



School District No. 54 (BULKLEY VALLEY)

AGENDA

REGULAR BOARD MEETING MARCH 25, 2014 SCHOOL BOARD OFFICE 7:00PM

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes February 18, 2014
Synopsis In-Camera Meeting February 18, 2014
- 5) Administration Report M. McDiarmid Report Attached
- 6) Committee Reports
 - a) Community Relations / Education Forum Committee F. Farrell Report Attached
 - b) Operations Committee P. Michell Report Attached
 - c) Policy Committee L. Collingwood Report Attached
 - d) Trustee Report P. Yaremco Report Attached
 - e) Trustee Report 2014 / 2015 BCSTA Draft Budget Discussion
- 7) Unfinished Business
- 8) New Business
 - 8.1 – Trustee Remuneration
- 9) Other Business
 - 9.1- Expenditure Summary – February 28, 2014
- 10) Reading File

February 28, 2014 Daily Enrolment	Ltr frm SD08 to C.Clark re: SSCFGS
Ltr frm SD20 to P. Fassbender re: Funding	Ltr frm SD22 to P. Fassbender re: Stability for Students
Ltr frm SD23 to T. Rezansoff re: Thank you	Ltr frm SD28 to P. Fassbender re: Stability for Students
Ltr frm SD38 to P. Fassbender re: Correspondence	Ltr frm SD39 to C.Clark re: Bargaining
Ltr frm SD47 to P. Fassbender re: BCSC Ruling and Appeal	Ltr frm SD72 to P. Fassbender re: State of Public Education
Ltr frm SD74 to P. Fassbender re: Correspondence	Ltr frm SD82 to C. Clark re: Correspondence
Ltr frm T. Rezansoff to P. Fassbender re: Correspondence	Thank you Card from Literacy Week 2014
Ltr frm SD68 to P. Fassbender re: Student Stability	

- 12) Next Board Meeting will be held on April 15, 2014 at the Moricetown Muti-Plex 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.



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
FEBRUARY 18, 2014
SCHOOL BOARD OFFICE, SMITHERS BC

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

Regrets: S. Yaremco

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 6:04 pm

MOVED/SECONDED: F. Farrell / L. Collingwood

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:07pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Ryan Jensen - Editor Interior News; Karin Bachman - President BVTU, Barbel Schroeter President CUPE Local 2145. Trustee Yaremco sends her regrets. Condolences went out to the Wet'suwet'en peoples with the passing of Alfred Joseph, he will definitely leave a void in the community. Walnut Park Elementary School teacher Michelle Iacobucci, sent an email to Trustee Kearns acknowledging the Board's letter to her class in January. Last week Trustee Kearns attended the HSS grade 8 learning showing case. It was very interesting and all the projects were created by the grade 8's while the show case was emceed by the student's. Hopefully it will become a yearly event.

3. ADOPTION OF AGENDA

MOVED/SECONDED J. McIntosh / L. Collingwood

"That the agenda be accepted as amended."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of January 21, 2014; the Synopsis of the In-Camera Meeting minutes January 21, 2014. There being none, the minutes of: January 21, 2014 and the Synopsis of the In-Camera Meeting minutes January 21, 2014 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark spoke of the passing of Gisday'way, Alfred Joseph. Gisday'way was critical in helping with the School District #54 history book and we were fortunate to have had the opportunity to listen to , record and learn from his stories and those of the Wet'suwet'en Nation. Mr. van der Mark extended our thoughts out to his wife Dora and the Wet'suwet'en People. Tyler McCreery wrote a wonderful article about Mr. Joseph.

Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board: The annual Big Band concert was held on Saturday February 15th another excellent show case of talent in the valley; Semester change for our high schools has recently took place. Please contact your child's school if you have any questions or concerns.

Innovation / Initiatives

- Superintendent Chris van der Mark presented the innovation / initiatives to the board: The PLC/NOII met on February 3 and next meeting is scheduled for April ; The February Education Forum on Communicating Student Learning was held in both Smithers and Houston; SD54, NWCC and Industry in Houston have applied for an extensive grant named " rebuild your high school shop", to transform HSS into a community and industry training facility; 16 students in the EMAP (the only one in the province) course have now graduated from NWCC and the Intro to Trades courses at NWCC have finished their first cohort.

District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: Kindergarten registration will be taking place Feb 17 to 21; Early Notice Incentive Program will be taking place again this year, this where SD54 offers a financial incentive to teachers and administrators who are planning to retire this school year, to give notice on or before April 1; Twain Sullivan and Silverthorne will host an elementary basketball event on Feb 27; FSA's are nearly completed the yearly Foundation Skills Assessment at the grade 4 and 7 level; Parents and student in grades 4,7,10,12 will be completing the Provincial Satisfaction Survey between now and April.

School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: SD54, SCSA, Interior News and SSS students partnered again this year to raise awareness of literacy this month in the "Praise A Reader" Campaign; High School Course Selection for the 2014/2015 school year has started to take place; on February 12th WPS held their monthly Breakfast and Books event.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **LKS** – 24 +/- Grade 6-7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on January 23 and February 6, 2014. All Board requirements have been met for this trip.
 - **SSS** – 10 Grade 9-12 Students to travel to Edmonton to participate in a wrestling tournament on January 30 to February 2, 2014. All Board requirements have been met for this trip.
 - **WPS** – 40 +/- Grade 7 Students to travel up to Hudson Bay Mountain to participate in ski and snowboard lessons on: February 26, March 5 and March 12, 2014. All Board requirements have been met for these trips.
 - **SSS** – Theatre Presentation
- The following field trip require **final** approval by the Board of Education:
 - **SSS** – 59 Grade 10-12 Students travelling to Cuba to take part in the "Performance Tour of Cuba" for the SSS Sr. Concert Band and SSS Sr. Jazz Band during the period of April 25th – May 3, 2014. All Board requirements have been met for this trip.

MOVED / SECONDED: K. Martinsen / L. Collingwood

"To approve the proposed field trip to Cuba during the period of April 25 – May 3, 2014."

CARRIED

OPERATIONS:

- Secretary Treasurer Margerm provided an operations report to the Board: 1701 Certificate of Excellence has been granted to SD54 by the ministry for having no errors in the September enrollment submission. Mr. Margerm acknowledged Ms. Kerr and the secretary's for their hard work. The February 1701 is currently being completed. Projected enrollment for 2014 /2015 school year has to be submitted to the Ministry and will go to the March operations committee for review.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Chairperson Trustee Farrell presented the February Education Forum report to the board: Trustee Farrell found it fascinating the different needs expressed between Smithers and Houston. There was breakout sessions getting everyone in attendance involved. Trustee Farrell thanked everyone involved and everyone who attended.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Kearns informed the Board that there was no quorum at the February 4th, 2014 operations committee meeting. Secretary Treasurer Margerm presented the amended budget to the committee will be discussed later in the meeting. Chairperson Kearns asked Assistant Superintendent McDiarmid to provide update on the 2014-2015 School Calendar Committee. A survey was conducted over 400 parents submitted their surveys, very transparent. There are currently four recommendations:
 1. The board approve a calendar with a two week spring break for the 2014/2015 school year
 2. The board approve that spring break be tied to Easter
 3. The board approve that the calendar pattern of a two week break placed next to Easter be followed for two consecutive years 14/15 and 15/16
 4. A board request to the BVTU to consider moving a NID to the end of August. (The BVTU has since responded to this request and will not agree to move a NID to the end of August)

MOTION / SECONDED K. Martinsen / L. Collingwood

"To accept draft the 2014/ 2015 calendar."

CARRIED

- Quick School Plaque – Each school has a dedication plaque in the building and recently we had two separate requests for the Quick School Plaque. This will be returned back to the Operations Committee meeting in March.

6.c) POLICY COMMITTEE REPORT

- Chairperson Collingwood presented the Policy Committee Report from the February 4th, 2014 meeting: A discussion took place with regards to embedding the Education Forum within the Community Relations Committee to reflect on going practice. Policy's 1.150 Standing Committees and 1.1525 Education Forum will stay in committee at this time; A draft IT System & Information Security – Disaster Recovery (6.330) policy was provided by Secretary Treasurer Margerm

MOVED / SECONDED: L. Collingwood / J. McIntosh

"To approve the changes to the Systems & Information Security Policy and the acceptance of the District #54 IT Data Recovery Program."

CARRIED

The IT program was required by the Auditor General. Mr. Malkinson and Mr. Margerm developed a program that would outline what would happen if there was a technological disaster.

- Policy 6.340 Purchasing Policy: This policy is directed to equipment purchases, Secretary Treasurer Margerm recommended to increase the threshold from \$250 to \$1000 subject to providing two quotes and the signature of the Secretary Treasurer.

MOVED / SECONDED: L. Collingwood / K. Martinsen

“To approve increases the equipment purchasing threshold from \$250 to \$1000 subject to providing two (2) quotes and Secretary Treasurer’s signature”.

CARRIED

- Policy 9.950 Student Choice; The committee continued discussion on transportation policy around catchment areas, bussing and after-school transportation. Secretary Treasurer Margerm reported to the Board that the School Protection Program advised that the school district is not responsible for students after dropping them off, but we are legally responsible for students on the bus. This policy will remain in committee.
- Student Trustee: Trustee Farrell put forth a recommendation to have a Student trustee on The Board of Education. The committee discussed several aspects of the possibility of a student trustee. This will stay in committee at this time.

6.d) TRUSTEE REPORT

- No Trustee Reports were submitted this month.

7. UNFINISHED BUSINESS

- There was no unfinished business.

8. NEW BUSINESS

- 8.1) 2013-2014 Draft Amended Budget – Chairperson Kearns asked for unanimous consent to do all three reading tonight for the Annual Budget Bylaw. Unanimous consent was given.

MOTION/ SECOND P. Michell / L. Collingwood

“ The committee recommends that the Board give all 3 readings to the Annual Budget Bylaw 2013 / 2014.”

CARRIED

- Secretary Treasurer Margerm presented the Amended Annual Budget to the Board.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO.54 (BULKLEY VALLEY) (called the “Board”) to adopt the Annual Budget of the Board for the fiscal year 2013/2014 pursuant to section 113 of the *School Act*, R.S.B.C., 1986, c. 412 as amended from time to time (called the “*Act*”).

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 54(Bulkley Valley) Annual Budget Bylaw for fiscal 2013/2014.
3. The attached Statement 2 showing the estimated revenue and expense for the 2013/2014 fiscal year and the total budget bylaw amount of \$25,262,733 for the 2013/2014 fiscal year was prepared in accordance with the *Act*.

4. Statement 2, 4 and Schedules 21 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2013/2014.

READ A FIRST TIME THE 18th day of February, 2014.
 READ A SECOND TIME THE 18th day of February, 2014.
 READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of February, 2014.



 Chairperson of the Board

 Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Annual Budget Bylaw 2013/2014, adopted by the Board the 18th day of February, 2014.

 Secretary-Treasurer

9. OTHER BUSINESS

- 9.1 The January 31, 2014 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

January 2014: Enrolment Figures	Ltr. frm SD27 to MOE re: Education Funding
Ltr. Frm SD39 to MOE re: Education Funding	Ltr from SD78 to L. Throness re: Literacy Funding
Ltr. Frm BCSTA: Announcement: New Director of Education Gaila Erickson	Ltr frm BVTU re: Calendar Committee –Two Week Spring Break 2015 and 2016

MOVED/SECONDED: F. Farrell / L. Collingwood

"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 March 25th, 2014 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJORNED

- The Board meeting was adjourned at 8:06pm.

Les Kearns
Chairman of the Board of Education

Dave Margem
Secretary Treasurer

DRAFT



**SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
FEBRUARY 18, 2014
SCHOOL BOARD OFFICE , SMITHERS , B.C.**

The regular meeting was called to order at 6:04 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 January 21, 2014. There being none, the In-Camera meeting minutes of January 21, 2014 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- Chairperson Kearns provided information on: personnel items; labour relations matters and real property issues as there was no quorum at the February 4th, 2014 Operations Committee meeting.

The Board returned to regular session at 6:55pm.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
March 25, 2014

District Based Initiatives

- **District Elementary Basketball:** the annual play day was hosted by Silverthorne and Twain Sullivan. Thanks to both school for organizing and also to Houston Secondary for letting the elementary schools take over their gym. A big thanks to coaches, parents and students for making the day a success.
- **District Dogwood Scholarship:** The District will award twenty \$1,000 scholarships this year. We are planning to have presentations in May. The quality of presentations has continued to rise over the past few years and we look forward to more outstanding grade 12 scholarship candidates. See your school counselor for more info.
- **Regional Science Fair:** The Regional Science Fair will be held on April 11 – 12, 2014. In order to maximize participation from across the region, the event will be hosted at Northwest Community College – Smithers Campus. SD#54 will once again be hoping for a strong showing.
- **Houston Secondary Shop Transformation:** As part of a partnership between local industry (Canfor, Monster Welding) and NWCC, SD#54 is working to transform Houston Secondary School into a college and industry training facility. The first part of this project includes a considerable “house-cleaning” to get the facility ready for NWCC and industry training opportunities in the Fall of 2014. Director of Facilities and Maintenance, Mr. Ed Hildebrandt has begun working with school administration to get the facility ready. The District has committed significant funds to the project, including committing to transportation for students in Smithers to access trades opportunities in Houston and for Houston Students to access opportunities in Smithers. Rather than offer multiple programs for smaller cohorts, the District is committed to getting students to the programs of their choice.
- **Skills BC:** Students from SD#54 competed in the Skills BC competition at NWCC in Terrace and performed very well. Below are the students and their respective areas of focus.
 - Nico Palumbo - 1st place Automotive
 - Dale Hagen - 2nd place Welding
 - Devin Hoesing - Strong showing in welding
 - Colton Brown - 2nd place Carpentry
 - Johan Heder- 3rd place Culinary
 - Tanner St. Pierre-Jondalar- strong showing in culinary

Special thanks to the various practical arts teachers for inspiring their students and to Ms. Monica Strimbald for continued leadership in providing these opportunities.

- **Staffing for 2014-15:** The District has begun preliminary work for staffing. Mr. Margerm is working with the Superintendent and Assistant Superintendent to develop staffing with regards to preliminary budget information.

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- **Elementary Hockey Academy:** Follow the success of the Junior and Senior Hockey Academies, School District #54 is exploring the possibility for an elementary academy to possibly start with the arrival of the new ice arena. Assistant Superintendent McDiarmid is working with our Smithers area public schools to determine interest, grade level, and overall logistics as such a program would create some scheduling issues for our elementary schools. We look forward to feedback on this topic, but we are excited by the opportunity to create another strong program of choice for students and parents.
- **Communicating Student Learning:** The school district has been meeting with a group of teachers representing all of our schools and held two Education forums around the topic of moving from student reporting to "communicating student learning". Out of these sessions and the feedback received, the district is now offering the opportunity to elementary schools, classrooms or potentially groups of teachers to engage in a pilot project to start in September. The focus will be ongoing direct contact with parents rather than the traditional report card information that happens at intervals throughout the year.
- **BC Mission to China 2014:** SD#54 is one of 7 BC Districts invited to participate on a tour of schools in Beijing and Harbin. The Chinese Education Authority of Hanban has generously offered to again host and resource a Superintendents' and Senior Administrators' Mission to China this coming March 18-26, 2014. Hanban is keen to further support the building of relationships with BC districts, schools and partners in China in order to encourage the growth of Mandarin language instruction in BC and a greater two-way flow of students and teaching staff. Fundamental to these outcomes is the creation of bilateral school-to-school and district-to-district partnerships, leading to a greater level of shared learning and cooperation across the education enterprise and will encourage administrative support towards increased levels of Mandarin language instruction in BC classrooms. This is an excellent opportunity to create exposure for SD#54 and the Bulkley Valley. We also hope to generate (modest) international student connections. Principal Mark Fehr, Vice Principal Craig McAulay, and Superintendent van der Mark will be representing SD#54.

School Based Initiatives

- **Telkwa Elementary:** Performed their production of "*Princess Whatshername*" on March 7 and 8 in front of a full house at the Della Herman Theatre. Congrats to all of the students and a big thanks to the teachers and parents of Telkwa for pulling this event together. Special thanks to Ms. Jennifer Adomeit for directing!
- **Youth Science Month:** March has been proclaimed as Youth Science Month. We hope this will build into increased enthusiasm for the April Science Fair.
- **HSS & SSS Drama:** Both schools competed in the annual Zone Drama Festival. As usual, our schools displayed great talent and were excellent representatives of our communities. Quality work all way around.
- **SSS Curling:** Congrats to the curling team on their 3rd place at the Provincial Championships. Players were: Glyn Doyle, Adam Hartnett, Sean Turney, Malcolm Turney, Matthew Steventon. Thanks to Laurence Turney for coaching!
- **Wrestling:** Both HSS and SSS sent a large number participants to the wrestling provincials in Prince George on Feb 27 – March 1. Both schools had a great showing at the Provincials with Ms. Leilah Wiebe bringing home gold medal in her weight class. Congratulations to all the participants!

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- **SSS Grade 8 Leadership:** Ms. Teresa Monkman's Grade 8 Leadership class went on an excursion on March 11th to purchase and deliver \$100.00 worth of food for local charities. In addition, the group delivered a \$100.00 donation cheque to the Grendel Place. The money that was used for the charities was raised through their magazine fundraiser held annually in the fall. Amazing community spirit was shown once again by our Leadership students!

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 30 +/- Grade 10-12 Outdoor Education Students to take part in a Winter Camping Expedition to Silvern Lakes Trailhead on March 28-29, 2014. All Board requirements have been met for this trip.
- The following field trip require approval *in-principle* by the Board of Education:
 - **HSS** – 25 +/- Grade 9-12 Students to travel to Italy, France and Spain to live and learn about the countries cultures and to practice speaking French. The proposed field trip will take place during Spring Break 2015.

OPERATIONS

- **Funding 2014 – 2015:** Funding for next year has been announced. Our total funding will be \$21,701,849. This is a decrease of \$330,336. from the current year re-calc. Enrolment upon which this funding is based is 2,148. FTE students, a decrease of 40.3753 FTE from the current year re-calc.

Funding per pupil remains equal to last year at \$6,900 per FTE and distributed learning funding per student amounts to \$5851. Funding Protection is budgeted at \$760,095.

SCHOOL DISTRICT 54
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COMMUNITY RELATIONS COMMITTEE MEETING
March 4th, 2014 4:30 PM
School Board Office

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

The regular meeting convened at 4:30 pm and continued to 5:00 pm.

Community Relations Committee Regular Report

Twitter Account

District has been operating Facebook page. We would like to explore establishing a Twitter account. ***Committee recommended that Mr. van der Mark proceed with setting up a Twitter account.***

SBO Sign

Mr. van der Mark discussed the need for signage out in front of school board office. This would be an opportune time given the drainage project coming up this summer around board office. Mr. van der Mark suggested that a criteria be developed and a competition between the two high schools be arranged: incorporating the corporate logo and representing characteristics of the Bulkley Valley. The Board could offer donation/prize for winning shop and /or student. ***Committee recommends that Mr. van der Mark proceed with organizing signage for school board office.***

Meeting with Town Trustees

Committee discussed option for meeting with Smithers Town Council. Mr. van der Mark suggested that the framework could look like a voluntary dinner meeting of fixed duration. Each party would have a specific time limit to share organizational priorities they believe might be of interest to the other. ***Committee recommends that Mr. van der Mark proceed with organizing a meeting with Smithers Town Council.*** Mr. van der Mark suggested week of March 31-April 4.

Date & Time of Next Meeting: Unknown

SCHOOL DISTRICT 54
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OPERATIONS COMMITTEE MEETING
REGULAR

March 4th, 2014

5:00PM

School Board Office

Members	Administration
K. Martinsen, Chair S. Yaremco F. Farrell (ex officio) Additional: J. McIntosh	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer
Regrets: P. Mitchell, L. Kearns	Regrets: M. McDiarmid, E. Hildebrandt

The regular meeting convened at 6:15 pm and continued to 6:50 pm.

Operations Committee Regular Report

Enrollment Update

Projected enrollment is estimated at 2148 students for the 2014-2015 year –a reduction of 1.87% students. This is compared to our current of 2189 as of September 2013.

Calendar update

As per legislation, the district is in the process of concluding the annual consultation with stakeholders about the 2014/15 school year calendar. The BVTU and CUPE are in agreement with the dates as stated on the Draft School Calendar 2014/2015 as presented at the February school board meeting. CUPE has noted that it would like considerations to minimize the impact of job loss for their employees during any extended spring break. Board approved calendar is due in to Ministry by March 31st, 2014. Committee recommends the motion that *'the draft 2014-2015 Calendar be adopted as the official 2014-2015 Calendar.'*

BCCIE Opportunity re International Students (China)

Mr. van der Mark updated the Board on the opportunity for Mr. van der Mark, Mr. McAulay and Mr. Fehr to go to China. This trip is part of a BC Mission including 7 school districts. The trip is sponsored by the Hanban Education Authority (China) and includes school tours in Beijing and Harbin. Their purpose would be to explore the opportunity for international students to come to the Bulkley Valley and other potential partnerships.

Quick School Plaque

This issue has been postponed until the next committee meeting when more information is available.

Date & Time of Next Meeting: April 1st, 2014 @5:00pm

SCHOOL DISTRICT 54
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**POLICY COMMITTEE MEETING
REPORT**

March 4th, 2014 3:00 PM School Board Office

Members L. Collingwood, Chair J. McIntosh (Alternate) F. Farrell (ex officio)	Administration C. van der Mark, Superintendent D. Margerm, Secretary Treasurer C. Whalen, Transportation Supervisor
Regrets: L. Kearns	M. McDiarmid

REPORT

REVIEW OF PREVIOUS MEETING OF February 4th, 2014

Policy	Description	Type	Status
11.140	Student Transportation	Revision	On-going
9.950	Student Choice	Revision	In-committee
1.150	Standing Committees	Revision	In-committee
1.1525	Education Forum	Deletion	In-committee
6.330	IT Systems & Information Security - Disaster Recovery	Completed	Approved
6.340	Purchasing Policy	Completed	Approved

OLD Business

Student Choice (9.950): Revision

Posed questions that need to be answered:

- **Enforce permission forms on buses at the secondary level?**
 - *Issues: legality, safety, overcrowding/underutilization*
- **Eligibility of student riders inside town vs. outside town limits?**
- **Allow regularly scheduled after-school transportation to non-residence locations?**
 - *Issues: safety, excess complexity, supporting parent's needs, management time*
 - *Eg. (independent schools, places of business, day-care...)*
- **Allow irregularly scheduled after school transportation to non-residence locations?**
 - *Issues: safety, excess complexity, supporting parent's needs, management time*
 - *Eg. (friends' houses, birthdays, Thursdays)*

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Recommendations:

Through discussions over the past several months, the following were **recommended**:

1. *There would be no policy changes around the cross-transfer within catchment areas*
2. *Policy would require the District to know which students are on any bus at any time & require parent authorization for students to travel on busses*
3. *Recognize the distinction between eligible bussing students (living out of town limits) and non-eligible bussing students (living within town limits) Cross catchment transfers would be deemed as an eligible student. Only eligible students would have access to the district bussing system.*
4. *Transportation of eligible bussing students would only be to-and-from accepted residence(s).*

Student Trustee:

New

The Committee discussed the need for guiding principles around a policy for student trustee which would possibly arise from questions generated at last meeting. Future prospects for this policy may also be a discussion in new school year for a newly elected Board as it would involve follow-through by new Board.

Topic postponed until April committee meeting.

C. Date & Time of Next Meeting: April 1st, 2014 @ 3 pm