



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
OCTOBER 22, 2019  
SCHOOL BOARD OFFICE, SMITHERS B.C.**

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

**Staff:** M. McDiarmid – Superintendent  
M. Monkman – 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 7:00 pm.

**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. Trustee Williams thanked the board office staff for keeping up on everyone and everything in the district so that things appear to run smoothly. BCPSEA has now ratified the negotiated 2019-2022 SD54/CUPE Collective Agreement. The District will now commence implementing the agreement. In addition, at this evening's In-Camera Board Meeting, the Board of Education approved the SD54 / BVTU 2019-2022 Local Matters Agreement and it will now move to BCPSEA for ratification at the provincial level.

**3. ADOPTION OF AGENDA**

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

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

**CARRIED**

**4. LEARNING PORTION: 2019 – 2020 Trades Initiatives in SD54** – Teacher Gavin Scorer presented an overview of the current Trades program at SD54 to the trustees and guests.

**5. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of September 24, 2019 or the synopsis of the in-camera meeting minutes of September 24, 2019. There being none, the regular meeting minutes of September 24, 2019 and the synopsis of the in-camera meeting minutes of September 24, 2019 were declared approved as presented.

## 6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the District report to the Board. The district was fortunate enough to host Mr. David Albury on October 17<sup>th</sup>. Mr. Albury worked with our Administrators, Trustees and community guests. Senior administration continues to actively recruit teachers to the district to fill upcoming leaves. Ms. Michelle Kirby from the Ministry of Children and Family was in the valley discussing the universal daycare initiative. The Initiative is based on three pillars: Affordability, Quality and Access. SD54 is investigating the need for additional daycare spaces in Houston and the possibility of partnering with community not-for-profits.
- Superintendent McDiarmid presented the Student Achievement report to the Board. Administrators have submitted their annual plans of improvement. Assistant Superintendent Monkman will be attending a Ministry of Education Early Learning Symposium on November 8<sup>th</sup> in Vancouver. Flu season is now upon us, check Northern Health's website for some useful information on how to stay healthy this winter.
- Superintendent McDiarmid presented the District initiatives report to the Board. The Changing Results for ALL Learners initiative will be returning once again this year led by Ms. Lynn Rutley, Ms. Sandra McAulay and Ms. Jo-Anne Goble. The PLC/NOII will be holding their first session on October 28<sup>th</sup> at Telkwa Elementary School. This year's primary resource is Jo Boaler's, "**Limitless Mind: Learn, Lead and Live Without Barriers**". Ms. Nicole Davey and Ms. Jana Fox will be leading this initiative.
- Superintendent McDiarmid presented the school based initiatives report to the Board. The District Elementary Soccer Tournament took place on September 28<sup>th</sup> at MME. The District Elementary X-Country Run was held on October 17<sup>th</sup> at Riverside Park. Remembrance Day Ceremonies will be hosted at each school on Friday, November 8<sup>th</sup>. "**Friday Night Live**", is back again this year and will be held on Friday November 8<sup>th</sup> at SSS. HSS Senior Girls Ruby team won their zone playdowns and will be moving on to Provincials in April. SSS theatre students will be hosting, "**A Very Potter Adventure – An Escape Room Experience**," at the Roadhouse in Smithers for a limited time.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **WPS - 44+/-** Grade 7 students from Walnut Park Elementary to travel up to Hudson Bay Mountain on three separate occasions. ( December 16, 2019 , February 7, 2020 and March 13, 2020) The purpose of this trip is to support the PE Curriculum and health living. All Board requirements have been met for this trip.

### 7.a) OPERATIONS COMMITTEE REPORT

- Operations Chairperson Kearns presented the Operations Committee's Report from the October 8<sup>th</sup>, 2019 committee meeting.
- The Committee recommended the District restrict the maximum amount of \$2 million for contingency and working capital purposes.

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

*"That the Board instruct the District to restrict the maximum amount of \$2 million for contingency and working capital purposes."*

CARRIED

- The Committee recommended for the Board to continue discussions on the surplus appropriation of \$1.2 million after the 2019 Facilities Review in November and consider a resolution by January 2020.
- Next Meeting Tuesday, November 5<sup>th</sup> 2019.

### 7.b) POLICY COMMITTEE REPORT

- Policy Chairperson Farrell presented the Policy Committee's Report from the October 8<sup>th</sup>, 2019 policy meeting.
- The committee recommended to continue to revise Policy # 4.320 Complaints Against Employees, based on a general philosophy in policy and specific procedures noted in administrative procedures.
- Next Meeting Tuesday, November 5<sup>th</sup>, 2019.

### 7.c) TRUSTEE REPORTS

- Trustee's Williams, Learns, Krishan, Farrell and Krauskopf, submitted Trustee Reports from the BCSTA's Northern Interior Branch and Northwest Branch Fall Meeting. Trustee Krishan also submitted a Trustee Report from the David Albury meeting on October 17<sup>th</sup>.

### 8. UNFINISHED BUSINESS

- There is no unfinished business this month.

### 9. NEW BUSINESS

- There is no new business this month.

### 10. OTHER BUSINESS

- The September 30, 2019 expenditure summary was included in the Trustee Board packages.

### 11. READING FILE

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

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

CARRIED

### 11. CLOSING REMARKS

- Chairperson Williams extended the Board's condolences to BVTU President Catherine Quanstrom on the recent passing of her mother.
- Closing Remarks –Next regular Board Meeting will be held on November 19<sup>nd</sup>, 2019 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.

### 13. ADJOURNED

- The Board meeting was adjourned at 8:14pm.

Approved by:



Approved by Les Kearns, Vice Chairperson on behalf of Jennifer Williams, Chairperson of the Board of Education



Dave Margerim  
Secretary Treasurer