and conduct of the 2018 general local elections; and that Bobbie Kingsmill, Human Resources Administrator, be appointed Deputy Chief Election Officer for the 2018 general local election."*

CARRIED

- **Capital Plan 2019 – 2020** - The committee recommended the Board approve the draft 2019-2020 Capital Plan as presented

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

*"That the Board approve the 2019-2020 Capital plan as presented."*

CARRIED

- Next Meeting Tuesday, September 11<sup>th</sup>, 2018 @ 3:00pm.

#### **7.b) POLICY COMMITTEE REPORT**

- Policy Committee Chairperson Michell presented the Policy Committee's Report from the June 5<sup>th</sup>, 2018 committee meeting.
- **Accumulated Surplus Policy 6.700** – The Policy Committee recommended that this Board approve this policy as outlined.

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

*"That the Board approve Policy 6.700 – Accumulated Surplus as outlined."*

CARRIED

- Next Meeting Tuesday, September 11<sup>th</sup>, 2018 @ 5:00pm

#### **7.c) TRUSTEE REPORTS**

- Trustee Hanson submitted her report from the BCSTA AGM.

#### **8. UNFINISHED BUSINESS**

- There was no unfinished business this month.

#### **9. NEW BUSINESS**

- 9.1) Achievement Report – Superintendent van der Mark presented the Board with an achievement update.

**10. OTHER BUSINESS**

- 10.1) The May 31, 2018 expenditure summary was provided to the Trustees.

**11. READING FILE**

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

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


CARRIED

**12. CLOSING REMARKS**

- Tentative August Board meeting ( if required ) will be held on August 21<sup>st</sup>, 2018
- Chairperson Williams wished everyone a safe and fun summer.
- The next regularly scheduled School Board meeting will be held on Tuesday, September 25, 2018 commencing at 7:00 pm at the at the School Board Office in Smithers, BC.

**13. ADJOURNED**

- The Board meeting was adjourned at 8:33pm.

  
Approved by Jennifer Williams, Chairperson  
of the Board of Education

  
Dave Margern  
Secretary Treasurer