



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING APRIL 16, 2019 WITSET MULTI-PLEX, WITSET, B.C. 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – March 12, 2019
Synopsis In-Camera Meeting – March 12, 2019
- 5) Administration Report M. McDiarmind Report Attached
- 6) Committee Reports:
 - a) Operations Committee L. Kearns Report Attached
 - b) Policy Committee F. Farrell Report Attached
 - c) Trustee Report No Reports
- 7) Unfinished Business
- 8) New Business
 - 8.1) 2019-2020 Draft Annual Budget Bylaw
- 9) Other Business
 - 9.1) Expenditure Summary – March 31, 2019
- 10) Reading File

Ltr. Frm. SD28 to Minister Fleming & Minister James re: Additional Funding for the Playground Equipment Program
Ltr. Frm. SD37 to MLA Rahlon re: Technology Education
Ltr. Frm. SD37 to Deputy Minister Bawa & Ms. Horn re: Funding Model Review Independent Panel
Ltr. Frm. SD39 to Minister Fleming re: Funding Model Themes
Ltr. Frm. SD42 to Minister Fleming re: Funding Model Review
Ltr. Frm. SD43 to Minister Fleming re: Funding Model Review – Board Responses
Ltr. Frm. SD43 to Minister Fleming re: Funding Model Review Panel's Findings
Ltr. Frm. SD45 to Minister Fleming re: Funding Review Model
Ltr. Frm. SD48 to BCSTA – Funding Review Model Review
Ltr. Frm. SD51 to Minister Fleming re: Funding Model Review
Ltr. Frm. SD53 to Minister Fleming re: Funding Model Themes and Recommendations
Ltr. Frm. SD54 to G. SnowDymond & Access Smithers re: Delegation to the Board Feb 19, 2019
Ltr. Frm. SD62 to Deputy Minister Bawa re: Funding Review Model
Ltr. Frm. SD68 to Deputy Minister Bawa re: Funding Review Model
Ltr. Frm. SD71 to Minister Fleming re: Funding Review Model
Ltr. Frm. SD71 - Recommendation for Funding Review
Ltr. Frm. SD72 to Minister Fleming re: Report of the Funding Model Review Panel 2018
Ltr. Frm. SD78 Response to the 22 Recommendations for Funding Model Independent Panel Report
Ltr. Frm. SD81 to Minister Fleming re: Funding Model Review
Ltr. Frm. SD79 to Minister Fleming re: Funding Model Review Panel

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

12) Adjournment

13) Public Remarks**

NOTES:

****Public Remarks:** Just a reminder to everyone that this portion of the meeting is intended to provide an opportunity for members of the public to make comments to the Board. Public remarks should be relevant to items on the approved agenda. The Board will listen respectfully to comments but not respond to questions during this time.

Delegations: This item is intended to provide an opportunity to members of the public to make a presentation to the Board. Individuals wishing to be included on the agenda must submit a written request to the Secretary Treasurer at least one week prior to the meeting stating the subject of their presentation and including any background information to be considered by the Board. (Board Policy # 1.190) <http://www.sd54.bc.ca/index.php/school-board/board-policy>



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
MARCH 12, 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 Regrets: T. Bancroft – Director Facilities & Maintenance

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 7:00pm.

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. Ms. Williams also reminded the Board that this will be Mr. van der Mark 's last board meeting at SD54.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of February 19, 2019 or the synopsis of the in-camera meeting minutes of February 19, 2019. There being none, the regular meeting minutes of February 19, 2019 and the synopsis of the in-camera meeting minutes of February 19, 2019 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark presented the District initiatives report to the Board. Spring break will take place March 18-22, 2019. Wishing everyone a safe and restful break. Changing Results for ALL Learners co-hort continue meet on a regular basis to discuss their practice. The District Elementary Basketball tournament took place on February 28th. Thank you to all the volunteers for another great tournament. District Authority Scholarship applications have been sent to the schools. SD54 will have 18 scholarships to hand out this year and the presentations will take place the week of May 6th. Schools and senior staff have started working on potential staff levels for the 2019-2020 school year.

- Superintendent van der Mark presented the school based initiatives report to the Board. SD54 students travelled to Terrace to Regional Skills Canada Competition and once again students brought home an impressive amount of medals. Special thanks to our trade's teachers and Mr. Tom Butz – District Trades Co-coordinator for their ongoing support of the trades program. Across the district, schools took part in Pink Shirt Day to bring awareness and an end to bullying. The NW Drama High School Drama Festival took place at SSS on March 1st and March 2nd.
- Superintendent van der Mark presented the student achievement report to the Board. The HSS / SSS Ski/Snowboard teams has a fantastic week at the Provincial High School Championships held on Hudson Bay Mountain. The SSS team brought home three championship banners. Thank you to the staff that made this event such a success. SSS Sr. Girls Basketball team won the AA Northwest Zones and participated at the Provincial Championships finishing in 14th place.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - SSS - 20 +/- Drama / Theatre students in grades 8-12 from Smithers Secondary to travel to Vancouver on May 16-21th to take part in professional workshops, tours and theatre experiences. All Board requirements have been met for this trip.

8.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the March 5th, 2019 committee meeting.
- Access Smithers Delegation - The committee recommended that the Board Chair and Mr. Margerm draft and send a letter of response to the Access Smithers Delegation acknowledging their presentation.

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

"The Board Chair and Mr. Margerm draft and send a letter of response to the Access Smithers Delegation acknowledging their presentation."

CARRIED

- Next Meeting Tuesday, April 2nd, 2019.

8.b) POLICY COMMITTEE REPORT

- Operations Chairperson Farrell presented the Policy Committee's Report from the March 5th, 2019 committee meeting.
- **Policy #6.400 Volunteers** – The committee recommended that the draft Policy # 6.400 and Administrative Procedures be sent out for public consultation.

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

"That the Board send draft Policy #6.400 and Administrative Procedures #6.400 Volunteers be sent out for public consultation."

CARRIED

- **Policy #11.300 Student Travel – Supervision** – The committee recommended that the draft Policy # 11.300 and Administrative Procedures #11.300 be sent out for public consultation.

MOTION: It was moved by Trustee Farrell and seconded by Trustee Kearns.

“That the Board send draft Policy #11.300 and Administrative Procedures #11.300 Student Travel – Supervision be sent out for public consultation.”

CARRIED

- **Policy #11.500 Travel Expenses** – The committee recommended that the draft Policy # 11.500 and Administrative Procedures #11.500 be approved by the Board as outlined.

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

“That the Board approve draft Policy #11.500 and Administrative Procedures #11.500 Travel Expenses as outlined.”

CARRIED

- Next Meeting Tuesday, April 2nd, 2019.

8.c) TRUSTEE REPORTS

- Trustees Williams submitted her trustee report for her trip to Vancouver to participate in the BCSTA Meeting of Board Chairs and Annual Partner Liaison Meetings.

9. UNFINISHED BUSINESS

- There was no unfinished business this month.

10. NEW BUSINESS

- **2019 – 2020 Trustee Stipend** – The Operations Committee recommended that in order to raise the stipend rate up to be comparable with other school districts of equal size, the Board approves a 19% stipend increase to the positions of Trustee, Vice-Chair and Board Chair as of July 1, 2019.

MOTION: It was moved by Trustee Williams and seconded by Trustee Kearns.

“That the Board approve a 19% stipend increase to the positions of Trustee, Vice-Chair and Board Chair as of July 1, 2019 , in order to raise the stipend rate up to be comparable with other school districts of equal size.”

**5 votes For
1 vote Against
MOTION CARRIED**

MOTION: It was moved by Trustee Williams and seconded by Trustee Kearns.

“That the Board of Education (Trustees) not receive the annual stipend increase based from the CPI as of July 1, 2019.”

CARRIED

11. OTHER BUSINESS

- The February 28, 2019 expenditure summary was included in the Trustee Board packages.

12. READING FILE

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

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

CARRIED

12. CLOSING REMARKS

- Closing Remarks –Next regular Board Meeting will be held on April 16, 2019 at the Wiset Multi-Plex in Wiset commencing at 7:00 p.m.
- Chairperson Williams again acknowledged Mr. van der Mark's last board meeting and thanked him for everything he has done for the students, staff and guidance shown to the trustees over the past 11 years. Chairperson Williams presented Mr. van der Mark with a gift from the Board.
- Mr. van der Mark took the floor and spoken a few words. He thanked the staff across the district for everything they do for our students. He reminded the Board that because of the good governance practices of this and previous Boards, he is leaving the district in a good position. He is very proud of the work and the successes the district has achieved especially around Aboriginal Students. He ended by saying that it is hard to leave good people and he is going to try to replicate SD54 successes down the road.

13. ADJOURNED

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

Approved by:

Jennifer Williams, Chairperson
of the Board of Education

Dave Margerm
Secretary Treasurer

12. READING FILE

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

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

CARRIED

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13. ADJOURNED

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

Approved by:

Jennifer Williams, Chairperson
of the Board of Education

Dave Margerm
Secretary Treasurer



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
MARCH 12, 2019
SCHOOL BOARD OFFICE, SMITHERS B.C.

The regular meeting was called to order at 6:00pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the In-Camera meeting minutes of February 12, 2019. There being none, the In-Camera meeting minutes of February 12, 2019 declared approved as presented by the Chairperson.
- Administration reported on routine staffing and school suspensions.

The Board returned to regular session at 6:14pm.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education

April 16, 2019

Innovation / Initiatives

District Based Initiatives

- **Staffing** - District staff have been working on staffing for 2019-20 based on enrolment projections. The process also includes the Classroom Enhancement Fund (CEF) which deals with the return of 2001 CA language. Tentatively, we believe staffing levels will be very similar to the past year.
- **District / Authority Scholarships** – SD54 has 18 District Authority Scholarships to award this year. Presentations have been scheduled for the week of May 21-24th. If trustees can find the time, sitting on the panel is one of the most rewarding experiences that anyone involved in education can have. The presentations are great, and a real showcase of some of our most talented students.
- **PLC/NOII** - On Monday, April 29th, teachers from across the district will be meeting for their third dinner meeting of the year to share inquiry projects and discuss education on both the local and international level. As always, it should be a fantastic evening showcasing projects from around our district.
- **BCSSA Spring Forum** - On April 25/26, our group of administrators will be participating in the learning session led by Dylan William, in Vancouver. We will also be meeting at the Microsoft offices in downtown Vancouver for some professional development activities.
- **April 5th Professional Development Day** - Many sessions held in the district with a large contingent (100 participants) at Smithers Secondary. Sessions included: Office 365, a POPFASD workshop, Mental Health Literacy, Core Competencies in Action
- **Healthier You Award** – SD 54 has been nominated for a Healthier You Award in the category of Workplace Wellness based on the work of our Social Emotional Helping Teacher, supporting teachers and students. The Award ceremony will take place on April 12th.

Student Based Initiative

- **SSS Theatre** - Smithers Secondary musical theatre and technical theatre students are gearing up for this year's large scale production of William Shakespeare's "The Tempest" on May 10, 11 and 12th. The production involves approximately 75 students both on and off stage. We are once again very proud of our work and excited to share with the larger community.

SCHOOL DISTRICT 54

(Bulkley Valley)

- **Muheim Memorial**—Concours (French public speaking contest) just took place at MME recently. Results were as follows:
 - Grade 6 Scotia Lancaster placed 1st, Chase Budhwa placed 2nd, and Finlay Reed placed 3rd - Scotia will be moving on to the provincials in Surrey
 - Grade 7 Catherine Degisi placed 1st, Clara Pesch placed 2nd, and Finley Gagnon placed 3rd. Catherine will be moving on to the provincials in Surrey
- **Graduation Ceremonies** – Graduation dates for Smithers Secondary and Houston Secondary are June 7th, 2019 and June 14th, respectively.

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.

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING
Regular

April 2nd, 2019

5:00 PM

School Board Office

Voting Members	Administration
L. Kearns, Chair P. Michell, Alternate J. Krauskopf J. Williams (ex officio)	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer C. van der Mark, Assistant Superintendent
Regrets	

Welcome: *Before we begin, I would like to acknowledge that we are gathered here today on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en - Bear Wolf Clan."*

Mr. Kearns welcomed Ms. Van der Mark as new Assistant Superintendent, and Mr. McDiarmid as the new Superintendent.

REPORT

1. Draft 2019-2020 Budget Bylaw

The Draft 2019-2020 Budget was introduced. Mr. Margerm reviewed the projected funding from the Ministry.

Motion- Committee recommends, "the Board proceed with the first two readings of the Draft 2019-2020 Budget Bylaw."

2. Capital Upgrade to Muheim Elementary

Information item - The Ministry has announced the approval of the capital upgrades for Muheim Elementary School mechanical and HVAC air systems. The funding for the Phase 1 of this project is \$926,320. Work for this project will occur during the summer of 2019.

3. Trades Grant Update

Information item - District has received its third and final year of Ministry funding of \$105,000 to support the trades programs.

Date & Time of Next Meeting: May 7th, 2019 @ 5 pm.

School District 54 (Bulkley Valley)

POLICY COMMITTEE MEETING

April 2nd, 2019

3:00 PM

School Board Office

Voting Members	Administration
F. Farrell, Chair E. Quinlan, Alternate F. Krishan J. Williams (ex officio)	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer C. van der Mark, Assistant Superintendent
Regrets:	

Welcome: *Before we begin, I would like to acknowledge that we are gathered here today on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en - Bear Wolf Clan."*

AGENDA

PREVIOUS MEETING OF March 5th, 2019

Policy	Description	Type	Status	Consultation
6.400	Volunteers	Revision	In-Committee	Yes
11.300	Student Travel – Supervision	Revision	In-Committee	Yes
11.500	Travel Expenses	Revision	In-Committee	No
	Policy & AP Framework		On-going	Not required

NEW BUSINESS

Revisions

Policy	Description	Type	Status	Consultation
6.800	Records Retention and Disposal Policy	New	In-Committee	Yes
	Policy & AP Framework		On-going	Not required

Date & Time of Next Meeting: 3 pm – May 7th, 2019

Type: New, Revision, Deletion
 Status: In-committee, on-going, approved
 Consultation Yes, Not required, Complete, Rejected