



**School District No. 54** (BULKLEY VALLEY)

**AGENDA  
REGULAR BOARD MEETING  
DECEMBER 10, 2013  
SCHOOL BOARD OFFICE  
7:00PM**

- 1) Call to Order
- 2) Opening Remarks
- 3) Board Elections
- 4) Adoption of Agenda
- 5) Minutes: Regular Meeting Minutes November 19, 2013  
Synopsis In-Camera Meeting November 19, 2013
- 6) Administration Report C. van der Mark Report Attached
- 7) Committee Reports
  - a) Community Relations / Education Forum Committee L. Kearns Report Attached
  - b) Operations Committee S. Yaremco No Report
  - c) Policy Committee F. Farrell No Report
  - d) Trustee Report  No Report
- 8) Unfinished Business
- 9) New Business
  - 9.1 - Superintendent's Report
  - 9.2 - Shared Services Report
- 10) Other Business
  - 10.1- Expenditure Summary – November 30, 2013
- 11) Reading File: **(Receive and File)**

November 30, 2013 Enrollment	SD20 Ltr to P. Fassbender re: Cooperative Gains
SD39 Ltr to MOE re: Education Funding Issues	SD39 Ltr to C. Clark re: SSCFGS
SD47 Press Release re: Ferry Reduction	SD57 Ltr to M.Dejong Compensation Freeze
SD57 Ltr to P.Fassbender re: Savings Plan	SD69 Ltr to P Fassbender re: Propane Buses
BCSTA Ltr to P. Fassbender re: SSCFGS	Ltr from 2014 DAF Grad Committee re: Graduation Date

- 12) Closing Remarks
- 13) Next Board Meeting will be held on January 21, 2014 at the School Board Office at 7:00 p.m.

14) Adjournment

15) Public Remarks\*\*

\*\*Public Remarks: this item is intended to provide an opportunity to members of the public to make comments to the Board.



REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)  
NOVEMBER 19, 2013  
SCHOOL BOARD OFFICE, SMITHERS BC

**PRESENT:** Trustees: L. Kearns, F. Farrell, P. Michell, S. Yaremco, L. Collingwood, J. McIntosh, K. Martinsen

**Regrets:** P. Michell

**Staff:** C. van der Mark – Superintendent of Schools  
M. McDiarmid – Assistant Superintendent of Schools  
D. Margerm – Secretary Treasurer  
B. Kingsmill – Recording Secretary

**1. CALL TO ORDER**

- The meeting was called to order at 6:07 pm

**MOVED/SECONDED:** F. Farrell / L. Collingwood

*"That the Board meeting move In-Camera."*

CARRIED

- The Board returned to Regular session at 7:04pm.

**2. OPENING REMARKS**

- Chairperson Kearns welcomed our guests: Karin Bachman-BVTU; Ryan Jensen - Editor Interior News; Barbel Schroeter – CUPE Local President; Katherine Dow from CFTK-TV. Trustee Michell sent her regrets. Trustee Kearns recognized Cianna Pawluk for being published in the WARAMPS Newsletter, which is distributed nationally. Ms. Pawluk wrote an article about Grade 8 student Adam Kingsmill for the Interior News when she was the "Editor for the Day". Mr. Kearns attended the HSS Remembrance Day ceremony and commended the students how respectful they all were. Mr. Ted Beck was the organizer of the service and Chairperson Kearns would like to thank Mr. Beck for the wonderful job. Trustee Farrell, Trustee McIntosh and Trustee Kearns attended signing of the Aboriginal Enhancement Agreement in Moricetown on November 14<sup>th</sup>. There were nine (9) different partner groups that signed the five (5) year Memorandum of Understanding. Chairperson Kearns wanted to thank Birdy Markert, Principal of Aboriginal Education, for organizing this very well attended event.

**3. ADOPTION OF AGENDA**

- Chairperson Kearns requested that there be an amendment to the agenda to include 8.4 CUPE Savings Plan.

**MOVED/SECONDED** F. Farrell / K. Martinsen

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

CARRIED

**4. ADOPTION OF MINUTES**

- The Chair asked if there were any corrections to the minutes of October 22, 2013; the Synopsis of the In-Camera Meeting minutes October 22, 2013. There being none, the minutes of: October 22, 2013 and the Synopsis of the In-Camera Meeting minutes October 22, 2013 were declared approved as presented.

## 5. ADMINISTRATION REPORT

### Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board: Mr. van der Mark stressed that even with the difficult news in two of our communities, SD#54 schools will continue to be vibrant places of learning and to support our students; Secondary reports cards have been sent home, The Ministry has announced that a draft redesigned curricula are now available to view at [www.curriculum.gov.bc.ca](http://www.curriculum.gov.bc.ca). There is more to come on curriculum, assessment, communicating student learning and graduation requirements; The Enhancement Agreement was signed on Nov 13, thanks to Birdy Markert and her team for pulling it all together; Mr. van der Mark displayed anti-bully posters created by the SSS leadership group which is led by teacher librarian Teresa Monkman. The students have also developed a school acronym "Spirit". These posters are on display at SSS.

### District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: The November Education Forum, "Trades, Choice and Partnership" will take place on November 25<sup>th</sup> at NWCC starting at 5:00pm. It will be a great chance to see all the different opportunities for our students; The first PLC/NOII meeting was held where 30+ teachers gathered to discuss Hattie's, "Visible Learning for Teachers"; Faye Brownlie is back Nov 21-22 to work with our teachers and CUPE members; Year 2 of the PVP Membership program commenced in November and Fall School Learning Conversations around improvement plans have been taking place with our schools.

### School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: Carol fest will be taking place on December 4<sup>th</sup> SSS; WPS held their second Breakfast and Books session; Three WPS students won the national forestry poster contest; Twain Sullivan hosted the kindergarten "Learning Festival" on Nov 14<sup>th</sup>; SSS Physics class held their annual Trebuchet contest; The SSS arts academy will be putting on the musical "Thoroughly Modern Millie" and Ms. Leesa Easterday, District Principal Learner Support Services is proud to announce that the POPARD organization was so impressed by Mr. Irvine and his class, that they recommend that he should be videoed to show best practices.

### Field Trip Proposals

- The following field trip have been approved by the Assistant Superintendent:
  - SSS – 40 +/- Grade 9-12 Fine Arts students to travel to Prince George to attend Theatre Northwest "The Buddy Holly Story" production on Nov 28-29, 2013. All board requirements have been met for this trip.
- The following field trips require approval *in-principle* by the Board of Education:
  - SSS – 26 +/- Students in Grades 9-12 to Travel to Continental Europe on March 18-28, 2015 to expand on social studies curriculum.

MOVED / SECONDED: S. Yaremco / J. McIntosh

***"To approve the proposed field trip IN PRINCIPLE to Continental Europe in March 18-28, 2015. subject to providing the District the necessary travel documentation and information required for travel to Europe."***

CARRIED

- SSS – 30 Students in Grades 9 -12 to Travel to New York for a Broadway Tour on May 18-25, 2015.

MOVED / SECONDED: S. Yaremco / J. McIntosh

***"To approve the proposed field trip IN PRINCIPLE to New York in May 18-25, 2015 subject to providing the District the necessary travel documentation and information required for travel to New York."***

CARRIED

- The following field trip require *final* approval by the Board of Education:
  - HSS – 19 Grade 9-12 students – to Travel to Hawaii, Australia and New Zealand March 6 – March 21, 2014. Approval "*in principle*" was granted on June 19, 2012. All board requirements have been met for this trip.

MOVED / SECONDED: S. Yaremco / L. Collingwood

***"To approve the proposed field trip to Hawaii, Australia and New Zealand."***

CARRIED

- Superintendent van der Mark, Assistant Superintendent McDiarmid and Secretary Treasurer Margerm will be attending the BCSSA conference this week and a number of teachers will be attending as well with them.

**6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE**

- No report this month.

**6.b) OPERATIONS COMMITTEE REPORT**

- Chairperson Yaremco presented the Operations Committee's Report from the November 5, 2013 meeting. There was a lengthy discussion about the 2014-2015 School Calendar. Trustee Yaremco requested that there be 3 trustees to be on the new school calendar committee.

MOVED / SECONDED: S. Yaremco / L. Collingwood

***"It is recommended to strike a calendar committee represented by up to 3 trustees from different regions within the district, district administration and different community and educational stakeholders to provide recommendations on the 2014-2015 Calendar to the School Board Operations Committee by February 2014"***

CARRIED

- Trustee Farrell, McIntosh, Collingwood and Yaremco all volunteered to let their name stand for the calendar committee.
- With the announcement of the two mill closures in our communities, the School District will be monitoring the enrollment situation closely. The Operations Committee received a letter from the Office of the Wet'suwet'en regarding the SSS graduation ceremony coinciding with National Aboriginal Day on June 21, 2014. Mr. van der Mark and the administration have drafted a letter to Office of the Wet'suwet'en with regards to this oversight but reminded everyone that the board does not set graduation dates.

**6.c) POLICY COMMITTEE REPORT**

- Chairperson Farrell presented the Policy Committee Report from the November 5th, 2013 meeting: The committee discussed policy 11.140 Student Transportation with regards new information provided by Mr. Margerm and Ms. Whalen. This policy will be updated and sent back to the policy committee for review. 9.950 Student Choice Policy was also discussed centering around three points: 1) Busing Services 2) Information 3) Catchment areas. Mr. Kearns suggested a sub-committee be created to discuss these issues and provide recommendations to the Policy committee in January.

MOTION/SECOND F. Farrell / J. McIntosh

***"It is recommended to form a committee to review School Choice Policy concerning transportation needs of the district and to provide recommendations to the policy committee for the January, 2014 policy committee."***

CARRIED

- Volunteers were requested to come forward to sit on this sub-committee.

**6.d ) TRUSTEE REPORT**

- A Trustee Report was submitted by Trustee Collingwood on her trip to the Provincial Council Meeting on October 26, 2013. Trustee Yaremco presented her report on her trip to the Labour Relations Symposium held in Vancouver on October 24/25.

**7. UNFINISHED BUSINESS**

- There was no unfinished business.

**8. NEW BUSINESS**

- There was no new business

**9. OTHER BUSINESS**

- 9.1 The October 31, 2013 expenditure summary was included in the Trustees Board Packages.

**10. READING FILE**

Ltr. Fr. Minister McRae re: Cooperative Gains October 31, 2013 Enrollment	Ltr. To. Groundbreakers Agricultural SD05 – Media Release re: CUPE Wage Increase
SD23 Ltr. to MOE re: Cooperative Gains	SD28 - Ltr. To Select Standing Committee Re: Finance and Government Services
SD42 Ltr to MOE re: Bargaining	SD70 – Ltr. to MOE re: CUPE wage increase
SD85 Ltr to MOE re: Cooperative Gains Savings Plan	SSS – Cianna Pawluk Nov 2013
Ltr frm: The Royal Canada Legion – Military Service Recognition Book	

**MOVED/SECONDED:** F. Farrell / J. McIntosh

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

CARRIED

**11. NEXT BOARD MEETING**

- The next regularly School Board meeting will be held on December 10<sup>th</sup>, 2013 commencing at 7:00 pm at the School Board Office in Smithers.

**12. ADJORNED**

- The Board meeting was adjourned at 7:38pm.

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Les Kearns  
Chairman of the Board of Education

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Dave Margerm  
Secretary Treasurer



SYNOPSIS  
OF  
IN-CAMERA MEETING  
SCHOOL DISTRICT #54 (Bulkley Valley)  
NOVEMBER 19, 2013  
SCHOOL BOARD OFFICE , SMITHERS , B.C.

The regular meeting was called to order at 6:07 p.m. and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the In-Camera meeting minutes of October 22, 2013. There being none, the In-Camera meeting minutes of October 22, 2013 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- The Operations Committee reported on: Labour relations matters, real property issues and general correspondence received.

The Board returned to regular session at 6:33 p.m.

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# SCHOOL DISTRICT 54

(Bulkley Valley)

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## REPORT FROM ADMINISTRATION

to the  
Board of Education  
December 10, 2013

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### Student Achievement

- **Report Cards** – Secondary schools have already sent out this year's first report card and elementary report cards will be going out shortly. Please remember to contact your child's teacher if you have any questions regarding their progress.
- **School Conversations** -- Over the past month, Assistant Superintendent McDiarmid and Superintendent van der Mark have been meeting with school administration to discuss school progress in relation to school and district goals. There are many promising things happening across our schools and we are constantly reminded of how fortunate we are to have the people we do working with our kids. We are seeing some good progress in key areas as we continue to move towards our goal of having all students' complete school with dignity, purpose and options.
- **Education Forum** – On Monday, November 25, the November Education Forum was held at the NWCC in Smithers. The school district and NWCC highlighted this year's partnership courses: EMAP, Intro-to-Trades, Biology and the Alternate Programs at both Houston and Smithers Campuses.
- **BCSSA**—on November 21-22, administration, senior staff and 4 teachers, shared learning at the British Columbia School Superintendent's annual fall conference.
- **Superintendent's Report on Achievement:** See Presentation

### INNOVATION / INITIATIVES

#### District Based Initiatives

- **Faye Brownlie** – On Thursday, November 21, Ms. Brownlie met with a group of teacher leaders from across the District, as well as guests from Districts 82 and 91. On Friday, November 22 she then met with more than 140 teachers and Education Assistants to continue the discussion and learning regarding effective teaching strategies across curriculum and across grade levels. We were delighted to have our teachers highlighting their strategies with Ms. Brownlie. A special thanks to Ms. Jo-Anne Goble and Ms. Barb Turney for facilitating this event.
- **Self- Regulation**— Schools in the Bulkley Valley continue to lead the province in this work. Lake Kathlyn, Silverthorne, Walnut Park and a cohort at Smithers Secondary are actively supporting self-regulation. See the below site for the Canadian Self-Regulation Initiative. <http://www.self-regulation.ca/>
- **Carolfest 2013** – This year's Carolfest was on Wednesday, December 4<sup>th</sup>, and was again an exceptional showcase of school and district spirit and community. It is a wonderful way to bring in December. A special thanks to the district maintenance staff for their work and to all the school directors, accompanists, and volunteers who make this possible!



# SCHOOL DISTRICT 54

(Bulkley Valley)

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- **Elementary Volleyball** – On Thursday, November 22 Silverthorne Elementary and Twain Sullivan co-hosted the elementary volleyball event. Thanks to those schools and all teacher sponsors and volunteers for making this event possible, and to HSS for donating their gymnasium!
- **Smithers Public Library** held their annual book sale to raise funds. Organizers stopped by to thank SD#54 for supporting the event by providing the tables. Thank our maintenance department for helping out!

## School Based Initiatives

- **Volleyball**— SSS Sr. Girls and Sr. Boys won their zones and have recently returned from competing at the BC Championships. Both teams enjoyed the experience immensely.
- **Telkwa Elementary School**— BC Hydro's Community Champions Program connects deserving non-profit community organizations with schools and the public. Schools are encouraged to develop local projects and then other students/schools watch the successful candidates' videos and vote on the one they like best. The one that has the most votes wins \$10,000. The next two are chosen by a BC Hydro panel. If a class takes the time to vote, they are entered into a draw for one of 25 prizes of \$1,000. With Mrs. Forster's support, a leadership group comprised of twelve grade 4-7 students, Mrs. K. Mellroy and Mrs. Becker watched the videos and chose six favorites. Each class at Telkwa Elementary School submitted a vote and happily, Division 2 won one of the \$1,000 prizes.

This prize will be put towards building a school garden and/or greenhouse at the Telkwa Elementary School. To have access to this amount of money will definitely help with the project.

- **Smithers Secondary**—The drama, theatre and music programs at SSS are pleased to offer this year's musical, *Thoroughly Modern Millie*. Performances will run on December 12, 13, &14 .

## Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **SIL** – 60 Grade 4-7 Students to travel to Hudson Bay Mountain to participate in a variety of environmental activities on January 31 and March 28, 2014 respectively. All Board requirements have been met for this trip.

**BAA Application** – School district administration is seeking board approval for a proposed BAA courses.  
(Board Authorized Course)

- 1) **Multi- Disciplinary Studies** – The course is designed to recognize that engaged, active learning can take a variety of forms. Students will be able to combine portions of other curriculum to make up a 4 credit elective course.

## OPERATIONS

**Shared Services**— Superintendent van der Mark has been part of a provincial committee examining potential areas of efficiency across the education sector, and shared this work at the meeting.



# *School District No. 54 (BULKLEY VALLEY)*

*"To empower all learners to live the challenges of a diverse and changing world."*

## Trustee Report Education Forum Report Monday, November 25<sup>th</sup>, 2013

On Monday November 25<sup>th</sup>, the second Education Forum of the year was held at the Smithers campus of North West Community College. The focus of this Education Forum was the School District's personalized learning program and an overview of our very successful and ongoing partnerships with the North West Community College.

At this forum, we learned about Houston and Smithers secondary students who are attending the college and the courses that they are enrolled in: dual credit Biology, the Environmental Monitoring Assistant Program (EMAP), Introduction to Trades and the Bulkley Valley Learning Center (BVLC). The forum was hosted by staff from both the School District and NWCC.

We heard in the introduction that over the last three years in the Bulkley Valley, the school district has expanded its course offerings and delivery models for students. Education is changing in our Province and around the world. Increasing student choice and engagement locally has resulted in many avenues for students to learn outside of the regular classroom and school settings.

We heard from college instructors and school district staff about the courses being offered through the college and what the experience is like for secondary students who attend. The staff also conveyed how much students and parents have appreciated learning in such a great space and about subjects they find interesting and challenging.

The session was very informative and provided some ideas about what education in the Bulkley Valley will look like in the coming years. It was a great learning experience about the many exciting new options for students in our district.

Respectfully submitted,

Les Kearns  
Trustee  
School District #54 (Bulkley Valley)