



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
NOVEMBER 20, 2012
SCHOOL BOARD OFFICE , SMITHERS B.C.

PRESENT: Trustees: L. Kearns, F. Farrell, L. Collingwood, J. McIntosh
Regrets: K. Martinsen, S. Yaremco, P. Michell
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 5:44 pm

MOVED/SECONDED: F. Farrell / J. McIntosh

"That the Board meeting move In-Camera."

CARRIED

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

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Karen Bachman – BVTU President, Sara Komadina from CKTV; Kala Hooker, Muheim PAC President and Darlene and Mike Doogan-Smith. Trustee Martinsen, Trustee Yaremco and Trustee Michell send their regrets. Trustee Kearns made a very special presentation to Mr. Mike Doogan-Smith for being named **BC Secondary Music Educator of the Year Award**. Chairperson Kearns wanted to thank everyone involved in the Remembrance Day services, and was very impressed with the service he attended. Barb Guillon, Payroll Administrator will be retiring at the end of November after 21 years of service with the School Board. The Board wishes Ms. Guillon and her husband all the very best in their retirement. Secretary Treasurer Steven Richards commented on Ms. Guillon's retirement and how she will be missed by everyone. Ms. Wendy Mayer, Assistant Secretary Treasurer is also retiring in Mid-January. Mr. Richards stated that this will be another loss to the board office. Chairpersons Kearns reminded all the Trustees, elections will be held on Dec 4, 2012 and to please submit their expression of interest as soon as possible.

3. ADOPTION OF AGENDA

MOVED/SECONDED L. Collingwood / F. Farrell

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of: October 16, 2012 the Synopsis of the In-Camera Meeting minutes October 16, 2012. There being none, the minutes of October 16, 2012 and the Synopsis of the In-Camera Meeting minutes of October 16, 2012 and were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the administration report to the Board. SD54 has hosted two Graduation Requirement Dialogue Program meetings: one in Smithers and one in Houston. Mr. van der Mark commented how informative and engaging these two sessions were. SD54 will be hosting a meeting with the Ministry of Education's Superintendent of Achievement, Rod Allen in the near future. Mr. Allen will be here to discuss SD54's Achievement Plan for 2012-15.

Innovation / Initiatives

District Based Initiatives

- Superintendent Chris van der Mark, presented the district based initiatives to the Board. Carolfest will be taking place on Dec 5, 2012 at 5:00 and 7:30pm. Faye Brownlie will return to Smithers on November 22 and November 23 and will be working on enhancing literacy strategies in the classroom. NOII/PLC groups along with Dr. Linda Kaser and Dr. Judy Kalbert will be meeting on November 28. Thank you to Nicole Davey and Dwayne Anderson for organizing these events. On October 19, staff continued their self-regulation work with the MEHRI Team via SKYPE. 15 District employees (teachers, trustees, administrators) travelled to Vancouver to attend the 2012 Educational Leadership Conference. Everyone found this conference to be very informative and though it was very unique to have cross section of employees there to provide different viewpoints on conference topics. Trustee McIntosh felt that it was one of the best conferences she had ever attended. November Education forum will be held on November 27, and the topic is Distance Learning. SD54 will be working with EDI again this year regarding kindergarten readiness in children. A new website has been developed for students, parents, teachers by the Provincial Government as a result of the ERASE Training. There is a lot of information on it for everyone: cyber bullying; warning signs; what to do to help; an area to place an anonymous or non-anonymous report of bullying. Superintendent van der Mark stresses to talk to your children about bullying. www.erasebullying.ca

School Based Initiatives

- Superintendent Chris van der Mark, presented the school based initiatives to the Board. School Christmas concert planning is now in full swing. All concerts are listed on the calendar on the SD54 website. Congratulations to Ms. Lyttle and Mr. Saekow for directing another fantastic drama presentation. **"Friday Night Live"** was a very entertaining performance by the SSS drama students.

Field Trip Proposals

- The following fields trip has been approved by the Assistant Superintendent:
 - MME – 15 Grade 10-12 students to travel to Silverking Basin on October 18-19, 2012. All board requirements have been met for this trip.
- The following field trip requires approval from the Board:
 - SSS – 30 Grade 8-9 students to travel to Quebec City on Feb 2-10, 2012. All board requirements have been met for this trip.

MOTION / SECOND J. McIntosh / F. Farrell

" To approved field trip to Quebec City as presented."

CARRIED

Operations

- Secretary Treasurer Steve Richards provided the details on the visit from The Honourable Lynne Yelich, Minister of State for Western Economic Diversification Fund Nov 15, 2012. Les Kearns, Jaksun Grice and Irene Howard provided the Minister a guided tour of the SSS track, which was resurfaced in part by grant funds from Ms. Yelich's department. SD54 will be subject to a Special Education Compliance Audit in January 2013. Mr. Richards doesn't expect complications from this audit.

6.a) EDUCATION FORUM

- Education Forum Chairperson Frank Farrell spoke of the Education Forum on Graduation Requirements that took place in November. There were a number of community stakeholders that were involved in these sessions. Trustee Farrell thanked administration for organizing the meetings. Trustee McIntosh observed a number of students interacting with administrators during the breakout sessions and was very pleased to see this type of collaboration. Mr. Kearns was also very impressed with the students input in all the education forums so far this year.

6.b) OPERATIONS COMMITTEE REPORT

- Trustee Frank Farrell on behalf of Operations Chairperson Martinsen presented the Committee's Report from the November 6, 2012 meeting. The Walnut Park Renovations – All work is now complete, ahead of schedule and classes resumed Nov 13 as per normal.
- Capital Plan 2012 – 2013 (Amended)

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

"To approve the amended 2012-2013 capital plan in the amount of \$33,995,377."

CARRIED

- Form 1530 – Is a standard government form which provides a level of detail for employees. It can be used for a number of things such as: enrollment, facilities use, staffing etc.
- Effective Cash Management – a government initiative to have public sector bodies pool their cash in a government controlled account.

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

"The Board not voluntarily participate in this program at this time."

CARRIED

- Teacher Pension Plan – Rate Increase effective July 1, 2013. The teacher pension plan has had an unfunded liability since 2002. The school district will have an increased cost of approximately \$120,000 per year due to this increase.
- Worksafe BC Rate Increase – Rates will increase 21% to .67 from .55 per \$100. of assessable payroll, effective January 1, 2013 and will result in approximately \$20,000 in increased premiums.
- Next Meeting January 8, 2013

6.c) POLICY COMMITTEE REPORT

- Next Meeting January 8, 2013.

6.d) COMMUNITY RELATIONS COMMITTEE REPORT

- No Report this month. Next Meeting TBD.

6.e) TRUSTEE REPORT

- Report filed by Trustee Kearns from the BCPSEA Symposium entitled "Insight and Opportunities – Human Resources in Education". Mr. Kearns attended this conference on Oct 25th / 26th and found it to be extremely interesting and very relevant.

7. UNFINISHED BUSINESS

- There was no unfinished business reported.

8. NEW BUSINESS

- There was no new business reported.

9. OTHER BUSINESS

- 9.1 – Expenditure Summary for the period ended October 31, 2012 was included in Trustee Board packages.

10. READING FILE

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| November 5, 2012 | Ltr. From SD#72 (Campbell River) re: Trades and Technology Programs |
| November 2, 2012 | Ltr to M. Doogan-Smith Re: Travel Funding |
| October 31, 2012 | Enrollment Figures for October 2012 |
| October 29, 2012 | Ltr. From SD 68 (Nanaimo-Ladysmith) re: \$10/day/Child Care Plan. X 2 |
| October 17, 2012 | Ltr to Teresa Monkman re: Letter of Thanks |
| October 16, 2012 | Ltr. From SD 38 (Richmond) To: Select Standing Committee on Finance & Gov't Services |
| October 9, 2012 | Ltr. From SD 57 (PG) re: NIB Meeting - Thank You Letters x 8 |
| October 1, 2012 | Ltr. From West Vancouver School District re: Minister of Education Appointment |
| September 24, 2012 | Ltr. From The Gideons re: Consent Form Distribution |
| September 21, 2012 | Ltr. From SD 78 (Fraser-Cascade) re: Seabird Island First Nation Community School |

MOVED/SECONDED: J. McIntosh / L. Collingwood

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

CARRIED

12. CLOSING REMARKS

- Closing Remarks by Chairperson Kearns.

13. NEXT BOARD MEETING

- The next School Board meeting will be held on December 4, 2012 at the School Board Office in Smithers at 7:00 pm.

14. RECESS

- The meeting was recessed at 7:52pm.

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- The meeting was returned to order at 8:06pm

MOVED/SECONDED: L. Collingwood / J. McIntosh

"That the Board meeting move In-Camera."

CARRIED

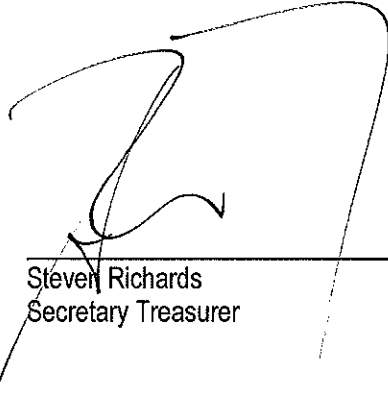
- The Board returned to Regular session at 9:07pm.

14. ADJOURNMENT

- The meeting was adjourned at 9:07pm.



Les Kearns
Chairman of the Board



Steven Richards
Secretary Treasurer