



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
JANUARY 20, 2015
SCHOOL BOARD OFFICE, SMITHERS, BC

PRESENT: Trustees: F. Farrell, L. Collingwood, P. Michell, B.J. Beaubien, J. Williams
Remote: L. Kearns
Regrets: D. Hanson
Staff: C. van der Mark – Superintendent of Schools
M. McDiarmid – Assistant Superintendent of Schools
D. Margerm – Secretary Treasurer
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 6:03pm

MOVED/SECONDED: L. Collingwood / J. Williams

"That the Board meeting move In-Camera."

CARRIED

The Board returned to Regular session at 7:00pm.

2. OPENING REMARKS

- On behalf of Chairperson Kearns, Vice-Chairperson Farrell notified everyone present that Trustee Kearns was with us via telephone. Vice-Chairperson Farrell welcomed our guests and passed on Trustee Hanson's regrets. The SSS High School curling team won the zone play downs in Prince Rupert this past weekend. The team consisted of Skip – Glyn Doyle, Third – Adam Hartnett, Second – Sean Turney, Lead – Matthew Steventon, Spare – Evan Doyle and Coach – Laurence Turney. The team is now off to provincials in Creston in February. Congratulations and good luck.

3. ADOPTION OF AGENDA

MOVED/SECONDED L. Collingwood / J. Williams

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Vice-Chairperson asked if there were any corrections to the minutes of December 9, 2014 There being none, the minutes of December 9, 2014 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark informed those in attendance about the SSS Senior Boys basketball team big win in the Prince George, Trojan Wars. Mr. van der Mark showed an excellent news video clip from CKPG News on the basketball team.

Student Achievement

- Superintendent van der Mark presented the student achievement report to the board: Kindergarten registration will take place the week of February 16-20 at all SD54 elementary schools; Once again this year, the Grade 4 and 7 students across the district will be writing FSA's by the end of February.

District Based Initiatives

- Superintendent van der Mark presented the district based initiatives to the board: Ms. Faye Brownlie returned this past weekend working with our teachers on effective teaching and learning strategies. Thank you to the teachers that opened up their classrooms, for their leadership, and initiative. The next PLC meeting will be held on January 26th at WPS Training Centre. The Millwright program will be wrapping up soon at HSS. The Electrical program and Professional Cook 1 will also start up at the beginning of February at HSS. ERI (Early Development Instrument Training) Training took place recently at WPS. EDI is an instrument that assesses children's readiness to learn at school in five domains -1) Physical health and well-being, 2) Social competence 3) Emotional maturity 4) Language and cognitive development 5) Communication skills and general knowledge. January Education Form will be on Jan 22, 2015 and the focus will be on computer coding. The Elementary Hockey Academy at the grade 6/7 level has now started and the students are looking pretty happy out there.

School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the board: Congratulations to the SSS Boys Curling for winning their zones, they will be heading off to provincials in Creston in February for the provincial championships. Once again the SSS Drama students and teachers out did themselves with the production of "**The Giver**" in December. Thank you to Mr. Doogan-Smith and Ms. Higgins for the outstanding Christmas Concert once again this year.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **TSE** – 80+/- Grade 4-7 students to travel up to Hudson Bay Mountain on February 20 and March 4, 2015 for skiing, snowboarding lessons. All board requirements have been met for this trip.
 - **TES** – 24+/- Grade 6-7 students to travel up to Hudson Bay Mountain on March 18 and March 25, 2015 for skiing, snowboarding lessons. All board requirements have been met for this trip.
 - **HSS** – 80 +/- Grade 8-12 students to travel up to Hudson Bay Mountain on February 11 and February 19, 2015 for skiing, snowboarding and mountain safety lessons. All board requirements have been met for this trip.
- The following field trips require **final approval** by the Board of Education:
 - **SSS** – 22 Students in Grades 10-12 to travel to New York City, NY for a Broadway Tour from May 12 to May 20, 2015. Approval "*in principle*" was granted at the November 19, 2013 board meeting. All board requirements have now been met for this trip.

MOVED/SECONDED

L. Collingwood / P. Michell

"To approve the proposed SSS field trip to New York, NY from May 12 to May 20, 2015."

CARRIED

- HSS – 17 Students in Grades 9-12 to travel to Italy, France and Spain from March 28th to April 8, 2015. Approval “*in principle*” was granted at the March 25, 2014 board meeting. All board requirements have now been met for this trip.

MOVED/SECONDED L. Collingwood / P. Michell

“To approve the proposed HSS field trip to France and Spain from March 28th to April 8, 2015.”
CARRIED

Operations

- **Enrollment Projections** - Administration is currently developing enrolment projections for next year,
- **Facilities “Walk Abouts”** – Secretary Treasurer, Dave Margerm and Director of Facilities and Maintenance, Ed Hildebrandt are conducting facility “walk-about” in order to prepare plans for facility upgrades. In addition, they will be initiating their annual facilities review.
- **Amended Budget** – Assistant Secretary Treasurer, Toni Perreault is currently finishing off the 2014-2015 Amended budget for submission at the February board meeting.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Farrell presented the Community Relations Committee report from the January 6, 2015 meeting: Education Forum coming up on Thursday at 5pm on Computer Coding. Because this was the first committee meeting for the new group of committee members, Chairperson Farrell reviewed what the committee does and where the committee is heading. Outstanding items are a possible monthly newspaper article and social media. Next Meeting will be February 3 at 4:00pm.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Collingwood presented the Operations Committee's Report from the January 6, 2015 meeting: The committee discussed the following items:
 - **Learner Support Centre and SBO Downstairs Renovations** - Administration outline three possible options to the committee around the SBO renovations.

MOTION / SECONDED L. Collingwood / J. Williams

“The committee recommends the option to leave the Learner Support Centre open and rent office space in the back of the building to generate rental income to cover costs of running the facility.”

CARRIED

MOTION / SECONDED L. Collingwood / P. Michell

“The committee recommend the district administration proceed with necessary minor renovation to the school board office.”

CARRIED

- **Sportsplex Update** – Administration provided an update on a new scaled-down plan that had just arrived from the architect. Superintendent van der Mark advised the committee that we were moving forward from concept phase to consultation phase.
- **2014 – 2015 Enrolment & Funding Update** – Administration updated the committee on the Ministry of Education's December funding re-calculation as per our September 1701 submission. SD54 is down 118 students from same time as last year and down 40 students from the projected in February 2014.
- **St. Joseph's School Letter** – The committee had a discussion about the letter received from St. Joseph's regarding transporting musical instruments on school district buses to district music programs.

MOTION / SECONDED L. Collingwood / J. Williams

"The committee recommends that the issue go before the policy committee for evaluation and resolution and then the policy committee would report back to the Board with their recommendations."

CARRIED

- **Semester PE at SSS Correspondence** - The committee discussed the three letters received in regards to the change in Physical Education timetabling at SSS from linear to semestered.

MOTION / SECONDED L. Collingwood / P. Michell

"The committee recommends that letters from the Board be written in response thanking the writers for their concerns and input, but acknowledging that this still should remain at the school level in hope that an explanation or resolution can be provided by administration."

CARRIED

- **Gideon's Letter** – The committee discussed the letter sent by The Gideon's requesting permission to distribute their Youth Testament Consent Cards to grade 5 students.

MOTION / SECONDED L. Collingwood / J. Williams

"The committee recommends that the Board approve the motion to allow Gideon's to inquire if students would like their literature."

CARRIED

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell, presented the Policy Committee Report from the January 6, 2015 meeting: Because this was the first committee meeting for the new group of committee members, Chairperson Farrell reviewed what the committee does, who the voting members are, policies that were dealt with over the past year and where new policies or amendments can possibly come from. Next Meeting will be February 3 at 3:00pm.

6.d) TRUSTEE REPORT

- Trustee's Michelle, Beaubien, Kearns, Hanson, Farrell and Collingwood all submitted their reports for their trip to the BCSTA Fall Trustee's Academy on December 4-6, 2014.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS

- **8.1) Draft 2015 – 2016 School Calendar** - Trustee Collinwood provided the board with information on the draft 2015 -2016 proposed school calendar.

MOTION / SECONDED L. Collingwood / J. Williams

"The committee recommends that the board approve the draft 2015 – 2016 School Calendar as presented."

- Trustee Beaubien as if September 9 would be the first day of school. Superintendent van der Mark replied by saying that if the calendar gets approved with the non-instructional day on September 8, instead of September 18th, then yes the first day of school would be Wednesday September 9th. If not, the first day of school would be Tuesday September 8th, 2015. For the 2016 – 2017 school calendar, the Easter long week falls late in April so a one week spring break will have to be looked at again.

CARRIED

• 8.2) Carbon Neutral Bylaw -

- Vice Chairperson Farrell asked for unanimous consent to do all three reading tonight for Capital Project Bylaw #126711 . Unanimous consent was given.

MOTION/ SECONDED

L. Collingwood / P. Michell

"The committee recommends that the Board give all 3 readings to the Capital Project Bylaw #126711."

CARRIED

CAPITAL PROJECT BYLAW 126711

A BYLAW by the Board of Education of School District No. 54 (Bulkley Valley) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved a capital plan of the Board.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement (where required);
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

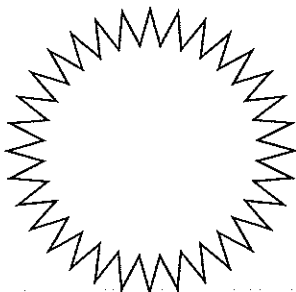
NOW THEREFORE the Board enacts as follows:

1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of **\$10,093** for Project No. **126711** is hereby adopted.
2. This Bylaw may be cited as "School District No. 54 (Bulkley Valley) Capital Project Bylaw No. **126711**

READ A FIRST TIME THE 20th day of January, 2015.

READ A SECOND TIME THE 20th day of January, 2015.

READ A THIRD TIME, PASSED AND ADOPTED THE 20th day of January, 2015.



NO SIGNATURE REQUIRED.

Board Chair

NO SIGNATURE REQUIRED

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 126711 adopted by the Board the 20 day of January, 2015.

NO SIGNATURE REQUIRED

Secretary-Treasurer

9. OTHER BUSINESS

- 9.1) The December 31, 2014 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

MOVED/SECONDED: L. Collingwood / B.J. Beaubien

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

CARRIED

11. CLOSING REMARKS

- Vice – Chairperson Farrell thanked everyone for coming and welcomed everyone to the New Year.

12. NEXT BOARD MEETING

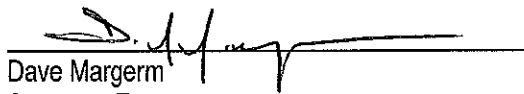
- The next regularly schedule School Board meeting will be held on February 17, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was adjourned at 7:41pm .



Frank Farrell
Vice- Chairman of the Board of Education



Dave Margerm
Secretary Treasurer