



School District No. 54 (BULKLEY VALLEY)

**AGENDA
REGULAR BOARD MEETING
OCTOBER 20, 2015
SCHOOL BOARD OFFICE, SMITHERS, B.C.
7:00PM**

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – September 22, 2015
Synopsis In-Camera Meeting – September 22, 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 F. Farrell Report Attached
 - f) Trustee Report J. Williams Report Attached
 - g) Trustee Report D. Hanson Report Attached
 - h) Trustee Report P. Michell Report Attached
- 7) Unfinished Business
- 8) New Business
 - 8.1) Learning Improvement Fund / Education Fund Report
- 9) Other Business
 - 9.1) Expenditure Summary – September 30, 2015
- 10) Reading File

Ltr. Frm. Ombudsperson re: 2014-2015 Annual Report	Ltr. Frm. Shivari Sadhir re: Thank you
Ltr. Frm. SD27 to S. Anton re: Section 149, Meeting School Bus	Ltr. Frm. SD38 to SSCFGS re: Needs of the K-12 Public Ed System
Ltr. Frm SD46 to Finance Committee re: Input for 2016-17 PC Budget SSCFGS	Ltr. Frm. SD74 to C. Clark re: Endorsement and support for Truth and Reconciliation Commission Report
Ltr. Frm. SD91 to M. Bernier re: Congratulations on Appointment	September 2015 Enrolment
Ltr. Frm. The Gideons re: Approval Requested	Trent University Teacher Thank you Letters

- 11) Closing Remarks
- 12) Next Board Meeting will be held on November 17, 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)
SEPTEMBER 22, 2015
SCHOOL BOARD OFFICE, SMITHERS, B.C.

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

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

1. CALL TO ORDER

- The meeting was called to order at 6:00pm

MOVED/SECONDED: J. Williams / L. Collingwood

"That the Board meeting move In-Camera."

CARRIED

The Board returned to Regular session at 7:01pm.

2. OPENING REMARKS

Chairperson Kearns welcomed all of the guests in attendance. Mr. Kearns welcomed everyone back to a new school year and expressed his hope that everyone had a relaxing summer as we are going to have a busy year. Mr. Kearns informed the Board that last week, the two Union Presidents, himself and senior administration took part in the annual "Welcome Back Tour" of all schools to review the projects completed over the summer and meet any new staff. Chairperson Kearns thanked the maintenance department for all their hard work over the summer to get these projects completed before school started.

In summer, SD54 had the opportunity to send three students and a chaperone to Beijing, China for an educational exchange. Ms. Morgan Ryan, Ms. Chantel Parent, Ms. Alana Markert and Mr. Sean Levenson presented to the Board members and guests a short summary of their trip.

3. ADOPTION OF AGENDA

- Chairperson Kearns requested that the order of the agenda be changed so Mr. Dorian Callison, from Carlyle Shepherd could present his report to the Board regarding the 2014-2015 Draft Audited Financial Statements at the beginning of the meeting.

MOVED/SECONDED B.J. Beaubien/ D. Hanson

"That the amended agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of the June 23, 2015 Board meeting and the Synopsis of the In-Camera Meeting minutes June 23, 2015.
- Trustee Farrell noted an error on the Synopsis of the In-Camera Meeting on June 23, 2015:
ERROR: "The regular meeting was called to order at 6:2p.m. and the Board resolved to go in-camera."

CORRECTION: "The regular meeting was called to order at 6:02p.m. and the Board resolved to go in-camera."

- The minutes of the June 23, 2015 Board meeting and the amended Synopsis of the In-Camera Meeting minutes of June 23, 2015 and were declared approved.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent van der Mark presented the student achievement report to the Board: SD54 has had a very smooth start up for the new school year. Lots of innovation and flexibility and increased personalization for our students. Dr. Yong Zhao will be in the district on Sept 24/25 to work with our teacher leaders and administration. He will also be in Houston working with students on September 24. One of his beliefs is that "every child is good at something, we just have to help them find it." He will also be speaking at SD54's Community Conversation Form on Sept 24 at the Della Herman Theatre. BCCIE has invited SD54 to send a group of 20 secondary students to Jiangsu China in November for a 10 day leadership educational program. Our district will be working with the new K-9 Curriculum before its mandatory use next September. Teachers and schools will be learning more about the "big ideas" in the curriculum and the more personalized approach to student engagement and learning. SD54 is now providing Adult Education through our BVEC program. This is available for non-graduated adults who wish to attain a Dogwood diploma or an Adult diploma. Ms. Nora Kerr and the clerical staff have been working hard on implementing the new student information system (MyEd BC).

Innovations / Initiatives

District Based Initiatives

- Superintendent van der Mark presented the innovations and initiatives report to the Board: The NOII committee will hold their first meeting on Sept 25 in conjunction with Dr. Zhao's visit. In July, a team from SD54 travelled to Trent University in Ontario to showcase the outstanding self-regulation work our schools are doing. Ms. Lynn Rutley continues to lead the Changing Results for Young Readers Project. This year our schools will be using the Early Primary Reading Assessment (EPRA), that will benefit teachers and students across the district. Ms. Heather Lytle is hosting the "2nd Annual Northwest BC Autumn Arts Festival" on October 1-3. The Intro-to-Trades Program has now been added to the HSS programming and early feedback from students and instructors suggests that this is going to be a huge success.

School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the Board: This year WPS has created an innovative approach to learning where incorporating outdoor experiential learning will be a significant focus. This project will be led by Vice Principal, Nicole Davey and teacher Ms. Shirley White.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **MME** – 29 +/- Grade 7 Students from Muheim Memorial to travel to Silverking Basin and the Babine Mountains Provincial Park for some back country camping and hiking during the period of October 5-7, 2015. This excursion is to support the curriculum for the Grade 7 Outdoor Education program.
 - **TES** – 21 +/- Grade 3-4 Students from Telkwa Elementary School to travel to Tyhee Lake on September 29, 2015. The purpose of this excursion is to support student curriculum. All Board requirements have been met for this trip.
 - **SSS** – 14 Grade 10-12 students from Smithers Secondary School's Outdoor Education program to travel Nanika Kidprice Lake on two separate occasions: Sept 19-22 and October 1-4, 2015. The purpose of 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:
 - **SSS / HSS** – 20 Students from grade 11 (other grades maybe considered if there is space available) to travel to Jiangsu, China on November 20-29, 2015. This trip is being organized by the British Columbia Council for International Education (BCCIE) and SD54 has been invited to send a group of secondary school students to this 10 day educational program. International Youth Leaders to China (IYLC) provides innovative itineraries targeted at giving the participant a cultural immersion experience that develops the concept of leadership in an environment of learning, sharing and participation. Cost per student is \$1,000 (subsidies available) and vaccinations. BCCIE and Jiangsu Province will cover the bulk of expenses, which includes international round-trip airfare from Smithers, all accommodation, meals and transportation. Students will be required to meet specific eligibility criteria in order to be chosen for this trip. All Board requirements have been met for this trip.

MOVED/SECONDED L. Collingwood / B. J. Beaubien

"To approve the proposed field trip to travel to Jiangsu, China on November 20-29, 2015."

CARRIED

Operations

- **Enrolment Update:** Secretary Treasurer Margerm informed the board that an exact enrolment figure is proving to be difficult with the new MyEd BC at the high school level. Enrolment is currently ranging between 2046-2074 FTE.

Discussion:

- Trustee Kearns – So MyEd BC isn't going as swimmingly as reported?
- Trustee Hanson- What is the feedback process for the district for this to the Ministry.
- Mr. Margerm – Feedback is done weekly/daily with the Ministry and Fijitsu. It will have its moments, it has some good sides to it. User interface is better, we just have to work through the bugs, i.e. speed/ enrolment count, accuracy of data, import of data and coding of students that has to be worked out. It all just takes time. The speed seems to be an issue. Ms. Kerr has done a very good job going up the chain reporting it.
- Superintendent van der Mark – replied that the communication has been better this time around. They try to get answers back to us very quickly.
- Mr. Margerm – it will just take time. They have been more responsive this time.

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Farrell presented the Community Relations Committee report from the September 15, 2015 meeting:
 - **Future state of the SportsPlex** – The District has received no funding offers at this point and little responses of interest from possible partners or the Town of Smithers. Given this may not be financial feasible to continue on, it may be necessary to "table" planning at this point.

MOVED/SECONDED F. Farrell / D. Hanson

"The Board recommends suspending the planning of the SportsPlex."

CARRIED

- **SportsPlex public forum in Houston** – Given the recommendation of above, should there be a community meeting in Houston? The committee recommends that the Board Chair or senior management contact Houston representatives to ask if they still would like a forum in Houston to discuss the SportsPlex despite the District was "tabling" the SportPlex project.

Discussion:

- Trustee Hanson – all the information that was gathered in May Education forum, was it sent out?
- Superintendent van der Mark– all the information was tabulated and we will look into if it was sent out.

- **Newspaper article for September** – September's "Eye On Education" will focus on "Looking Ahead". Featuring information about Dr. Zhao's visit and the trades programs. The committee recommended that senior management proceed with the article.

Discussion:

- Trustee Farrell informed the Board that Dr. Yong Zhao, will be presenting at the BCSTA Winter Academy in November.
- Trustee Hanson - can the "Eye on Education" report go into the Houston Today as well?
- Trustee Kearns – yes it will be.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Collingwood presented the Operations Committee's Report from the September 15, 2015 meeting. The committee discussed the following items:
 - **Summer Update-** Secretary Treasurer Margerm updated the committee on the projects that were completed around the district during the summer. Mr. Margerm thanked the Director of Facilities & Maintenance, Mr. Ed Hildebrandt for his work over the summer. It was truly amazing the amount of work that was completed over the summer. The Capital Branch of the Ministry has now increased their reporting requirements to two reports per year so now Mr. Hildebrandt is working on that. Trustee Kearns echoed Mr. Margerm's praise of the amount of work done and presented a token of appreciation from the Board to Mr. Hildebrandt.
 - **Mr. Monkman – Response to Dr. Havas' WiFi Letter** – The committee reviewed Mr. Monkman's response to Dr. Havas and recommended to continue using WiFi throughout the district. Mr. Margerm thanked Mr. Monkman for his work compiling all the information that was presented to the committee. Trustee Kearns noted that he has received a couple of parent calls over the years regarding WiFi in the schools. The Trustees now have information to pass on to the parents if they should call again.

6.c) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee Report from the September 15, 2015 meeting. The committee discussed the following items:
 - **Prioritization of policies** – The committee reviewed the policy list in priority order.
 - **Student Driving Policy** – Assistant Superintendent McDiarmid met with Houston Administrators to discuss the new conditions around the student driving policy. Mr. McDiarmid outlined the Board's concerns in regards to safety and liability of students driving themselves or other in poor weather conditions.

MOVED/SECONDED F. Farrell / D. Hanson

"That the Board adopts the revisions to Policy # 11.140 – Student Driving for Purposes of School as outlined."

Discussion:

- Trustee Hanson – commented that this is a thorough policy. There is room for the administrators to work within the policy with safety in mind.

CARRIED

- **Traditional Welcome** – Trustees Farrell, Michell, Williams and District Principal Markert met to discuss the option to a Traditional Welcome/ Acknowledgement. The committee recommended that the sub-committee meet and report on:
 - a. Traditional Welcome vs. Acknowledgment – either or both
 - b. Wording for either Welcome or Acknowledgement
 - c. Appropriate meetings to use Welcome or Acknowledgement

Discussion:

- Trustee Michell - When we do the traditional welcome it is acknowledging the territory we are on. She is happy it's being done and feels it is long overdue. It shows respect for the First Nations Peoples and makes a difference for the aboriginal students as it shows them that their territory is respected and welcomed.

➤ Trustee Kearns – commented that the Board wants to make sure we do it right.

- **International Field Trips** – There has been concerns expressed with the process and guidelines surrounding international and out-of-province field trips. The Committee recommends that senior management provide a briefing note for the October committee meeting outlining their concerns.

6.d) TRUSTEE REPORT

- No Trustee reports were submitted this month.

7. UNFINISHED BUSINESS

- No unfinished business was submitted this month.

8. NEW BUSINESS

- **8.1) Draft Audited 2014-2015 Financial Statements** - Auditor Dorian Callison from Carlyle Shepherd presented the audit results to the Board. Carlyle Shepherd will be issuing an unqualified opinion letter for the 2014-2015 Financial Statements. Secretary Treasurer Margerm thanked Ms. Perreault, Ms. Kingsmill, Mr. Dewijn and Ms. Mill for their excellent work working with the Auditors. He also commented that the auditors were very good to work with.

MOVED / SECONDED: J. Williams / F. Farrell

"The Board approves the 2014 – 2015 draft audited financial statements as presented. "

Discussion:

- Trustee Hanson – Why is it called draft audited?
- Mr. Margerm – replied because they haven't been approved yet.
- Trustee Kearns– Thanked the staff members as they make it go as smoothly as it does.

CARRIED

9. OTHER BUSINESS

- No other business was submitted this month.

10. READING FILE

MOVED/SECONDED: F. Farrell / B.J. Beaubien

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

CARRIED

11. CLOSING REMARKS

- Chairperson Kearns closed the meeting by commenting that it was very nice to see the reaction of the three students and the chaperon that came to visit us today and how the trip will affect them in the future.

11. NEXT BOARD MEETIN

- The next regularly schedule School Board meeting will be held on October 20, 2015 commencing at 7:00 pm at the School Board Office in Smithers.

12. ADJORNED

- The Board meeting was adjourned at 8:01pm.

Les Kearns
Chairman of the Board of Education

Dave Margerm
Secretary Treasurer



**SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
SEPTEMBER 22, 2015
SCHOOL BOARD OFFICE, SMITHERS, B.C.**

The regular meeting was called to order at 6:00 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 June 23, 2015. There being none, the In-Camera meeting minutes of June 23, 2015 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- The Operations Committee reported on a property matter and a labour relations matter.
- The In-Camera reading file was received and filed.

The Board returned to regular session at 6:19 p.m.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
October 20, 2015

Student Achievement

- **Dr. Yong Zhao** – On Thursday, October 24 and Friday October 25, SD#54 was proud to host the Presidential Chair of the Global Institute for Educational Studies, Dr. Yong Zhao. Dr. Zhao spent Thursday with teacher leaders and District staff, challenging us to re-think why we do what we do and how we do it. He also spent time with students at Houston Secondary before sharing his thoughts with 200 people from the community at the Della Herman Theatre. On Friday, Dr. Zhao kicked off the Regional Network of Innovation and Inquiry Meeting in Smithers before engaging Smithers Secondary students at the Della Herman Theatre. Dr. Zhao's belief is that ALL students are good at something and his challenge to schools to help them find their passion is inspiring. Dr. Zhao's message echoes much of the work across the District in recent years, where personalization, flexibility and choice have become a reality for students. It is also a great indicator of how educational practice in SD#54 continues to be at the front of learning, regionally, provincially and globally.
- **K-9 Curriculum Conversation**—The District commenced its first formal meeting of the year gathering teacher leaders to review and discuss the new K-9 curriculum headed for implementation in the 2016-17 school year. The group represented all schools and will continue to meet regularly throughout the year as well as with their respective staff members on regular collaboration Thursdays as get familiar with the changes as well as increased flexibility offered for teachers and learners.
- **Flu Season**—A reminder to parents that Flu Season is, or will be, upon us. Check Northern Health for more information and for some helpful tips to stay healthy.
<http://www.northernhealth.ca/YourHealth/PublicHealth/InfluenzaInformation/InfluenzaVaccinationsandClinicListings/Northwest/Smithers.aspx>

INNOVATION / INITIATIVES

District Based Initiatives

- **Jiangsu Student Leadership Trip**—As noted in last month's administration report, the District is taking 20 students (9 from HSS, 11 from SSS) to China in late November as part of a leadership program focused on educational and cultural exchange.
- **New Teacher Induction** – Assistant Superintendent, Mike McDiarmid, will be meeting with BVTU local President, Ilona Weiss, to continue this program for the 2015-16 school year to support first and second year teachers. First year teachers receive additional prep time and second year teachers receive additional Pro-D funds to support their professional goals as set out in the program.

SCHOOL DISTRICT 54

(Bulkley Valley)

- **The Network of Innovation & Inquiry (NOII)**—As noted above, Dr. Yong Zhao kicked off the regional meeting in Smithers. The District was pleased to have all of our schools represented in inquiry work and look forward hearing about how their specific efforts move learning forward. A special thanks goes to out to Ms. Nicole Davey for her work as District Lead organizing this work and these events.
- **SD#54 PLC/NOII**—On Monday, November 9 the District will hold its first diner meeting of the year where educators gather to share inquiry projects, collaborate and learn together. We are looking forward to seeing even more new faces this year.
- **Maker Day Training**—As part of the District's continued commitment to expanded hands on learning opportunities, Ms. Monica Strimbold provided an opportunity on October 16 for all schools to have teacher leaders receive training on "Maker Days". These events will occur at schools across the district throughout the year.
- **Bus Safety**—Every year, our school buses experience near misses with vehicles when drivers do not adhere to safety rules where school buses are in action. On Wednesday, October 15, the RCMP, with our transportation department, began a campaign in Houston to help remind motorists to be cautious and safe where school buses are concerned.

School Based Initiatives

- **Muheim District Soccer Tournament** – The Muheim soccer tournament took place on Saturday, September 26 with all elementary schools participating. The weather was a bit chilly but sportsmanship and community spirit were all amazing. Thank you to all staff (especially Muheim for hosting), coaches, and students for making this day a success.
- **Cross Country Run**—The annual event was held on Thursday, October 8. It was a great turnout and we thank all who helped organize the event, especially St. Joseph's who are the lead organizers for this day!
- **Drama**—On October 1-3 the SSS Drama/Theatre department hosted a regional Arts Festival where students interacted with professionals specializing in various aspects of drama and theatre. A special thanks goes to Ms. Heather Lee for her continued dedication and tireless commitment towards creating rich learning opportunities for students.
- **Remembrance Day Ceremonies**—Schools across the District will be hosting ceremonies on November 10th and we encourage stakeholders to contact their local schools for more information if they wish to attend.

Operations

- **Enrolment Update** - The September 30 '1701 snapshot' on enrollment reports showed the district enrollment to be 2067.125 FTE. This is down 12.875 FTE from the March projections. This translates into approximately \$100,000 less in funding; though, the District will not know whether there is a decrease in budgeted funding due to funding protection calculations released in December. The two high schools and Telkwa are reporting lower than projected enrolment and Twain Sullivan is reporting higher than projected enrolment figures.

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
COMMUNITY RELATIONS COMMITTEE MEETING
October 6th, 2015 4:00 PM *School Board Office*

Voting Members	Administration
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
Regrets:	

Meeting was conducted between 4:05-4:43 pm

1. Newspaper Article

Trustee Farrell acknowledged that September's article was good. Mr. McDiarmid commented that there had been no responses from the public. He questioned whether the newspaper article may be the most efficient vehicle for communication with the public. It was noted that articles were small and hard to find. Should the District consider alternative options such as school newsletters, social media or web pages? ***It was recommended that the District proceed with alternate options of newsletters, social media or web pages as a means to promote SD54 activities.***

2. Sportsplex Notes

The public comments from the public forum on the Sportsplex had been distributed to trustees. Should the District publish the public comments or just reply to people that left their emails at the forum? Trustee Kearns talked with two representatives from Houston informing them that the Sportsplex project had been 'shelved' for the time being. Trustee Kearns suggested that we send out an email to public who left email addresses at the forum. At this point, the District does not need to validate the questions, concerns or comments left. ***Committee recommends creating an email replying to people that left addresses at the forum thanking them for participation and notifying them that the Sportsplex project has been suspended for now.***

Date & Time of Next Meeting: November 3rd, 2015 @ 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

Dr. Yong Zhao

September 24, 2015

On Thursday September 24th at 6:30pm renowned educational fellow Dr. Yong Zhao made a presentation, at our monthly Education Forum, at the Della Herman Theatre. Dr. Yong Zhao is the Presidential Chair and Director of the Institute for Global and Online Education, at The University of Oregon. His topic was one of world class learners, and to discover the hidden talents of all learners. One concept that Dr. Zhao touched on was the idea of reaching out for your talent, at the same time working towards how to obtain an enriching career with your talent. Moreover, Dr. Zhao provided much evidence on how other world educational systems have success and shortcomings in educational achievement. A number of stakeholders, including Educators, Administrators, Parents, Students and members of the general public gained great insight from Dr. Zhao.

Frank Farrell
Education Forum Chair
School District #54 (Bulkley Valley)

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
OPERATIONS COMMITTEE MEETING
Regular

October 6th, 2015

5:00PM

School Board Office

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

Meeting was conducted from 5:07-5:45 pm

1. LIF & Ed Fund Update:

Mr. van der Mark provided a verbal update of the 2015-2016 LIF and Ed fund. \$457,000 Ed Fund for 2015-16. As per the agreement, 80% must be spent on teachers (\$365,000). \$418,000 already allocated on BVTU members and the balance to be allocated as needed. [Mr. van der Mark will be making a presentation on LIF and Ed funding at the October Board meeting].

2. Capital Plans:

Mr. Margerm outlined the three capital plans that are required for submission: Bus, Routine Capital and Major Capital plans. The Committee recommends that the Board of Education of School District No. 54 approved the 2015-2016 District Capital Plan - defined as the Major Capital Plan, Routine Capital Plan and the School Bus Capital Plan - as outlined on the presented summaries. ***'It is resolved that the School Board approve the 2015-2016 District Capital Plan application to the Ministry of Education as presented.'***

3. Gideon's request

The Gideons have requested permission to distribute their Youth Testament Consent Cards to grade 5 students. Only students who return these consent cards signed by their parents will receive the Testament. Committee discussed wording around 'access' to Gideon's books versus the word 'distribution.' ***Committee recommends that the Board approve the motion to allow Gideons to inquire if students would like their literature.***

SCHOOL DISTRICT 54
(Bulkley Valley)

4. Curriculum Implementation (addition)

Mr. van der Mark introduced that BC's K-9 curriculum will be changing for September 2016. The transition plan for the new curriculum will be rolled out throughout this school year, with work being done at the district level and at individual school sites. The District recently provided some in-service time to a group of teacher leaders to assist them with their upcoming school level conversations.

5. Calendar 2016-2017 (addition)

Initial discussions in regards to the 2016-2017 District Calendar has begun with the BVTU. Broader consultation with community stakeholders will begins shortly.

Date & Time of Next Meeting: November 3rd, 2015 @ 5:00pm

SCHOOL DISTRICT 54 (Bulkley Valley)

REPORT POLICY COMMITTEE MEETING October 6th, 2015 3:00 PM School Board Office

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

The meeting was conducted between 3:04-3:55 pm

PREVIOUS MEETING OF September 15th, 2015

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

NEW BUSINESS

Policy	Description	Type	Consultation
11.290	Traditional Welcome (Trustee Farrell)	New	No
	Trips – International or external to district	Revision	Yes
	Trustee Pro-D	Revision	No

1. Traditional Welcome

Trustee Farrell noted that no progress had been made since the September meetings. Trustee Farrell would try and organize another meeting of the sub-committee to discuss a Tradition Welcome.

2. Trips – International or external to district

Mr. Margerm outlined some concerns arising in regards to guidelines surrounding international travel: organizational authority, supervision guidelines, finance requirements, educational purpose, permission requirements, timing concurrent with instructional time, risk & liability and insurance requirements. Committee requested sample language from other districts if possible. Mr. Margerm and Mr. McDiarmid to draft some draft language for Administrator Manual.

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

SCHOOL DISTRICT 54

(Bulkley Valley)

3. Trustee Pro-D

Mr. Margerm outlined the revisions made to Trustee Pro-D Policy 1.185 in the 2014-2015 year. Board approved to increase the term length from 3 to 4 years and increased professional development amount to \$2,000 to compensate for the extra year. The revision of 'trustees only being sponsored to attend one of the Academy or AGM in their 2nd-4th year' was sent back to committee until trustees had had the opportunity to attend both annual functions.

Committee confirmed that the Board Chair (or designate) could attend both AGM and Academy. Committee discussed revisions to attend only one of AGM or Academy in the second, third and fourth year. It was noted that trustees may also use their \$2,000 in professional development funds to attend any non-board sponsored BCSTA events.

The Committee recommends a revision to Policy 1.185 (as noted below in red) reflecting that the Board will sponsor trustees attending both the BCSTA AGM & Conference and Academy in their first year, and the Board will sponsor one of the two annual BCSTA events in the second, third and fourth year of the trustee's term, with the exception of the Board Chair who will be sponsored to attend both BCSTA events. (revised policy attached below).

Date & Time of Next Meeting: November 3rd, 2015 @3:00pm

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."

TRUSTEE REPORT NORTHWEST BRANCH MEETING September 25-26, 2015

On Saturday, September 26th I attended a one day Branch meeting that was held in Prince Rupert BC. The conference was attended by trustees from the 6 Boards' of Education that represent the Northwest Branch: Bulkley Valley, Coast Mountains, Prince Rupert, Haida Gwaii, Nisga'a, and Stikine.

The event began with a social on the Friday evening that was attended by trustees and members of the BCSTA Board of Directors that were also holding meetings in Prince Rupert. It was a very entertaining evening.

We began the day with a tour of Charles Hays Secondary School in Prince Rupert, to look at recent renovations and new programs. They showcased their upgraded shop facilities, new music room, and the addition of a new greenhouse for their foods program. These changes are all helping to broaden their curriculum choices and present more individualized programs for students.

Following our tour we headed to the Lester Centre of the Arts, a beautiful building, to conduct our Branch business meeting. We received reports from Teresa Rezansoff, BCSTA President, Georgina Johnson, BCPSEA representative, and Branch reports from our President, Treasurer, Education representative, and Aboriginal Education representative.

We finished the day by participating in a round table discussion of District reports.

More detailed information will be available when we receive the minutes of our meeting.

Respectfully submitted by:

Trustee L. Kearns
School District #54(Bulkley Valley) Trustee



School District No. 54 (BULKLEY VALLEY)

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

TRUSTEE REPORT NORTHWEST BRANCH MEETING September 25-26, 2015

On September 25-26, I went to the BCSTA Northwest Branch Meeting held in Prince Rupert.

The highlights of the two day conference included.

- Meeting with the Provincial BCSTA board members.
- Hearing from both BCSTA and BCPSEA representatives in regards to areas related to government positioning on several key issues including executive compensation and health care benefits.
- Witnessing the great facilities at Charles Hays Secondary School, including automotive, woodworking, greenhouse, and music rooms.

In conclusion, it was a plethora of eye-opening exchange of views that include many commonalities between Northwest School Districts. A learning experience for sure.

Respectfully submitted by:

Trustee Frank Farrell
School District #54(Bulkley Valley) Trustee



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I attended the regional Branch meeting in Prince Rupert on Saturday September 26th. The Morning Started off with an informal meeting at breakfast in the Hotel. From there we were taken on a tour of Charles Hays High school. This was a definite highlight of my trip. The partnership the School Board has formed with private groups and companies has made a significant difference in the programs and space offered. A music building, greenhouse and new shop space are just a few projects they have accomplished with some private funding and support.

After our tour we got down to business and had our meeting in the arts center. The meeting its self was what one would expect. I did appreciate the explanation given by BCSTA regarding compensation. It clarified a lot of points that were a bit cloudy.

On closing I would like to acknowledge the passing of SD 82 Trustee Gary Turner. I was fortunate enough to spend part of an evening with him In Prince Rupert and I know he will be greatly missed by his fellow Trustees. My condolences go out to his family and friends.

Respectfully submitted by:

Trustee Jennifer Williams
School District #54(Bulkley Valley) Trustee



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TRUSTEE REPORT NORTHWEST BRANCH MEETING September 25-26, 2015

I attended the NW Branch meeting, my first as a trustee. I appreciated the opportunity to connect with fellow trustees and hear what their experiences are like, from travel times to board meetings to district challenges and creative solutions.

It was very informative to have a school/facilities tour of Charles Hays Secondary School—highlights presented included the new greenhouse; shop tour and information about their woodworking, metal work and auto body programs; and tour of the new community music studio. That was an absolutely amazing community resource that encourages music, collaboration, practice, learning, and hanging out, between all ages. What an accomplishment for the groups involved.

It was greatly appreciated to see the BCSTA board and senior staff at the meeting, along with a BCPSEA representative. They provided a great update regarding staff compensation issues, historical roots and what to expect in the near future.

I also appreciated the update from the Education Committee regarding the Learning Self-Assessment survey. As I approach the end of my first school cycle, and first year on the board, it's helpful to look at others' skills, strengths and areas for growth. Many of the statements are great entry points for personal reflection.

Bear count was 2, but one was sighted in the rear-view mirror, so doesn't really count. Stunning views count—beyond numbers. It was an amazing fall drive. Thanks to Trustee Farrell for the great company on the drive.

Respectfully submitted by:

Trustee D. Hanson
School District #54(Bulkley Valley) Trustee

BCSTA Northwest Branch
Regional Meeting
Prince Rupert, District 52

We began by attending a tour of Charles Hays Secondary School, where they were showcasing their upgraded facilities. It was interesting to learn about their education initiatives, such as, the Green House, where the students grew herbs and vegetables. Students who normally had poor attendance or were not engaged, now have improved attendance and grades.

We continued with a tour of the new music centre, Peter Witherly Community Studio that was a successful joint fundraising effort with the Charles Hays Secondary School, the Prince Rupert Music Society. They received generous contributions from locals, government and local industry. This new centre is the new dedicated space for both the school and community's many performances. It was collaborated effort between the groups to purchase, store, use and maintain items like piano, major percussion equipment, amplifiers and performance lighting. The space available for community use on evenings and weekends. The space was named after Peter Witherly, who plays an instrumental role in the community and continues to be an active part of the society.

The second part of the tour was to the new Wood working shop, where we met the Instructor, Doug Brown. He explained to us about their Shed Building Projects. Doug shared that of the students who attend this course, approximately 30% continue on to University. This course is teaching skills for the students to become economically diverse students. They have opened this course to attending the Alternative Program where 8 students joined the wood working shop called Pathways to Partnership Program. This course also teaches students entrepreneurship skills, for each shed built, the students provide business cards as they offer to construct the parts of the shed for the new owners. Finally, it was shared that an Alumni student donated time back, away from his current business, by offering to upgrade an aging machine that will allow the students to make signs to promote their school Program.

Each initiative showcased was filled with a message of pride and hope that each student who participates, may have new opportunities that leads to a path of future success.

The afternoon was spent with presentations from our BCSTA President, Teresa Rezansoff, who shared updates of letters that went out, following our BCSTA, AGM, among other business she has been involved in most recently.

The day ended with branch business and committee reports.

Awizah,

Priscilla Michell
Trustee