



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
NOVEMBER 17, 2015
SCHOOL BOARD OFFICE, SMITHERS, B.C.

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

1. CALL TO ORDER

- The meeting was called to order at 6:00pm

MOVED/SECONDED: L. Collingwood / D. Hanson

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

CARRIED

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

2. OPENING REMARKS

- Chair would like to welcome everyone in attendance. Trustee Williams / Beaubien send their regrets. Assistant Superintendent McDiarmid is headed to Vancouver tonight also send his regrets. As most of you know our long time employee Robert Stahel passed away suddenly last week. Robert was a valuable employee, and family member of SD54. His memorial service will be held on Saturday November 21 at 1pm at WPS. He will be missed greatly.
- Trustee Kearns attended the annual Remembrance Day ceremonies once again this year. He noticed that there are more and more people every year, there is more involvement by young people and more parents who bring their children to the services. This year at the Houston service, a poem was read out that was written by a 8 year old girl.
- The Smithers Chamber of Commerce Award for Major Contributor to Art & Culture was won by our very own SSS Theater team made up of Mike Doogan-Smith, Heather Lytle and Hans Saefkow. Congratulations to them all!

3. ADOPTION OF AGENDA

MOVED/SECONDED D. Hanson / F. Farrell

- Chairperson Kearns noted that the agenda items were out of order.

"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 20, 2015 or the synopsis of the in-camera meeting minutes of October 19, 2015. There being none, the minutes of October 20, 2015 and the synopsis of the in-camera meeting minutes of October 19, 2015 were declared approved as presented.

5. ADMINISTRATION REPORT

Superintendent van der Mark thanked all of the schools for their moving Remembrance Day ceremonies again this year and thanked all the trustees that were able to attend. SSS also had some dignitaries participate at their Remembrance Day celebration, Nathan Cullen MP and Mr. Taylor Bachrach, Mayor of the Town of Smithers. Through Ms. Nora Kerr and her team, the District continues to transition to the new student information system.

Student Achievement

- Superintendent van der Mark presented the student achievement report to the Board. The Ministry of Education has recently allocated 10 hours of instructional time to be dedicated to release time for teachers' curriculum implementation in the current school year. For these 10 hours, students will not be in session. Legislation has recently passed to allow calendars to be adjusted to accommodate this change. Please know that the District and BVTU are committed to minimizing the disruption to students and parents. On Dec. 8 the second meeting of teacher leaders will take place as they continue to learn about the new curriculum implementation. Ms. Maureen Dockendorf, Superintendent of the Early Years and Ms. Jan Unwin, Superintendent of Graduation Transitions will be helping with this session. The Auditor General just recently released a report on the success of Aboriginal students in BC, available online and worth reading. We are proud to have made the success of Aboriginal students a key priority and are regularly demonstrating significant improvement on key literacy indicators, grade-to grade transition data and graduation rates. We will continue to make that a focus. Secondary schools have now sent out their interim report cards, and elementary schools will be sending formal reports home by December 4th. Please contact your student's teachers to support your students' learning. We have had a number of training opportunities over this past month here at the District, "Kids have Stress Too" and "Non-Violent Crisis Intervention" training took place on October 23. On November 20th, the District will host "Fetal Alcohol Spectrum Disorder (POPFASD)" training. The BVTU has already planned a number of professional development opportunities for the remainder of the year, contact Ms. Kristina Willing for more information. Assistant Superintendent McDiarmid will be taking a small team to the BCSSA Fall Conference on Nov. 19-20. The Trustees will be attending their annual winter academy in Vancouver on Nov. 26-27.

Innovations / Initiatives

District Based Initiatives

- Superintendent van der Mark presented the innovations and initiatives report to the Board. The October Education Forum focused on communicating student learning. Thank you to Mr. Bond and Ms. Iacobucci for sharing their respective schools stories on this topic. SD54 is delighted to partner with the Chamber of Commerce and NWCC on an entrepreneurial endeavor where students vie for the rights to a local business opportunity. On Nov. 9th WorkBC's "Find Your Fit" tour returned to SSS. Students from grade 6-12 learned about in-demand careers in our region through hands on activities. District Trades Coordinator Monica Strimbold and Assistant Superintendent McDiarmid attended a regional trades meeting in Terrace recently where our District got provincially highlighted for some of the innovative work we have been doing in trades. PLC/NOII's first session was held on Nov. 9. It's worth noting we had standing room only, 28% of our professionals gave up their time to engage in powerful learning conversations. We are fortunate for that level of engagement and professionalism. The group will be working through Yong Zhao's "World Class Learners". PVP mentorship continues this year mentoring 1st and 2nd year administration. The annual Elementary Volleyball tournament is scheduled for Nov 27th in Houston, thank you to HSS for giving up their gym for an entire day.

School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the Board. Carolfest will take place at SSS on Dec. 2 this year, with show times at 5:00pm and 7:30pm. HSS held their annual "Junk Yard Wars" event where students competed in a project based learning event where their supplies came literally from the scrap heap. SSS's

drama department held their annual "Friday Night Live" event on Nov 13th. This year's special guest host was Alex Cuba. SSS Cross Country Running Team has done extremely well this year, with the Sr. Boys finishing in third place out of 28 teams in the province. Thanks to Jody Barber for coaching these teams.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent.
 - **SSS** – 30 +/- Grade 10-12 Outdoor Ed Students from Smithers Secondary School to travel to the Smithers Rod and Gun Club on November 17- 19 to take part in firearms safety and gun use lessons. This excursion is to support the curriculum for the Outdoor Education program at SSS.

Discussion:

- Trustee Kearns – asked if this is the PAL or Core course they are taking.
 - Mr. van der Mark – It is fair smaller course than that. It was deemed a medium risk activity by Assistant Superintendent McDiarmid, only one student will use the firearm, one instructor, one shell.
 - Trustee Kearns – are they firing the gun?
 - Mr. van der Mark - yes.
 - Trustee Kearns - At what?
 - Mr. van der Mark – Targets.
 - Trustee Collingwood – are they taking apart the firearms and learning about them.
 - Mr. van der Mark – Yes, I would assume so.
 - Trustee Kearns - We use to teach the core course at HSS, there was firing and the students would come out with a certificate.
 - Mr. van der Mark - Supervision ratio 1:4
 - Trustee Kearns – if they are so many supervisors, are they from the gun club?
 - Mr. van der Mark – we do not have that level of information but we will find out.
 - Trustee Farrell – is this the normal part of the course as I haven't seen this before.
 - Mr. van der Mark – this is a new opportunity for the students. The Assistant Superintendent was very rigorous about the information on this field trip. Seems reasonable for the scope of the program.
- **SSS** – 25 +/- Grade 8-12 Drama Students from Smithers Secondary School to travel to Prince George on three different occasions to attend three (3) Theatre Northwest productions during the 2015-2016 school year.

Discussion:

- Trustee Hanson – is it wise of the Board to look at the AG report? Good to look at the recommendations for the board.
- Trustee Kearns – We will pass it on to the operations committee
- Mr. van der Mark – the government recommendations are for the entire province not SD54 specifically.
- Trustee Hanson – PVP mentorship – Can trustees come and have a meet and greet especially the new trustees?
- Mr. van der Mark – there is a smaller group this year.
- Trustee Kearns – let leave that in senior admin's hands to see what they can come up with.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Farrell presented the Community Relations Committee: No report from the November 3, 2015 meeting.
 - **October Education Forum** - On October 27th, Mr. Andrew Bond and Ms. Michelle Iacobucci continued the discussion about the new grading and reporting of student learning. It is quite fascinating actually. Education forum guests were shown a video from students on what they are learning. Feedback from parents was also presented.
 - **November Education Forum** – Will be held on Monday, November 30th. The Focus will be "Maker Days". We will get an update from the October 16th "Maker Day" session held for teachers. The Maker Movement " Values learning through direct experience and the intellectual and social benefits that accrue from creating something sharable" (Martinez & Stager, 2013). Everyone welcome.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Collingwood presented the Operations Committee's Report from the November 3, 2015 meeting. The committee discussed the following items:
 - **2016 -2017 Draft School Calendar** – Superintendent van der Mark provided the committee options for spring break 2017. There were two options. The BVTU is currently surveying their members to determine if there is interest to move two NID'S into August which would result in the loss of only 3 instructional days. If this is not approved by the BVTU the District will lose 5 days of instructional time which may be detrimental to the CUPE staff. Historically Board practice is trying to keep student in school for the week.

Discussion:

- Trustee Hanson- would there be consideration of doing a week and half of spring break.
- Mr. van der Mark– that option may come up.

- **Routine Capital Funding Update & Capital Bylaw** – This \$398,000 grant is meant to fund new DDC and air handling systems at Telkwa Elementary School and Silverthorne Elementary School.

- Chairperson Kearns asked for unanimous consent to do all three readings tonight for the 2015 – 2016 Routine Capital Plan- Capital Bylaw No.126963 Unanimous consent was given.

MOTION / SECONDED

L. Collingwood / P. Michell

“The Board proceed with the three readings for the 2015 – 2016 Routine Capital Plan, Capital Project Bylaw No. 126963.”

Discussion:

- Trustee Farrell – is the money been given contingent on the Board finding the money for the remaining 40% of the cost?
- Mr. Margerm– no it is not contingent on the 40% remaining.
- Trustee Farrell – we get it regardless?
- Mr. Margerm– this is a bylaw for \$398,200.
- Trustee Hanson – when we are given the money, is it tied to a specific worked plan?
- Mr. Margerm– the contract stipulation, states that we have to spend the money on the new DDC and air-handling systems at Telkwa and Silverthorne Elementary.

CARRIED

CAPITAL PROJECT BYLAW NO. 126963

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 Capital Project No. 126963 (2015-2016 Routine Capital Plan).

NOW THEREFORE the Board agrees to the following:

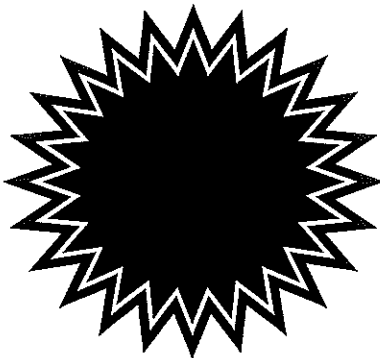
- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the Project substantially in accordance with the Project Agreement or as directed by the Minister;
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable 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 Routine Capital Project of the Board approved by the Minister and specifying a maximum expenditure of **\$398,200** for Project No. **126963** is hereby adopted.
2. This Bylaw may be cited as School District No. 54 (Bulkley Valley) Routine Capital Project Bylaw **No. 126963**

Read a first time the 17 day of November , 2015.
 Read a second time the 17 day of November , 2015.
 Read a third time, passed and adopted the 17 day of November, 2015.



XXXXXXXXXXXXXXXXXXXXXXXXXX

 Board Chair

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 Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54(Bulkley Valley) Routine Capital Project Bylaw No. **126963** adopted by the Board the 17 day of November, 2015.

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 Secretary-Treasurer

- **SBO Renovations Update** – Mr. Margerm updated the committee on the renovations at SBO.
- **MyEd Update & Secondary Report Card Change** – Report 1701 has now been completed by Ms. Kerr and secondary report cards have had to be extended by one week due to the MyEd downtime. Mr. Margerm thanked Ms. Kerr for all her work training in the spring, data conversion in August, her work with clerical in September during school start up and the 1701 report.
- **Ms. Bryshun Letter : Walcott Rd Bussing** – Mr. Margerm provided background to the committee for the letter received from Ms. Bryshun requesting bus services down Walcott Road.

Discussion:

- Trustee Hanson – really an issue with the catchment questions, did catchments change with the busing policy change
- Mr. Margerm– catchment areas were removed several years ago. That is why we transport over 25% of our students currently.
- Trustee Hanson –found it interesting from Palmer's letter in January that it might have changed at that point.
- Trustee Kearns – Are you referring to the response letter dated January 20, 2015.
- Mr. Margerm – Historically Walcott has been outside the boundary. The students that were on Walcott have gone to Houston. Point 1, (in the Palmer response letter) as just the first reason. There are several reasons why we deviate from catchment: cost issue, the three kids on the other side of the river that have an extremely long district to travel and if we can get the bus down there. There is cost issues, and how far we travel. Concerns about the Department of Highways not

granting us a turning around or maintaining the road during winter. There have been some issues in the past that have changed. Catchment is not the be all to end all.

- Mr. van der Mark– It is important, we don't enforce them. We don't bus Houston kids to Smithers and vice a versa.
- Trustee Hanson – just wondered if there was any change in catchment.
- Mr. Margerm – we are currently in an mandated admin savings program by the government. Ms. Whalen has done a lot of research on this.

- **Section 149 Meeting School Bus** – A draft letter to the Attorney General & Minister of Justice was prepared to express the District's concerns over escalating vehicle infractions and safety with school busses.

MOVED/SECONDED L. Collingwood / D. Hanson

"That the Board approves the draft letter to the Attorney General & Ministry of Justice."

CARRIED

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell, presented the Policy Committee Report from the November 3, 2015 meeting. The committee discussed the following items: Thanks Trustee Beaubien for stepping in for him at the committee meeting.
 - **Trips – International or external to District:** The committee is not saying no to field trips, they are just trying to get the right policy in place.

MOVED/SECONDED F. Farrell / L. Collingwood

"That the Board recommends sending amended Policy# 11.290 Field Trips out for public consultation."

CARRIED

- **Traditional Welcome:** We are currently contacting all of our stakeholders to get a template for a respectful traditional welcome. This will be brought back to committee in January.

6.d) TRUSTEE REPORT

- Trustees Kearns and Trustee Beaubien submitted their trustee reports from their respective meetings they attended in October. Trustee Kearns found these two days very informative. All information has been passed on to the Trustees.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS

- No new business was submitted this month.

9. EXPENDITURE SUMMARY

- The October 31, 2015 expenditure summary was included in the Trustee Board packages.

10. READING FILE

MOVED/SECONDED: F. Farrell /L. Collingwood

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

CARRIED

11. CLOSING REMARKS

- The Chairperson reminded everyone of the next Board meeting date.

12. NEXT BOARD MEETING

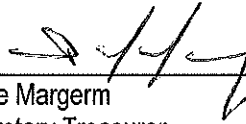
- The next regularly schedule School Board meeting will be held on December 8, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was adjourned at 7:55pm.



Les Kearns
Chairman of the Board of Education



Dave Margern
Secretary Treasurer