



# School District No. 54 (BULKLEY VALLEY)

## AGENDA REGULAR BOARD MEETING MAY 19, 2015 HOUSTON SECONDARY SCHOOL, HOUSTON, B.C. 7:00PM

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – April 21, 2015  
Synopsis In-Camera Meeting – April 21, 2015
- 5) Administration Report C. van der Mark Report Attached
- 6) Committee Reports
  - a) Community Relations / Education Forum Committee F. Farrell Report Attached
  - b) Operations Committee L. Collingwood Report Attached
  - c) Policy Committee F. Farrell Report Attached
  - d) Trustee Report L. Kearns Report Attached
  - e) Trustee Report L. Collingwood Report Attached
  - f) Trustee Report F. Farrell Report Attached
- 7) Unfinished Business
- 8) New Business
  - 8.1) 2015 – 2016 Annual Draft Budget
- 9) Other Business
  - 9.1) Expenditure Summary – April 30, 2015
- 10) Reading File

April 30, 2014: Enrolment	Ltr. frm S. Finnegan re: Two Week Spring Break
Ltr. frm Dr. Magda Havas re: WIFI Routers in Schools	Invitation from HSS re: 2015 Commencement Ceremony
Ltr. frm SD28 to P. Fassbender & M. deJong re: 2015-2016 Funding Shortfall	Ltr. frm SD37 to P. Fassbender re: Bill 11
Ltr. frm SD38 to P. Fassbender re: Budget Cuts	Ltr. frm. SD43 to P. Fassbender re: Bill 11
Ltr. frm. SD44 to M. deJong & P. Fassbender re: Provincial Budget and Operating Grant	Ltr. frm SD44 to P. Fassbender re: Bill 11
Ltr. frm. SD46 to P. Fassbender re: Support for Student Mental Health	Ltr. frm. SD47 to P. Fassbender re: Bill 11
Ltr. frm. SD57 to C. Clark & P. Fassbender re: Bill 11	Ltr. frm. SD57 to P. Fassbender re: Upgrading Adults
Ltr. frm. SD63 to P. Fassbender re: Bill 11	Ltr. frm. SD75 to P. Fassbender re: Bill 11
Ltr. frm. SD85 to P. Fassbender re: Co-Governance and Funding	Ltr. frm. SD91 to P. Fassbender re: Bill 11
Ltr. frm. SD91 to P. Fassbender re: Graduated adult funding	Ltr. frm BCSTA re: Thank you L. Kearns & C. van der Mark
Ltr. frm. SD42 to P. Fassbender re: Bill 11	Ltr. frm. SD64 to P. Fassbender, D. Byng, C. Clark re: Bill 11
Ltr. frm. SD10 to P. Fassbender re: Bill 11	Ltr. frm SD53 to P. Fassbender re: Existing Shared Services & Bill 11
Ltr. frm. SD81 to P. Fassbender re: K-12 Innovation Forum	Ltr. frm SD28 to P. Fassbender re: Non-Funded need of SD28
Ltr. frm. SD67 to C. Clark re: Bill 11	Ltr. frm SD41 to C. Clark, P. Fassbender re: Bill 11

11) Closing Remarks

12) Next Board Meeting will be held on June 23, 2015 at the School Board Office, in Smithers B.C., commencing at 7:00 p.m.

14) Adjournment

15) 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)  
APRIL 21, 2015  
MORICETOWN MULTI-PLEX, MORICETOWN, BC

**PRESENT:** Trustees: L. Kearns, F. Farrell, L. Collingwood, 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 5:58pm

**MOVED/SECONDED:** D. Hanson / P. Michell

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

CARRIED

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

**2. TRADITIONAL WELCOME**

- Chief Ron Mitchell Hagwilneh from the Laksilyu Clan delivered a traditional welcome to the Wet'suwet'en Territory to the Board of Education.

**3. OPENING REMARKS**

- Chairperson Kearns welcomed our guests Victoria Levy from CFTK TV , Ron Mitchell, Chris Gareau from the Interior News and Ilona Weiss, BVTU Local President. Trustee Beaubien is not able to attend tonight and sends her regrets.  
Chairperson's Kearns remarked that he always associates the Board Meeting in Moricetown with the beginning of spring. On March 27<sup>th</sup> , a fundraising BBQ was held at the BVCU in Houston for Ms. Rebecca Ells. Ms. Ells was raising money so she could travel to the Canadian National Wrestling Championship in Fredericton, New Brunswick. Trustee Williams was there flipping burgers!
- Trustee Williams informed the Board that Ms. Ells came home with a bronze medal! Congratulations!!

**4. ADOPTION OF AGENDA**

**MOVED/SECONDED** P. Michell / L. Collingwood

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

CARRIED

**5. ADOPTION OF MINUTES**

- The Chair asked if there were any corrections to the minutes of March 17, 2015 or the Synopsis of the In-Camera Meeting minutes of March 17, 2015. There being none, the minutes of March 17, 2015 and the Synopsis of the In-Camera Meeting minutes of March 17, 2015 were declared approved as presented.

## 6. ADMINISTRATION REPORT

### District Based Initiatives

- Superintendent van der Mark presented the district based initiatives report to the Board: The 2015 – 2016 staffing process is well on its way. Administration project a slight decline in enrollment again this year, but continue to ensure that the allocation of staffing and resources is equitable, transparent, sustainable and student driven. This year's District Dogwood Scholarships have been announced and SD54 will have twenty four \$1,000 scholarships to distribute this year. The April Education Forum will be held on April 27th and will be focus on innovation in our schools. The District continues to work closely with NWCC and will be expanding dual credit offerings for the 2015-16 school year: Millwright Level 2, Plumbing and possibly Health Care will be added. The Elementary Hockey Academy (Grades 6/7) will run once again next year. The Grade 4 Feast took place on March 25th in Moricetown. Mr. Ron Mitchell plays a large role in the Grade 4 feast. Superintendent van der Mark, Assistant Superintendent McDiarmid and Secretary Treasurer Margem were joined by senior staff, administration and teachers at the BCSSA meetings held in Vancouver this past week. The keynote speaker was Ms. Faye Brownlie. Senior staff and trustees also gathered in Vancouver to attend the BCSTA AGM. Chairperson Kearns and Superintendent van der Mark made a presentation on effective Board relationships and performance. We are recognized around the province for being very functional and have good relationships amongst groups. Trustee Kearns said it was a very enjoyable experience.

### School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the Board: The SSS Girls Rugby team was in Victoria to compete in the 7's provincial tournament. The students were once again great ambassadors. On April 24, 25 and 26<sup>th</sup> the SSS Drama department will be presenting William Shakespeare's "Love's Labour Lost". Set in the 1960's to the music of the Beatle's.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - HSS – 16 +/- Grade 9-12 students from Houston Secondary School to travel to Irrigation Lake on a weekly basis during the months of May and June as a part of their angling course. All Board requirements have been met for this trip.
  - SSS - One (1) Grade 8 student to travel to Burnaby to take part in a seminar during period of April 27-29, 2015. All Board requirements have been met for this trip.
  - HSS – 30 Grade 4/5 students from Twain Sullivan Elementary School to travel to Aiyansh and Greenville BC from May 27 to May 29, 2015. This trip is to support student curriculum. All Board requirements have been met for this trip.
- The following field trip require **approval** by the Board of Education:
  - MME – 25 +/- Grade 7 students to travel to Prudhomme Lake (Prince Rupert) and Metlakatla during the period of June 15 and June 19, 2015. This trip is to support student curriculum and will be the class's year-end celebration. The sponsor teacher reports that the proposed dates have not yet been confirmed; therefore the approval will be subject to final travel dates being supplied to the School Board Office. All other Board requirements have been met for this trip.

MOVED/SECONDED

D. Hanson / L. Collingwood

***"To approve the proposed field trip to travel to Prudhomme Lake and Metlakatla. Approval subject to providing final travel dates to the board office prior to departure."***

***Discussion:***

- Trustee Hanson asked what the difference was between HSS and MME field trips regarding approvals. Number of days out of District?
- Mr. McDiarmid answered "yes, it is the number of days away from the school."

CARRIED

- **BCCIE – International Student Summer Camp.** Mr. van der mark was approached by the BC Council for International Education (BCCIE) asking if SD54 would like to participate in the 2015 International Student Summer camp taking place in Beijing China, from July 14-23, 2015. SD54 has three spots available to fill. All in-China costs (accommodation, meals, transportation and local activities), for the students will be covered by the hosts. Program fees required to be paid by the District will be the air fare. Mr. van der Mark has found three students in grade 11 that have current passports and want to go. He is now asking for approval in-principal for this trip.

MOVED/SECONDED

L. Collingwood / J. Williams

***"To approve IN PRINCIPLE the proposed field trip to China from July 14<sup>th</sup> to July 23, 2015."***

***Discussion:***

- Trustee Hanson asked if there will be any travel companions accompanying the students.
- Mr. van der Mark answered that the organization provides teachers to accompany the students.
- Trustee Farrell asked if the three students would be alone or part of a group.
- Mr. van der Mark said that about 25 students from around the province will be travelling in a group to China.
- Mr. McDiarmid provided further information on the program based on his previous experience.
- Mr. van der Mark said that getting travel visa's to China is not easy.
- Mr. McDiarmid said that the students will get exposure to cultural sites, martial arts, connecting with other international students.
- Mr. van der Mark said we are targeting students from grade 11 this year. Administration is hoping to do a similar exchange program to Smithers next year. This way the current Grade 11 students could help next summer with the program.
- Trustee Hanson asked if Mr. van der Mark was able to identify students over spring break.
- Mr. van der Mark said potentially yes. The time lines were very short.

CARRIED

- **BC School Sports Application – Soccer:** Administration is asking for approval to combine the Bulkley Valley Christian School and the Smithers Secondary School to make one Sr. Girls Soccer Team. There are currently so many kids that play together for community sports already. Smithers Senior Secondary would like the help the three students from the Christian School to be able to play on a team.

MOTION / SECOND:

J. Williams / D. Hanson

***"To approve the joint sponsorship application from Smithers Christian School and Smithers Secondary School to apply to BC School Sports to have one Girls Soccer team."***

CARRIED

Operations:

- **School District Facilities Review** – There will be public presentations regarding the current and future use of School District facilities. They will be held in Smithers on April 28, 2015 @ 7:00 pm and at HOUSTON on April 29, 2015 @ 7:00 pm.
- **2015 / 2016 Annual Budget** – Public presentation will take place on Tuesday, May 12, 2015 at 7pm at the School Board Office.

7.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Community Relations Chairperson Farrell presented the Community Relations Committee report from the April committee meeting held on March 24, 2015. The committee discussed holding education forums in Houston &/or Moricetown. It was determined that education forums will be held in those locations if "needed or relevant "to that location.
- Newspaper column – the committee discussed several topics for this column. Mr. van der Mark commented that the first draft will be out shortly.
- Next meeting will be on Tuesday May 5, 2015 @ 4:00pm

7.b) OPERATIONS COMMITTEE REPORT

- On behalf of Operations Committee Chairperson Collingwood, Vice Chairperson Michell presented the Operations Committee's Report from the April Committee Meeting held on March 24, 2015: The committee discussed the following items:
  - **MyEDBC** – Mr. Margerm outlined the implementation and training schedule for the new MyEDBC Student administration program.
  - **Sports-Plex Update** - Architect drawings were displayed on the screen for the Board and guests. More information in new business.
  - **Publicizing Budget Implications** – The committee discussed whether to publicize budget implications for our District and results of mandated administration savings for the 2015 – 2016 Year. It was acknowledged that the budget is provided to the public in May for discussion.
  - **AFG Bylaw:**
- Chairperson Kearns asked for unanimous consent to do all three reading tonight for 2015 – 2016 Capital AFG Bylaw# 126858. Unanimous consent was given.

MOTION/ SECONDED L. Collingwood / J. Williams

*"The committee recommends that the Board give all 3 readings to the 2015 – 2016 Capital AFG Bylaw# 126858 ."*

CARRIED

**CAPITAL PROJECT BYLAW NO. 126858**

A BYLAW by the Board of Education of School District No. 54 (Bulkley Valley) (hereinafter called the "Board") to adopt a Capital Project.

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved **Capital Project No. 126858 (2015-2016 AFG)**.

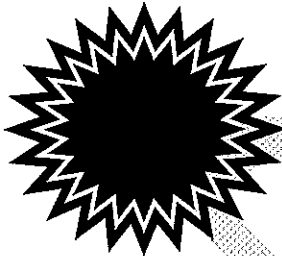
NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the Project substantially in accordance with the Project Agreement or as directed by the Minister;
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Project of the Board approved by the Minister and specifying a maximum expenditure of **\$578,138** for Project No. **126858** is hereby adopted.
2. This Bylaw may be cited as School District No. 54 (Bulkley Valley) **Capital Project Bylaw No. 126858**

Read a first time the 21<sup>st</sup> day of April, 2015.  
 Read a second time the 21<sup>st</sup> day of April, 2015.  
 Read a third time, passed and adopted the 21<sup>st</sup> day of April, 2015.



NO SIGNATURE REQUIRED

\_\_\_\_\_  
 Board Chair

NO SIGNATURE REQUIRED

\_\_\_\_\_  
 Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54(Bulkley Valley) **Capital Project Bylaw No. 126858** adopted by the Board the 21<sup>st</sup> day of April, 2015.

NO SIGNATURE REQUIRED

\_\_\_\_\_  
 Secretary-Treasurer

- **Facilities Review** : See 9.2) New Business
- Community Relations Chairperson Farrell wanted to remind everyone about the April Education Forum taking place on – April 27<sup>th</sup> at Walnut Park School Training Centre.

**7.c) POLICY COMMITTEE REPORT**

- Policy Committee Chairperson Farrell, presented the Policy Committee Report from the March 6, 2015 meeting;

- **Organization of Policy Review -**

MOVED/SECONDED

F. Farrell / D. Hanson

***"To approve Mr. Margerm to change all Trustee Terms from Three (3) to four (4) years in all Board Policies."***

CARRIED

- **Student Driving for Purposes for School Functions:** Discussion on creating policy on students driving themselves to school functions.
- Next meeting, Tuesday May 5<sup>th</sup>, 2015 at 3:00pm

**7.d) TRUSTEE REPORT**

- No Trustee reports were submitted this month.

**8. UNFINISHED BUSINESS**

- No unfinished business was submitted this month.

**9. NEW BUSINESS**

- **9.1) Sports – Plex** – Superintendent van der Mark reminded the Board that it has almost been a year since we started talking about the Sports-Plex. What the administration has come up with is meeting all of our goals, covered turf, walking track, mezzanine, classroom space, and change rooms. It doesn't however have the second gym but does have the turf field. The uses for this facility are considerable. We will be going to the public to see if there is public interest in this project. We are looking at a cost in the \$3.5 – 4 million range. The Board has already allocated from the surplus \$1.5 million to 2 million towards the project. Superintendent van der Mark is currently researching what community sponsorship level could look like, naming rights, plaques etc. This should be ready for the May Board meeting. We cannot do it alone. Opportunities for community interaction, healthy living, the benefits keep going. We are excited about this potential addition to our capital infrastructure.

***Discussion:***

- Trustee Farrell – has talked to people in the community, and they think it is a benefit to everyone, young and old. For SD54 to earmark \$1.5 – 2 million is a start but we do need partners. I encourage everyone to support it.
- Trustee Hanson – in the conversations that have taken place, have we discussed cultural aspect considerations, namely first nations families feeling comfortable?
- Superintendent van der Mark – replied that we haven't been able to get that specific but when we do we can make sure that cultural aspect is included. We will keep it under consideration going forward.
- Trustee Kearns asked what kind of timeline can we expect for a public meeting?
- Superintendent van der Mark – I am thinking May. We will be ready for the Board conversation. Business plan will be included. It will attract events, rugby, soccer etc. It is part of the plan as we look for partners.
- Trustee Collingwood – based on community, there seems to be a lot of positive feedback. We have put money forward as a school district to get us half way there. It is a good step going forward to getting support from the community.
- Superintendent van der Mark – encouraged people to come out. As long as kids have a pair of shoes they can access it. This is the type of opportunity that keeps kids healthy, learning outcomes increase.
- Assistant Superintendent McDiarmid added that as a part of the consultation process, we had Mr. Ed Hildebrandt, Director of Facilities & Maintenance talk to other facilities and these facilities are busy 7 days a week.

- **9.2) Facilities Review :** Secretary Treasurer Dave Margerm – provided a power point presentation reviewing SD54 facilities. This review is required once a year. The purpose of this presentation is to provide information for informed decision making: To better understand information about our districts school facilities including enrolment, enrolment trends, capacity utilization, costs and asset management issues.

**Discussion Age of Facilities:**

- Trustee Farrell – Age of the elementary schools, Silverthorne and Telkwa Elementary Schools: is there an age where they say they are told they will not maintain them anymore?
- Mr. Margerm – you can have old schools that are well maintained.
- Superintendent van der Mark – more pressing issue is capacity issues.

**Discussion Enrolment :**

- Trustee Hanson – besides French Immersion – is there any cross boundary students in other schools.
- Mr. Margerm - approximately 25 % are cross boundary students. Ms. Whalen has been quite open for cross boundary transportation.
- Trustee Kearns – Lake Kathlyn School jumps out at him because of the 18% capacity but the three Houston Schools jump out at him too because they are under 60% capacity . He asked if there are any thoughts on that.
- Mr. Margerm – I could collapse a school and have two without a problem in Houston. But that is a very long discussion. Watching the population numbers. Silverthorne is the largest and most unutilized. It would save us \$250k - \$300k in operational costs. Where do you want the money? That's the discussion that needs to be needed.
- Trustee Farrell – enrolment in MME and Silverthorne, does that include the Strong Start program?
- Mr. Margerm – No. If you go into LKS it looks busy because of Strong Start and the Elementary BVEC program that is housed there.
- Superintendent van der Mark – if you were building those schools today would you build three schools in Houston today? What would be the best for education and the students?

**Discussion Facility Costs :**

- Trustee Hanson – WPS no change in energy over the years?
- Mr. Margerm –Energy management programs, turning off boilers, insulations, high number of windows. Renovations.
- Superintendent van der Mark – More bodies in the building , makes it more efficient
- Trustee Hanson – Energy demand has gone up but costs of gone down.
- Trustee Farrell – Telkwa School – do you think the drop is contributed to the partnership with the Village
- Mr. Margerm – That program has just started in 2014 so the data coming up will be interesting.

**Discussion:**

- Trustee Farrell – enrolment projections don't reach the levels of 2008
- Mr. Margerm - BC Stats projects 1% increase over time
- Trustee Hanson – what happens to our funding protection in the 2018 area
- Mr. Margerm – funding protection helps us when our enrollment goes down. We would have to look at facilities and operational areas.
- Trustee Kearns - for a budget of \$22 million and lose a \$1 Million and if we are not prepared for it, it would be a big deal.
- Superintendent van der Mark – we have increased money to trades, we are running more programs even with fewer students, and less money. We are doing things very carefully, very thoughtfully. It's a challenge but not an overwhelming one.

**10) OTHER BUSINESS**

- 10.1) March 31, 2015 Expenditure Summary was included in board packages.

**11) READING FILE**

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

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

CARRIED

**10. CLOSING REMARKS**

- n/a

**11. NEXT BOARD MEETING**

- The next regularly schedule School Board meeting will be held on May 19, 2015 commencing at 7:00 pm at the Houston Secondary School.

**12. ADJORNED**

- The Board meeting was adjourned at 8:41pm.

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Les Kearns  
Chairman of the Board of Education

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Dave Margem  
Secretary-Treasurer

DRAFT



SYNOPSIS  
OF  
IN-CAMERA MEETING  
SCHOOL DISTRICT #54 (Bulkley Valley)  
APRIL 21, 2015  
MORICETOWN MULTI=PLEX, MORICTOWN, B.C.

The regular meeting was called to order at 5:58 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 March 17, 2015. There being none, the In-Camera meeting minutes of March 17, 2015 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues and Labour relations matters.
- The Operations Committee reported on a real property issue.
- The In-Camera reading file was received and filed.

The Board returned to regular session at 6:53 p.m.

# SCHOOL DISTRICT 54

(Bulkley Valley)

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## REPORT FROM ADMINISTRATION

to the  
Board of Education  
May 19, 2015

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### Student Achievement

- **SSS Musical:** Last month the SSS drama, theatre, and music students performed an interesting twist to "Love's Labour's Lost" to packed houses in the Della Herman.
- **SSS Band :** traveled to Whistler this past weekend to take part in the Whistler Cantando Festival. There were 30 bands and 15 choirs from British Columbia, Alberta and Washington State. The students opted for the competitive option that would allow them to receive a rating standard and they received the following awards:
  - SSS Jr. Concert Band- **Gold**
  - SSS Sr. Concert Band- **Gold** (was identified by adjudicators and staff as THE best band on the Friday out of the 20 that performed that day!)
  - SSS Jr. Jazz Band- **Gold**
  - SSS Sr. Jazz Band- **Gold**
- **District Scholarships:** Grade 12 students from Houston Secondary and Smithers Secondary completed their presentations last week over a four day period. They were competing for 24 scholarships for \$1,000 each. The presentations were of a wide variety and a great showcase of skills from some of our best students. An excellent and rewarding four days. Thanks to the trustees for giving up their time to watch these students showcase their learning.
- **U14 Basketball-** 8 grade 8 girls from SSS combined with students from BVCS and Hazelton Secondary to form a regional team that played a PG team on May 11-12 at UNBC. The girls enjoyed great competition and were able to experience dorm life, and the facilities of university as well as instruction from the coach of the UNBC women's team.
- **Education Forum:** At our last forum, we were treated to innovative teaching and learning strategies at Walnut Park. Ms. Contumelias, Ms. Kinkela, Mr. Anderson, Ms. Davey, Ms. Rutley and Ms. McAulay and students shared some of the many practices used to engage learners. Thanks to staff and students for this opportunity.

### INNOVATION / INITIATIVES

#### District Based Initiatives

- **Year End Celebration** – On Wednesday, June 17, 2015 we will be recognizing retirees and employees who will be awarded long service pins. This event will take place at Smithers Golf Course from 5:00 – 7:30pm. We encourage everyone to attend to recognize honoured staff members.
- **District Elementary Track-** On Friday, June 5<sup>th</sup> the Annual Elementary Track Meet will be held at SSS. Contact your local elementary school for more info.

# SCHOOL DISTRICT 54

(Bulkley Valley)

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- **Trades and Mining Expo**-- NWCC hosted multiple events, creating awareness for trades and mining opportunities. Students had the chance to work heavy equipment simulators and engage in other trades related discussions. Some were even able to pan for gold at NWCC. Thanks to both high schools for taking advantage of this opportunity and to NWCC for making it available.
- **2015 Skilled Trades Innovation Forum**- Superintendent van der Mark has been asked to present with NWCC at this provincial forum. The District's work and partnerships regarding the Houston Secondary facility is creating considerable interest!
- **Ready, Set, Learn** — Took place in Smithers area schools during May 8-13th and in Houston on May 14th. Families and their three-year-olds and four-year-olds who attended engaged in play-based early learning activities while finding out about the early learning programs and services offered by the school district and school. It was a fun filled session of activities, snacks and families left with a gift bag of resources.
- **District Initiatives (2015-16)** – We are pleased to announce that SD#54 will be working with Yong Zhao, an education transformation speaker on September 24-25 of next year. There will be community engagement opportunities. We are also pleased to be continuing the work started with Faye Brownlie, as our educators will take a more active role in leading and collaborating on effective teaching strategies. We continue to enhance our trades opportunities, particularly through the work in Houston and the partnerships with the Smithers NWCC campus opportunities.

## School Based Initiatives

- **Graduation Ceremonies** – Graduation dates for Houston Secondary and Smithers Secondary are June 12<sup>th</sup> and June 20<sup>th</sup>, respectively.
- **Rugby**— Both Houston Secondary and Smithers Secondary Girls' 15's have qualified for the Provincial Championships! Good Luck Girls!
- **SSS Soccer**- The Girls' Soccer Team upset Terrace in the Zone Championships to book their ticket to the BC's! Well done girls!
- **Muheim Memorial**—Concours (French public speaking contest). Two students will be going to Vancouver for the provincials, Matthias DeGisi, Hannah Buchanan and from the High school and past Muheim FI student Emily Hobley McCosker.
- **Silverthorne and Telkwa Elementary**— On May 5<sup>th</sup>, 35 elementary student went to Terrace to participate in an NWCC Explore Trades event. Great hands on experience for kids.
- **Twain Sullivan Elementary** - Received a \$5,000 grant through Dash BC. This grant is designed to support northern schools in communities undergoing either acute or ongoing economic transition (ie. mill closures). It is intended to help foster opportunities for students to be connected to their school community and live a healthy, expressive life through physical and creative activity. The plan for this money is to assist in the cost of building an outdoor classroom/theatre.

# SCHOOL DISTRICT 54

(Bulkley Valley)

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## Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **TES** – 19 +/- Grade 3/4 students from Telkwa Elementary School to travel to Ft. St. James on June 18 and 19<sup>th</sup>, 2015. The purpose of this trip is to support student curriculum. All Board requirements have been met for this trip.
  - **WPS** - 51 +/- Grade 7 students from Walnut Park Elementary School to travel to Tyhee Lake on June 17 and 18<sup>th</sup>, 2015, to take part in the class yearend celebrations. All Board requirements have been met for this trip.
  - **WPS** – 45 Grade 3/4 students from Walnut Park Elementary School to travel to Rough Acres on June 2<sup>nd</sup>, 2015 to take part in the class yearend celebrations. All Board requirements have been met for this trip.
  - **HSS** – 15 +/- Grade 10-12 students from Houston Secondary School to travel to the Nisga'a Valley on May 26-May 28, 2015. The purpose of this trip is to support student curriculum. All Board requirements have been met for this trip.
  - **LKS** – 25 +/- Grade 6/7 students from Lake Kathlyn Elementary School to travel to Camp Caledonia on June 10-12, 2015, to take part in the class yearend celebrations. All Board requirements have been met for this trip.
  - **SSS** – 6 +/- Grade 10-12 students from Smithers Secondary School to travel to Terrace to take part in "Test Drive NWCC" on May 29-31, 2015. All Board requirements have been met for this trip.

**SCHOOL DISTRICT 54**  
*(Bulkley Valley)*

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**COMMUNITY RELATIONS COMMITTEE MEETING**  
May 5<sup>th</sup>, 2015      4:00 PM      *School Board Office*

<b>Voting Members</b>	<b>Administration</b>
F. Farrell, Chair B.J. Beaubien D. Hanson L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
<b>Regrets:</b>	

Meeting Time: 4:04 – 4:38

**REPORT**

1.      1st & 2<sup>nd</sup> Newspaper article:  
Mr. van der Mark is in progress of writing article for May – due next week.  
Topics for next article in June:

- Budget
- Sportsplex
- Communicating student learning/reporting
- Fraser Institute
- Year's highlights
- Looking forward 2015-2016 (declining enrollment)
- Bill 11
- Community
  - Trades program
  - Sports combination
  - Carolfest
  - Wrestling
  - Moricetown
  - Elementary (Co-planning, Grade 4 Feast)

Chris will finish 1<sup>st</sup> article and Mike to write 2<sup>nd</sup> article based on "Community" theme.

**C. Date & Time of Next Meeting: June 2<sup>nd</sup>, 2015**

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

**SCHOOL DISTRICT 54**  
*(Bulkley Valley)*

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**AGENDA**  
**COMMUNITY RELATIONS COMMITTEE MEETING**  
May 5<sup>th</sup>, 2015      4:00 PM      *School Board Office*

<b>Voting Members</b>	<b>Administration</b>
F. Farrell, Chair B.J. Beaubien D. Hanson L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
<b>Regrets:</b>	

**AGENDA**

1.            1st & 2<sup>nd</sup> Newspaper article

**C. Date & Time of Next Meeting: June 2<sup>nd</sup>, 2015**

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

**SCHOOL DISTRICT 54**  
*(Bulkley Valley)*

**OPERATIONS COMMITTEE MEETING**  
*Regular*

May 5<sup>th</sup>, 2015

5:00PM

School Board Office

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

Meeting Times: 5:06 - 7:26 pm

**REPORT**

**1. Early Thursday/ Instructional Time**

Mr. McDiarmid updated the Committee on the new Thursday afternoon agreement as outlined in Briefing Note 1. There was agreement from both parties, BVTU and District Administration, that this letter of understanding will work for both sides.

**2. Draft Budget Bylaw & update**

Mr. Margerm outlined points regarding the annual Draft 2015-2016 Annual Budget. Public consulting period is from May 5<sup>th</sup> to when the Board approves the Budget Bylaw. The public meeting for the draft budget is May 12<sup>th</sup> at 7 pm. The budget needs to be in to Ministry by June 30<sup>th</sup>, 2015. Mr. Margerm then outlined the highlights of draft financial statements. This included a decline on enrollment of 70 FTE; a balanced budget with an appropriation from surplus of \$150,000. The 2015-2016 Draft Annual Budget will be outlined in detail at the public meeting and the May Board meeting. ***The Committee recommends the Board proceed with the three readings for the 2015-2016 Budget Bylaw.***

**3. Administrative Savings**

Mr. Margerm outlined the progress on the Administrative Savings plan which is due to the Ministry by June 30<sup>th</sup>, 2015. School District 54 is required to demonstrate a savings of \$132,765. This has been met by reductions in administration, clerical, busing, and revenue increases to rental income, international student fees and investment income.

**4. Facility planning: Sportsplex and Donation Plan**

Mr. van der Mark outlined the Sportsplex sponsorship plan outlined in Briefing Note 3. The Committee gave advice into the hierarchy, contribution amounts and naming practice for each level.

**SCHOOL DISTRICT 54**  
*(Bulkley Valley)*

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**5. PGSS Facility letter**

Mr. Kearns outlined a letter received from the City of Prince George in regards to a letter of request for support of the Masich Stadium Project. The City of Prince George is submitting an application to the UBCM Federal Gas Tax Strategic Priorities Fund. ***The Committee recommends Mr. Kearns respond to the City of Prince George with a letter of support.***

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**Date & Time of Next Meeting: June 2<sup>nd</sup>, 2015**

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**SCHOOL DISTRICT 54**  
(Bulkley Valley)

**POLICY COMMITTEE MEETING**  
May 5<sup>th</sup>, 2015      3:00 PM      School Board Office

<b>Voting Members</b>	<b>Administration</b>
F. Farrell, Chair B. Beaubien D. Hanson  L. Kearns (ex officio)	C. van der Mark, Superintendent D. Margerm, Secretary Treasurer M. McDiarmid, Assistant Superintendent
<b>Regrets:</b>	

**REPORT**

Meeting Time: 3:05 - 3:54 pm

**PREVIOUS MEETING OF March 24<sup>th</sup>, 2015**

Policy	Description	Type	Status
	Student Trustee	New	In-Committee
	Outline of Procedures for Policy Review		
	Student Driving for Purposes of School	New	In-Committee

**NEW BUSINESS**

Policy	Description	Type	Consultation
11.140	Prioritize Policy requests (BN-P-1)	New	
	Student Driving for Purposes of School (Section 3)	Edit	
	Traditional Welcome	New	

**1. Policy Review**

Committee discussed process for initiating a policy review or a new policy. It was decided that Mr. Margerm would send out a list of possible policy revisions to be reviewed and prioritized into 'Emergent' and 'Review' by Trustees. The prioritized list will be tabulated and set up for discussion at next committee meeting.

**2. Student Driving Policy**

Mr. McDiarmid provided four example student driving policies from other school districts. Two policies allowed students to drive themselves and two policies did not allow for students to drive. It was decided that the policy should only involve a student driving themselves and prohibit students driving other students. Discussions revolved around concepts such as distance of travel, travelling in or out of district or within school area, and extra-curricular versus curricular travel. Committee also noted issues such as weather conditions, condition of vehicle

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

## SCHOOL DISTRICT 54 (Bulkley Valley)

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or state of student's driver's license. Mr. McDiarmid or Mr. Margerm will provide draft language allowing a student to drive themselves a short distance within school area.

### 3. Traditional Welcome

Committee brought up the idea of offering a 'Traditional Welcome' at the beginning of each board meeting. The Committee considered whether a Traditional Welcome would have to be in policy, who provides Traditional Welcome, when and how often. **The Committee recommends the Board consider the practice of opening board meetings with a Traditional Welcome.** The Board would also have to decide whether a Traditional Welcome would be maintained through policy or just practice.

### C. Date & Time of Next Meeting: June 2<sup>nd</sup>, 2015

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