



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
JANUARY 21, 2014
SCHOOL BOARD OFFICE, SMITHERS BC

PRESENT: Trustees: L. Kearns, F. Farrell, P. Michell, S. Yaremco, L. Collingwood, K. Martinsen
Regrets: J. McIntosh
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 6:04 pm

MOVED/SECONDED: F. Farrell / L. Collingwood

"That the Board meeting move In-Camera."

CARRIED

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

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Ryan Jensen - Editor Interior News. Trustee McIntosh sends her regrets. Chairperson Kearns read a portion of a letter from Minister of Education Fassbender to Kiri Daust, congratulating him on his accomplishments thus far and wished him the best in Taiwan at the Twain International Science Fair competition. Mr. Daust is currently in Taiwan and School District #54 wish him the very best of luck.

3. ADOPTION OF AGENDA

MOVED/SECONDED F. Farrell / P. Michell

"That the agenda be accepted as amended."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of December 10, 2013; the Synopsis of the In-Camera Meeting minutes December 10, 2013. There being none, the minutes of: December 10, 2013 and the Synopsis of the In-Camera Meeting minutes December 10, 2013 were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board: Foundation Skills assessment planning is underway; The next Education Forum is coming up on February 4 (Smithers) & 6 (Houston), 2014 and it will be a discussion about changing our reporting practice and as a part of these changes, a discussion about the education value of letter grades on elementary report cards.

District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: Faye Brownlie was back for her third of four planned sessions this year. Over 60 people attended on Thursday night ; PLC/NOII will have their next meeting on Feb 3; The calendar committee has been struck and received approximately 300 responses from parents, and 165 employees have complete the spring break survey that was sent out. The committee will be looking at a two week spring break for the 2014/2015 school year; School District #54 will be hosting a Productive Work Place Conversations session through the Justice Institute. This course will help our administrators deal with difficult conversations and situations they may face; The PVP mentorship group will be meeting again next week; School District #54 and NWCC are celebrating the completion of two new programs as the Intro to Trades and the Environmental Monitor Assistant Program wrap up this week. NWCC would like to run this program for two more additional years; School District#54 is looking into a possibility for expanding the trades in the district the potential to use Houston Secondary as a District and community trade training facility.

School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: Houston Secondary School has launched their new tweeter feed; WPS hosted their monthly breakfast & books program; WPS Grade 4 class held a giving day. It provided kids with a sense of citizenship and giving back.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - TSE – 40 +/- Grade 5-6 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on December 20, 2013. All Board requirements have been met for this trip.
 - TES – 45 +/- Grade 5-7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on January 24 and January 30, 2014. All Board requirements have been met for these trips.
 - HSS – 40 +/- Grade 8-12 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on February 6, March 12 and March 26, 2014. All Board requirements have been met for these trips.
 - MME - 26 +/- Grade 5-6 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on March 5, March 12 and March 26, 2014. All Board requirements have been met for these trips.
 - SSS - 160 +/- Grade 8-9 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on January 27, February 28 and March 14, 2014. All Board requirements have been met for these trips.
 - TSE – 47 +/- Grade 4 and Grade 7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on February 12 and March 11, 2014. All Board requirements have been met for these trips.
 - MME - 45 +/- Grade 6-7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on March 6 and March 13, 2014. All Board requirements have been met for these trips.
- The following field trips require approval *in-principle* by the Board of Education:
 - SSS – 20 +/- Grade 9-12 Students to travel to France and Spain to live and learn about the countries cultures and to practice speaking the languages. The proposed field trip will take place during Spring Break 2015.

MOVED / SECONDED: S. Yaremco / L. Collingwood

“To approve the proposed field trip IN PRINCIPLE to France and Spain during spring break, 2015, subject to providing the District the necessary travel documentation and information required for travel to Europe. ”

CARRIED

- HSS – 15 +/- Grade 10-12 Outdoor Education Students to travel to Haida Gwaii to participate in a 4 day kayak trip and exploration of Haida Gwaii on April 28, 2014 to May 5, 2014.

MOVED / SECONDED: S. Yaremco / K. Martinsen

"To approve the proposed field trip IN PRINCIPLE to Haida Gwaii April 28 to May 5, 2014 subject to providing the District the necessary travel documentation."

CARRIED

OPERATIONS:

- Secretary Treasurer Margerm provided an operations report to the Board: Requests for 2014 – 2015 Enrollment projections have gone out to all schools; Mr. Margerm and Assistant Secretary Treasurer Perreault are working on the Amended Budget and it will be presented to the Operations Committee in February and then brought to the February board meeting for approval; Mr. Hildebrandt, Director, Facilities & Maintenance and Mr. Margerm will be starting the process of meeting with each school to discuss capital planning projects; School District # 54 recently purchased three new vehicles and will be procuring two buses in the near future.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Chairperson Trustee Farrell announced the February education forum will be held on February 4th in Smithers and February 6th in Houston. We will be discussing changing our reporting practices and the educational value of letter grades at the elementary report cards.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Michell presented the Operations Committee's Report from the January 7, 2014 meeting; The committee discussed Capital Project Bylaw 115916 that allows the district to purchase two buses. Trustee Michell turned the chair over to Trustee Kearns.
- Chairperson Kearns asked for unanimous consent to do all three readings tonight for Bylaw # 115916. Unanimous consent was given.

MOTION/ SECOND K. Martinsen / F. Farrell

" The committee recommends that the Board give all 3 readings to the amended Bylaw 115916."

CARRIED

CAPITAL PROJECT BYLAW 115916

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:

- 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);
- observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- 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.

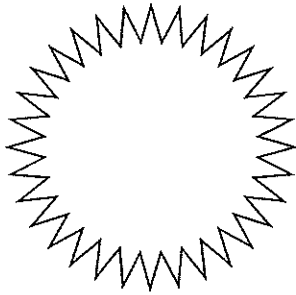
NOW THEREFORE the Board enacts as follows:

1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$218,954 for Project No. 115916 is hereby adopted.
2. This Bylaw may be cited as "School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 115916.

READ A FIRST TIME THE 21ST day of January, 2014.

READ A SECOND TIME THE 21ST day of January, 2014.

READ A THIRD TIME, PASSED AND ADOPTED THE 21ST day of January, 2014.





Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Bylaw No. **115916** adopted by the Board the 21ST day of January, 2014.

Secretary-Treasurer

- Assistant Superintendent McDiarmid provided an update on the progress of the Calendar Committee; Secretary Treasurer Margerm provided a report on Employee Sick Time which results in an increasing percent of disposable operating budget; Superintendent van der Mark presented to the committee email correspondence from Patrick Witwicki from the Association des francophones et francophiles du Nord-Ouest to BV Canadian Parents for French representative Ms. P. Mahoney in regards to the French Immersion program at School District #54.

MOVED / SECOND: P. Mitchell / S. Yaremco

"A letter of response is to be written from the Board."

CARRIED

- Mr. Hildebrandt Director, Facilities and Maintenance provided an update on the Bulkley Valley Engineering Services request to purchase the Chandler Park Middle School gym floor.

MOVED / SECOND: P. Mitchell / F. Farrell

"To authorize the sale of the gym wood floor to Bulkley Valley Engineering Services."

CARRIED

- Secretary Treasurer Margerm updated the committee on the heating newly signed contract between the Village of Telkwa and School District #54. Mr. Margerm also informed the committee that NEWPRO would be closing until further notice due to 'poor market conditions.'

6.c) POLICY COMMITTEE REPORT

- On behalf of Chairperson McIntosh, Trustee Collingwood presented the Policy Committee Report from the January 7th, 2014 meeting: Remove from committee agenda Policy 6.209 Use of School Facilities by Child Care Providers; Policy 6.331 Disaster Recovery and Policy 11.140 Student transportation, a sub-committee was formed to discuss this policy and what services are required to be provided by School District #54; The committee discussed Policy 1.150 Community Relations as Community Relations has increasingly been seen as a function of Education Forum (1.15250) Administration will work on wording that will cover both Education Forum (1.15250) and Community Relations (1.150) without losing function.

6.d) TRUSTEE REPORT

- Trustee Reports were submitted by Trustee Kearns, Trustee Farrell, Trustee Michell and Trustee Collingwood on their trip to the Trustee Academy in Vancouver on December 5-6, 2013. Trustee Yaremco spoke on the highlights for her from the Trustee Academy.

7. UNFINISHED BUSINESS

- There was no unfinished business.

8. NEW BUSINESS

- There was no new business

9. OTHER BUSINESS

- 9.1 The December 31, 2013 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

Ltr frm B.Bennett to T.Rezansoff re: BC Hydro Rate Increases	Ltr. frm Friends of the Smithers Library re: Digitizing Project
Dec 20, 2013 Enrollment	Ltr frm MOE re: Election Campaign Financing Act
Ltr frm MOE re: Changes to Distributed Learning	Ltr frm R. Woods to T. Rezansoff re: Restraint and Seclusion Consultation
Ltr frm OAG of BC re: Appointment of Auditors for Gov't Organizations	Ltr frm MOE to T.Rezansoff re: ERASE Provincial Advisory Council Invitation
SD05 to MOE re: Local Gov't Elections Legislation	SD08 to MOE re: Savings Plan
SD23 to MOE re: SSCFGS Recommendations	SD38 to MOE re: Priority Education Investment Fund
SD46 to MOE re: SSCFGS	SD70 to MOE re: SSCFGS Recommendations
SD71 to MOE re: Funding CUPE Wage Increase	SD73 to MOE re: Cost Pressures
Ltr frm T. Resansoff to MOE re: Seclusion & Restraint	Ltr from C. Marcotte re: Thank you

MOVED/SECONDED: L. Collingwood / S. Yaremco

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

CARRIED

11. NEXT BOARD MEETING

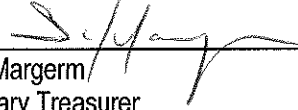
- The next regularly School Board meeting will be held on February 18th, 2014 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJORNED

- The Board meeting was adjourned at 7:57pm.



Les Kearns
Chairman of the Board of Education



Dave Margerm
Secretary Treasurer