



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
OCTOBER 16, 2012
TWIN SULLIVAN SCHOOL, HOUSTON BC

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

1. CALL TO ORDER

- The meeting was called to order at 6:09pm

MOVED/SECONDED: F. Farrell / S. Yaremco

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:09 pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guest Karen Bachman – BVTU President. Trustee Martinsen and Trustee Michell send their regrets. Trustee Kearns thanked everyone that participated in the Walnut Park Pie night.

3. ADOPTION OF AGENDA

MOVED/SECONDED F. Farrell / L. Collingwood

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of: September 18, 2012; the Synopsis of the In-Camera Meeting minutes September 18, 2012. There being none, the minutes of: September 18, 2012 and the Synopsis of the In-Camera Meeting minutes of September 18, 2012 and were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the administration report to the Board. Mr. van der Mark reported that the Faye Brownlie session on Oct 18 was cancelled due to a family emergency. Ms. Brownlie will return on November 22 / 23 to continue her work with our teachers. Graduation Requirements Conversation will be held on Oct 29, and everyone is encouraged to attend. The Early Reading Success program had their first meeting on October 5 and SD54 is continuing to work with Dr. Shanker and the FACE Team in regards to Self-Regulation. Mr. van der Mark reminded everyone that flu season is upon us and to check the Northern Health website for helpful information on how to stay healthy this season.

Innovation / Initiatives

District Based Initiatives

- Superintendent Chris van der Mark, presented the district based initiatives to the Board. The Gideons have requested permission to distribute their Youth Testament Consent Cards to Grade 5 students. Only students who return these consent cards signed by their parents will receive a Youth Testament.

MOTION/SECOND J. McIntosh / S. Yaremco

"The Board approves the disbursal of The Gideon's consent cards to Grade 5 students."

CARRIED

- The New Teacher Induction program will continue again this year. This program is a great support for new teachers

School Based Initiatives

- Superintendent Chris van der Mark, presented the school based initiatives to the Board. It has been another busy month at all of our schools: Muheim Elementary School hosted a Soccer tournament; Walnut Park Elementary hosted their annual pie night and will be hosting a math night for families; Teacher / Librarian Teresa Monkman arranged to have author Eric Walters and his wife come to the Valley for a weeklong visit. Mr. Walters made numerous presentations to our students and worked with inspiring writers. He also participated in the Terry Fox run at SSS; HSS new fixed timetable is off to a great success! With programs such as golf / hockey/ outdoor ed / photography classes, teachers are starting to think about "what else we could do" for our students with this new timetable. Trustee Kearns suggested looking into how to display student photo's on our District and new FACEBOOK websites to highlight their work; Mr. Mike Doogan- Smith is the current recipient of the BC Music Educators Award. Congratulations Mr. Doogan-Smith on this very prestigious and much deserved award; SSS Drama will be presenting *"The Glass Menagerie"* On October 19th at the Della Herman Theatre. Mr. van der Mark encouraged everyone to attend the Remembrance Day Ceremonies being held across the District on November 9th. We are excited to announce the re-launch of SD#4 FACEBOOK page. We can be found under School District 54 (Bulkley Valley).

Field Trip Proposals

- The following fields trip has been approved by the Assistant Superintendent:
 - HSS – 15 Grade 10-12 students to travel to Silverking Basin on October 18-19, 2012. All board requirements have been met for this trip.
 - SSS - 18 Grade 9-12 students to travel to Vancouver on October 16-18th, 2012. All board requirements have been met for this trip.
- The following field trip is requesting preliminary approval by the Board:
 - SSS – 85 Students to Travel to Edmonton on April 13-18th for the Edmonton Cantando Festival for Concert Bands, Choirs and Jazz Bands.

MOTION/SECOND F. Farrell / S. Yaremco

"To approve the proposed field trip to the Edmonton Cantando Festival IN PRINCIPLE."

CARRIED

Operations

- Secretary Treasurer Steve Richards provided an enrolment update for the 2012 / 2013 school year. SD#54 current headcount is 2,309 and FTE is 2,218.25 a decrease of 48.75 FTE from last February's projections. Playground equipment upgrades at TES and TSE are both underway thanks in part to the playground capital grant. Walnut Park Renovations are underway and expected to be completed in mid-November. WPS Principal Cathy van der Mark is very happy with the contractor and how things are progressing. Ms. Van der Mark also stressed how outstanding Rob Stahel has been acting as a liaison between the school and the main contractor.
- Superintendent van der Mark wanted to also pass on to the Board that a number of SD54 representatives just recently returned from the ERASE Training in Terrace. It was a very powerful presentation about bullying and administration will have more information about it in the near future.

6.a) EDUCATION FORUM

- Education Forum Chairperson Frank Farrell announced the first Education Forum of the year will be the Graduation Requirement Dialogue being held on October 29, 2012. Trustee Farrell unveiled the 2012 / 2013 Draft Education Forums schedule. Trustee Kearns requested that Trustees encourage parents, community partners and media to come out to these educational forums.

6.b) OPERATIONS COMMITTEE REPORT

- Trustee Frank Farrell on behalf of Operations Chairperson Martinsen presented the Committee's Report from the October 2, 2012 meeting. Chairperson Kearns asked for and received unanimous consent to do all three readings of Bylaw 116244 – HSS Building Envelope Program.

MOVED / SECONDED: S. Yaremco / J. McIntosh

"The committee recommends that the Board give all 3 readings of Bylaw 116244 – HSS Building Envelope Program".

CARRIED

CAPITAL PROJECT BYLAW 116244

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.

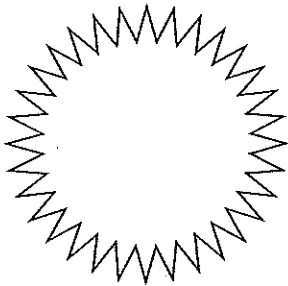
NOW THEREFORE the Board enacts as follows:

1. The capital project of the Board approved by the Minister and specifying a maximum expenditure of \$740,000 for Project No. 116244 is hereby adopted.
2. This Bylaw may be cited as "School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 116244.

READ A FIRST TIME THE 16th day of October, 2012.

READ A SECOND TIME THE 16^h day of October, 2012.

READ A THIRD TIME, PASSED AND ADOPTED THE 16th day of October, 2012.



Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Bylaw No. 116244 adopted by the Board the 16th day of October, 2012.

Secretary-Treasurer

- The compensation disclosure report has now been completed and was submitted.
- The operations committee would like to reinstate the facilities review process.

MOVED / SECONDED: F. Farrell / S. Yaremco

"The committee recommends that the Board proceeds with the Facilities Review process as outlined in the briefing."
CARRIED

- The October 2012 OH&S newsletter has now been distributed for review. Trustee Farrell reminded everyone of the upcoming Board Retreat, date TBD. The Office of the Auditor General recommended SD54 form an Audit Committee; the Trustees thought this would be a good Board Retreat topic. The Office of the Auditor General also created an on-line survey for all Trustees to complete independently. Trustee Farrell announced the administration is anticipating a WCB rate increase in 2013. Secretary Treasurer Richards informed the Board that the funding for Grade 8 and 9 students would now be funded at a base .5 FTE and would require 4 courses to achieve a full 1.0 FTE. Mr. Richards is expecting a minimal impact from this change.
- Next Meeting November 6, 2012 at 5:00 pm

6.c) POLICY COMMITTEE REPORT

- Policy Chairperson Yaremco presented the Committee's Report from the October 2, 2012 meeting. Highlights of this meeting were: possible topics for the Board retreat; Audit committee formation recommendation – possible standing Audit Agenda Item at each Operations Committee Meeting; LBGTQ – had a good discussion on our existing policies. The committee decided on coming up with new wording and a review of other districts policies on sexual orientation harassment. Trustee Farrell asked for clarification on what the next step is to be. Trustee Yaremco said that at the next committee meeting they will look at the new wording.
- Next Meeting November 6, 2012 at 3:00pm

6.d) COMMUNITY RELATIONS COMMITTEE REPORT

- No Report this month. Next Meeting TBD.

6.e) TRUSTEE REPORT

- No Report this month.

7. UNFINISHED BUSINESS

- There was no Unfinished Business.

8. NEW BUSINESS

- 8.1 – Bill 22 – Superintendent van der Mark presented a class size power point report. Highlights of this power point were: Comparisons of Maximum class size to actual numbers; SD#54 is currently really well staffed for the classes we have; key changes were that there are no more averages. No specific legislative requirement for classes with more than 3 IEP's ; If we do go over 30 students in a class , teachers are eligible to be compensated. If a class goes over 30 there is a process in place to address this. There is no need for approval. Currently we have zero non-exempt classes; exempt classes have the following students:
HSS Drama 8 = 31 SSS Choral Music = 43 SSS Music/band = 55
- Learning Improvement Fund is now finalized with all schools, CUPE and the BVTU and will be submitted to the MOE by October 31, 2012. Trustee Kearns thanked all the schools and administration for all their hard work on this LIF program.

9. OTHER BUSINESS

- 9.1 – Expenditure Summary for the period ended September 30, 2012 was included in Trustee Board packages.

10. READING FILE

30-Sept-2012	Enrollment Report as at September 30, 2012
14-Sept-2012	Ltr to : Public Sector Employers Council Secretariat re: Compensation Payments
08-Sept-2012	Ltr from : Amy Ali re: Muheim Memorial Elementary School
18-June-2012	Ltr frm: D.Sargent Metro Branch To: BCPSEA Board of Directors re: Lines of Communication

MOVED/SECONDED: S. Yaremco / F. Farrell

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

CARRIED

12. CLOSING REMARKS

- In closing Chairperson Kearns thanked Principal Dave Margerm and Twain Sullivan Elementary for hosting the October Board Meeting.

13. NEXT BOARD MEETING

- The next School Board meeting will be held on November 20, 2012 at the School Board Office in Smithers at 7:00 pm.
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- The meeting took a recess at 8:09pm

CALL TO ORDER

- The meeting was called back to order at 8.25pm

MOVED/SECONDED: F. Farrell / J. McIntosh

"That the Board meeting move In-Camera."

CARRIED

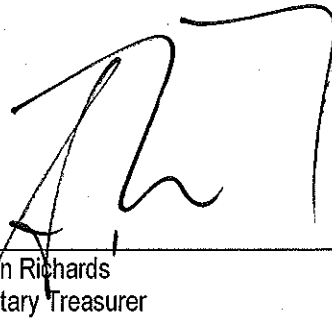
- The Board returned to Regular session at 8:51 pm.

14. ADJOURNMENT

- The meeting was adjourned at 8:51pm



Les Kearns
Chairman of the Board



Steven Richards
Secretary Treasurer