



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
NOVEMBER 20, 2018
SCHOOL BOARD OFFICE, SMITHERS BC**

PRESENT: Trustees: F. Farrell, J. Williams, P. Michell, L. Kearns, J. Krauskopf, E. Quinlan, F. Krishan

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 7:14pm.

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. Chairperson Williams also welcomed back the returning and new trustees to the first board meeting post elections. She looks forward working with everyone for the next four years. Trustee Williams was honoured to attend the HSS 2018 Remembrance Day Ceremony on behalf of the Board. The HSS ceremony is a full Legion Ceremony 45 minutes in length. Chairperson Williams was in awe of how respectful the students and staff were during this very special event.

3. ADOPTION OF AGENDA

- Chairperson Williams requested that 10.2 – Signing Authority be added to the agenda.

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

"That the amended agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of October 16, 2018 or the synopsis of the in-camera meeting minutes of October 16, 2018. There being none, the regular meeting minutes of October 16, 2018 and the synopsis of the in-camera meeting minutes of October 16, 2018 were declared approved as presented.

5. LEARNING PORTION

- **5.1 – Freshgrade – District Resource Teacher Sandra McAulay** presented a report to the Board on Freshgrade. Freshgrade is an online portfolio where teachers and students can post the students work into their private portfolio for viewing by their parents. It is an excellent way for students to have a conversations at home about their learning.

6. BOARD ELECTIONS

- Secretary Treasurer Dave Margerm explained the Board Election process.
 - Mr. Margerm requested a motion to appoint Mr. McDiarmid and Mr. van der Mark as scrutineers for the election proceedings.
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MOTION: *It was moved by Trustee Kearns and seconded by Trustee Williams.*

“That Mr. van der Mark and Mr. McDiarmid be named as scrutineers.”

CARRIED

- **ELECTION OF CHAIRPERSON**

- Mr. Margerm informed the Board that expression of interest was received from Trustee Williams.
- Mr. Margerm opened the floor for nominations for the position of Chairperson and called for nominations.
- Trustee Kearns nominated Trustee Williams for the position of Chairperson. Trustee Williams accepted the nomination.
- Mr. Margerm called for nominations a second time. Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
- Mr. Margerm announced that Trustee Williams was elected the Chairperson by acclamation.

- **ELECTION OF VICE CHAIRPERSON**

- Mr. Margerm informed the Board that expression of interest were received from Trustee Farrell and Trustee Kearns and Trustee Krishan.
- Mr. Margerm opened the floor for nominations for the position of Vice - Chairperson and called for nominations.
- Trustee Michell nominated Trustee Kearns for the position of Vice - Chairperson. Trustee Kearns accepted the nomination.
- Trustee Farrell nominated Trustee Krishan for the position of Vice - Chairperson. Trustee Krishan accepted the nomination.
- Trustee Kearns nominated Trustee Farrell for the position of Vice - Chairperson. Trustee Farrell declined the nomination.
- Mr. Margerm called for nominations a second time. Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
- Trustees voted by secret ballot then Mr. van der Mark and Mr. McDiarmid collected the ballots from the Trustees and left the room to tabulate the votes.
- Mr. Margerm announced that Trustee Kearns was elected the Vice Chairperson by ballot voting.

- **ELECTION OF BCPSEA REPRESENTATIVE**

- Mr. Margerm informed the Board that expression of interest was received from Trustee Kearns and Trustee Williams.
- Mr. Margerm opened the floor for nominations for the position of BCPSEA Representative, and called for nominations.
- Trustee Michell nominated Trustee Williams for the position of BCPSEA Representative. Trustee Williams accepted the nomination.
- Trustee Farrell nominated Trustee Kearns for the position of BCPSEA Representative. Trustee Kearns accepted the nomination.
- Trustee Williams announced that she would like to withdraw her nomination for BCPSEA Representative.
- Mr. Margerm announced that Trustee Kearns was elected to the position of BCPSEA Representative by acclamation.
- Mr. Margerm announced that Trustee Williams will act as BCPSEA Representative Alternate. Trustee Williams accepted this position as alternate.

- **ELECTION OF BCSTA PROVINCIAL COUNCILOR**

- Mr. Margerm informed the Board that expression of interest was received from Trustee Farrell and Trustee Quinlan.
- Mr. Margerm opened the floor for nominations for the position of Provincial Councilor, and called for nominations.
- Trustee Williams nominated Trustee Farrell for the position of BCSTA Provincial Councilor. Trustee Farrell accepted the nomination.
- Trustee Kearns nominated Trustee Quinlan for the position of BCSTA Provincial Councilor. Trustee Quinlan the nomination.
- Mr. Margerm called for nominations a second time. Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
- Trustees voted by secret ballot then Mr. van der Mark and Mr. McDiarmid collected the ballots from the Trustees and left the room to tabulate the votes.
- Mr. Margerm announced that Trustee Farrell was elected the BCSTA Provincial Councilor by ballot voting.
- Mr. Margerm announced that Trustee Quinlan will act as BCSTA Provincial Councilor representative - Alternate. Trustee Quinlan accepted this position as alternate.

- **ELECTION OF ABORIGINAL EDUCATION COUNCIL REPRESENTATIVE**

- Mr. Margerm informed the Board that expression of interest was received from Trustee Farrell and Trustee Michell.
- Mr. Margerm opened the floor for nominations for the position of Aboriginal Education Council Representative, and called for nominations.
- Trustee Williams nominated Trustee Michelle for the position of Aboriginal Education Council Representative. Trustee Michelle decline the nomination.
- Trustee Kearns nominated Trustee Farrell for the position of Aboriginal Education Council Representative. Trustee Farrell accepted the nomination.
- Trustee Krishan nominated Trustee Quinlan for the position of Aboriginal Education Council Representative. Trustee Quinlan accepted the nomination.
- Trustee Farrell nominated Trustee Krishan for the position of Aboriginal Education Council Representative. Trustee Krishan accepted the nomination.
- Mr. Margerm called for nominations a second time. Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
- Trustees voted by secret ballot then Mr. van der Mark and Mr. McDiarmid collected the ballots from the Trustees and left the room to tabulate the votes.
- Mr. Margerm announced that Trustee Krishan was elected the Aboriginal Education Council representative by ballot vote.
- Mr. Margerm announced that Trustee Quinlan will act as Aboriginal Education Council representative - Alternate. Trustee Quinlan accepted this position as alternate.

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

“That all ballots be destroyed.”

CARRIED

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- Secretary Treasurer Margerm informed the Board members that committee assignments will be decided on by the Board Chair and will be announced very quickly as the next committee meeting will held on Tuesday, November 27th.
 - Trustee Williams assumed the Chair as Presiding Officer.

7. ADMINISTRATION REPORT

- Superintendent van der Mark presented the student achievement report to the Board. The first session of CR4AL has been completed. Assistant Superintendent McDiarmid took a team to the Ministry's early learning regional conference in Terrace recently. Ms. Carole Fullerton, a numeracy expert, is currently in the district providing in-services sessions, demonstrations lesson and collaborative lessons with our SD54 educators. The PLC/NOII group had their first meeting on October 29th. Superintendent van der Mark and SSS Principal Jaksun Grice attended the BCSSA Fall Conference that focused on mental health and well-being. District Principal of Learner Support and Safe School Coordinator Ms. Cathy van der Mark attended the two day provincial Safe Schools meeting in Richmond on October 22 and 23. Five SD54 members of the District's Safer Schools Team traveled to Terrace last week for their ERASE Level Three Violent Threat Risk Assessment training. This training equips district teams with the ability to conduct threat and risk assessment as well as plan for providing interventions necessary to support students at risk.
- Superintendent van der Mark presented the District initiatives report to the Board. Dr. David Burns will be in the district on November 29th to share his thoughts on competencies, assessment capstones and possibilities for University entrance. Mr. van der Mark and Mr. McDiarmid have been meeting with the administration to discuss their progress on their school goals. SD54 Innovations applications have been received and will be awarded in the near future. On November 19th and 20th District Trades Coordinator Tom Butz and secondary teachers Gavin Scorer and Scott Richmond attended the annual Career Education Society's conference focusing on the new Applied Design, Skills and Technology curriculum.
- Superintendent van der Mark presented the school based initiatives report to the Board. Carolfest will take place on December 5th at SSS. HSS Girl's Rugby teams won their respective zones and will be heading to the Provincials in May. They also did very well at Rugby Fest in Kamloops earlier this month. SSS running team had another successful show at the BC's, with many personal bests being recorded. SSS 2019 Graduation format has been adjusted this year. The graduation ceremony will take place on June 7th, with the prom and DAF grad taking place on June 8th.

Field Trip Proposals

- The following field trip has been approved by the Assistant Superintendent:
 - **WPS** – 52 +/- grade 7 students from Walnut Park Elementary to travel up to Hudson Bay Mountain on three separate occasions (December 14, 2018, February 15, 2019 and March 8, 2019). The purpose of these trips is to support the PE curriculum and promote healthy living. All Board requirements have been met for this trip.
- Assistant Superintendent McDiarmid announced to the board that Superintendent Mr. van der Mark was recently acclaimed as President of the British Columbia School Superintendent's Association (BCSSA). This is quite an accomplishment for a Superintendent in a northern district and this will be an excellent benefit to our district. Congratulations to Mr. van der Mark.

Operations

- Secretary Treasurer Margerm presented the operations report to the Board - A public consultation for the Walnut Park capital project was held November 1st in order to allow an opportunity for stakeholders to receive a project update and provide feedback. . The general feedback on current school design was very positive.

8.a) OPERATIONS COMMITTEE REPORT

- There was no Operations Committee meeting this month.
- Next Meeting Tuesday, November 27th, 2018.

8.b) POLICY COMMITTEE REPORT

- There was no Policy Committee meeting this month.
- Next Meeting Tuesday, November 27th, 2018.

8.c) TRUSTEE REPORTS

- There were no trustee reports submitted this month.

9. UNFINISHED BUSINESS

- There was no unfinished business this month.

10. NEW BUSINESS

- 10.1) 2018 – 2019 Facilities Review
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MOTION: *It was moved by Trustee Kearns and seconded by Trustee Farrell.*

“That the Board move to adjourn to continue the meeting after the 2018-2019 Facilities Review presentation.”

CARRIED

- Meeting adjourned at 8:20pm
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MOTION: *It was moved by Trustee Farrell and seconded by Trustee Krauskopf.*

“That the Board move to return to the meeting.”

CARRIED

- Meeting returned at 9:39pm
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- 10.2) Signing Authority

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

“That the Board update the signing authority at the Bulkley Valley Credit Union and the Royal Bank of Canada to reflect the new Board of Education members. Two signatures are required on all cheques and will consist of Secretary Treasurer Dave Margerm and ONE of the following trustees: Jennifer Williams, Leslie Kearns, Frank Farrell, Priscilla Michelle, Edward Quinlan, Jason Krauskopf or Floyd Krishan.”

CARRIED

11. OTHER BUSINESS

- The October 31, 2018 expenditure summary was included in the Trustee Board packages.

12. READING FILE

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

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


CARRIED

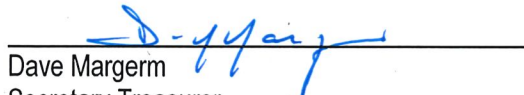
13. CLOSING REMARKS

- Closing Remarks – There will be a facilities review presentation in Houston on November 22, 2018 at 7:00pm at the Houston Secondary School. Next regular Board Meeting will be held on December 11, 2018 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

14. ADJOURNED

- The Board meeting was adjourned at 9:45pm.


Approved by Jennifer Williams, Chairperson
of the Board of Education


Dave Margern
Secretary Treasurer