



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING JUNE 16, 2020 SCHOOL BOARD OFFICE, SMITHERS B.C. 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – May 19, 2020
Synopsis In-Camera Meeting – May 19, 2020
- 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 Draft Annual Budget
- 8) New Business
 - 8.1) 2021-2022 Draft Capital Plan
- 9) Other Business
- 10) Reading File

Ltr. Fr. Minister Fleming to BCSTA re: Welcome to Rick Price
Ltr. Fr. Minister Davies to Minister Fleming re: Handwashing/Sanitizing Stations & Allocate fund for PPE
Ltr. Fr. SD43 to Ministers McKinnon and Shin re: Entry for International Students
Ltr. Fr. SD53 to Minister Flemming re Post Secondary Transition Funding Program Eligibility

- 12) Closing Remarks –Next regular Board Meeting will be held on September 29th, 2020 commencing at 7:00 p.m. at the School Board Office in Smithers.
- 13) Adjournment
- 14) 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 should be relevant to items on the approved 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) <http://www.sd54.bc.ca/index.php/school-board/board-policy>



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
MAY 19, 2020
HOUSTON SECONDARY SCHOOL, HOUSTON, BC**

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, P. Michell. E. Quinlan, J. Williams,
Regrets: J. Krauskopf
Staff Regrets: M. Monkman – Assistant Superintendent
T. Bancroft – Director Facilities & Maintenance
Staff: M. McDiarmid – Superintendent
D. Margerm – Secretary Treasurer
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 Likhsilya – Small Frog Clan.
- Chairperson Williams welcomed everyone present and Trustee Krauskopf has sent his regrets. Chairperson Williams remarked that she was very happy for us to be in person this evening. Two months ago she didn't think it would be possible. She happy that most of the province stuck with the social isolation to flatten the curve which enable us to have in person meetings and have our kids back in the classroom.

3. ADOPTION OF AGENDA

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

"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 April 21, 2020, the synopsis of the In-Camera meeting of February 25, 2020 and In-Camera meeting of April 21, 2020. There being none, the regular meeting minutes of April 21, 2020 the synopsis of the In-Camera meeting of February 25, 2020 and April 21, 2020 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid passed on Mr. Monkman regrets.

- Superintendent McDiarmid presented the District initiatives report to the Board. Mr. McDiarmid provided an update to the Board regarding transitioning into "Phase 3 – COVID-19". All District Authority Scholarships applications have been received and the presentations will take place over the next two weeks.
- Superintendent McDiarmid presented the school based initiatives report to the Board. Commencement ceremonies have been scheduled at HSS on June 12 and at SSS on June 20 respectively.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the May 5th, 2020 committee meeting.

Next Meeting: Tuesday, June 2nd, 2020 @ 5:00pm.

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the May 5th, 2020 committee meeting.

- **Policy 1.200 Superintendent Evaluation** – The committee recommended sending the draft policy to the Board for discussion.

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

"That the Board accept draft Policy 1.200 Superintendent Evaluation and request that it be sent back to the Policy Committee for further discussion."

2 in Favour
4 Opposed

MOTION DEFEATED

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

"That the Board approve the draft Policy 1.200 Superintendent Evaluation be sent out for stakeholder consultation."

5 In Favour
1 Opposed

MOTION CARRIED

- **Policy 1.300 District Strategic Plan** – The committee recommended sending the draft Policy 1.300 out for stakeholder consultation.

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

"That the Board approve the draft Policy 1.300 District Strategic Plan out of stakeholder consultation."

CARRIED

- **Policy 6.800 Records Retention and Disposal** – The committee recommended the Board approve of the draft policy as outlined.

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

"That the Board approve the draft Policy 6.800 Records Retention and Disposal as outlined."

CARRIED

- **Policy 6.900 Animals in Schools** – The committee recommended the Board approve of the draft policy as outlined.

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

"That the Board approve the draft Policy 6.900 Animals in Schools as outlined."

CARRIED

Next Meeting Tuesday, June 2nd, 2020 @ 3:00pm

6.c) TRUSTEE REPORTS

- Trustee Farrell submitted a Trustee Report this month.

7. UNFINISHED BUSINESS

- No unfinished business this month.

8) NEW BUSINESS

Moved out of the regular board meeting at 7:55pm.

- Secretary Treasurer Margerm presented the draft 2020- 2021 Annual Budget a report to the Board and guests present.

Returned back into the regular board meeting at 8:28pm.

- **8.1) 2020-2021 Draft Annual Budget Bylaw** – The Operations Committee recommended that the Board proceed with the first two readings of the Draft 2020-2021 Annual Budget Bylaw.

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

"That the Board proceed with the first two readings of the 2020 - 2021 Annual Budget Bylaw."

MOTION CARRIED

9. OTHER BUSINESS

- The April 30, 2020 expenditure summary was included in the Trustee Board packages.

10. READING FILE

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

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

CARRIED

12. CLOSING REMARKS

- Closing Remarks –Next regular Board Meeting will be held on June 16^h, 2020, commencing at 7:00 p.m. at the School Board Office in Smithers, B.C.

13. ADJOURNED

- The Board meeting was adjourned at 8:30pm.

Approved by:

Jennifer Williams, Chairperson
of the Board of Education

Dave Margerm
Secretary Treasurer



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
MAY 19, 2020
HOUSTON SECONDARY SCHOOL, HOUSTON B.C.

The regular meeting was called to order at 6:08 pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the In-Camera meeting minutes of April 21st, 2020. There being none, the In-Camera meeting minutes of April 21st, 2020 declared approved as presented by the Chairperson.
- Administration reported on routine staffing matters.
- The Operations Committee reported on a labour relations and real property matters.

The Board returned to regular session at 6:39pm.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
June 12, 2020

District Update

- **Teacher Staffing Update** - SD#54 has nearly completed the upcoming year's staffing. We will be releasing round four of teacher postings shortly with some temporary and part time assignments to fill. We may enter the summer with some positions to fill but we continue to receive applications from outside the district which indicates positions should be filled for September.

Innovation / Initiatives

District Based Initiatives

- **COVID 19 Update** – Over the last few weeks the District successfully transitioned to stage 3 of the Ministry of Education guidelines. There have been many happy children and parents as a result of even a partial return to in class instruction. Schools will be focusing on preparing final reports to parents as the last day of school is right around the corner. The District will be organizing surveys for parents and students to gather their feedback about their remote and blended learning experience. This information will be used to help guide our practice if we have to return to one of the reduced service phases. At the moment, the Ministry of Education is hoping for a normal return to school in the fall but a final decision will be made in August.
- **PLC/NOII** – On Monday, May 8th, teacher leaders met for their wrap up session to discuss emerging issues stemming from our recent experience in delivering blended education. Great conversations and many takeaways.

School Based Initiatives

- **SSS Athletics Banquet**—Thanks to Mr. Holland for organizing this year's event which was held on June 10th. It always nice to bring the athletes together and give a farewell to the graduating student athletes! Despite the physical distancing limitations of COVID, the SSS staff did a tremendous job of organizing a meaningful and respectful ceremony. Of particular note was the time that Mr. Holland put into researching and sharing the historical background of the major awards.
- **Houston Secondary Grad**- Houston Secondary staff and the community are to be commended for honouring the graduates with a thoughtfully prepared graduation ceremony. While there were limitations on how many people were able to attend the ceremony in person, the technology department led by summer student, Jack De Rooy, worked some magic to live stream the event out to community and family members. The grad class selected for the speech from staff, much admired teacher, Ted Beck, who will be retiring after more than 30 years at HSS.

SCHOOL DISTRICT 54

(Bulkley Valley)

- **Smithers Secondary Grad** - Will be held on Saturday June 20th. This year's event will of course be arranged quite differently. The Grad class will be broken into three groups to receive their diplomas with their parents in the Della Herman Theatre. Many thanks to the school staff who have had to be very creative in providing an authentic recognition of these students with many safety protocols to follow.

Operations

- **Silverthorne Elementary School** – The Ministry of Children and Family Development has approved the School District for \$1.5 million in funding to support a daycare facility in Silverthorne Elementary. The west wing of Silverthorne will be renovated to include new childcare spaces: infant, 3—5 years and multi-age before and after school. The childcare wing will also include the Strongstart program, kitchen, office and storage space. The renovations will provide for new meeting rooms, classroom upgrades, relocation of teacher work room, repurposing of the change rooms and exterior envelope windows.

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING
Regular

June 2th, 2020

5:00 PM

School Board Office

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

This meeting was conducted from 5:00-5:30 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 Budget- 3rd Reading

Mr. Margerm advised the Committee that there had been no public feedback in regards to the 2020-2021 Budget; though, the public has until the Board meeting to submit input.

Motion: The Committee recommends the Board approve the third reading of the Draft 2020-2021 Draft Budget as presented.

2. Capital Plan 2021-2022

Mr. Margerm updated the Committee on Draft 2021-2022 District Capital Plan to be submitted to the Ministry by June 30th, 2020.

Motion: The Committee recommends the Board approve the Draft 2020-2021 District Capital Plan as presented.

3. Walnut Park Capital Project Update

Mr. Margerm updated the Committee in the progress of the Walnut Park School rebuild project. The budget has been settled and approved by the Ministry of Education. The budget should allow the project to proceed without requesting additional funding. Additional capital items, not allowed for in tender, will also be added to the scope of the project.

SCHOOL DISTRICT 54

(Bulkley Valley)

4. COVID Update

Mr. McDiarmid updated the Committee that the District has transitioned from phase four to phase three of reintegration of students back into schools. The District has received a letter of approval from the Ministry of Education for the School District's transition plan. High schools will have a formal schedule of 1 day a week for students. Elementary schools will have students at school on a two day a week basis. There have been very few issues with the transitions, and the number of students attending over the past two weeks has varied.

5. Local Education Agreement Update

Mr. Monkman advised the Committee that the Mr. Monkman, Ms. Markert and Mr. Margerm have been working with the Kyah Wiget Education Society, on behalf of the Witset First Nation, to provide a framework work supporting indigenous students. This is a provincially required document. The previous LEA agreement resulted in a positive relationship between the District and Kyah Wiget Society in order to support students. The new agreement has been finalized and will be signed prior to the school board meeting on June 16th, 2020.

Date & Time of Next Meeting: September 15th, 2020 @ 5:00pm

SCHOOL DISTRICT 54

(Bulkley Valley)

POLICY COMMITTEE MEETING

May 5th, 2020

3:00 PM

School Board Office

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

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 May 5th, 2020

Policy	Description	Type	Status	Consultation
1.200	Superintendent Evaluation	Revision	In-Committee	Yes
1.300	District Strategic Plan	New	In-Committee	Yes
6.800	Records Retention & Disposal - Approval	New	In-Committee	Completed
6.900	Animals in Schools - Approval	New	In-Committee	Completed

NEW BUSINESS

Policy	Description	Type	Status	Consultation
6.480	Partial Credit	Deletion	In-committee	No
4.600	Employees Use of Helmets	Deletion	In-Committee	No
6.140	Fire Drill	Deletion	In-Committee	No
9.250	Student Detention	Deletion	In-Committee	No
9.210	Student Suspension	Revision	In-Committee	Yes

Policy 6.480 Partial Credit

The committee reviewed Policy 6.480 Partial Credit.

Motion: *Committee recommends deletion of Policy 6.480 Partial Credit.*

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

SCHOOL DISTRICT 54

(Bulkley Valley)

Policy 4.600 Employees Use of Helmets

The committee reviewed Policy 4.600 Employees Use of Helmets.

Motion: *Committee recommends deletion of Policy 4.600 Employees Use of Helmets.*

Policy 6.140 Fire Drill

The committee reviewed Policy 6.140 Fire Drills.

Motion: *Committee recommends deletion of Policy 6.140 Fire drills and create an Administrative Procedure for Fire Drill Procedures.*

Policy 9.250 Student Detention

The committee reviewed Policy 9.250 Student Detention.

Motion: *Committee recommends deletion of Policy 9.250 Student Detention.*

Policy 9.210 Student Suspension

The committee reviewed Policy 9.210 Student Suspension.

Motion: *Committee recommends creating an Administrative Procedure for the regulations outlined in Policy 9.120 Student Suspension*

Date & Time of Next Meeting: September 15th, 2020 at 3 pm

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