



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
OCTOBER 20, 2015
SCHOOL BOARD OFFICE, SMITHERS, B.C.

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

1. CALL TO ORDER

- The meeting was called to order at 7:01pm

2. OPENING REMARKS

- Vice Chairperson Farrell spoke about the first bus safety / traffic awareness day in Houston on October 10th. The RCMP and SD54 set up two locations around Silverthorne Elementary and Houston Secondary. Trustee Kearns and Trustee Williams handed out bus safety cards to the vehicles that passed through with the message "**When the bus stops, you stop.**" Trustee Collingwood, Kearns and Mr. Margerm send their regrets for tonight's meeting. Coast Mountain School District # 82 lost a long standing and valued school trustee recently. Trustee Gary Turner passed away and SD54 would like to send our condolences to Mr. Turner's family, to the Board and Thornhill residents in which he served.

3. ADOPTION OF AGENDA

MOVED/SECONDED J. Williams / B.J. Beaubien

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Vice-Chair asked if there were any corrections to the minutes of September 22, 2015; the Synopsis of the In-Camera Meeting minutes September 22, 2015. There being none, the minutes of September 22, 2015 and the Synopsis of the In-Camera Meeting minutes of September 22, 2015 were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent van der Mark presented the student achievement report to the Board. Dr. Yong Zhao visited and presented to the District on September 24 & 25. Dr. Zhao did a good job challenging the adults and students. His message that every child is good at something is a pretty powerful message. The District has started it's conversations about the new K-9 Curriculum implementation for the 2016-17 school year. Just a reminder flu season is upon us, visit the Northern Health website for information on how to stay healthy this winter.

Innovations / Initiatives

District Based Initiatives

- Superintendent van der Mark presented the innovations and initiatives report to the Board. SD54 will be sending 20 students and 4 chaperons to China in late November for an educational and cultural exchange. Assistant Superintendent McDiarmid is once again working with the BVTU on the New Teacher Induction program. First year teachers receive additional prep time and second year teachers receive additional pro-d funds to support their professional goals as set out in the program. The NOII had their first meeting in September as a part of Dr. Zhao's visit. Their next meeting will be held on November 9th. Ms. Monica Strimbold provided an opportunity in October for all schools to have teacher leaders received training on "Maker Days". Attendees were very engaged. Trustee Williams attended "Marker Days", and she arrived when the groups had to pick a design and create it. She found it very interesting to watch teachers from all around the area working together. Unfortunately she was not able to stay to the end to see how their projects turned out. On Oct 15th, the School District transportation department and the RCMP began a campaign on Houston to help remind motorists to be cautious and safe where school buses are concerned. *"When the bus stops YOU stop."*

School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the Board. Muheim Elementary hosted the annual soccer tournament on September 26. Thank you to all the parents and staff who help to put on this fun but chilly day. The cross country run took place on October 8th. Thank you to St. Joe's school for being the lead school and organizing this day. On Oct 1-3, the SSS Drama/Theatre department hosted a regional Arts Festival. Remembrance Days Ceremonies will once again take place at all schools across the district this year. Please contact the school for more information.

Operations

- **Enrolment Update:** Superintendent van der Mark updated the Board on the September 30 1701 enrolment "snap shot" calculation. Enrolment was reported at 2067.125 FTE . This is down 12,875 FTE from the March projections. This translates into approximately \$100,000 less in funding.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Farrell presented the Community Relations Committee report from the October 6, 2015 meeting:
 - **Newspaper Article** – Mr. McDiarmid observed that there have been no responses from the public and questioned where the newspaper article may be the most efficient vehicle for communication with the public.

MOVED/SECONDED F. Farrell / B.J. Beaubien

"It was recommended that the District proceed with alternate options of newsletters, social media or web pages as a means to promote SD54 activities."

CARRIED

- **SportsPlex Notes**– The notes from the SportsPlex forum have been dispersed to the Trustees. Trustee Kearns has spoken with two representatives from Houston informing them that the SportsPlex project has been "shelved" for the time being.

MOVED/SECONDED F. Farrell / J. Williams

"The Board recommends creating an email replying to people that left email addresses at the forum thanking them for participation and notifying them that the SportsPlex project has been suspended for now."

CARRIED

- **September Education Forum-** Trustee Farrell highlighted Dr. Yong Zhao's visit in September. Trustee Farrell said it was a great eye opening event and was impressed with wide variety of stakeholders that were in attendance. Thank you to Dr. Zhao and the organizers.
- **October Education Forum -** Will be held on October 27th at 5pm at the School Board Office. The focus will be on the reporting practices from two pilot schools and a continuation of our personalized learning conversation.

Discussion:

➤ Trustee Hanson – Dr. Zhao will be the key note speaker at the Trustee Winter Academy. It would interesting to hear from students and teachers on what they learned from Dr. Zhao.

6.b) OPERATIONS COMMITTEE REPORT

- On behalf of Chairperson Collingwood, Vice Chairperson Priscilla Michell presented the Operations Committee's Report from the October 6, 2015 meeting. The committee discussed the following items:
 - **LIF & Ed Fund Update:** Mr. van der Mark provided a verbal update of the 2015-2016 LIF and Ed Fund.
 - **Capital Plans:** Mr. Margerm outlined the three capital plans that are required for submission to the committee.

MOVED/SECONDED: P. Michell / J. Williams

"It is resolved that the School Board approve the 2015-2016 District Capital Plan application to the Ministry of Education as presented."

Discussion:

- Trustee Hanson – Is all three being submitted at the same time?
- Mr. van der Mark - Yes.
- Trustee Hanson - What is the replacement criteria for the school buses?
- Mr. van der Mark – That will be a question for Mr. Margerm.
- Trustee Hanson – 5 year capital plan , is constructed by maintenance. How does is come together?
- Mr. van der Mark – Yes through Mr. Hildebrandt.
- Trustee Hanson -This is a part of the AFG?
- M. van der Mark – Yes, this is a wish list.
- Trustee Hanson – Is the AFG separate or is this the same. Is this is a separate application for smaller capital plan? Is the AFG the same every year?
- Mr. van der Mark – It is based on the size of the district.
- Trustee Hanson – 2015 -16 Routine Capital Plan Submission, is this just a summary?
- Mr. van der Mark – Yes.

CARRIED

- **Gideon's request:** The Gideon's have request permission to distribute their Youth Testaments Consent Cards to grade 5 students once again this year.

MOVED/SECONDED: P. Michell / J. Williams

"To approve The Gideon's to inquire if students would like their literature."

CARRIED

- **Curriculum Implementation:** Mr. van der Mark introduced that BC's K-9 curriculum will be changing for September 2016. The transition plan for the new curriculum will be rolled out through this school year.
- **School Calendar 2016-2017:** Initial discussions in regards to the 2016-2017 District Calendar has begun. Broader consultation with community stakeholders will begin shortly.

Discussion:

- Mr. van der Mark – The conversations start with the BVTU as they have specific contract language with regards to the calendar.
- Trustee Hanson – When does it have to be submitted?
- Mr. van der Mark – we are looking to approve it in February and must be submitted to the Ministry by the end of March.

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee Report from the October 6, 2015 meeting. The committee discussed the following items:
 - **Traditional Welcome:** No progress since the September meeting. More information will be provided at the next committee meeting.
 - **Trips – International or external to District:** – Mr. Margerm outlined to the committee some concerns arising in regards to guidelines surrounding international travel. Mr. Margerm and Mr. McDiarmid will draft language for the Administration Manual.
 - **Trustee Pro-D – Policy 1.185** - Mr. Margerm outlined the revisions to the Trustee Pro-D Policy 1.185 in the 2014-2015 year to the committee.

MOVED/SECONDED F. Farrell / D. Hanson

“The Committee recommends a revision to Policy 1.185 reflecting that the Board will sponsor trustees attending both the BCSTA AGM & Conference and Academy in their first year, and the Board will sponsor one of the two annual BCSTA events in the second, third and fourth year of the trustee’s term, with the exception of the Board Chair who will be sponsored to attend both BCSTA events. ”

Discussion:

- Trustee Michell – It doesn't make sense to me that you would make trustees to choose one or the other . The academy is more of a Pro-D learning event, the AGM is an important event where we vote on motions. As trustees we should be open to attend these functions, discuss important motion that affect our students. I don't see the benefit requiring the trustees to choose one of the other. I see you are allowing the trustees to use the Pro-D funds but there are other options for Pro – D that we could attend. I want to hear why this motion is coming forward and very am very disappointed to hear it. We have very limited options and now to restrict it further.
- Trustee Farrell – the spirit behind this motion, with the trustees travelling to all these events is the budget , the trustees can go to a provincial event every year. If the trustees want to go to the other they can. The trustees would be missing 2 out of 8 conferences. Trustees can attend every event . I appreciate that trustees have to be informed and partake to make informed decisions. To have the best of both worlds, with a manageable budget. Trustees have to write reports and share information. Ensure we are running a proper budget and attend events.
- Trustee Williams – no one will argue that this District is not financially responsible, we promote it for our teachers, senior staff , We would be missing 3 out of 8 events not the two previously mentioned. To take away our Pro-d for a board that is trying to make educated decisions for the SD, I don't think is a wise choice. The more information I get the more informed I am.
- Trustee Beaubien – Trustee Kearns suggested that if we didn't go to BCSTA events we could bring people here. But thinking about it if we go to events we can talk to provincial trustees. I agree with Trustee Williams and Michell.
- Trustee Farrell– Pro-d hasn't been used a lot previously.
- Trustee Michell – it speaks for the amount of initiatives we create to leaners success. It opens up more opportunities for us to see other Districts that are successful that we bring it back. The AGM, is important that the whole board is there. It is

important to have those discussions while we are there. Gives us the opportunity to gel as a board, collaborating is so important.

- Trustee Hanson –bring learning opportunities here as teachers and support staff are here. Inviting neighbouring Districts, other Boards would benefit from this as well. Spend the money a similar amount to target opportunity for board cohesion without having to travel. \$1,500 times 7 is a lot of money and can be used for a learning opportunities. You look at what teachers are allotted is approx. \$200 . \$2,000 per trustee is quite generous.
- Trustee Michell –I don't want the focus to be us as a board collaborating, it should be us collaborating with other boards. We could do shared costs of some of the initiatives, if we feel we need to meet with specialists.

Approved 2
Opposed 3
MOTION DEFEATED

6.d) TRUSTEE REPORT

- Trustees Kearns, Farrell, Williams, Hanson and Michell submitted their trustee reports from their trip to the Northwest Trustee Branch meeting on September 25- 26, 2015.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS –

8.1) LIF / Ed Fund – Superintendent van der Mark presented the to the Board and guests the Learning Improvement / Education Fund annual report. Highlights include:

- Class size maximums:
 - Kindergarten maximum = 22 - Actual 19.6
 - Grade's 1-3 maximum = 24 - Actual 20.7
 - Grade's 4-12 maximum = 30 - Actual Grades 4-7 = 23.7 Grades 8-12 = 23.1
- No Exceptions – Grades 4-12 you can go over 30 students but the superintendent has to approve and provide a remedy to pay the teacher. We have "7 " non- exempt classes over 30 (Adult Ed , DL, Alternative, Work Study, Drama, Music, Planning 10 , Board authorized leadership course).
- Key changes – No more averages. No specific legislative requirement for classes with more than 3 IEP's. Consultation now a part of general obligation of principals and teachers. Not limited to students with special needs. Organization of classes an consultation. Teacher has a duty to advise principle regarding the organization of classes. P/VP shall consult with teacher assigned to school regarding organization of classes. SD54 consulted in the spring, resulting in the LIF to be applied to WPS, SSS,TSE,TEL, HSS, District Literacy Collaboration, and District psychologist.
- SD54 received \$457k in LIF funds including the Ed Fund 20% maximum to go to CUPE and 80% min to the BCTF. \$418 k (91%) has already been allocated to BCTF positions.
- SD54 has received more funding but it came with less flexibility. It is working out fairly well.
- During the fall consultations, SIL, LKS and MME received some funding.
- It is critical that spring planning is accurate.

9. EXPENDITURE SUMMARY

- The September 30, 2015 expenditure summary was included in the Trustee Board packages.

10. READING FILE

MOVED/SECONDED: B.J. Beaubien / D. Hanson

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

CARRIED

11. CLOSING REMARKS

- Vice Chairperson Farrell warned everyone that the snow is coming soon, be safe out there.

12. NEXT BOARD MEETING

- The next regularly schedule School Board meeting will be held on November 17, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was adjourned at 8:04pm.



Les Kearns
Chairperson of the Board of Education
Signed on behalf of Vice Chairperson
Mr. Frank Farrell



Chris van der Mark
Superintendent of Schools