



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING NOVEMBER 23, 2021 ELECTRONIC FORMAT VIA: ZOOM 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – October 26, 2021
Synopsis In-Camera Meeting – October 26, 2021
Synopsis In-Camera Meeting – November 2, 2021
- 5) Delegation: Groundbreakers
- 6) Administration Report M. McDiarmid Report Attached
- 7) Committee Reports:
 - a) Operations Committee L. Kearns Report Attached
 - b) Policy Committee F. Farrell Report Attached
 - c) Trustee Report F. Farrell Report Attached
- 8) Unfinished Business
- 9) New Business
 - 9.1) Strategic Plan Update
 - 9.2) 2021 – 2022 Facilities Review
- 10) Other Business
 - 10.1) Expenditure Summary
- 11) Reading File

Ltr. Frm. SD52 to Minister Whiteside re: Budget Considerations
Ltr. Frm. Groundbreakers re: Requesting SD54 Endorsement of a Universal School Food Program
Ltr. Frm. BVTU re: Calendar Consultation
Ltr. Frm: E. Zoller re: Board meeting and Vaccine Mandate Concerns
Ltr. Frm SD63 to Minister Whiteside & Heyman re: Reducing Environmental Impact
Ltr. Frm. J. Brooks re: Policy 6.910 & 6.920 Consultation
Ltr. Frm. R. Zoller re: Policy 6.920 Consultation
Ltr. Frm. L. Allen re: Policy 6.910 Consultation
Ltr. Frm. BCSTA to Teaching Insitutions re: Teacher Shortage

- 12) Closing Remarks –Next regular Board Meeting will be held on December 7, 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)
OCTOBER 26, 2021
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, J. Williams

Regrets: 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 Williams highlighted that it has been a busy few weeks regarding COVID. There has been a lot of discussions around mandated vaccinations throughout different government sectors. She emphasized that the Board knows the mandatory requirements for employees is of great interest to the community. She reminded everyone that as this matter has labour relation implications the Board, discussions are more appropriately dealt with in-camera. She thanked everyone for their understanding. Trustee Krauskopf and Trustee Michell sent their regrets.

3. ADOPTION OF AGENDA

MOTION: *It was moved by Trustee Krishan 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 the September 28, 2021 or the synopsis of the in-camera meeting minutes of September 28, 2021. There being none, the regular meeting minutes of September 28, 2021 and the synopsis of the in-camera meeting minutes of September 28, 2021 were declared approved as presented.

5) Learning Portion: SSS – High Performance Training Centre

- The Trustees and guests were treated to a presentation from SSS teachers Mr. Holland and Ms. Garland about the new Sports School. They also brought along (3) three athletes to speak of their experiences at the Sports School. The athletes were examples of how the program engages students from a wide variety of sports as the three female athletes included a Moto-Cross Rider; a volleyball player; a hockey player. The board heard about the program's structure of classroom time balanced with workout time. They were also given a tour of the High-Performance Centre. The students were very positive about the progress of the Sport School program thus far, specifically that it affords them the ability to get their strength and conditioning workouts in as part of their school day while balancing their academic load.

6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district-based initiatives to the Board. The PLC/NOII will hold their first meeting on November 18th. Class sizes have been reviewed and have remained relatively the same compared to last year. The new grade configurations at Silverthorne and Twain have gone extremely well. Faye Brownlie will be returning on October 26th to continue teaching our teachers about reading assessments. School Administrators have been working on their school improvement plans that support the overall District Strategic plan goals. The first Provincial Early Learning seminar took place on October 6th. On October 8th a larger group met in person to participate in the provincial initiative Changing Results for Young Children. The first Equity Scan meeting will be held on October 29th. This group will develop an Equity Action plan in service to Indigenous learners, families and communities. Antje vonSeydlitz and Mark Fehr are the coordinators for the Physical Literacy Initiative. Aimee Richmond – Teacher Librarian from WPS is helping lead our school libraries to evolve into Learning Commons spaces. Parent Teacher Interviews took place last week. Ten Innovation Grants have been awarded. This year the District is providing a surplus activity bus to a group of teachers who commute out to Houston daily, this is currently just a pilot project for this year.
- Superintendent McDiarmid presented the school based and initiatives report to the Board. The District Elementary Cross-Country Run took place this year. Secondary School Extra-Curricular Sports are taking place this year. The Northwest Zone Athletic Associate has asked that schools not allow spectators at indoor playday events beyond coaches, officials and parent drivers. Schools will have a scaled back Remembrance Day Ceremony this year. 2022 Commencement Days have been set: HSS June 17th and SSS June 25th.

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.

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

"That the SSS field trip to Whistler be approved as outlined."

CARRIED

7.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the October 5th, 2021 committee meeting.
- Next meeting date Tuesday, November 9th, 2021 @ 3:00pm

7.b) POLICY COMMITTEE REPORT

- There was no Policy Committee report this month.
- Next meeting date Tuesday, November 9th, 2021 @ 3:00pm

7.c) TRUSTEE REPORTS

- Trustee Farrell and Trustee Williams both submitted trustee reports this month. Trust Farrell thanked Jennifer Hegan , Helene Fleury and Samantha Gambling for all their hard work on the Groundbreaker Agricultural Association.

8. UNFINISHED BUSINESS

- There was no unfinished business this month.

9. NEW BUSINESS

- 9.1) Surplus Management

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

"The Board approve maintaining the accumulated surplus contingency level at the maximum threshold of \$2.08 million."

CARRIED

MOTION: *It was moved by Trustee Kearns and seconded by Trustee Farrell*

" That the Board approve a resolution to allocate up to \$1,500,000 towards a 2021 – 2022 proposed surplus appropriation as presented. The remaining \$500,000 would be deferred into the 2022 - 2023 year to support planned appropriations."

CARRIED

10. OTHER BUSINESS

- No other business this month.

11. READING FILE

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

"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 November 23, 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 Margem
Secretary Treasurer

DRAFT



**SYNOPSIS OF THE
IN - CAMERA MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
OCTOBER 26, 2021
SCHOOL BOARD OFFICE, SMITHERS, BC**

The regular meeting was called to order at 6:01 pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the in-camera meeting minutes of September 28, 2021, there being none, the in-camera meeting minutes of September 28, 2021, were declared approved as presented by the Chairperson.
- Senior Administration reported on routine staffing items and school suspensions.
- The Operations Committee and administration also reported on a legal matter
- Senior Administration presented a labour matter.

The Board returned to regular session at 6:34pm.



**SYNOPSIS OF THE
IN - CAMERA MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
NOVEMBER 2, 2021
ELECTRONIC FORMAT VIA: ZOOM**

The regular meeting was called to order at 1:58 pm and the Board resolved to go in-camera.

- The Board met regarding in-camera human resources matter.

The Board returned to regular session at 2:36 pm.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
November 23, 2021

Current Activities

- **Indigenous Day of Learning-** On the November 12th Pro-d day, the staff had the pleasure of listening to Jo Chonra on how schools can be places of healing and how to engage in anti-racism education. A valuable day of learning which will support our efforts in working with our Indigenous students and families.
- **Administrator Fall Professional Development** – Superintendents and Principals recently attended a BCPSEA learning session in Vancouver “Leading in a Unionized workplace”. In addition, they spent time with Denise Augustine, the new ministry Superintendent of Indigenous Education.
- **Bargaining-** Local teacher bargaining is set to commence in January. We anticipate a smooth process with an expected completion by March. Thank you to the BVTU for its professional approach in bargaining preparation.

District Based Initiatives

- **Teacher Assessment Leads** – On Nov. 19th Principals Nicole Davey and Julie Krall will be leading a group of lead teachers from each school through a pilot process for the redesigned k-12 performance standards. They will meet with these teachers three times this school year and they will then support their schools through the process.
- **Fall Professional Growth Conversations** - It is the time of year when Superintendent McDiarmid and Assistant Superintendent Monkman are meeting with school administration to discuss progress with their professional learning goals. We have been very impressed with our Administrators focused and professional approach to their ongoing development.

School Based Initiatives

- **Carolfest** - This year's Carolfest has been scheduled but will be subject to COVID restrictions. How the final event will take place is currently being reviewed.
- **Volleyball Wind Up** – This year's return to school competition has gone well and been much appreciated by the student athletes. There have been some evolving COVID restrictions to adapt to, but all in all a successful season.
- **Cross-Country Running Provincials** – 15 athletes from Smithers Secondary qualified to attend a very wet and muddy provincial competition at Jericho beach in Vancouver. The students represented very well with the Jr Boys team placing 16th out of 29 and the Sr Girls achieving an 8th place (up three spots from two years ago) out of 27 teams. Reported by teacher-coach, Jody Barber, from Smithers Secondary.

SCHOOL DISTRICT 54

(Bulkley Valley)

- **Remembrance Day Ceremonies-** Schools recognized Remembrance Day on Nov.10th with a wide variety of gatherings and many creative ways to honour the day.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 15 Grade 8-12 X-Country Runners from Smithers Secondary to travel to Vancouver, BC to take part in the Cross Country Running Provincial Championships on Nov 4-7, 2021. All Board requirements were met for this trip.
 - **HSS** – 5 Grade 9-12 Swim Team students from Smithers Secondary and Houston Secondary to travel to Richmond, BC to take part in the High School Provincial Swimming Championships on November 18-20, 2021. All Board requirements were met for this trip.

SCHOOL DISTRICT 54

(Bulkley Valley)

OPERATIONS COMMITTEE MEETING

Regular

November 9th, 2021

5:00 PM

School Board Office

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

Meeting was conducted from 5:04 – 5:21 pm (Zoom).

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. Vaccine Requirements Update

Mr. McDiarmid updated the committee on the new vaccine requirements for volunteers which were put into place last week. Some confusion comes from new Northern Health regulations which differ from Provincial regulations. Consistent flipping of policy by the health department has become quite frustrating for District. SD54 can regulate policy for volunteers as we see fit; though, SD54 would like to be consistent with other neighbouring school districts.

Mr. McDiarmid also updated the committee on mandatory vaccinations for employees. This is a complex matter that the Government has left up to school boards. A zoom meeting with health officials has been arranged for the Superintendent and Board Chair. The District will also be meeting with BVTU and CUPE Presidents soon to discuss the option of mandating the requirement of employee vaccinations.

2. Facilities Review Update

Mr. Margerm updated the committee that a Facilities Review for 2021 will be presented at the November Board meeting.

3. Strategic Plan Review

Mr. McDiarmid updated the committee that a short review for the Board Strategic Plan for discussion will be presented at the November Board meeting.

Date & Time of Next Meeting: January 11th, 2022.

SCHOOL DISTRICT 54

(Bulkley Valley)

POLICY COMMITTEE MEETING

November 9th, 2021

3:00 PM

School Board Office

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

Meeting was conducted from 3:04 – 4:05 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

PREVIOUS MEETING OF October 5th, 2021

Policy	Description	Type	Status	Consultation
	No Agenda items		In-committee In-committee	Yes Yes

NEW BUSINESS

Policy	Description	Type	Status	Consultation
6.910	District Calendar	New	In-committee	Yes-Complete
6.920	Privacy of Student Records	New	In-committee	Yes-Complete
6.670	Financial Planning and Reporting	New	In-committee	Yes
6.700	Accumulated Surplus Management	Revision	In-committee	Yes

Policy 6.910 District Calendar

Mr. Margerm updated the committee that the consultation period for Policy 6.910 has concluded and that feedback received from stakeholders has been provided to the committee.

Motion: *Committee recommends the Board approve Policy 6.910 District Calendar as presented.*

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

SCHOOL DISTRICT 54

(Bulkley Valley)

Policy 6.920 Privacy of Student Records

Mr. Margerm updated the committee that the consultation period for Policy 6.920 has concluded and that feedback received from stakeholders has been provided to the committee.

Motion: Committee recommends the Board approve Policy 6.920 Privacy of Student Records as presented.

Policy 6.670 Financial Planning and Reporting

Mr. Margerm advised the committee on new Ministry policy requiring boards to develop a policy relating to district financial planning and reporting. Parameters of the policy were provided to the committee in the meeting policy package. The committee discussed the requirements of the new policy and developed a draft policy on financial planning and Reporting to present to the board for review. Administrative procedures to support the policy would be created by Mr. Margerm.

Recommendation: Committee recommends the Board review the new draft Policy 6.670 Financial Planning and return to committee for review in January.

Policy 6.700 Accumulated Surplus Management

Mr. Margerm advised the committee on new Ministry policy requiring boards to provide a policy relating to the management of District's accumulated surplus. Parameters of the policy were provided to the committee in the meeting policy package. A policy on the District's accumulated surplus currently exists but will need some revisions and updating to meet Ministry prescribed expectations. The committee considered the requirements of the policy on accumulated surplus. The committee asked Mr. Margerm to update the current policy with new requirements and provide administrative procedures to support the policy.

Recommendation: Committee recommends the Board review the new draft Policy 6.700 Accumulated Surplus Management and return to committee for review in January.

Date & Time of Next Meeting: January 11th, 2022 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."

PO Box 758
Smithers, BC
V0J 2N0
Ph (250) 877-6820

TRUSTEE REPORT
BCSTA Provincial Council

Via: ZOOM
October 23, 2021

On Saturday October 23rd I attended the BCSTA Provincial Council Meeting via Zoom. This was the fourth consecutive Provincial Council meeting that was carried out by the online zoom platform.

The meeting began with President Stephanie Higginson addressing the 60 Provincial Councilors, Board of Directors and support staff. She mentioned the exceptional times of leadership that Trustees and Boards of Education have provided during this Pandemic. Also mentioned was the process of providing Trustee training in understanding Truth and Reconciliation. In addition, an election committee is being struck to provide information and a resource to candidates seeking election to Boards of Education in 2022. With regard to Vaccine Mandates the message was that schools are still low risk environments for transmission of COVID. There was a thank you and acknowledgement of teachers and staff who have been working since before June 2020.

Suzanne Hoffman, the new CEO of the BCSTA spoke of the "big feet" to fill in being the successor to Mike Roberts.

Reports were tabled to the congregation including the CSBA report mentioning the ongoing threat of publicly elected School Boards in various areas of Canada. I mentioned the correct naming of Newfoundland as Newfoundland and Labrador to Vice President Carolyn Broady, The Finance and Audit Committee was presented with mention of savings made through lack of face to face meetings due to COVID. This was countered with the change of staff, from leaves and the retirements of Mike Roberts and Director of Finance, Jodi Olstead. Two great contributors to the past success of the association.

Mention was made regarding having a speaker added for the upcoming Academy that has personally experience living in residential schools. That will be taken into consideration.

The motions with the exception of amended 10.1 COVID 19 Health Authority Notification Processes in schools passed. 10.1 was viewed differently from different areas of the province and districts. Many suggested that the existing process is adequate and that any further reporting would over burden authorities and school administrators in an over duplicated process.

The meetings ended at 11:42 am and I must say that for these types of limited meetings the Zoom platform is an excellent way to reach out in a cost effective, yet meaningful productive way.

Respectfully submitted,
Frank Farrell
Trustee