



REGULAR MEETING
MINUTES
BOARD OF SCHOOL TRUSTEES
SCHOOL DISTRICT #54 (Bulkley Valley)
HELD AT
HOUSTON SECONDARY SCHOOL
February 21, 2012

PRESENT: Trustees: L. Kearns, K. Martinsen, J. McIntosh, & F. Farrell
Regrets: S. Yaremco, P. Michell, L. Collingwood, M. McDiarmid
Staff: C. van der Mark – Superintendent of Schools
S. Richards – Secretary Treasurer
B. Williams – Recording Secretary

1. CALL TO ORDER

The meeting was called to order at 6:03 pm

MOVED/SECONDED: F. Farrell / K. Martinsen

"That the Board meeting move *In-Camera*."

CARRIED

The Board returned to Regular session at 7:03 pm.

2. OPENING REMARKS

Chairperson Kearns welcomed Andrew from the Houston Today, plus Scott Jackson, Principal and Jaksun Grice, Vice-Principal of Houston Secondary School to the meeting. Regrets from Trustees Yaremco, Michell and Collingwood and Assistant Superintendent McDiarmid, who were unable to attend tonight's meeting.

3. ADOPTION OF AGENDA

MOVED/SECONDED: J. McIntosh / K. Martinson

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES:

The Chair asked if there were corrections to the minutes of January 17, 2012 and the Synopsis of the In-Camera Meeting minutes January 17, 2012. There being none, the minutes of January 17, 2012 and the Synopsis of the In-Camera Meeting minutes of January 17, 2012 were declared approved as presented.

5. REPORTS

SUPERINTENDENT'S REPORT

STUDENT ACHIEVEMENT

Big Band Concert – On Saturday, February 11, 2011 the Smithers Secondary School Band performed as part of their annual community concert event. Congratulations to Mr. Doogan-Smith, students and the community musicians who played in the event.

Houston Junior Girls – won the B Zone Basketball Tournament this past weekend. Congratulations!

INNOVATION / INITIATIVES

Faye Brownlie – was back in Smithers on February 10, 2012 for another workshop for educators from the Northwest. She also continued her focus work on February 9th with a core group of 30 teacher leaders from our district.

Education Forum – was held on February 7, 2012. This was a community forum, with the topic of conversation being Personalized Learning within The BC Education Plan.

High School Timetable Conversations – have been ongoing with high schools in our district, in order to facilitate more choice and flexibility. Schools are looking at fixing a portion of the day, creating opportunities for students to pursue personalized learning opportunities; ie: work experience, employment and trades opportunities, video conferencing between schools and/or the college.

BVLC – Re-Visioning Process – District staff have continued to meet with students and staff regarding the educational delivery to students at BVLC. Recently staff and students visited NWCC to discuss options of locating the program at the college facility.

DISTRICT BASED INITIATIVES

Kindergarten Registration – takes place the week of February 20-24, 2012. Notices via radio, newspaper and schools have gone out to encourage parents to enroll their child as this gives the district numbers to help with planning and staffing schools for the fall.

Early Notice Incentive Program – was again offered to teachers and administrators who are planning to retire this year, to give notice in writing on or before April 1, 2012. This is valuable in order to better plan and meet our staffing requirements for September.

Elementary Basketball – Twain Sullivan and Silverthorne Elementary Schools will be co-hosting the basketball tournament on Thursday, February 23, 2012.

FSA – School's in the Bulkley Valley have begun the yearly Foundation skills Assessment at the grade 4 and 7 level. This information is used to identify areas in which students may need specific intervention as they move forward in their schooling.

Satisfaction Surveys – Grades 4, 7, 10, and 12 students and their parents will also be completing the provincial Satisfaction Surveys between now and April, 2012.

SCHOOL BASED INITIATIVES

Literacy Month – Community Services organizations are raising awareness to literacy this month. SCSA has partnered with various groups and the Interior News through the "Praise A Reader" Campaign. Students have been out trying to raise donations for literacy initiatives in exchange for a newspaper.

Focus Week – Lake Kathlyn Elementary has been demonstrating personalized learning this year through "focus weeks" where students demonstrate their learning in a variety of ways.

Silverthorne Elementary – Ms. Moroz's grade 5 class hosted a dinner theatre event 'The Great Gold Rush' on Thursday, February 16, 2012. Proceeds from the event go towards their trip to the Khutzamateen Grizzly Bear Sanctuary.

Field Trips – The following field trip has been approved:

Smithers Secondary School – 36 students, grades 9-12, to Prince George on February 19-20, 2012 to attend "The Clockmaker" – a drama performance at Theatre Northwest.

OPERATIONS

2012 – 2013 Enrolment Projections – continue to decline at approximately 1.5% with 2,267 regular K-12 FTE's projected. As required, these numbers have been submitted to the Ministry.

Bus Purchase – as part of 2010-2011 Capital Plan, the district has been given approval for the purchase of 2 busses from the Ministry.

Year End Procedures – were successfully completed, even with the software glitches. Barb Guillon, Payroll Administrator issued 555 T-4s.

EDUCATION FORUM REPORT

Trustee Farrell presented the Committee's Report from the February 7, 2012 Education Forum.

Next meeting: to be determined.

OPERATIONS COMMITTEE REPORT

Trustee Martinsen, presented the Committee's Report from the February 7, 2012 meeting. The report included briefing notes and information relating to the Amended Annual budget, carbon neutral action reporting, community use of district facilities, mileage reimbursement policy, trustee remuneration policy, annual AFG and Capital issues and enrolment projections for 2012 – 2013. Ms. Martinsen noted that the committee would be making a recommendation with respect to the approval of the amended annual budget but would do so under New Business and after a presentation to the Board by the Secretary Treasurer.

MOVED/SECONDED: K. Martinsen / J. McIntosh

"That the Board defer any increase in Mileage Reimbursement to preparations for the 2012-2013 budget."

CARRIED

MOVED/SECONDED: K. Martinsen / F. Farrell

"To maintain current remuneration levels for the 2012/2013 fiscal year."

CARRIED

Next meeting is Tuesday, February 28, 2012 starting at 5:00 pm.

POLICY COMMITTEE REPORT

Trustee McIntosh, on behalf of Trustee Yaremco, presented the Committee's Report from the February 7, 2012 meeting.

The committee reviewed the following:

1. 9.210 – Student Suspension / 9.120 – Student Involvement with Drugs & Alcohol – Administration will present the revised draft at the next committee meeting.
2. 10.110 – Facilities Use – policy is being revised, noting the 'Joint Use' and 'community use' differences.
3. 11.310 – Travel Expenses – to review the recent changes to BCSTA's increase to the mileage reimbursement rate.
4. 9.170 – International Students – administration was directed to review and revise the policy and explore opportunities associated with international students.
5. Sections 3 & 8 – will stay in committee at this time.

Next meeting is Tuesday, February 28, 2012 starting at 3:00 pm.

COMMUNITY RELATIONS COMMITTEE REPORT

No meeting this month. Next meeting is TBA.

TRUSTEE REPORT – BCPSEA - AGM

Trustee Kearns submitted a report from the BCPSEA-AGM he attended January 20-21, 2012.

TRUSTEE REPORT - 2012 TRUSTEE ORIENTATION ACADEMY

Trustee Collingwood submitted a report from the Orientation Academy she recently attended.

6. UNFINISHED BUSINESS

There was no Unfinished Business.

7. NEW BUSINESS

7.1 2011/2012 Amended Annual Budget Approval.

Mr. Richards provided a powerpoint presentation of the 2011-2012 Amended Annual Budget and responded to several questions from trustees. Ms. Martinsen reiterated the Operations Committee recommendation to give all three readings of the budget bylaw. Mr. Kearns asked the Board if he had unanimous consent to give all three readings of the bylaw at this meeting. There was no dissent.

MOVED/SECONDED: K. Martinsen / J. McIntosh

"To give all three readings to the Amended Annual Budget Bylaw 2011/2012."

CARRIED

A bylaw of the Board of Education Trustees of School District No 54 (Bulkley Valley) (called the Board) to adopt the amended annual budget of the Board for the fiscal year 2011-2012 pursuant to section 113 of the School Act, R.S.B.C., 1996, c.412 as amended from time to time (called the "Act")

1. The Board has complied with the provisions of the Act respecting the amended annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No 54. (Bulkley Valley) Amended Annual Budget Bylaw for fiscal year 2011/2012.
3. The attached schedule "A1" showing the estimated revenue and expenditure for the 2011/2012 fiscal year and the total budget bylaw amount of \$23,424,750 for the 2011/2012 fiscal year was prepared in accordance with the Act.
4. The "A" Schedules are adopted as the amended annual budget of the Board for the fiscal year 2011/2012.

Read a first time 21st day of February, 2012

Read a second time the 21st day of February, 2012

Read a third time, passed and adopted the 21st day of February, 2012

OTHER BUSINESS

8.1 EXPENDITURE SUMMARY

The Expenditure Summary for the period ended January 31, 2012 was included in Trustee Board packages.

9. READING FILE

January 10, 2012	Letter to Karin Bachman re: delegation response
January 12, 2012	Photo taken at BCSTA Trustee Academy
January 13, 2012	Letter from SD79 re: organization of classes report
January 20, 2012	Letter from SD22 re: concerns on the bargaining between BCTF and BCPSEA
January 27, 2012	Letter from SD42 re: Correspondence and Proposed Review of the FSA Program
January 27, 2012	Letter from SD79 re: Modular Classrooms
January 31, 2012	Month end enrolment
February 3, 2012	Letter to Pia Heer re: Quick Elementary School property purchase
February 15, 2012	Letter from SD52 re: Teacher Bargaining
February 15, 2012	Letter from Donna Smood re: It's Cool To Be Fit
February 20, 2012	Letter from SD54 re: Commitment to Policy dealing with Bullying based on Sexual Orientation
February 20, 2012	Letter from SD43 re: Confucius Institute Status

MOVED/SECONDED: F. Farrell / K. Martinsen

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

CARRIED

10. NEXT BOARD MEETING

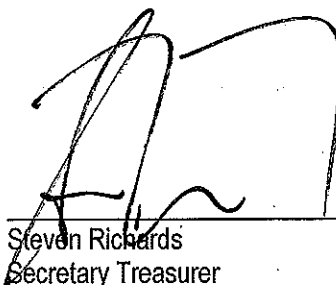
The next School Board meeting will be held on March 13, 2012 at the School Board Office starting at 7:00 pm.

11. ADJOURNMENT

The meeting was adjourned at 7:46 pm.



Les Kearns
Chairman of the Board



Steven Richards
Secretary Treasurer