



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING OCTOBER 26, 2021 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 – September 28, 2021
Synopsis In-Camera Meeting – September 28, 2021
- 5) Learning Portion: SSS - High Performance Centre
- 6) Administration Report M. McDiarmid Report Attached
- 7) Committee Reports:
 - a) Operations Committee L. Kearns Report Attached
 - b) Policy Committee F. Farrell No Report
 - c) Trustee Report F. Farrell Report Attached
J. Williams Report Attached
- 8) Unfinished Business
- 9) New Business
 - 9.1) Surplus Management
- 10) Other Business
- 11) Reading File

Ltr. to the Regional District of Bulkley Nechako re: Thank you
Ltr. frm. D. Coulter to Community Partners re: Race-based data legislation in BC
Ltr. frm Minister Whiteside re: 2021 Premier's Awards of Excellence
Ltr. frm. SD52 to Minister Whiteside re: Funding Independent Schools
Ltr. frm. SD58 to BCSTA re: Mandatory Vaccines for Public Education Employees
Ltr. frm. SD71 to SSFGS re: Budget 2022 Consultation Presentation
Ltr. frm. SD72 to Prime Minister Trudeau re: Federal Safe Return to School Fund
Ltr. frm. SD72 to Minister Whiteside re: Rural Subsidy Request for Cortes Island
Ltr. frm. SD72 to Premier Horgan re: Safe Return to School Fund
Ltr. frm. SD69 to Minister Whiteside re: Funding for bus replacement
Ltr. frm. BCTS to Education Partners re: New Teacher Survey

- 12) Closing Remarks –Next regular Board Meeting will be held on November 23, 2021 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 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*)
SEPTEMBER 28, 2021
SCHOOL BOARD OFFICE, SMITHERS B.C.**

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 7:00 pm.

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 everyone to present. Chairperson welcomed everyone back to the start of the new school year. There have been many positive new beginnings this year so far, the new Walnut Park Elementary School is now open. The students and staff think that it is an amazing building to be in every day. Silverthorne Elementary new daycare wing is also now open, another amazing space for everyone to enjoy.

3. ADOPTION OF AGENDA

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

"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 the June 22, 2021 or the synopsis of the in-camera meeting minutes of June 22, 2021 and September 24, 2021. There being none, the regular meeting minutes of June 22, 2021 and the synopsis of the in-camera meeting minutes of June 22, 2021 and September 24, 2021 were declared approved as presented.

5) 2020 – 2021 Draft Audited Financial Statements.

- **5.1) – 2020-2021 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2020-2021 Financial Statements as presented.
- Secretary Treasurer Margerm provided a financial recap of the 2020 – 2021 school year.

- Through Mr. Margerm , Mr. Steve Kietzmann from Carlyle Shepherd & Co. provided an unqualified opinion of the 2020 – 2021 Audited Financial Statements.

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

"That the Board approve the 2020 – 2021 Audited Financial Statements as presented."

CARRIED

6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district update to the Board. Mr. McDiarmid informed the board about the school start up. Mr. Kevin Lamoureux provided a very powerful presentation to the Administrators and staff to start off the year. Mr. Scott Richmond is the new Vice Principal of Houston Secondary School and Twain Sullivan Elementary.
- **COVID 19** – has been on the top of everyone's mind. SD54 is activity managing it every day. Case counts are climbing in valley and in our schools. Exposure letters will be posted on the PHO website. SD54 is following all PHO protocols, but asking people to be cautious.
- Superintendent McDiarmid presented the student achievement report to the Board. The FSA's will begin in October.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Mr. Andy deBoer will be delivering some hands-on trades opportunities for elementary students this year. Ms. Janna Delany is now leading the teacher mentorship program. Ms. Cindy Miller will be organizing the professional learning program this year. The first session had Ms. Faye Brownlie deliver two virtual sessions to 30 teachers. Innovation Grant applications are now open for teachers to apply for up to \$2,000 for inquiry-based projects that support school and District goals. WPS Totem Pole is now under construction at K'san by Danny Yunkws and is available to the public for viewing. Students will be visiting the totem pole soon. Arx and Sparx, a welding course for students entering Grade 8, was held at SSS in August. The Canadian Sport School is up and running in the refurbished High-Performance Training Centre at SSS.
- Superintendent McDiarmid presented the school based and initiatives report to the Board. The District Elementary Soccer and Cross-Country Run will be going ahead this year. The District schools will be participating in a variety of activities to help raise awareness of the history of residential schools for the National Day for Truth and Reconciliation / Orange Shirt Day on September 30th. Parent teacher meetings will be head on October 20th and 21st this year.

7.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the September 14th, 2021 committee meeting. Three (3) items will be moved to the new business portion of the current board meeting.
- Next meeting date Tuesday, October 5th, 2021 @ 5:00pm

7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's report from the September 14^h, 2021 committee meeting.
- Next meeting date Tuesday, October 5th, 2021 @ 3:00pm

7.c) TRUSTEE REPORTS

- Trustee Farrell and Trustee Krishan both submitted trustee reports this month. Trustee Krishan submitted a Trustee Report on National Day of Truth of Reconciliation and elaborated on his report to the Board.

8. UNFINISHED BUSINESS

- There was no unfinished business this month.

9. NEW BUSINESS

- **9.1) 2021 – 2022 Calendar Amendment** – Revision required due to the new September 30th National Day for Truth & Reconciliation Statutory Holiday.

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

"The Board approved the addition of the September 30th, 2021 statutory holiday, National Day for Truth & Reconciliation."

CARRIED

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- **9.2) Framework for Enhancing Student Learning (FESL) Report** - Mr. McDiarmid presented the FESL report to the board. This report synthesizes, assess and compares data sources against educational or achievement outcomes.

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

"The Board approved Framework for Enhancing Student Learning report as presented."

CARRIED

-
- **9.3) Summer Capital Project Update** - Secretary Treasurer Margerm provided an update to the Board on all of the summer projects that took place over the summer.

10. OTHER BUSINESS

- No other business this month.

11. READING FILE

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

"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 October 26, 2021, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

*NOTE: Location and meeting delivery method will be subject to current Provincial Health Orders in place.

13. ADJOURNED

- The Board meeting was adjourned at 8:34pm.

Approved by:

Ms. Jennifer Williams, Chairperson
of the Board of Education

Mr. Dave Margerm
Secretary Treasurer

DRAFT



**SYNOPSIS OF THE
IN - CAMERA MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
SEPTEMBER 28, 2021
SCHOOL BOARD OFFICE, SMITHERS, BC**

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 June 22, 2021, special in-camera meeting minutes of September 24, 2021. There being none, the in-camera meeting minutes of meeting minutes of June 22, 2021, special in-camera meeting minutes of September 24, 2021 were declared approved as presented by the Chairperson.
- Administration reported on routine staffing items and school suspensions.
- The Board Chairperson and Senior Administration reported on a legal matter.

The Board returned to regular session at 6:50pm.

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REPORT FROM ADMINISTRATION

to the
Board of Education
October 26, 2021

Innovation / Initiatives

District Based Initiatives

- **PLC/NOII**—SD54 will be kicking off our Professional Learning Community and Network of Inquiry and Innovation sessions with a soft start on October 28th with a zoom meeting. The group continues to make adjustments as they navigate the adult learning situation while in a pandemic
- **Class Size**- Now that enrollment numbers are finalized, the District is now able to review class size and composition data. Class sizes have remained relatively the same, and contractual remedy situations also remained about the same.
- **Schools in Houston** – After being open for the first two months, we are hearing that the new grade configurations at the elementary schools in Houston are going exceedingly well. The primary focus at Silverthorne with the new daycare spaces has enhanced the learning program for teachers and students. Intermediate students at Twain Sullivan have already benefited from accessing spaces and programs at Houston Secondary.
- **Professional Learning Program** – Once again, SD54 has engaged with experts in education to support professional growth. In September, many staff took part in the first session with Faye Brownlie, a literacy expert that we have worked with previously. She is returning on October 26th to continue their learning on reading assessments: DART – Grades 3-9, EPRA Grades k-2. The intention is to help guide teachers in using the information gained from these assessments in their instruction. Learner Support Teachers, Admin, and a classroom teacher from each school are attending with over 40 teachers attending.
- **School Improvement Plans**—Schools have been working on and will be submitting their annual plan of improvement. Schools have considerable flexibility in developing their plans providing they support the overarching District Strategic plan goals.
- **Early Learning**—On October 6th, we had our first Provincial Early Learning Seminar. Early Learning educators from across the province attended and nine members of our team joined the meeting via Zoom. All Strong Start Facilitators and community based Early Childhood Educators participated either together as small teams or individually. A larger group also met in person on Friday, October 8th to participate in the provincial initiative Changing Results for Young Children. Rich conversation and enthusiasm for the upcoming opportunities were evident amongst the whole team. District Early Learning Leads will meet again October 28th.
- **Equity Scan**- On Friday Oct.29th Superintendent McDiarmid will be chairing the first meeting of a group of educators who will be conducting an equity scan focusing on Indigenous Education in the District. During the process, districts will: Scan, construct an Equity Profile, determine a Theory of Change and develop an Equity Action Plan in service to Indigenous learners, families and communities.

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- **Physical Literacy Initiative-** Two teachers have stepped forward to coordinate school Physical Literacy Leads in meeting and implementing the physical literacy assessment tool at elementary schools. We are grateful to have Antje vonSeydlitz from Telkwa Elementary and Mark Fehr from Silverthorne Elementary leading this important work.
- **Teacher-Librarian Group-** Aimee Richmond from Walnut Park Elementary is communicating with all school teacher-librarians to share information on the role of the teacher-librarian and developing a Library Learning Commons. Ms. Richmond recently completed her post-secondary certification in this area and will provide valuable leadership as our school libraries continue to evolve to function as Learning Commons spaces.
- **Professional Development Day –** On Friday, October 22nd school staff participated in the Provincial professional development day. There was a wide variety of professional learning that took place, with many online sessions accessed at each site. Special Education, specialized teacher conferences (i.e. music, art, counselling) and technology. Many of our teachers also engaged in face to face learning opportunities at their schools and often it was itinerant resource people providing learning opportunities. Most of the topics directly relate to our goals as a district, supporting outdoor learning, Indigenous education and physical literacy. A great day of learning.
- **Parent Teacher Interviews-** Just last week schools were closed a little early to accommodate parent teacher interviews. Most schools engaged in the discussions with parents via zoom, or telephone calls. Where necessary, in-person meetings were also held.
- **Innovation grants—** We received a full complement of applications for each of the \$2,000 District Innovation Grants. The 10 grants have been awarded to all school campuses in the district and topics include; Mental Health; Kyah Wiget Connections; Music Technologies; Shop Class Online; Learner Support Assessment; Food Sustainability, Healthy Schools; Indigenous Ways of Knowing; and Math Mindsets. Recipients will connect throughout the school year to share their progress.
- **Bus transportation-** This school year the District is piloting a new support for the staff in Houston. The District is providing a surplus activity bus to a group of teachers who commute out to Houston daily. Two teachers have agreed to drive the bus and the District will cover fuel costs. Early reports are that the staff is very appreciative of the new service.

School Based Initiatives

- **District Elementary Cross-Country Run-** Our elementary schools participated in this run along with students from independent schools in the communities. We received a message of appreciation from St. Joe's school who takes on responsibility for coordinating this event – SD54 staff members and high-school cross country runners were identified as having stepped up to help make the event a success.
- **Secondary School Extra-Curricular Sports-** Soccer, Volleyball, Rugby and Swimming are all taking place with many students appreciating the opportunity to grow their skills and compete again. The Northwest Zone Athletic Association has asked that schools not allow spectators at indoor playday events beyond coaches, officials and parent drivers in order to keep activities safe and ensure that sports can continue.

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- **Remembrance Day Ceremonies**—Schools across the District will be arranging scaled back ceremonies or virtual ceremonies on Tuesday, November 10th. Once again, conditions may not be ideal but schools are being very creative about how they will conduct these important events.
- **2022 Commencement Ceremonies** - Both secondary schools have set a date for their commencement ceremonies. Houston Secondary will be on June 17th, 2022 and Smithers Secondary will be on June 25th, 2022.

Field Trip Proposals

- The following field trip requires approval by the Board of Education:
 - **SSS** – 90 +/- Jr. & Sr. Concert Band, Jazz Band and Festival Choir Students in grades 8-12 from Smithers Secondary School to travel to Whistler, BC on April 20 to April 22, 2022. The purpose of this trip is to take part in the Cantando Festival. All Board requirements have been met for this trip.

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OPERATIONS COMMITTEE MEETING

Regular

October 5th, 2021

5:00 PM

School Board Office

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

The meeting was conducted from 5:02-6:05

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. Accumulated Surplus Management

Mr. Margerm outlined the surplus policy and associated briefing note. A draft three-year plan for surplus spending was provided to committee for discussion. There is a general need for the Board to increase surplus spending given policy requirements. It is very challenging at this time to employ more educational staff to direct support to educational services given limited supply of staff and recruiting availability. The recommendations for surplus spending revolve around supporting capital spending to upgrade facilities. This includes surplus spending to support improving flexible learning spaces:

- new furniture purchases for each school;
- upgrading the Telkwa School learning commons;
- hiring new trades personnel to support the use of in-district staff;
- funding to support a new maintenance storage facility;
- upgrading SSS foods room;
- possible upgrading of indigenous and classroom space;
- technology infusions.

The committee also discussed the need for the District to spend time preparing a plan for indigenous spaces within schools over the next year.

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2. Enrollment vs Budget Update

Mr. Margerm updated the Committee on September 30th enrollment (1701). Actual enrollment is 1912 FTE, as compared to 1901 FTE budgeted in February 2021. This is an overall increase of 11 FTE. Total FTE by year end after distance education has occurred throughout the year is estimated to be 1940 FTE.

3. COVID Funding Update

Mr. McDiarmid updated the Committee current COVID issues:

- Masks now required for K-3
- 10-33% of students away due to illness at the moment
- BCPSEA & MoE are currently discussing the option of requiring vaccinations for school district employees, but at this point, the Government is leaving the decision to school districts. Some boards are considering this option to require vaccinations. Boards are waiting on any direction/guidance from BCPSEA/MoE in regards to a required vaccination and applicable exemptions. Important to analyze pros/cons and benefits/costs of mandatory vaccinations. Also, important to understand how it will affect our staffing.

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

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POLICY COMMITTEE MEETING

October 5th, 2021

3:00 PM

School Board Office

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

This meeting was not conducted.

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 September 14th, 2021

Policy	Description	Type	Status	Consultation
	Financial Planning and Reporting Accumulated Surplus Management	New Revision	In-committee In-committee	Yes Yes

NEW BUSINESS

Policy	Description	Type	Status	Consultation
	No Agenda Items			

There were no agenda items.

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

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



School District No. 54 (BULKLEY VALLEY)

"To empower all learners to live the challenges of a diverse and changing world."

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TRUSTEE REPORT

On Thursday, October 6th from 10-11 am, I was at the Muheim Elementary School Garden where I listened to Jennifer Hegan program lead and Helene Fleury of the Groundbreakers Agricultural association. In addition, Samantha Gambling, Provincial Coordinator for the Coalition for Healthy School Food, was visiting the region and all three were informing me regarding efforts in providing fresh garden food to students in the Bulkley Valley.

I listened to Ms. Gambling's capsulation of the Coalition mandate, which is a national body lobbying to School Districts along with Federal and Provincial governments to work towards promoting healthy eating in students by encouraging growing local fresh produce at schools. Or purchasing produce from local growers hereby instilling healthy eating and living with local students

Some suggestions were mentioned regarding making the garden at Muheim, and indeed all food growing initiatives in the district under the guidance of a single dedicated employee. Moreover, a suggestion that the District could apply for a Canada Student Grant to hire a summer student was mentioned as well

The growing of local food through the garden at Muheim can be an excellent educational tool for students learning a wide array of subjects.

All in all, the District has a number of successful food programs and locally grown food is a cornerstone for future food capacity.

Respectfully Submitted
Frank Farrell
Trustee



TRUSTEE REPORT

BCSTA's Meeting of Board Chairs and Ministry of Education – BCSTA Annual Partner Liaison Meeting October 14 & 15, 2021

On October 14th and 15th I attended the meeting of Board Chairs and Joint Partner Liaisons. It was great to return to in person meetings and spend time with all my counterparts. Day one, the morning was spent mostly discussing equity for Indigenous students and the role data plays in this. Although the presenters had great points to make, it is nice to know our District disseminates the data farther than what was presented. The afternoon was spent in discussions with BCPSEA and the Ministry regarding the vaccination mandate for staff. Right now, we are working through the process and waiting for direction from BCPSEA.

Day 1

1. Student assessment as a mechanism for supporting equity - Denise Augustine (MoE) - the importance of data for in creating student equity in school districts and our province
2. Debbie Jefferies (FNESC) – the role of data in supporting equity for First Nations students
3. Charles Ungerleider – how boards of education and individual trustees can use data for improving student outcomes
4. Joint BCASBO - BCSTA discussion of board accumulated reserves, new policy requirements and political advocacy
5. BCPSEA discussion of employer priorities in upcoming bargaining - Bruce Anderson – CEO, BCPSEA - Leanne Bowes – Director, BCPSEA
6. Conversation with Minister Whiteside

Day 2

1. Reconciliation & the Declaration Act Draft Action Plan - A presentation to discuss the concept of reconciliation through the BC Tripartite Education Agreement (BCTEA) and the Declaration Act.
2. Framework for Enhancing Student Learning
3. The 2021/22 school year marks the inaugural year of implementation of the Framework for Enhancing Student Learning. In this session, an overview of the key elements of Framework implementation was provided before inviting attendees to provide feedback on the draft criteria prior to finalizing them in advance of the peer review session.
4. Equity in Education
5. A presentation from three school districts about how they foster equity of opportunities and outcomes for students, followed by table talks on how to best support equity from a governance, financial management and educational programming perspective.

If you have any questions regarding these meetings, please don't hesitate to contact me.

Respectfully submitted by:

Jennifer Williams

Chairperson of the Board of Education