



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
SEPTEMBER 25, 2018  
SCHOOL BOARD OFFICE, SMITHERS BC**

**PRESENT: Trustees:** F. Farrell, J. Williams, P. Michell, B.J. Beaubien, D. Hanson, L. Collingwood, 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 7:06pm.

### **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.
- Chairperson Williams welcomed all guests present and welcomed everyone back to the new school year. The maintenance department completed a lot of work over the summer and everything looks great for our students and staff. We would like to extend our thanks to everyone in the maintenance department for all their hard work. During a tour around the schools recently, Chairperson Williams was excited to meet some of our new teachers and to touch base with some of our long time teachers.

### **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 Chairperson asked if there were any corrections to the regular meeting minutes of June 19, 2018 or the synopsis of the in-camera meeting minutes of June 19, 2018. There being none, the regular meeting minutes of June 19, 2018 and the synopsis of the in-camera meeting minutes of June 19, 2018 were declared approved as presented.

### **5. NEW BUSINESS – Part I**

- **5.1 – 2017-2018 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2017-2018 Financial Statements as presented.
- Secretary Margerm provided a financial recap of the 2017 – 2018 school year.
- Dorian Callison from Carlyle Shepherd & Co. provided an unqualified opinion of the 2017– 2018 Audited Financial Statements.

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

*"That the Board approve the 2018 – 2019 Audited Financial Statements as presented. "*

CARRIED

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## **6. ADMINISTRATION REPORT**

- Superintendent van der Mark presented a district update to the Board. Condolences to Trustee Michell and the Witset community on the passing of Chief Henry Alfred. Superintendent van der Mark reviewed the current teacher staffing situation in the province and locally with regards to the restored collective agreement language. SD54 continues to increase choice and flexibility for the students. There has been some administration changes at Telkwa Elementary, BVEC and Muheim Memorial Elementary this year. The maintenance department was extremely busy over the summer completing school projects. Municipal elections will take place October 20<sup>th</sup> and Mr. van der Mark welcomed back Trustee Michell who won by acclamation in Zone 1 and Trustees Williams and Kearns who won by acclamation in Zone 4 – Houston. He also welcomed Mr. Edward Quinlan who was acclaimed in Zone 3 – Telkwa/Quick. The Trustee Candidate Forum will be held on Thursday, October 4<sup>th</sup> at 7pm at the SBO.
- Superintendent van der Mark presented the student achievement report to the Board. Foundation Skills Assessment will begin in October. Mr. van der Mark reminded the Board that this is a snapshot and one small piece of a student's ongoing assessment.
- Superintendent van der Mark presented the innovations and initiatives report to the Board. September 30<sup>th</sup> is Orange Shirt Day, each school will be honouring this day in their own special way, please contact your students school for more information. SD54 partnership with Coast Mountain College continues this year. Last year the Hairdressing program and Into to Health program took place in Smithers and this year the Intro to Health will run again in Smithers and be expanded out to Houston. In addition, this year an Aesthetics course will take place for the first time in Smithers. SD54 is happy to welcome Mr. Tom Butz back to SD54, where he will take on the Trades and Skill Development coordinator role. Changing Results 4 ALL Learners initiative will continue this year. Innovation Funds grants are available once again this year and teachers are encouraged to submit proposals for innovative approaches to learning.
- Superintendent van der Mark presented the school based initiatives report to the Board. A number of schools recently held their annual open houses, meet the teacher and pie nights. Elementary District Soccer tournament will take place on September 29<sup>th</sup>. During the recent school tour, Mr. van der Mark popped in at Rock Nest Ranch where HSS took their grade 8/9 students for a team building and start of the year field trip. It was a great way to start the year for students and teachers.

### **Field Trip Proposals**

- The following field trips have been approved by the Assistant Superintendent:
  - **HSS – 75 +/-** Grade 8-9 students from Houston Secondary to travel to Rock Nest Ranch on September 6-7, 2018. The purpose of this trip is to develop social responsibility and team building. All Board requirements have been met for this trip.
  - **SSS – 14 +/-** Outdoor Ed students in grades 8-12 from Smithers Secondary School to travel to Nanika – Kidprice Lake September 25, 2018. The purpose of this trip is to support the Outdoor Ed curriculum. All Board requirements have been met for this trip.

- **SSS** – 18 +/- Outdoor Ed students in grades 8-12 from Smithers Secondary School to travel to Silverking Trail & the Joe L'Orsa Cabin on October 24-26, 2018. The purpose of this trip is to support the Outdoor Ed curriculum. All Board requirements have been met for this trip.
- **SSS** – 18 +/- Outdoor Ed students in grades 8-12 from Smithers Secondary School to travel to Piper Down Rec Site on December 6-7, 2018. The purpose of this trip is to support the Outdoor Ed curriculum. All Board requirements have been met for this trip.

## Operations

- Secretary Margerm presented the operations report to the Board. Current enrollment for the 2018-2019 school year is approximately 1939 FTE students, compared to a projection of 1991 FTE students. A confirmed enrollment figure will be proved in October once the 1701 Report is submitted. The maintenance staff has worked hard over the summer completing several large projects. KMBR Architects has proposed a design and schematic layout of the new WPS property (proposed design was presented). Tendering for the pre-loading will be taking place in the near future.

### 7.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the September 11th, 2018 committee meeting.
- **BAA Courses** – The committee recommended that the Board approve the revised BAA Courses as outlined.

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

*"That the Board approve the following updated and revised BAA Courses as outlined:*

- *Outdoor Education 10*
- *Active Living 10*
- *Peer Tutoring 10-12*
- *Hockey Canada Skills Academy 10-12 "*

CARRIED

- Next Meeting Tuesday, October 2<sup>th</sup>, 2018 @ 3:00pm.

### 7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Michell presented the Policy Committee's Report from the September 11<sup>th</sup>, 2018 committee meeting.
- **Report & Grading Policy 9.970** – The Policy Committee recommended that this Board approve this policy as outlined.

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

*"That the Board approve Policy 9.970 – Report & Grading as outlined."*

CARRIED

- Superintendent van der Mark informed the Board that Dr. David Burns will be in the District on November 29, 2018 to speak about university entrance exams. More details will be released in November.
- Next Meeting Tuesday, October 2<sup>nd</sup>, 2018 @ 5:00pm

**7.c) TRUSTEE REPORTS**

- Trustee Williams submitted her report for her trip to the National Trustee Gathering on Aboriginal Education and CSBA Congress.

**8. UNFINISHED BUSINESS**

- There was no unfinished business this month.

**9. NEW BUSINESS – PART II**

**9.1) Walnut Park New Replacement School Capital Project Bylaw**

- Chairperson Williams asked for unanimous consent to do all three reading tonight for Walnut Park Replacement School Capital Plan Bylaw. Unanimous consent was given.
- The operations committee recommended that the Board approve three readings for the Walnut Park Replacement School Capital Plan Bylaw.

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

*"That the Board proceeds with the three readings of the Walnut Park Replacement School Capital Plan Bylaw."*

CARRIED

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**9.2) Fulton Property (old BVLC Property) Disposal Bylaw**

- Chairperson Williams asked for unanimous consent to do all three reading tonight for Disposition of the Fulton Avenue Property Bylaw. Unanimous consent was given.
- The committee recommended that the Board approve three readings for the Disposition of the Fulton Ave., Property Bylaw.

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

*"That the Board proceeds with the three readings of the Disposition of the Fulton Avenue Property Bylaw."*

CARRIED

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**10. READING FILE**

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

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


CARRIED

**12. CLOSING REMARKS**

- Chairperson Williams reported to the Board that Silverthorne Elementary was featured in the latest Northern Health "Heathier You" magazine. Silverthorne Elementary provides a breakfast and lunch program to their students daily thanks to community donations and a Farm to School BC grant.
- Chairperson Williams also noted that this will be the last board meeting with the current trustees as Trustee Michell is unable to attend the October Board meeting. The next regularly scheduled School Board meeting will be held on Tuesday, October 16, 2018 commencing at 7:00 pm at the at the School Board Office in Smithers, BC.


**13. ADJOURNED**

- The Board meeting was adjourned at 8:25pm.



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Approved by Jennifer Williams, Chairperson  
of the Board of Education



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Dave Margerm  
Secretary Treasurer