



REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
MAY 15, 2012  
TWIN SULLIVAN ELEMENTARY, HOUSTON BC

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

### 1. CALL TO ORDER

- The meeting was called to order at 6:19pm

**MOVED/SECONDED:** F. Farrell / L. Collingwood

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

CARRIED

- The Board returned to Regular session at 7:05 pm.

### 2. OPENING REMARKS

- Mr. Kearns welcomed our guest Sara Komadina from CKTK, Karin Bachman, President BVTU and Cam Malkinson. Congratulation was sent out to Mr. Jaksun Grice on his new Vice Principal position at SSS. Mr. Kearns also congratulated Mrs. Heather Lytle and Mr. Doogan-Smith for the production of **FAME**. Mr. Kearns passed on regrets from Trustee Yaremco who was unable to attend the meeting.

### 3. ADOPTION OF AGENDA

**MOVED/SECONDED** L. Collingwood / J. McIntosh

*"That the agenda be accepted as presented."*

CARRIED

### 4. ADOPTION OF MINUTES

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

### 5. ADMINISTRATION REPORT

#### Student Achievement

- Superintendent Chris van der Mark, presented the administration report to the Board. His report highlighted some of the workshops that have taken place over the past month namely: NW Regional Curriculum, Assessment and Grad Recovery Session – with Maureen Dockendorf; Network of Performance Based Schools Seminar –led by Dr.'s Halbert and Kaser on May 6.

- Mr. van der Mark sent out congratulations out to everyone involved in the SSS **FAME** production. He also noted that SD#54 has two students participating in the Canada Wide Science Fair in Charlottetown, PEI. The HSS Girl's Rugby team is heading to North Vancouver to represent the Northern Region. District Scholarship presentations are currently underway for this year's scholarships. There are 17 students vying for one of the ten scholarships available. The SSS Band has just returned from a trip to Whistler for a non-competitive event.

## Innovation / Initiatives

### District Based Initiatives

- Superintendent Chris van der Mark, presented the district based initiatives to the Board. Year end celebrations will be held on Wednesday, June 20. Faye Brownlie wrapped up her final two day session with our educators on May 3 & 4. We will be continuing to work with Ms. Brownlie during the 2012-2013 school year. Erika Warkentin from SMART Learning will be continuing her work with our primary teachers on May 22/23. Mr. van der Mark also announced that SD#54 will be working with Dr. Stuart Shanker regarding self-regulation. The BVLC and the NWCC partnership has now been finalized.
- **2012-13 Calendar:** We have received only positive feedback regarding the proposed "extended" Spring Break for 2012-13. Moreover, both employee groups, CUPE, BVTU and PVP have expressed their support.

We would like to get approval for the following motion:

**MOVED/SECONDED:** J. McIntosh / K. Martinson

*"That the Board move to accept the calendar for 2012-13 with the proposed extended Spring Break."*

CARRIED

- Congratulations to Mr. Jaksun Grice and Craig McAulay who have been hired to fill the two .5 Vice Principal positions at SSS. Mr. van der Mark provided a short overview of Bill 22 via Power Point and an overview of Bill 36 – The school Amendment Act – 2012 .

### School Based Initiatives

- Superintendent Chris van der Mark, presented the school based initiatives to the Board. This report informed the Board of the upcoming graduation ceremonies in Houston and Smithers; Houston Secondary will be hosting a culinary arts event to promote their second offering of Professional Cook 1 in February of 2013. This is a dual credit program offered in partnership with ITA and NWCC. Over the next four weeks at Silverthorne, our intermediate students will be taking part in a project based learning on Wednesday afternoons. On May 31<sup>st</sup> Lake Kathlyn Elementary students will perform Dr. Seuss's, "**The Lorax**" from 6-7:30pm.

### Field Trip Proposals

- The following field trips have been approved by the Superintendent :
  - **Muheim Memorial Elementary and Smithers Secondary School** – 4 Grade 6,7,8 & 9 students to travel to Simon Fraser University on May 4-6, 2012 to participate in the French Concour Provincial Speaking Competition.
  - **Lake Kathlyn Elementary** – 68 students & adults spending the day at Rough Acres Camp on Friday June 22.

- The following field trips require Board approval:
  - **Muheim Memorial Elementary School** – 8 Grade 6,7,8 students to travel to Quebec City on June 4-10, 2012 to participate in a French Culture Tour. All requirements required by the District have been met for this trip.
  - **Smithers Secondary School** – 12 +/- Grade 10,11,12 students to travel to Kidprice Lake to participate in a Canoe Trip Circuit. Dates are dependant to weather / snowpack. Dates considered May 25-27, June 1-3, June 8-10, 2012 All requirements required by the District have been met for this trip.
  - **Smithers Secondary School** – 12 +/- Grade 10,11,12 students to travel to Rainbow Alley to participate in a overnight canoe trip. There will be two trips, dates are May 17<sup>th</sup> / 18<sup>th</sup> and again on June 15<sup>th</sup> / 16<sup>th</sup>. All requirements required by the District have been met for this trip.
  - **Lake Kathlyn Elementary** – 20 Grade 2/3 students will be traveling at Ft. St James Historical Park on June 12/13, 2012. All requirements required by the District have been met for this trip.

We would like to get approval for the following motion:

**MOVED / SECONDED:** L. Collingwood / K. Martinsen

***"To approve the above noted field trips as outlined."***

CARRIED

## **OPERATIONS**

- Secretary Treasurer Steve Richards provided a brief over view of the operations department for the Board. The Public Presentation of the 2012-2013 Draft budget will be held on May 24, 2012 at 7:00 PM at the School Board Office. Mr. Richards spoke of the variance reporting and year end projections for the 2011-2012 budget. The Town of Smithers and SD#54 met on May 8 to discuss the renewal of the 5 year reciprocal use agreement. Construction of the solar wall is underway.

### **6.a) EDUCATION FORUM**

- Nothing to report this month. Next Meeting: to be determined.

### **6.b) OPERATIONS COMMITTEE REPORT**

- Operations Chairperson Martinsen presented the Committee's Report from the May 2, 2012 meeting. The report included briefing notes and information relating to the Building Envelope Program, 2012-2013 Annual Facilities Grant and the Carbon Neutral Action Report. Secretary Treasurer Richards presented the 2012-2013 Draft Budget. The Committee recommended that the public presentation of the Draft Budget be held on Thursday May 24 at 7pm at the School Board Office.

**MOVED / SECONDED:** K.Martinsen / J.McIntosh

**"The committee recommends that the Board give First Reading to the 2012 – 2013 Annual Budget Bylaw."**

CARRIED

## **ANNUAL BUDGET BYLAW**

A Bylaw of THE BOARD OF EDUCATION OF School District NO. 54 (Bulkley Valley) (called the "board") to adopt the Annual Budget of the Board for the fiscal year 2012/2013 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. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.

2. This bylaw may be cited as School District No. 54 (Bulkley Valley) Annual Budget Bylaw for fiscal year 2012/2013.
3. The attached Schedule 2 showing the estimated revenue and expense for the 2012/2013 fiscal year and the total budget bylaw amount of \$25,532,610 for the 2012/2013 fiscal year was prepared in accordance with the *Act*.
4. Statement 2,4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2012/2013.

READ A FIRST TIME THE 15<sup>th</sup> day of May, 2012.

**6.c) POLICY COMMITTEE REPORT**

- On behalf of Chairperson Yaremco, Trustee McIntosh presented the Committee's Report from the May 1<sup>st</sup> meeting. Policy 9.210 and Policy 9.120 (Student Suspension and Student Involvement with Drugs & Alcohol) have been sent out for consultation to all stakeholders. Any responses are due back by June 1. Draft Policy 9.170 - International Students was reviewed, noting the application needs to be updated, but the policy was ready for consultation.

**MOVED / SECONDED:** J. McIntosh / F.Farrell

**"The committee recommends that the Board distribute this policy for consultation to defined stakeholders including BVTU, CUPE and BVPVPA"**

CARRIED

**6.d) COMMUNITY RELATIONS COMMITTEE REPORT**

- No Report this month. Next Meeting TBD.

**6.e) TRUSTEE REPORT**

- Trustee Reports were submitted from Trustee Farrell, Trustee Kearns, Trustee McIntosh and Trustee Collingwood. Trustee Farrell provided the Board a brief overview on his report.

**7. UNFINISHED BUSINESS**

- There was no Unfinished Business.

**8. NEW BUSINESS**

- There was no New Business.

**9. OTHER BUSINESS**

**9.1. EXPENDITURE SUMMARY**

The Expenditure Summary for the period ended April 30, 2012 was included in Trustee Board packages.

**10. READING FILE**

March 29,2012	Letter from SD #72 (Campbell River) re: Letter to the Minister of Education – Bill 22
April 30, 2012	Monthly Enrollment – April 2012
May 1, 2012	Letter from the Ombudsperson: Files closed Jan 1 to March 31, 2012
May 1, 2012	Letter to: Unions, PVP, Pac's re: Consultation on Policy Revisions
May 9, 2012	Letter from: BC Games re: SD54 Student Participation in the 2012 Winter Games
May 10, 2012	Letter from : SD #85 Vancouver Island North re: Bill I22
May 10, 2012	Letter from : SD # 8 (Kootenay Lake) re: Bargaining Process

MOVED/SECONDED: F. Farrell / J. McIntosh

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

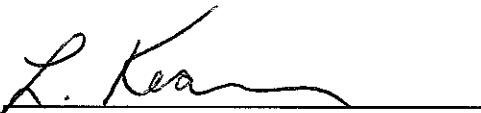
CARRIED

**10. NEXT BOARD MEETING**

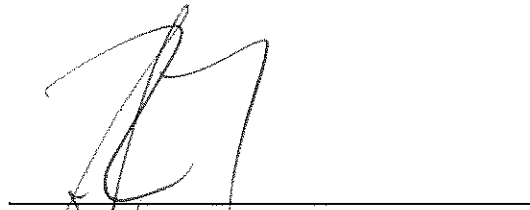
- The next School Board meeting will be held on June 19, 2012 at the School Board Office in Smithers at 7:00 pm.

**12. ADJOURNMENT**

- The meeting was adjourned at 7:47 pm



Les Kearns  
Chairman of the Board



Steven Richards  
Secretary Treasurer