



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
OCTOBER 16, 2018
SCHOOL BOARD OFFICE, SMITHERS BC

PRESENT: Trustees: F. Farrell, J. Williams, B.J. Beaubien, D. Hanson, L. Collingwood, L. Kearns
Regrets: P. Michell
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 7:02pm.

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, Trustee Michell sent her regrets. Chairperson Williams was proud to announce that the Houston Chamber of commerce, the educator of the year award was awarded to Mr. Robert Mark from Silverthorne Elementary.

3. ADOPTION OF AGENDA

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

"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 September 25, 2018 or the synopsis of the in-camera meeting minutes of September 25, 2018. There being none, the regular meeting minutes of September 25, 2018 and the synopsis of the in-camera meeting minutes of September 25, 2018 were declared approved as presented.

5. LEARNING PORTION

- **5.1 – Student and Staff Wellness** - District Principal of Learner Support, Cathy van der mark, Helping Teacher Birgit Laskowski, SSS Counselor Kristy Bachman and WellAhead Coach Bryon Robbie presented a report to the Board on their WellAhead project.

6. ADMINISTRATION REPORT

- Superintendent van der Mark presented the district update to the Board. District staff travelled to Vancouver last week to take part in a "Making the Right Hire" learning session. Assistant Superintendent McDiarmid and Mr. Matthew Monkman will be travelling to Ontario next week in hopes of attracting new teachers to the District.
- Superintendent van der Mark presented the student achievement report to the Board. SD54 is excited to be learning with Carole Fullerton, a numeracy expert this year. Ms. Fullerton will provide and work with staff in demo-lessons across grade levels and she will also deliver in-service sessions in both Houston and Smithers in November. Dr. David Burns will be in Smithers on Thursday, November 29th to talk about how university admissions are changing and how schools and post-secondary institutions can maximize this transition. Schools have submitted their school improvement plans to the District. Schools develop goals to support the overarching District goal of improving completion and success rates for all and specifically Aboriginal students. Superintendent van der Mark represented BC at the national Ed Can Network Cross Country Meeting, in his role of VP of the BCSSA. Mr. McDiarmid will be taking a team to Terrace next week to attend a Ministry session on early learning. Flu season is upon us, please check the Northern Health website for information on staying healthy. The District received a letter recently from the Industry Training Authority (ITA), informing us that the district's registration has increased 19% over the past two years. This increase is due a number of reasons: shop upgrades at HSS; shoulder tapper teachers and the choice and flexibility for our students.
- Superintendent van der Mark presented the District initiatives report to the Board. The Changing Results for ALL Learners, an inquiry project, will be up and running again this year, and extending the group to include Grande 8 and 9's. The PLC/NOII will be holding their first meeting of the year on October 29th. This year the primary resource is Dylan Williams, "**Getting the Schools Our Children Need**".
- Superintendent van der Mark presented the school based initiatives report to the Board. The District Soccer Tournament took place on September 29th, thank you to MME staff and all the volunteers that made this event such a success. The District X-Country Run took place at Riverside once again this year. Remembrance Day Ceremonies will take place in our schools on Friday, November 9th. The Houston Girls 7's Rugby team dominated once again and will be heading to the Provincials in the spring.

Field Trip Proposals

- The following field trip requires approval by the Board of Education:
 - **SSS** – 92 +/- Concert, Jazz Band and Choir Students in grades 8-12 from Smithers Secondary School to travel to Edmonton, Alberta on April 6 to April 10, 2019. The purpose of this trip is to take part in the Edmonton Cantando Festival. All Board requirements have been met for this trip.

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

"That the proposed field trip to Edmonton is approved as presented."

CARRIED

Operations

- Secretary Treasurer Margerm presented the operations report to the Board – The 1701 Enrollment report has been submitted to the Ministry. The February 2018 projections were 1991 FTE, and the September 1701 report lists an actual FTE of 1949, down 42 student FTE. September 2018 enrollment was also down to 1974 student FTE from September 2017 enrollment which shows an increase of 17 student FTE. The funding recalculation will be published in December 2018. The Walnut Park preload tender has been completed and awarded. This project will begin

immediately and is planned for the next eight weeks. The preload fill will be stored in order to use for backfilling demolition of the old school and provide a base for parking, roads and fields surrounding new school. The proposed new school design was displayed for the Board to view. Another public consultation meeting will take place in the near future.

7.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the October 2nd, 2018 committee meeting.
- Next Meeting Tuesday, November 27th, 2018 @ 3:00pm.

7.b) POLICY COMMITTEE REPORT

- On behalf of Policy Committee Chairperson Michell, Board Chairperson Williams presented the Policy Committee's Report from the October 2nd, 2018 committee meeting.
- Next Meeting Tuesday, November 27th, 2018 @ 5:00pm

7.c) TRUSTEE REPORTS

- There were no trustee reports submitted this month.

8. UNFINISHED BUSINESS

- There was no unfinished business this month.

9. NEW BUSINESS

- **9.1) 2018 – 2019 Class Size report:** Superintendent van der Mark presented to the Board and guests the Class Size Annual Report. Highlights include:
 - Class Sizes
 - Kindergarten maximum 20 – SD54 Actual 17.9
 - Grades 1-3 maximum 22 – SD54 Actual 19.8
 - Grades 4- 12 maximum 27* – SD54 Grade 4-7 Actual 25.2
 - SD54 Grades 8-12 Actual 21.5
 - *Depends on class (subject, specialty...)
 - +2 flex factor for grades 4-12
- Key Changes
 - No more than 2 designated students. Language specifies "designated" for the purposes of Ministry Funding. Class can have more than 2 designated students but then remedy must be provided.

10. OTHER BUSINESS

- The September 30, 2018 expenditure summary was included in the Trustee Board packages.

10. READING FILE

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

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


CARRIED


12. CLOSING REMARKS

- Closing Remarks – There will be a New Trustee swearing in ceremony on, Tuesday October 30th, 2018, time to be determined. Next regular Board Meeting will be held on November 20, 2018 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

13. ADJOURNED

- The Board meeting was adjourned at 8:54pm.


Approved by Jennifer Williams, Chairperson
of the Board of Education


Dave Margem
Secretary Treasurer