



REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
APRIL 16, 2019  
SCHOOL BOARD OFFICE, SMITHERS B.C.

**PRESENT:** Trustees: F. Farrell, J. Williams, L. Kearns, J. Krauskopf, E. Quinlan, F. Krishan

Regrets: P. Michell

Staff: C. van der Mark – Superintendent  
M. McDiarmid – Assistant Superintendent  
D. Margerm – Secretary Treasurer  
T. Bancroft – Director Facilities & Maintenance  
B. Kingsmill – Recording Secretary

### 1. CALL TO ORDER

- The meeting was called to order at 7:02pm.

### 2. TRADITIONAL WELCOME / OPENING REMARKS

- Chairperson Williams acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en – Bear Wolf Clan.
- Chairperson Williams welcomed all guests present. Condolence to community of Witset were sent out. Trustee Michell sends her regrets. Chairperson Williams welcomed Mr. McDiarmid and Ms. van der Mark to their first board meeting in their new positions.

### 3. ADOPTION OF AGENDA

- Chairperson Williams requested that 8.2 Lake Kathlyn School Time Line update be added to the agenda.

**MOTION: *It was moved by Trustee Quinlan and seconded by Trustee Farrell.***

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

CARRIED

### 4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of March 12, 2019 or the synopsis of the in-camera meeting minutes of March 12, 2019. There being none, the regular meeting minutes of March 12, 2019 and the synopsis of the in-camera meeting minutes of March 12, 2019 were declared approved as presented.

### 5. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the District initiatives report to the Board. District staff been working on the teacher staffing the 2019-20 school year. The District was informed that we would be receiving 90% of the 2018-2019 Classroom Enhancement Funds (CEF) for the 2019-2020 school year. The enrolment projection for September 2019 shows a small decline of enrolment at SSS. Although overall staffing pictures look the same. There will be 18 District Authority Scholarships to be awarded this year. The third PLC/NOII meeting will take place on April 29<sup>th</sup>,

where teachers from across the district will share their inquiry projects. SD54 administrators will be travelling to Vancouver on April 25/26 to attend the spring BCSSA Spring Forum. There were many professional development sessions held in the district on the April 5<sup>th</sup> Pro-D Day. SD54 was nominated for a 'Healthier You Award' in the category of Workplace Wellness.

- Superintendent McDiarmid presented the student based initiatives report to the Board. SSS musical theatre and technical theatre students will be putting on William Shakespeare's "**The Tempest**" on May 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>. MME Concours ( French speaking competition) competition took place recently and once again the MME students did fantastic and Scotia Lancaster and Catherine Degisi will be moving on to the provincials in Surrey

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **SSS** - 12 +/- Outdoor Ed students in grades 11-12 from Smithers Secondary to travel to Bowron Lakes on May 27, 2019 to June 5, 2019. The purpose of this trip is to support the Outdoor Ed Curriculum around backcountry camping skills, paddling techniques and leadership skills. All Board requirements have been met for this trip.
  - **SSS / MME** - 15 +/- Trades and Career Students From SSS in grades 9-12 and students from Muheim Memorial in grades in 6-7 to travel to Abbotsford on April 16-18, 2019. The purpose of this trip is to attend the Tradex , participate in the BC Skills Competition , attend the Girls in Trade Conference and tour the BCIT campus. All Board requirements have been met for this trip.
  - **TSE** - 21 +/- Grade 7 students from Twain Sullivan Elementary to travel New Aiyansh (Gitlaxt'aamks) on June 18-21, 2019. The purpose of this trip is to build community, learn about local ancient civilization and First Nations culture. All Board requirements have been met for this trip.
  - **WPS** - 50 +/- Grade 7 students from Walnut Park Elementary to travel Rock Nest Ranch on June 20-21, 2019. The purpose of this trip is for their year-end celebration, community building, health and physical fitness and core competencies. All Board requirements have been met for this trip.

### 6.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the April 2<sup>nd</sup>, 2019 committee meeting.
- Next Meeting Tuesday, May 7<sup>th</sup>, 2019.

### 6.b) POLICY COMMITTEE REPORT

- Operations Chairperson Farrell presented the Policy Committee's Report from the April 2<sup>nd</sup>, 2019 committee meeting.
- **Policy #6.800** – The committee recommended that the draft Policy # 6.800 be sent out for public consultation.

**MOTION: It was moved by Trustee Farrell and seconded by Trustee Quinlan.**

*"That the Board send draft Policy #6.800 Records Retention and Disposal Policy be sent out for public consultation."*

CARRIED

- Next Meeting Tuesday, May 7<sup>th</sup>, 2019.

**6.c) TRUSTEE REPORTS**

- There were no Trustee reports this month.

**7. UNFINISHED BUSINESS**

- There was no unfinished business this month.

**8. NEW BUSINESS**

- **8.1) 2019-2020 Draft Annual Budget Bylaw** – The Operations Committee recommended that the Board proceed with the first two readings of the Draft 2019-2020 Budget Bylaw. Secretary Treasurer Margerm presented a report to the Board on the draft 2019- 2020 budget.

**MOTION: It was moved by Trustee Farrell and seconded by Trustee Quinlan.**

*“That the Board proceed with the first two readings of the 2019 - 2020 Annual Budget Bylaw.”*

CARRIED

- **8.2) – Lake Kathlyn Elementary School Timeline Update** - The Board approved to release the timeline of Lake Kathlyn into the public. Secretary Treasurer Margerm reviewed the time and commented that just because the Ministry has provided us with approval to sell the property, it doesn't mean that we are going to sell it. The disposal of the Lake Kathlyn property will continue to be an **"In-Camera"** item. All SD54 facilities will be reviewed at the November 2019 Facilities Review meeting.

**Lake Kathlyn Property Timeline**

June 30 <sup>th</sup> , 2016	School closure approved by Board
June 2017	District ask for expressions of interest for Lake Kathlyn
February 2018	Board received consultation input and advised to continue to allow public input and proposals.
May 2018	Board advised that suitable rent proposal had been received from daycare organization and would be proceeding with a contract given the Ministry mandate for school districts to support early childhood services with vacant or surplus facilities.
November 26, 2018	District received Ministry approval to dispose.
January 2019	Board requested Mr. Margerm research and prepare a board report outlining considerations and specific options for the Lake Kathlyn property for the November 2019 Facilities Review.
February 2019	Board requested Mr. Margerm respond to any inquiries concerning disposition or rental/lease of the Lake Kathlyn property as an in-camera item, and that the Board will be making no decisions around until November 2019 Facilities Review.

**9. OTHER BUSINESS**

- The March 31, 2019 expenditure summary was included in the Trustee Board packages.

**10. READING FILE**

**MOTION: *It was moved by Trustee Kearns and seconded by Trustee Quinlan.***

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

CARRIED

**11. CLOSING REMARKS**

- Closing Remarks –Next regular Board Meeting will be held on May 21, 2019 at the Twain Sullivan Elementary in Houston B.C., commencing at 7:00 p.m.

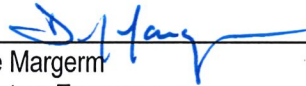
**12. ADJOURNED**

- The Board meeting was adjourned at 7:29pm.

Approved by:



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Les Kearns, Vice - Chairperson  
of the Board of Education



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Dave Margern  
Secretary Treasurer