



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING OCTOBER 21, 2014 SCHOOL BOARD OFFICE, SMITHERS, BC 7:00PM

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes Sept 23, 2014
Synopsis In-Camera Meeting Sept 23, 2014
- 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 P. Michell Report Attached
 - c) Policy Committee L. Collingwood Report Attached
 - d) Trustee Report No Report
- 7) Unfinished Business
- 8) New Business
- 9) Other Business
 - 9.1) Expenditure Summary – September 30, 2014

10) Reading File

Ltr. From: BCSPEA re: Thank you to the Board	Ltr. From: First Call –BC Child and Youth Advocacy
Ltr. From: M. Cooke re: Labour Dispute	Ltr. From: Minister of Education re: Seismic Projects
Ltr. From: MLA Reimer re: Climate Action Award	Ltr. From: SD05 to P.Fassbender re: Bargaining, \$40 per day program for parents
Ltr From: SD35 to C.Clark and P.Fassbender re: Strike Savings	Ltr. From: SD35 to P.Fassbender, J.Iker and M.Marchbank – re: Thank you
Ltr. From: SD44 to P.Fassbender, J.Iker and M.Marchbank – Re: Bargaining, Settlement	Ltr. From: SD45 to A.Chell re: Thank you
Ltr. From: SD45 to S. White re: Thank you	Ltr. From: SD46 to Select Standing Committee on Finance and On Finance and Government Services – re: SSCFGS Submission
Ltr. From: SD57 to P. Fassbender re: Social Media	Ltr. From SD57 to P. Fassbender re: Strike Savings
Ltr. From: SD69 to P. Fassbender re: Needs Budget	Ltr. From SD71 to P. Fassbender re: Bargaining Structure and Boards
Ltr. From: SD71 to P.Fassbender re: Strike Savings	Ltr. From SD93 to C.Clark, P. Fassbender and J. Iker re: Bargaining Strike
Ltr: From:NWCC School of Exploration & Mining –Thank you	Ltr. From:T.Rezansoff to P.Fassbender and M.de Jong-- post-strike teacher pay

11) Closing Remarks

12) Next Board Meeting will be held on November 18, 2014 at the School Board Office, in Smithers, BC, commencing at 7:00 p.m.

13) Adjournment

14) Public Remarks**

NOTES:

Delegations: This item is intended to provide an opportunity to members of the public to make a presentation to the Board. Individuals wishing to be included on the agenda must submit a written request to the Secretary Treasurer at least one week prior to the meeting stating the subject of their presentation and including any background information to be considered by the Board.

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



REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)
SEPT 26, 2014
SCHOOL BOARD OFFICE, SMITHERS, BC

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

Regrets: K. Martinsen, 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 6:00pm

MOVED/SECONDED: L. Collingwood / J. McIntosh

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:00pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guest: Ilona Weiss, new BVTU President; Dana Foster from CKTF-TV, Matthew Cooke, Kyle Peruniak, Joel Adams from the Auditor General's Office, T. Perreault – Assistant Secretary-Treasurer, C. van der mark – District Principal, Learner Support Services; Barbel Schroeder CUPE Local 4165 President and Chris Gareau from the Interior News. Trustee Martinsen and Yaremco send their regrets. Trustee Kearns expressed that we are all glad that the strike is over and the students are back in the hallways. He extended his thanks to all the union members for their respect on the lines. SD54 in partnership with the Village of Telkwa won the Climate & Energy Award for Public Sector Collaboration. Trustee Martinsen is down at the UBMC convention and she will accept that award on our behalf. Thank to Ed Hildebrandt for his work and help on this project. The Board received a newsletter from UNBC recently outlining graduates from our region. Last year there were 8 graduates from Houston, 4 were award recipients; 4 graduates from Telkwa, 5 award recipients; 10 graduates from Smithers, 16 award recipients and 2 graduates from Moricetown. Congratulations to you all! SD54 had a number of students compete in the BC Summer games: 10 from HSS; 29 from SSS; and 1 from WPS; 2 medals were won from HSS students. Congratulations to you all!

3. ADOPTION OF AGENDA

MOVED/SECONDED J. McIntosh / L. Collingwood

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the minutes of June 17, 2014; the Synopsis of the In-Camera Meeting minutes June 17, 2014. There being none, the minutes of: June 17, 2014 and the Synopsis of the In-Camera Meeting minutes June 17, 2014 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent van der Mark welcomed everyone back to a new school year and highlighted the changes of administration for the new school year and others accepting new roles in the district. SD54 currently has a new teacher Collective Agreement in place and we are working on the logistics of it, including LIF/Education fund conversations with the BVTU.

Student Achievement

- Superintendent van der Mark presented the district based initiatives to the board: SD54 Achievement Contract has been submitted, with the goals to be: 1. To improve transition and completion rates, specifically for Aboriginal students; 2) How will the use of Formative Assessment Strategies improve student literacy; Education Forums will be running again this year to support our District goals; Mr. Larry Espe, Superintendent of Trades and Transitions will be visiting SD54 on Oct 8 to check out SD54 trades initiatives and discuss opportunities available to our schools. The HSS shop has been renovated and the Millwright program is currently running through our partnership with NWCC and Industry; Superintendent van der Mark and Assistant Superintendent McDiarmid met with the wellness committee at the Office of the Wet'suwet'en, administration will be looking to deepen that connection; the Millwright program at HSS has now started, while EMAP and Into to Trades continues in Smithers.

District Based Initiatives

- Superintendent van der Mark presented the district based initiatives to the board: Ms. Faye Brownlie worked with our administration team around the theme of "Leading Learning" in August; Mr. Bruce Bearisto, retired superintendent and renowned education leader and thinker also work with our administration team in September; SD54 has been awarded the Climate & Energy Action Award for Public Sector Collaboration with the Village of Telkwa for the Telkwa biomass district energy system; NOII's Dr. Halbert and Dr. Kaser invited Mr. van der Mark and Vice Principal, Ms. Nicole Davey to participate in a round table research discussion on high performing jurisdictions; Senior administration continue to be well connect and involved in Provincial Level conversations, such as Grad Review Program, Shared Services Committee, Capital Review Committee and BC Council for International Education. Mr. McDiarmid has been asked to work with the Ministry staff as part of a project to design a program that identifies and develops Aboriginal leaders.
- Assistant Superintendent McDiarmid presented a Board Authorized Course Applications to the Board:
 - 1) Superfit 10-11-12 is a new course and curriculum proposed by Smithers Secondary. This course is for students interested in learning about and improving their fitness. There are three main focus areas in this course: Fitness for health, fitness for sports, and healthy nutrition. It will be offered at both high schools.

This course adds personalization and is consistent with the direction of BC Ed Plan and support students' ability to take courses that they are interested in. The courses have been reviewed and are compliant with all regulations and requirements set out in Ministry guidelines.

MOVED/SECONDED

J. McIntosh / F. Farrell

"To approve the proposed Board Authorized Courses as outlined."

CARRIED

OPERATIONS

- Secretary Treasurer Margerm provided an overview of the Trustee Information Session that will be held on September 30th at 7pm at the SBO for anyone interested in becoming a School Trustee.

7.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- Trustee Farrell presented the Community Relations Committee report from Sept 9th: The committee discussed impact of social media about setting up a district "Twitter" account. It is another great way to get information out. In the near future we will be holding our first education forum of the year. Trustee Farrell encouraged everyone to attend these very informative education forums.

7.b) OPERATIONS COMMITTEE REPORT

- On behalf of Chairperson Michell, Trustee Kearns presented the Operations Committee's Report from the September 9, 2014 meeting; Mr. Abele from KMBR Architects Planners Inc., presented a "conceptual" presentation for the new multiplex sports facility for the committee; Mr. van der Mark outlined the need for a new sports facility, this is will be returned back to the next operations committee meeting. SD54 has received positive feedback from the community on this proposed project. Administration will keep moving this project forward to see what it could be and will likely be looking for partners for this project. The key concepts for this project are: turf space – court space – viewing area – elevated walking/cardio space – multi- generational use – year round access. Trustee McIntosh reported that the feedback she is hearing is that a walking track is what we need and she is very excited about it. Trustee Kearns reminded everyone that there is a public portion of the Operations and Policy committee.
- Financial Statements - Chairperson Kearns passed the floor to Secretary Treasure Margerm to discuss the recently completed audit and financial statements. It is a legislative requirement to have financial statements prepared by the district, audited annually by a qualified firm. This is the third and financial year that the Auditor General will be auditing our books. Mr. Margerm indicated that the audit went quite smoothly and thanked Ms. Toni Perreault for all her hard work during the audit. Mr. Margerm highlighted the following:
 - In the 2012-2013 school year SD54 ended up with a \$209,297 surplus, this past year (2013 -2014) there was a \$25,840 Deficit realized while the budgeted total Surplus was projected at (\$311,529) . These numbers get broken out from two funds Operating and Capital Funds – the two combined shows the deficit of \$25,840. SD54 disposed of Chandler Park Middle School this year and absorbed a paper loss for that sale.
- The floor was passed over to Mr. Joel Adams from the Office of the Auditor General to comment about the recently completed financial audit. Mr. Adams said that the OAG report was sent out last Friday to the Board for review. He highlighted a few key areas in the report:
 - OAG is proposing an unqualified opinion
 - Confirmed that the OAG is independent
 - OAG issued a management letter with recommendations of control
 - Agreed on all estimates made by the SD54
 - Found some adjustments and the SD made the adjustments recommended
 - OAG no opinion on controls but offered recommendations
 - One transaction caused the deficit this year- the Chandler Park Sale.
 - Audits aren't meant to detect fraud but no fraud or illegal acts were found.
 - One risk was noted, school funds. They did some extra work around this and found no issues.
 - This was the OAG last year as auditors for SD54. A RFP will be out soon and have recommended what to look for in a new auditor .
 - OAG continued to recommend having a separate audit committee but the operations committee has taken on this responsibility.
 - Mr. Adams informed the board that there is now a new Auditor General – Ms. Carol Bellringer.
 - Mr. Adams thanked the SD54 staff and appreciates a good working relationship
- In the Management Letter there were two new recommendations 1) Manual check policy – safe storage of the checks. Administration is looking into making changes 2) Quick School – classified differently on the Balance Sheet to enable the school district to track all additions / betterments separately. Administration has responded that SD54

will be working with the new auditors on this recommendation. 3) Disaster Recovery Plan for the SDS software – There was a Disaster Recovery Policy created but still unresolved but some progress has been made 4) Table of adjustments to be made –ie. reclassification of quick school

- Financial Statement Review – Mr. Adams highlighted some of the financial statement items
 - Statement 1 – major changes , assets held for sale – net book value of Quick Elementary School
 - Due to Province – relates to strikes savings amounts to be paid back to the ministry
 - NOTES – 2013 statement being restated - Employee Future Benefits
 - Statement 2 – Surplus – small deficit – caused by the loss of Chandler Park Middle School
 - NOTES – the only change prior period note #18 – Employee Future benefits
 - Statements look good and are ready to be approved and signed.
- Superintendent van der Mark commented that over the past three years, Mr. Adams had to work with a completely new staff from when he started three years ago. Thank you.
- Trustee Kearns – Thanked Ms. Perreault again for a great job done.

MOTION /SECONDED J. McIntosh / P. Michelle

“The committee recommends that the Board approve the 2013 – 2014 draft audited financial statements as presented”

CARRIED

- Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2014 General Local Elections

MOVED/SECONDED P. McIntosh / F. Farrell

“That pursuant to Section 41(1) and (2) of the Local Government Act, Dave Margerm be appointed Chief Election Officer for conducting the 2014 general local elections with power to appoint other election officials as required for the administration and conduct of the 2014 general local elections; and that Bobbie Kingsmill be appointed Deputy Chief Election Officer for the 2014 general local election.”

CARRIED

- **Shared Services Update** – Secretary Treasurer Margerm updated the Board on several shared services agreements: purchase cards; purchase of three (3) new trucks; contracting Ms. van der Mark to Nisga'a; Contract for Ms. Jane Smith, Education Psychologist to work with Nechako District and Coast Mountain District. Superintendent van der Mark said there are more shared services to look at and as a small district, looking for shared services is important to us.

7.c) POLICY COMMITTEE REPORT

- Chairperson Collingwood presented the Policy Committee Report from the September 9, 2014 meeting: Policy 6.490 Criminal Record Check – due to new criminal record check volunteer program, volunteer criminal record checks can be made attained at no cost. New employees will continue to pay for their first Criminal Record Check and all subsequent Criminal Record Checks will be paid for by the district.

MOTION / SECONDED: L. Collingwood / F. Farrell

“Recommends the approval of the amended Policy 6.490 – Criminal Record Check.”

CARRIED

- **Standing Committee Policy 1.150** - Trustee Kearns raised the issue that if committees have less than quorum then no recommendations can be sent to the Board. Though, committee have purposely been designed not to achieve a majority of trustees.

MOTION / SECONDED: L. Collingwood / J. McIntosh

"In the event quorum is not reached, the Board Chair / Vice-Chair or representative, ex officio, will have voting rights for the particular committee meeting."

CARRIED

- **Policy 9.950 – Student Choice and Policy 11.140 Student Transportation** - Secretary Treasurer Margem – informed the Board that due to school start-up and implementation of the new amended policies, administrations has been dealing with feedback from the changes over for the past few days. The feedback will be brought up at the next policy meeting.

7.d) TRUSTEE REPORT

- Trustee Farrell presented his trustee report on the BCTF Labour Strike. Trustee Farrell thanked all the teachers and the support staff involved, we have a new beginning and will go on from here. Please feel free to contact Trustee Farrell with any questions and he reiterated that we do great things at this district.

8. UNFINISHED BUSINESS

9. NEW BUSINESS9

9. OTHER BUSINESS

- 10.1) The August 30, 2014 expenditure summary was included in the Trustees Board Packages. – Trustee Farrell asked why there was some negative numbers on the statement. Secretary Treasurer Margem replied that usually some of the negative are basically reversals to a journal entry.

10. READING FILE

- Appendix "A" – Trustee Reading File

MOVED/SECONDED: L. Collingwood / J. McIntosh

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

CARRIED

12. CLOSING REMARKS

- Chairperson Kearns glad that things are getting back to normal

12. NEXT BOARD MEETING

- The next regularly schedule School Board meeting will be held on October 21st, 2014 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was adjourned at 7:59 pm.

Les Kearns
Chairman of the Board of Education

Dave Margem
Secretary Treasurer

DRAFT



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
SEPTMEBER 26, 2014
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 17, 2014. There being none, the In-Camera meeting minutes of June 17, 2014 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- The Operations Committee reported on: Labour relations matters and real property issues.

The Board returned to regular session at 6:23 p.m.

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
October 21, 2014

- **Congratulations!** SD#54 is proud to celebrate and recognize the great work of people across the District.
- **Prime Minister's Award of Teaching Excellence:** Mr. Rick Hubert of Smithers Secondary was recently recognized by Prime Minister Harper as one of this year's recipients of the Prime Minister's Award for Teaching Excellence.
- **BCTELA:** At this year's provincial conference in Coquitlam, SD#54 teachers: Ms. Jo-Anne Goble; Ms. Teresa Monkman and Ms. Elaina Devison will be presenting their work. These teachers are participants in the District's Learning Series with Faye Brownlie.
- **Climate Award:** As noted in September, SD#54 is proud to have the partnership with The Village of Telkwa recognized.
- **Trustee Elections:** We wanted to thank and congratulate all those who have decided to run for School Trustee and also acknowledge those who have served as School Trustee but will be moving on to other adventures.

Houston: Mr. Les Kearns – (Incumbent) - Acclaimed
Ms. Jennifer Williams – (Candidate) - Acclaimed

Lake Kathlyn / Evelyn / Moricetown: Ms. Pricilla Michell (Incumbent) - Acclaimed

Telkwa / Quick : Ms. Billie Jean Beaubien – Candidate
Ms. Judy McIntosh – Incumbent

Smithers / Glentanna / Driftwood) : Ms. Dawn Hanson – Candidate
Ms. Lara Collingwood – Incumbent
Ms. Roxy Hirshfield – Candidate
Mr. Frank Farrell – Incumbent

Congratulations to those elected by acclamation and best wishes to all those running in the election. We look forward to seeing you all on Monday, October 27 at the Trustee candidate's forum.

Finally, thank you to Trustees Yaremco and Trustee Martinsen for their years of service to students in the Bulkley Valley. Your leadership and vision has allowed SD#54 to keep its focus on students, even in the midst of very challenging circumstances. You will be missed.

SCHOOL DISTRICT 54

(Bulkley Valley)

Student Achievement

- **Larry Espe, Superintendent of Careers, Trades & Transitions:** On October 8, Mr. Espe toured the District and had the opportunity to see the work at HSS (a result of the partnership with Monster Welding and NWCC). He also spent some time at NWCC Smithers and was interested in the location of BVLC as well as the expanded trade partnerships emerging. His tour concluded with a presentation to SD#54 administration and guests from the BVTU and NWCC.
- **Faye Brownlie :** On Friday 17, SD#54 was delighted to welcome back Faye Brownlie to kick start this year's learning series. Ms. Brownlie is working with a group of teacher leaders and will also facilitate larger learning sessions in the future. SD#54 will be joined by participants from SD#82 and SD#91.
- **Dr. Stuart Shanker:** Dr. Shanker joined our learning series on Friday, October 17, where teachers from SD#54 and across the region shared their work connected to self-regulation and Dr. Shanker's work. We then were fortunate for Dr. Shanker to engage in a community conversation at the Della Herman where he shared his thoughts on topics including youth anxiety, obesity and trauma.
- **Dr. Linda Kaser:** On Saturday, October 18, SD#54 hosted the North West Region's first Network of Innovation and Inquiry session. School and District teams from across the region connected with the latest global research through Dr. Kaser and shared their work as they continue to improve practice, ask better questions and make a difference with students.
- **Flu Season**—A reminder to parents that Flu Season is, or will be, upon us. Check Northern Health for more information and helpful information.
<http://www.northernhealth.ca/YourHealth/PublicHealth/InfluenzaInformation/InfluenzaVaccinationsandClinicListings/Northwest/Smithers.aspx>

Innovation / Initiatives

District Based Initiatives

- **New Teacher Induction** – Assistant Superintendent, Mike McDiarmid, will be meeting with local president, Ilona Weiss, to continue this program for the 2014-15 school year for year 1 and 2 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.
- **Innovation Grants:** SD#54 has once again encouraged educators to submit applications for grants focused on innovative educational practices that support school and district goals. We will be selecting the successful applicants shortly.
- **Business Award Nomination:** NWCC and SD#54 have been selected as a finalist for the Smithers Community and Business Awards for 2014. Awards ceremony to be held November 1.

SCHOOL DISTRICT 54

(Bulkley Valley)

School Based Initiatives

- **Muheim District Soccer Tournament:** The Muheim soccer tournament took place on Saturday, October 4 with all elementary schools participating. The weather was outstanding and 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.
- **Elementary Cross Country:** This District event will be held on Thursday, October 23. We look forward to outstanding participation☺
- **Walnut Park Elementary:** Hosted their annual Pie Night on October 8. Thanks to the parents for contributing the pie (and then buying them back) and to the Walnut staff for coming out to meet parents. Big thanks from Walnut Park to the District staff and Trustees who also came out sell pie.
- **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.
- **Twitter:** Find us as @sd54BV

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS – 14 +/-** Grade 10-12 students will travel to Nanika-Kidprice Lake and Surrounding areas for two multi-day canoe excursions. These trips will take place during the period of October 9-12 and October 16-19, 2014. All Board requirements have been met for this trip.
 - **HSS – 13** Grade 8-12 students will travel to Parrott Lake during the period of October 3-5th to take part in a multi-day canoe excursion. All Board requirements have been met for this trip.
 - **SSS –** Grade 8-12 Drama students to travel to Prince George attend four productions by Theater Northwest during the 2014-2015. This approval was subject to Ms. Lytle providing travel dates to the SBO prior to departure and the names of students travelling prior to departure; all other requirements have been met.

Operations

- **Enrolment Update**
- **School trustee candidate forum:** Will be held on October 27, 2014 at the School Board Office commencing at 7pm. Everyone welcome.

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
COMMUNITY RELATIONS COMMITTEE MEETING
October 7th, 2014 4:00 PM *School Board Office*

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

The regular meeting convened at 4:00 pm and continued to 4:55 pm.

REPORT

1. Professional Development Speakers in Bulkley Valley

Mr. van der Mark updated the Committee on upcoming professional development speakers coming to Bulkley Valley:

- Dr. Stuart Shanker coming October 17th to speak on self-regulation
- BV Leadership Series & Network of Innovation and Inquiry with: Faye Brownlie, Dr. Linda Kaser and Dr. Stuart Shanker. Friday October 17th and Saturday October 18th.

2. Social Media – Twitter

Mr. van der Mark provided a demonstration of the new school district Twitter account @sd54BV.

3. Correspondence from NWCC School of Exploration & Mining

The committee received a thank you card from the NWCC School of Exploration & Mining recently for supporting the EMAP program running at the NWCC in Smithers.

C. Date & Time of Next Meeting: November 4th, 2014 @4:00pm

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING
Regular

October 7th, 2014

5:00PM

School Board Office

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

The Regular meeting convened at 5:00 pm and continued to 6:35 pm.

REPORT

1. Semester change to calendar

Mr. McDiarmid updated the Committee on the changes to semester end and early-dismissal days. Start date of second semester will be moved from January 26, 2015 to February 10, 2015 to allow for extra time in first semester due to loss of instructional time during BCTF strike. Early dismissal days have been shifted from October 15th/16th to October 29th/30th. A letter should be sent home to parents outlining these changes.

2. CUPE CA signing

The committee recommended that Mr. Margerm invite the CUPE representatives to the School Board Meeting on October 21st in order to facilitate a public signing of the new collective agreement agreed to in June 2014.

3. Request for Proposal: Auditor

Mr. Margerm informed the Committee that he will be sending out a Request for Proposal (RFP) for an auditor for a period of three years. The RFP will be drafted and sent out in October.

4. Letter from Mr. M. Cooke

Mr. Kearns will draft up a response letter to Mr. Cooke and will then forward to committee for input. Mr. Kearns will then finalize response letter to Mr. Cooke and then copy the Board and District administration.

5. Letter for Friends of Smithers Library

The Committee reviewed the letter to the Friends of the Smithers Library in response to their delegation at the June Board Meeting. It was agreed that District Administration could send the letter of support from Mr. Kearns.

SCHOOL DISTRICT 54 *(Bulkley Valley)*

6. 2014-2015 Capital Bus Plan * New addition*

Mr. Margerm reviewed the Capital Bus plan with the Committee. *The Committee recommends that the Board approve the 2014-2015 Capital Bussing plan.*

7. Strike Savings: September 2014

Mr. Margerm updated the Committee on the required strike savings report for September. The Ministry of Education will claw-back all reported savings for the three week strike in September. The report will have to calculate all savings to the school district including teacher's salaries, benefits, transportation, travel, utilities, planned professional development and any other savings associated with strike. The Ministry will also review any additional costs associated for district with strike.

8. LIF update:

Mr. van der Mark updated the Committee on changes to LIF Fund:

- The BCTF agreement created the Education Fund, a subset of the LIF. The total value has increased from \$350,000 - \$420,000.
- However, as per the agreement 80% MUST be spent on teachers. In this case, the original \$350,000.
- Senior Staff is working with the BVTU regarding Ed Fund allocation.
- While we must consult, the Superintendent has final say.
- We are working hard to ensure all allocations of funds keep us within our budget.

9. Sports Multiplex & SBO Basement Update:

The architect has submitted cost proposals for the architecture and design fees for the basement of the SBO and the Sports Multiplex. Proposed fees for SBO basement are \$42,500. The Sports Multiplex would be an hourly rate up to \$10,000 at which point future contract would be negotiated. If the Sports Multiplex project goes ahead, the architectural fees would be 5% of construction costs.

Date & Time of Next Meeting: November 4th, 2014 @5:00pm

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
POLICY COMMITTEE MEETING
October 7, 2014 3:00 PM *School Board Office*

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

The regular meeting convened at 3:00 pm and continued to 4:05 pm.

REPORT

REVIEW OF PREVIOUS MEETING OF September 9, 2014

Policy	Description	Type	Status
6.490	Criminal Record Checks	Revision	Approved
6.420	Corporate Donations	Revision	In-Committee
	Student Trustee	New	In-Committee

NEW BUSINESS

Policy	Description	Type	Consultation
11.140	Update on Transportation policy implementation Transportation – Fee paying students Request ?	Revision	Yes
1.150	Establishing quorum at committee meetings	Revision	No
1.150	Publish committee meeting agenda prior to meeting	Revision	No
6.420	Controversial Donations	Revision	No

1. Update on Transportation policy implementation & Transportation – Fee paying students Request? (email-Mr. Bentley)

Mr. Margerm updated the committee on responses received to the changes in transportation policy made in June 2014. There have been a few calls to Ms. Whalen, Mr. Margerm and other administrators. Concerns were around parent's perception that the school district has a duty to transport students, it is a large inconvenience for parents that both work and the difficulty of getting students to after-school care. District staff communicated that there is no duty to transport in-town students or drop off bus-students at varying locations on inconsistent schedule. In addition, the district is sympathetic that working parents may have difficulty with transporting their children after school, but once again this is not within our current policy mandate for the reasons of safety and complexity.

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

SCHOOL DISTRICT 54 (Bulkley Valley)

The committee also discussed email communication from Mr. Bentley in regards to a pay-for service idea. This would involve parents paying a fee for the transportation of students. The following discussion points were noted:

- This policy decision was based on safety and complexity issues and, therefore, a fee-based system would only reinstate safety and complexity issues with minor revenue that would be spent on supervision time involved with managing the extra students.
- Though we do try to accommodate students, we are not in the business of providing extra service to after school care or places of employment.
- If we open up to fee-paying transportation, then we may have even more requests than we previously had and parents will have higher expectations for schedules, drop-off locations, timing...
- With extra revenue it may be possible to provide this service which could help our parents.

It was recommended to let the policy stand and not allow for the option of fee-paying transportation.

2. Establishing language around quorum at committee meetings. (policy 1.150)

It is recommended that *the Board adopt the proposed language around allowing the chair, (ex-officio) to vote and make recommendations if quorum is not achieved at a committee meeting.* [As per language in briefing note]

3. Publish committee meeting agenda prior to meeting

There was a discussion around whether to post the agenda and minutes of committee meetings to the District 54 web page. It is recommended that *the District administration post the agenda and minutes to committee meetings to the district web page.*

4. Voluntary Donations to Public Education Programs (Policy 6.4620)

Mr. Margerm provided additional draft language for the donation policy in order to expand on procedures for donations of a controversial or unique nature. Input was provided by the Committee and Mr. Margerm will report back to the committee again at November committee meeting.

Date & Time of Next Meeting: November 4th, 2014 @ 3:pm

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