



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING FEBRUARY 16, 2016 SCHOOL BOARD OFFICE, SMITHERS, B.C. 7:00PM

- 1) Call to Order
- 2) Tradional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – January 19, 2016
Synopsis In-Camera Meeting – January 19, 2016
- 5) Administration Report C. van der Mark Report Attached
- 6) Committee Reports
 - a) Community Relations / Education Forum Committee D. Hanson Report Attached
 - b) Operations Committee J. Williams Report Attached
 - c) Policy Committee L.Collingwood Report Attached
 - d) Trustee Report No Report
- 7) Unfinished Business
- 8) New Business
 - 8.1) Lake Kathlyn Consultation Update
 - 8.2) 2015-2016 Amended Budget
- 9) Other Business
 - 9.1) Expenditure Summary – January 31, 2016
- 10) Reading File
 - 10.1) See appendix "A"
- 11) Closing Remarks
- 12) Next Board Meeting will be held on March 15, 2016 at the School Board Office, in Smithers B.C., commencing at 7:00 p.m.
- 13) Adjournment
- 14) Public Remarks**

NOTES:

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.

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

APPENDIX "A"

10) Reading File:

| | |
|---|--|
| January 2016 Enrolment Figures | Ltr to M. Strimbold re: Thank you - Trades |
| Ltr. to R. Saimoto re: Thank you – Trades | Ltr. frm. M.Bernier to BCSTA re: Refugee Students |
| Ltr. frm SD08 to M. Bernier re: New Curriculum Grant | Ltr. frm. SD19 to M.Bernier re: SSCFGSA |
| Ltr. frm. SD05 to M. deJongr re: Report on SSCFGS Budget 2014,2015 and 2016 Consultations | |
| Ltr. frm SD46 to Special Committee re: Review of FOIPPA | Ltr. frm. SD61 R. Coleman re: My Place Transitional Home |
| Ltr. frm SD63 to M.Bernier re: Funding for the servicing of P/T teachers & TTOC's on the New Curriculum | |
| Ltr. frm. J. Beaton re: Proposed Lake Kathlyn Closure | Ltr. frm. N. Bullock re: Proposed Lake Kathlyn Closure |
| Ltr. frm. K. Stunder re: Proposed Lake Kathlyn Closure | Ltr. frm. N.Blinn-Berg re: Proposed Lake Kathlyn Closure |
| Ltr. frm. E.& J. Butz re: Proposed Lake Kathlyn Closure | Ltr. frm. S. Peterson re: Proposed Lake Kathlyn Closure |
| Ltr. frm. A. Bennett re: Proposed Lake Kathlyn Closure | Ltr. frm. M. Bennett re: Proposed Lake Kathlyn Closure |
| Ltr. frm. A. Stafford re: Proposed Lake Kathlyn Closure | Ltr. frm. C.Koenig re: Proposed Lake Kathlyn Closure |
| Ltr. frm. SD72 to M. Bernier re: Impact on Delivering Educational Programming | |



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
JANUARY 19, 2016
SCHOOL BOARD OFFICE, SMITHERS, B.C.

PRESENT: Trustees: L. Kearns, L. Collingwood, F. Farrell, J. Williams, D. Hanson, P. Michell

Regrets: B.J. Beaubien

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 7:06pm

2. OPENING REMARKS

- Chairperson Kearns acknowledged that we are conducting our meeting on the traditional territory of the Witsuwit'en'.
- Chairperson Kearns welcomed everyone in attendance. Mary Brise's retirement tea will be held on Thursday Jan 28th at Muheim Memorial. The Board wished Ms. Brise the very best in her retirement. Chairperson Kearns spoke of the ABED council luncheon that was held in December and found the teacher presentations very interesting. He also thanked Trustee Michell's family for cooking the turkey. Chairperson Kearns also mentioned he was able to take in two Christmas concerts in Houston in December.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of December 8, 2015. There being none, the minutes of December 8, 2015 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark presented the student achievement report to the Board. The Aboriginal Student Completion rates rose to 65% in 2015, an all-time high for SD54 and Mr. van der Mark gave a presentation on the Aboriginal student completion rates. New curriculum implementation training for teachers schedule has been developed. 2016 Kindergarten registration will take place January 18-22, 2016 at all district elementary schools. Foundation Skills Assessment (FSA) will be written by grade 4 & 7 students by the end of February.
- Superintendent van der Mark presented the innovations and initiatives report to the Board. The Professional Learning Community (PLC) group had their second meeting of the year on Monday, January 18, where they will continue to share inquiry projects and innovative ideas that deepen teaching and learning. January Education Forum will be held

on Monday, January 25th and the topic will be "Coding and Robotics". Mr. van der Mark thanked Ms. Higgins and Mr. Doogan-Smith for the Christmas concert held in December. He also wished Ms. Higgins well on her teacher exchange to Australia and extended a warm welcome to Mrs. Rosemary Mathie.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **MME** – 72 +/- Grade 5-7 Students from Muheim Memorial Elementary School to travel to Hudson Bay Mountain on March 3, 10 and 18th, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **WPS** – 55 +/- Grade 5-7 Students from Walnut Park Elementary School to travel to Hudson Bay Mountain on February 24, March 8, and 15th, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **SSS** – 4 (Four) Grade 9-12 Students from Smithers Secondary Schools to travel to Edmonton, Alberta to take part in a wrestling tournament at the University of Alberta on January 28-31, 2016. All Board requirements have been met for this trip.
 - **LKS** – 24 +/- Grade 6-7 Students from Lake Kathlyn Elementary School to travel to Hudson Bay Mountain on January 22, 29 and February 12, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
 - **SSS** – Grade 10-12 Students from Smithers Secondary School – Outdoor Ed program to travel to Lake Kathlyn or Seymour Lake on four separate occasions to take part in ice skating and winter safety instruction and assessment. All Board requirements have been met for this trip.
 - **SSS** – 14 +/- Grade 10-12 Students from Smithers Secondary School – Outdoor Ed program to travel to Nanika-Kidprice Lake and surrounding areas on two separate occasions to take part in a multi-day canoe excursion. Proposed travel dates are May 26-29 and June 2-5, 2016. All Board requirements have been met for this trip.
 - **SSS** – 16 +/- Grade 10-12 Students from Smithers Secondary School – Outdoor Ed program to travel to Joe L'Orsa Cabin on January 14-16, 2016. All Board requirements have been met for this trip.
- The following field trip require approval by the Board of Education:
 - **SSS** – 30 Grade 8-10 Students to travel to Quebec to participate in a SEVEC Cultural Exchange on February 6-13, 2016. All Board requirements have been met for this trip.

MOTION: *It was moved by Trustee Collingwood and seconded by Trustee Williams.*

"That the Board approve the proposed field trip to Quebec on February 6-13, 2016."

CARRIED

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Hanson presented the Community Relations Committee report from the January 5, 2016 meeting:
 - Trustee Hanson invited everyone to the January Education Forum that will be held on Monday, January 25th at 5pm in Room 402 at the Smithers Secondary School. The focus will be on the innovative programs on "Coding and Robotics" that have been occurring in our schools.
 - Next Meeting Tuesday, February 2, 2016 @ 4:00pm.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Williams presented the Operations Committee's Report from the January 5, 2016 meeting.
 - **2016-2017 Draft Calendar:** The Committee recommended to proceed with a one week spring break (March 13-17, 2017) for the Draft 2016-2017 Calendar

MOTION: It was moved by Trustee Collingwood and seconded by Trustee Hanson.

"The Board proceed with a one week spring break (March 13-17, 2017) for the Draft 2016-2017 Calendar."

CARRIED

- Next Meeting Tuesday, February 2, 2016 @ 5:00pm.

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee Report from the October 6, 2015 meeting.
 - **Traditional Welcome:** The committee recommended that the Board approve the following opening welcome and acknowledgement at board, committee and education forum meetings:
'I would like to acknowledge that we are conducting our meeting on the traditional territory of the Witsuwit'en.'
 - **Travel Expense – Policy 11.310 :** The committee recommend that the District meal per diem and mileage reimbursement rate be increased as outlined at committee.
-

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

"The Board approves the increase in meal per diem and mileage reimbursement rate outlined by the Operations Committee."

CARRIED

- Next Meeting Tuesday, February 2, 2016 @ 3:00pm.

6.d) TRUSTEE REPORT

- Trustees Michell, Hanson and Collingwood submitted their trustee reports from trip to the BCSTA Winter Academy in November 2015.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS

- **8.1) 2015 Facilities Review Recommendation**
 - Secretary Treasurer Margerm – Provided the Facilities Review Report to the Board – Sustainability of Lake Kathlyn Recommendation.
 - It was recommended that School District 54 proceed with initiating the closure process for Lake Kathlyn Elementary School as the school is deemed surplus to the educational needs of the school district.
-

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

"The Board proceed with two readings for the School Closure Bylaw #5 – Lake Kathlyn Elementary School."

CARRIED

**SCHOOL CLOSURE BYLAW #5
Lake Kathlyn Elementary School**

**A BYLAW OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT 54 (BULKLEY VALLEY)
HEREINAFTER CALLED THE "BOARD" TO CLOSE A SCHOOL.**

WHEREAS, pursuant to Section 73 of the School Act, a board may, subject to the orders of the Minister of Education (hereinafter called the "minister") open, close or re-open a school permanently or for a specified period of time;

AND WHEREAS, pursuant to School Opening and Closure Order, Ministerial Order 194/08, closing a school permanently means the closing, for a period exceeding 12 months, of a school building used for purposes of providing an education programme to students;

AND WHEREAS, pursuant to said Ministerial Order 194/08, the Board has developed and implemented a policy that includes a public consultation process with respect to permanent school closures and made that policy available to the public;

AND WHEREAS, pursuant to said Ministerial Order 194/08, the Board has applied the above-noted policy;

NOW THEREFORE the Board of Education of School District 54 (Bulkley Valley) hereby directs that Lake Kathlyn Elementary School (Facility #05454007), located on 7260 Highway 16 West, Smithers, BC be closed effective June 30, 2016.

This bylaw may be cited as "School District 54 (Bulkley Valley) School Closure bylaw No. 5. Lake Kathlyn Elementary School".

READ A FIRST TIME THE 19th DAY OF January, 2016.

READ A SECOND TIME THE 19th DAY OF January, 2016.

READ A THIRD TIME, PASSED AND ADOPTED THE ____ DAY OF _____, 2016.

NO SIGNATURE REQUIRED
Chairperson of the Board of Education

NO SIGNATURE REQUIRED
Secretary Treasurer

I hereby certify this to be a true and original School District 54 (Bulkley Valley) School Closure bylaw No. 5 adopted by the Board the ____ day of _____, 2016.

NO SIGNATURE REQUIRED
Secretary Treasurer

9. EXPENDITURE SUMMARY

- The December 31, 2015 expenditure summary was included in the Trustee Board packages.

10. READING FILE

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

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

CARRIED

11. CLOSING REMARKS

- Chairperson Kearns reminded the Board that the next regularly schedule School Board meeting will be held on February 16, 2016 commencing at 7:00 pm at the School Board Office in Smithers.

12. NEXT BOARD MEETING

- The next regularly schedule School Board meeting will be held on February 16, 2016 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was recessed at 8:10pm.
- At 8:55pm the Board returned to the In-camera session.

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

"That the Board move in camera."

CARRIED

- The Board meeting was adjourned at 9:19pm.

Les Kearns
Chairperson of the Board of Education

Dave Margern
Secretary Treasurer



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
JANUARY 19, 2016
SCHOOL BOARD OFFICE, SMITHERS, B.C.

The regular meeting was called to order at 6:05pm and the Board resolved to go in-camera.

- The Chair asked if there were any corrections to the In-Camera meeting minutes of November 17, 2015. There being none, the In-Camera meeting minutes of November 17, 2015 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- The Operations Committee reported on a labour relations matter.
- The Board Chairperson reported on a real property matter.

The Board returned to regular session at 6:57pm.

The Board resolved to go in-camera at 8:55pm.

The Board returned to regular session at 9:19pm.

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT FROM ADMINISTRATION
to the
Board of Education
February 16, 2016

Student Achievement

- **Curriculum Implementation** - The District recently had the first of 5 early Thursday dismissal days as part of the 10 hrs of curriculum implementation time we are required to provide within our existing calendar. Although this change to schedules caused some inconvenience, it was generally well received.
- **Maker Dayz** - A big thanks to Ms. Strimbold who engaged all of elementary schools in "Maker Projects". Through this activity, students are engaged in planning, design and prototype creation.
- **Skills Canada** - Students from SD54 will once again be competing in this regional event held in Terrace. Congratulations to all and special thanks to Ms. Monica Strimbold for her leadership and promotion of this opportunity.
- **Big Band Concert** - On Saturday, February 13th, the SSS Band performed several sets as part of their annual community concert event. It was a sensational evening of student excellence. Congratulations to Mr. Doogan-Smith, his students, and the community musicians who played the event.

INNOVATION / INITIATIVES

- **Faye Brownlie** - On February 26, Ms. Brownlie will be back to work with Ms. Lynn Rutley, as teachers continue to enhance their familiarity with the Early Primary Reading Assessment.
- **BCCIE** - SD54 has continued to grow its relationship with the British Columbia Council for International Education. We have recently submitted a proposal to host up to 20 Chinese students as part of a summer cultural exchange in August of 2016.
- **Education Forum**: February's Education Forum will be held on Monday, February 29, and we will explore common themes around the topic of Social Media and Internet Safety.
- **Environmental Monitor Assistant Program** - NWCC and SD54 completed the third year of EMAP and we are again delighted by the work of the students in this program.
- **Intro To Trades** - Intro to Trades also wrapped up a third successful cohort, including a new program that was well-received at Houston Secondary.

SCHOOL DISTRICT 54

(Bulkley Valley)

District Based Initiatives

- **Early Notice Incentive Program** - School District 54 offers a financial incentive to teachers and administrators who are planning to retire, if they give us notice in writing on, or before, April 1, 2016. This notice is valuable in order to better plan and meet our staffing requirements.
- **Elementary Basketball** - Twain Sullivan and Silverthorne will co-host the elementary basketball event on Thursday, March 10. Thanks in advance to Ms. Forster and Ms. Delany for organizing and to the coaches and students. Special thanks to HSS for letting them use your gymnasium!
- **FSA** - School's in the Bulkley Valley have begun the yearly Foundation Skills Assessment at the grade 4 and 7 level. Schools, and the District, continue to use the information from the FSA to identify areas in which students may need specific intervention as they move forward. We also examine the FSA results as part of a bigger assessment picture, which includes school based reading, writing, and numeracy assessments, as well as ongoing day-day assessments as represented with performance standards on report cards.
- **Satisfaction Surveys** - Parents and students (grades 4, 7, 10, 12) will also be completing the Provincial Satisfaction Surveys between now and April.

School Based Initiatives

- **Breakfast & Books** - Walnut Park & Muheim Schools are having strong turnouts and an enjoyable start to their day through this valuable offering.
- **Smithers Secondary:** Theatre and Music programs are proud to be presenting this year's musical production of *Beauty and the Beast!* The production will run February 25-28, 2016. Contact SSS for ticket information as they will sell out quickly!
- **Telkwa Elementary** - On Wednesday, January 27, Telkwa Elementary had it's *Pancakes, PJ's and Parents* event, celebrating Family Literacy Day. It was a morning of parents reading with their children, along with a pancake breakfast. They had comfortable spaces set up around the school for families to enjoy reading and to take part in other literacy activities. A great family event that was well attended.
- **Silverthorne:** The school has begun enjoying fresh salads, thanks to their Tower Garden project!
- **Muheim:** Canadian Parents for French hosted their annual Carnaval this past week (February 9-12). Activities wrapped up Friday, February 12th with fun Carnaval events for everyone.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – Grade 8 & 9 Students from Smithers Secondary School to travel to Hudson Bay Mountain on Feb 11, 26, March 3 and 17, 2016 (two days for each grade respectively) for a day of skiing and snowboarding. All Board requirements have been met for this trip.

SCHOOL DISTRICT 54

(Bulkley Valley)

- **SIL** – Grade 4-7 Students from Silverthorne Elementary School to travel to Hudson Bay Mountain on February 19 and March 11, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
- **TES** – 17 Grade 6-7 Students from Telkwa Elementary School to travel to Hudson Bay Mountain on March 4th, 9th and 16th, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.
- **HSS** – 40 Grade 8-12 Students from Houston Secondary School to travel to Hudson Bay Mountain on March 8th, 2016 for a day of skiing and snowboarding. All Board requirements have been met for this trip.

Operations

- **Enrolment Projections** - Enrolment projections for next year (2016-2017) are estimated to be equal to the current 2015-2016 school year, ranging from 2,067-2,080 FTE.

SCHOOL DISTRICT 54
(Bulkley Valley)

COMMUNITY RELATIONS COMMITTEE MEETING

February 2nd, 2016 4:00 PM School Board Office

| Voting Members | Administration |
|---|--|
| D. Hanson, Chair L. Collingwood, Alternate F. Farrell J. Williams (ex officio) | C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent |
| Regrets: L. Kearns | |

REPORT

Welcome: I would like to acknowledge that we are conducting our meeting on the traditional territory of the Witsuwit'en.

➤ **No items**

Date & Time of Next Meeting: March 1st, 2016 @4:00pm

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



School District No. 54 (BULKLEY VALLEY)

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

Education Forum Report

Coding and Robotics

January 25, 2016

January's Education Forum was presented by Matthew Monkman, with Scott Richmond Skyping in from Houston, and provided an introduction to coding, helping attendees understand language and terms, and the role of coding in our world.

The technology that we use on a daily basis has become very 'plug and play'—it is user friendly and can be accessed without a lot of understanding of how computers work. This is great for accessibility—anyone can design a blog or website—but doesn't support learning more deeply about how computers and technology work. This is where coding comes in. Coding is the language of computers, programs and applications. A written code tells a computer what to produce, and enables the user to become a creator of technology and programs, rather than just a consumer. Writing code, or coding, is akin to learning another language—the language of computers. It is also a way of thinking—it is very analytical/logical, versus abstract/design, thinking. A logical thought processes means that to have a forest as the end result, you have to be able to see each of the trees, and know where you want them to be. You have to understand that together, all of the trees will make a forest.

What does coding look like in classrooms? In SD54, students have been participating in coding from Kindergarten to Gr 10 for several years through 'Hour of Code', an international movement to increase awareness and opportunity for computer science. Hour of Code gives students the opportunity to create their own games within a familiar format, such as Star Wars or Frozen, and spark interest in programming. Robotics is a next step—taking coding out of computers and making it physical—the robots move and can be programmed to do certain tasks, such as search for a dark coloured dot on a surface. Teacher Scott Richmond ran a computer programming course for Grades 8-12 at Houston Secondary School this past semester. He likened the course to problem solving 101. Students planned and designed on paper, coded on paper, programmed on the computer, tested their program, debugged, and repeated the cycle. While it was creative, in that students could design what they wished, it was also very analytical/logical—they had to follow a strict process, several times, in order to be successful. There was also a lot of collaborative, student-driven group work.

What can we expect to see in SD54 in the near future? HSS will be running another programming course next year. SSS is considering a senior computer science course for Fall 2016. Ideas are being generated for elementary schools to allow equitable access for students without all teachers having to become computer coding experts. The district has purchased a few robotics kits for classroom use, and the public library is planning to purchase compatible kits for weekly loan.

Computers surround us. Hour of Code, robotics, and computer programming courses provide opportunities for students to 'pull back the curtain' and learn how computers and technology work. It challenges them to think in new ways while fostering problem solving, collaboration and student-driven learning, skills that will serve them well in many facets of life.

For more on coding, visit code.org, or listen to Mitch Resnick's TedTalk: Let's teach kids to code.

Dawn Hanson
Chair, Community Relation Committee
School District #54 (Bulkley Valley)



School District No. 54 (BULKLEY VALLEY)

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

PO Box 758
Smithers, BC _____
V0J 2N0
Ph (250) 877-6820
Fax (250) 877-6835

February 11th, 2016

RE: FEBRUARY EDUCATION FORUM

Dear Education Forum Participant:

We would like to invite you, or a member from your organization, to participate in our Education Forum being held on *Monday, February 29th, 2016*.

This education forum will explore common themes around the topic of Social Media and Internet Safety. Young people today often have access to an online world existing parallel to their real world. What are educators and parents doing (or should be doing) in order to ensure that we are raising youth to be safe and savvy as they live or work in the virtual world?

The topic is a priority for many parents and the session will be informative and helpful.

Hope to see you there.

DATE: Monday, February 29, 2016

LOCATION: School Board Office, 1235 Montreal St., Smithers

TIME: 5:00 pm

Please RSVP Bobbie Kingsmill at bobbie.kingsmill@sd54.bc.ca

Yours in education,

Chris A. van der Mark, Superintendent
School District #54 (Bulkley Valley)

cc: Dawn Hanson, Community Relations Committee Chairperson

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING
Regular

February 2nd, 2016

5:00PM

School Board Office

| Voting Members | Administration |
|--|--|
| J. Williams, Chair B. Beaubien, Alternate P. Michell | C. van der Mark, Superintendent D. Margerm, Secretary Treasurer |
| Regrets: L. Kearns (ex officio) | M. McDiarmid, Assistant Superintendent E. Hildebrandt, Director, Facilities and Maintenance |

The meeting was conducted from 5:06-5:38 pm

REPORT

Welcome: I would like to acknowledge that we are conducting our meeting on the traditional territory of the Witsuwit'en.

1. 2016-2017 Draft Calendar

Mr. van der Mark provided information with regards to the 2016-2017 Draft Calendar with reference to a 1 week spring break March 13-17, 2017; NID days with an option for an NID on December 5th instead of May; 5 hours of curriculum planning time that still needs to be placed. ***The committee recommends that the 2016-2017 Draft Calendar be sent out for public consultation.***

2. Amended Budget

Mr. Margerm provided a synopsis of the amended budget as outlined in 'Amended Budget 2016-2017' spreadsheet that was provided as a supporting document. Mr. Margerm will also provide this synopsis at the February 16 Board Meeting. ***The committee recommends the motion that the Board give all 3 readings to the 2015-2016 Amended Budget Bylaw.***

3. Lake Kathlyn Public Consultation Meeting Process

Mr. van der Mark provided an outline of the public consultation process for Lake Kathlyn Closure meeting on Thursday, February 4th at 6:30pm.

4. Initial 2016-2017 Projected Enrolment

Mr. Margerm updated the committee on the initial projections for the 2016-2017 school year. At this point the enrollment is estimated at 2078 student FTE which is only 2 down from the 2015-2016 school year. Enrolment projections will be submitted to the Ministry by February 15, 2016. We can expect to hear back on 2016-2017 funding by March 15, 2016.

SCHOOL DISTRICT 54
(Bulkley Valley)

5. BCTF-Government Appeal Process

Mr. van der Mark informed the committee that the Supreme Court of Canada has chosen to hear the case from the BCTF appeal on class size and composition issues.

6. Canadian Parents for French Letter

Mr. Margerm informed the committee that Mr. McDiarmid has provided a draft response to the Canadian Parents for French letter. ***The committee recommends that the Board approve the letter of response provided at committee and send.***

Date & Time of Next Meeting: March 1st, 2016 @ 5:00pm

SCHOOL DISTRICT 54
(Bulkley Valley)

POLICY COMMITTEE MEETING
Regular

February 2nd, 2016 3:00 PM School Board Office

| | |
|---|--|
| Voting Members | Administration |
| L. Collingwood, Chair F. Farrell, Alternate D. Hanson J. Williams (ex officio) | C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent |
| Regrets: L. Kearns | |

The meeting was conducted from 3:04-3:19 pm

REPORT

Welcome: I would like to acknowledge that we are conducting our meeting on the traditional territory of the Witsuwit'en.

PREVIOUS MEETING OF January 5th, 2015

| Policy | Description | Type | Status |
|---------------|---|-------------|----------------------|
| | Student Trustee | New | In-Committee |
| 11.290 | Traditional Welcome (Trustee Farrell) | New | |
| 11.310 | Trips – International or external to district | Revision | Out for Consultation |
| | Travel Allowance | Revision | Approved |

NEW BUSINESS

| Policy | Description | Type | Consultation |
|---------------|--|-------------|---------------------|
| 6.270 | Public Participation in Building Planning (Trustee Hanson) | New | No |
| | Annual Facility Review Process Timing | Revision | No |

This meeting was conducted from 3:04-3:19 pm.

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

SCHOOL DISTRICT 54
(Bulkley Valley)

1. **Public Participation in Building Planning (Trustee Hanson) Policy 6.270**

Ms. Hanson provided recommended changes to the Policy 6.270 to the committee. ***The committee recommends that the Board approve the revised draft of Policy 6.270 as outlined by Ms. Hanson and discussed by committee.***

Proposed New Policy Language for Policy 6.270:

Values

In the development of this policy, the Board has been guided by the values of responsibility, fairness, honesty and respect.

Policy

It is the policy of the Board to inform the community about major capital (building) projects, including new buildings and structural additions to existing schools. The Board will provide opportunities for involvement and input from partner groups as well as the community at large through meetings, committees or other appropriate methods. The Board shall consider information received from the public when making decisions regarding major capital projects.

2. **Facility Review Cycle**

The committee discussed the issue of changing the Facilities Review Report from a spring to a fall process. This is due to more efficient timing of recommendations being brought forth in fall for spring budget cycle. ***The committee recommends that the Annual Facility Review process be conducted in the fall.***

Date & Time of Next Meeting: March 1st, 2016 @3:00pm

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