



School District No. 54 (BULKLEY VALLEY)

AGENDA

REGULAR BOARD MEETING
 SEPT 17, 2013
 SCHOOL BOARD OFFICE
 7:00PM

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes June 18, 2013
 Synopsis In-Camera Meeting June 18, 2013
- 5) Administration Report C. van der Mark Report Attached
- 6) Committee Reports
 - a) Community Relations / Education Forum Committee No Report
 - b) Operations Committee S. Yaremco Report Attached
 - c) Policy Committee F. Farrell Report Attached
 - d) Trustee Report No Report
- 7) Unfinished Business
- 8) New Business
 - 8.1- Approval of the Draft Audited 2012 – 2013 Financial Statements
 - 8.2 – 2013 – 2014 Capital Plan
- 9) Other Business
 - 9.1- Expenditure Summary – August 31, 2013
- 10) Reading File

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| 2013 SD54 – Achievement Plan 2012-2015 | Ltr. Frm BCSTA June 10, 2013 |
| Ltr From Ted Beck To John Rustad re: Irrigation Lake | June 30, 2013 Monthly Enrollment |
| SD08 Ltr to P. Fassbender re: Bargaining | Ombudsperson Report 2012-2013 |
| SD05 K – 12 International Education Reforms | SD05 RE: Cowichan Board of Education |
| SD08 Ltr to MOE re: Funding Independent Schools to Offer Adult Courses | SD08 Ltr to BCSTA – Proposed Bargaining Structure – Sept 3, 2013 |
| SD08 Ltr to BCSTA – BCSTA Request for Input on Bargaining – June 26, 2013 | SD20 Ltr Frm MOE re: Fully Funded Wage Increases |
| SD23 Ltr to MOE re: Bargaining | SD33 Ltr to MOE re: Provincial Collective Bargaining |
| SD38 Ltr to MOE re: Bargaining – July 3 rd , 2013 | SD38 Ltr to MOE re: Bargaining Sept 5, 2013 |
| SD39 Ltr to Vancouver MP's re: Canadian Immigration Centres | SD39 Ltr to BCSTA re: Bargaining |
| SD41 Ltr to MOE re: 2013 International Education Regional | SD41 Ltr to Peter Julian MP re: Canadian |

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| Roundtables | Immigration Centres |
| SD41 Ltr to MOE re: Canadian Immigration Centres | SD41 Ltr to MOE re: Negotiations |
| SD41 Ltr to BCSTA re: Bargaining | SD43 Ltr to MOE re: 2013 International Education Regional |
| SD46 Ltr to BCSTA re: Bargaining | SD47 Ltr to BCSTA re: Bargaining |
| SD47 Ltr to MOE re: Bargaining | SD53 Ltr to MOE re: Provincial Bargaining |
| SD60 Ltr to BCSTA re: Bargaining | SD63 Ltr to MOE re: Bargaining |
| SD67 Ltr to MOE re: Bargaining June 21, 2013 | SD67 Ltr to MOE re: Bargaining June 24, 2013 |
| SD72 Ltr to MOE re: Bargaining | SD72 Ltr to MOE re: Funding Wage Increase |
| SD73 Ltr to Citizenship and Immigration Canada re: Canadian Immigration Centres | SD73 Ltr to Council of Ministers of Education, Canada |
| SD75 Ltr to MOE re: Bargaining | SD85 Ltr to MOE re: School District #79 |
| Thank you from Alison Candela | Thank you from Beth Saretsky – Dogwood Winner |
| Thank from Cassie OFner – Dogwood Winner | Thank you from Ian Douglas – Dogwood Winner |
| Thank you from Linda Enders | Thank you from Megan McLellan – Dogwood Winner |
| Town of Smithers – Open House – Bike Lane Project | |

11) Closing Remarks

12) Next Board Meeting will be held on October 22, 2013 at the School Board Office 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)
JUNE 18, 2013
SCHOOL BOARD OFFICE, SMITHERS BC

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

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

1. CALL TO ORDER

- The meeting was called to order at 6:02 pm

MOVED/SECONDED:

"That the Board meeting move In-Camera."

CARRIED

- The Board returned to Regular session at 7:02pm.

2. OPENING REMARKS

- Chairperson Kearns welcomed our guests: Karin Bachman-BVTU President and Percy Hebert from the Interior News. HSS commencement ceremony was held last Friday. Trustee Yaremco spoke to the 33 graduates on behalf of the Board of Education. Mr. Kearns remarked that 66 awards and scholarships were handed out during the commencement ceremony. He extended his congratulations to those 33 HSS students and thanked the community for supporting our students. Trustee Kearns also wanted to congratulate Jonathan Jasper for his second place finish in the 2013 Canada Day Challenge. Mr. Jaspers submitted a creative writing piece entitled "We Do!" There was 10,000 similar writing pieces submitted!
- Finally, Chairperson Kearns honoured our retiring staff members and thanked them for their years of hard work with our students and wished them a healthy and happy future.

3. ADOPTION OF AGENDA

MOVED/SECONDED J. McIntosh / P. Michell

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chair asked if there were any corrections to the minutes of May 21, 2013; the Synopsis of the In-Camera Meeting minutes May 21, 2013. There being none, the minutes of: May 21, 2013 and the Synopsis of the In-Camera Meeting minutes May 21, 2013 were declared approved as presented.

5. ADMINISTRATION REPORT

Student Achievement

- Superintendent Chris van der Mark presented the student achievement report to the Board. Mr. van der Mark spoke about the HSS and SSS graduating classes and wished them the best of luck in the future. The June education forum was held on June 5th, 2013 and focused on the district achievement plan. There were multiple presentations from many different groups in our district. Parents / teaching staff/ administration were in attendance. It was a great way to wrap the series over the year.

District Based Initiatives

- Superintendent Chris van der Mark presented the district based initiatives to the board: The annual elementary school track & field was held on June 7th. Many thanks to all the volunteers who made it possible. Mr. van der Mark congratulated all the winners. Ms. Marie Edwards, Principal of Lake Kathlyn Elementary is leaving the valley and moving with her family to Tasmania. The board would like to wish her and her family the best of luck and noted that she will be missed. Ready, Set, Learn! Sessions were held in Houston and in Smithers introducing three and four year olds to school life and SD54 schools. Mr. van der Mark welcomed our new administrators Ms. Nicole Davey, new Vice Principal at Walnut Park School and Ms. Cindy Miller, new Vice Principal at Smithers Secondary School. The NOII / PLC group met for the final time this year with Dr. Linda Kaser and Ms. Judy Halbert. It was a sensational evening to end the year off.

School Based Initiatives

- Superintendent Chris van der Mark presented the school based initiatives to the Board: Lake Kathlyn Greenhouse project had their open house on June 13 ; HSS Girls rugby (5's) placed 3rd at the BC's; SSS drama department wrapped up their production on *MacBeth*, it was a brilliant showing of talent; June 13, WPS hosted their volunteer luncheon to say thank you to all the people who help make their programs work; SSS-SSScoop journalists took home a bronze in the Special Section category in the "Ma Murry" awards; SSS design students Angus Tweedie and Braydon Karrer received an honourable mention for their entry in the 2013 Canadian High school DX-Sears Design Competition.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **MME** – 39 Grade 3 & 4 students to travel to Tyhee Lake on June 19. All board requirements have been met for this trip.
 - **MME** – 20 Grade 3 & 4 students to travel to Tyhee Lake on June 18. All board requirements have been met for this trip.
 - **MME** – 46 Grade 6 & 7 students to travel to Camp Caledonia on Tyhee Lake on June 18 and 19th, 2013. All board requirements have been met for this trip.
 - **MME** – 39 Grade K-3 students to travel to Camp Caledonia on Tyhee Lake on June 19th, 2013. All board requirements have been met for this trip.
 - **TES** – 23 Grade 5 & 6 student to travel to Tyhee Lake on June 25-26, 2013. All board requirements have been met for this trip.

BAA Application –

- School district administration is requested board approval for a proposed SSS BAA course. (Board Authorized Course). Mr. McDiarmid introduced the Sport Performance 10-12 course to the board as a combination of theoretical and practical, exposure to a variety of areas of sport which allow students to learn and demonstrate outcomes related to ethics, proper training principles, psychology, goal setting, sports injury management and exercise prescription. 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.

MOTION / SECOND: S. Yaremco / J. McIntosh

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

CARRIED

6.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- On behalf of Chairperson Lara Collingwood, Trustee Kearns presented the June 5th Education Forum Report. Trustee Kearns said the highlight of the evening, was the presentation by: Ms. Jennifer Moroz's Grade 5 students; Mr. Monkman presentation on the distance learning program and hearing about Ms. Nicole Davey's class going to the Bulkley Lodge and their interaction with the residents.

6.b) OPERATIONS COMMITTEE REPORT

- Chairperson Yaremco presented the Operations Committee's Report from the June 4, 2013 meeting. The operations committee reviewed the status of the Student Information System (procurement process for new esis). More information will be coming in September.
- Building Envelopment Program update: HSS gymnasium –Additional funds had been identified by the Ministry of Education for the Building Envelope Program at HSS. To accommodate this change, an amendment bylaw is required increasing the total funding for this capital project up to a maximum of \$1.3 million.
- Chairman Kearns asked for unanimous consent to do all three reading tonight for Bylaw # 116244-A. Unanimous consent was given.

MOTION / SECOND: S. Yaremco / F. Farrell

" The committee recommends that the Board give all 3 readings to Bylaw #116244-A."

CARRIED

CAPITAL PROJECT AMENDMENT BYLAW 116244-A

A BYLAW by the Board of Education of School District No. 54 (Bulkley Valley) (hereinafter called the "Board") to amend Capital Project Bylaw 116244.

WHEREAS by Capital Project Bylaw 116244, the Board adopted capital project bylaw, specifying a total maximum allocation of \$740,000.

AND WHEREAS the Minister of Education has approved an additional maximum allocation of \$560,000 to the capital plan for Project 116244

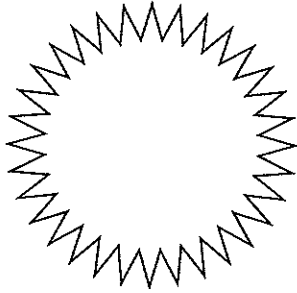
NOW THEREFORE the Board enacts as follows:

1. The Capital Project Amendment Bylaw of the Board specifying a total maximum allocation of \$1,300,000.00 is hereby adopted.
2. This Bylaw may be cited as School District No. 54 (Bulkley Valley) Capital Project Amendment Bylaw 116244-A.

READ A FIRST TIME the 18th day of June, 2013.

READ A SECOND TIME the 18th day of June, 2013.

READ A THIRD TIME, PASSED AND ADOPTED the 18th day of June, 2013



Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Capital Project Amendment Bylaw 116244-A adopted by the Board the 18th day of June, 2013.

Secretary-Treasurer

- Energy Savings (Tremco) Project: The maintenance department will be using a thermal imaging camera to isolate and remediate energy leakages in our building envelope program. The cost is estimated at approximately \$85k but we will see energy savings after the repairs have been completed.
- Disposal of Raw Land In Quick - Chairperson Yaremco reported that the bare land in Quick had been sold consistent with Board direction and that to complete the process a bylaw was required. Chairman Kearn asked for unanimous consent to do all three reading tonight for Bylaw # 2012-01. Unanimous consent was given.

MOTION / SECOND: S. Yaremco / J. McIntosh

"The committee recommends that the Board give all 3 readings to Bylaw #2012-01."

CARRIED

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 54 (BULKLEY VALLEY)

DISPOSAL OF REAL PROPERTY BYLAW NO. 2012-01

WHEREAS section 65 (5) of the *School Act* provides that a board of education may exercise a power with respect to the acquisition or disposal of property owned or administered by the board only by bylaw;

AND WHEREAS pursuant to Section 96 (1) of the *School Act*, "land" includes any interest in land, including any right, title or estate in it of any tenure;

AND WHEREAS section 96 (3) of the *School Act* provides that a board of education may dispose of land or improvements, or both, subject to the orders of the minister;

AND WHEREAS section 3 of the Disposal of Land or Improvements Order provides that boards must not dispose of land or improvements by sale and transfer in fee simple or by way of lease or 10 years or more unless such disposal is to another board or an independent school for educational purposes or is approved by the Minister in accordance with section 5 of the Disposal of Land or Improvements Order;

AND WHEREAS section 5 of the Disposal of Land or Improvements Order provides that the Minister may approve, with any terms and conditions, a disposition of land or improvements;

NOW THEREFORE be it resolved that the Board of Education of School District No. 54 (Bulkley Valley) hereby authorizes the sale for *forty seven thousand five hundred dollars* (\$47,500), of the vacant property located in Quick and legally described as: Block 2 District Lot 2124 Range 5 Coast District Plan 3448, PID: 012-057-550

The Board of Education confirms that the disposal of the property has received the necessary ministerial approval pursuant to the Disposal of Land or Improvements Order and that the property will not be required for future educational purposes in School District No. 54 (Bulkley Valley).

This bylaw may be cited as School District No. 54 (Bulkley Valley) Disposal of Real Property Bylaw No. 2012-01.

Read a first time this 18th day of June, 2013

Read a second time this 18th day of June, 2013

Read a third and final time, passed and adopted this 18th day of June, 2013

Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 54 (Bulkley Valley) Disposal of Real Property Bylaw No. 2012-01 adopted by the Board of Education this 18th day of June, 2013.

Secretary- Treasurer

- Auditor General Summary of Board Responses on K-12 education – Chairperson Yaremco briefly touched on the survey results from the Auditor General and felt this would be good topic for the Trustee retreat.
- Next Meeting September TBA, 2013 at 5:00 pm

6.c) POLICY COMMITTEE REPORT

- Chairperson Farrell presented the Policy Committee Report from the June 4th, 2013 meeting. The committee reviewed the policy 1.170 Trustee Remuneration. The updated policy was to clarify the specific ability of the board to reject an annual increase to remuneration. The onus will be on the trustees to make a decision about the remuneration.

MOTION/SECOND: F. Farrell / S. Yaremco

“The committee recommends that the Board approve revisions to Policy 1.170.”

CARRIED

- The committee also discussed correspondence from the Ministry of Education with regards to “promoting” the use of school facilities by day care providers. A new policy has been established (Policy 6.209) but no specific action was required at this time. In addition, the committee discussed the correspondence received from parents with regards to the SSS presentation on anti-bullying and the Gay and Lesbian lifestyle. Trustee Martinsen took exception to the letters suggesting that it was an appropriate topic to be discussed in the school and asked if it was a surprise to the parents. Mr. Michael McDiarmid explained how the presentation was handled by SSS. This series of films have been showed all over the province without any problems. Trustee will be able to view the videos’ prior to the responding to the letters. The committee also discussed the issues with respect to a policy on Social Media. No specific action needs to be taken at his time.
- Next Meeting September TBA, 2013 at 5:00 pm

6.d) TRUSTEE REPORT

- Trustee Report from Trustee Farrell was submitted highlighting the recent BCSTA Annual General Meeting.

7. UNFINISHED BUSINESS

- There was no unfinished business.

8. NEW BUSINESS

- 8.1 2013-2014 - Draft Budget
Secretary Treasurer Steven Richards reviewed the development of next year's budget and suggested that it was ready for Board approval. Mr. Richards concluded that while the budget was balanced, there would be operational challenges in meeting budget targets.

MOVED / SECONDED: S. Yaremco / K. Martinsen

“That the Board give Second and Final Reading to the 2013 – 2014 Annual Budget Bylaw.”

CARRIED

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF School District NO. 54 (Bulkley Valley) (called the “board”) to adopt the Annual Budget of the Board for the fiscal year 2012/2013 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the “Act”).

1. Board has compiled with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 54 (Bulkley Valley) Annual Budget Bylaw for fiscal year 2013/2014.
3. The attached Schedule 2 showing the estimated revenue and expense for the 2013/2014 fiscal year and the total budget bylaw amount of \$25,269,051 for the 2013/2014 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2013/2014.

READ A FIRST TIME THE 21th day of May, 2013.
 READ A SECOND TIME THE 18th day of June 2013.
 READ A THIRD TIME THE 18th day of June 2013.

- **8.2 – Student Achievement Plan – 2012-2015** - Mr. van der Mark presented the 2012-2015 student achievement plan to the Board.

MOTION/ SECOND: J. McIntosh / F. Farrell

“ To approve the 2012 – 2015 School District #53 Achievement Contract”

CARRIED

9. OTHER BUSINESS

- The May 31, 2013 expenditure summary was included in the Trustees Board Packages.

10. READING FILE

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| Ltr from: Alpine Estates – May 27, 2013 | May 31, 2013 Monthly Enrollment |
| Ltr from: Melanie Miller re: Faye Brownlie | Ltr from: Metro International Education |
| Ltr to: Min of Finance re: Request to Dispose | Ltr from: SD05 Carbon Offset (Nov 28 th , 2011) |
| Ltr from: SD05 Carbon Offsets Reserve Release (May 16, 2013) | Ltr from: SD05 Carbon Offsets (Feb 14 th , 2013) |
| Ltr from: SD05 re: Response from Minister of Finance | Ltr from: SD08 Integrated Early Care |
| Ltr from: SD08 re: Support of Wage Increases | Ltr from: SD69 Cooperative Gains Mandate |
| Ltr from: SD71 re: Proposed International Education Strategy | Ltr to: Home Coming Committee |

MOVED/SECONDED: L. Collingwood / J. McIntosh

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

CARRIED

11. CLOSING REMARKS

- In closing, Chairperson Kearns asked everyone to tentatively schedule an August board meeting for August 27th, just in case one is needed. In addition he wished everyone a safe and relaxing summer and we will see everyone in September.

13. NEXT BOARD MEETING

- The next regularly School Board meeting will be held on September 17th, 2013 commencing at 7:00 pm at the School Board Office in Smithers.

14. ADJOURNMENT

- The meeting was adjourned at 8:14pm.

 Les Kearns
 Chairman of the Board of Education

 Steven Richards
 Secretary Treasurer



SYNOPSIS
OF
IN-CAMERA MEETING
SCHOOL DISTRICT #54 (Bulkley Valley)
JUNE 18, 2013
SCHOOL BOARD OFFICE, SMITHERS, B.C.

The regular meeting was called to order at 6:02 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 May 21, 2013. There being none, the In-Camera meeting minutes of May 21, 2013 declared approved as presented by the Chairperson.
- Administration reported on routine staffing issues.
- The Operations Committee reported on: personnel items; labour relations matters and real property issues.

The Board returned to regular session at 6:16 p.m.

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education

Sept 17, 2013

Student Achievement

- We have had a very smooth start to the new school year. Many of our elementary schools continued to use a 'soft start' for the first few days where classes met in grade, family, or 2012-2013 groupings to work on social responsibility activities and expectations for a positive school climate while numbers for class configurations were confirmed.
- **Achievement Contract** – Our Achievement Plan for 2012-2015 has been submitted into the Ministry as of July 15th. Our goals continue 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?An electronic copy is posted on the district web site and bound copies are available for trustees in the Reading Room. Schools, as well as the District, have a number of initiatives and strategies in place this year to support these goals.
- **Communicating Student Progress**—Starting in early October, the District will be forming a committee of teachers to continue the conversation of how our reporting of student progress should look going forward. Districts around the Province are engaged in the same process and we are all interested in improved communication with our families.
- **Enrolment and Staffing**—Numbers are coming in daily, with the initial reports being above projections. District staff is working closely with schools as we analyze staffing levels and class size across the district.

INNOVATION / INITIATIVES

District Based Initiatives

- **Increased Trades Focus**- SD#54 is pleased to announce is continued partnership with NWCC as we will offer students Environmental Monitor Assistant Program (EMAP) and Introduction to Trades.
- **Hockey Academy Expansion**: Last year's highly successful hockey academy has been expanded to offer a junior program for grades 8 and 9 in Smithers. The District would like to acknowledge Mr. Derek Holland and Mr. Dwayne Anderson for their continued initiative and leadership on this project.
- **Faye Brownlie**—On September 13, internationally recognized literacy expert, Faye Brownlie will be working with 30 teachers from across SD#54, as well as other districts in the Northwest. This is a continuation of the work begun with Faye last year and has been made possible by a strong partnership across districts (SD#54, SD #87, SD#91, and SD#82.)

SCHOOL DISTRICT 54

(Bulkley Valley)

- **Self-Regulation**-- We are in the process of finalizing dates for Dr. Stuart Shanker to re-visit the District in early October. Lake Kathlyn and Silverthorne were part of a small provincial initiative based on the Dr. Shanker's research around self-regulation. We hope to plan an evening session of parents and community at the Della Herman Theatre.
- **Changing Results for Young Readers (CR4YR)**—Last year our elementary schools participated in a massive initiative where teachers across the province focused intensely on one student in their class with specific challenges. The results were stunning. This project will continue under the guidance of Ms. Lynn Rutley, and will involve learner support and classroom teachers from participating schools.

School Based Initiatives

- **SSS**—Mr. Rick Hubert has begun a Geodome project that runs on Biomass (compost, manure, woodchips) and will ultimately be able to grow things all year. There are local food partners looking for involvement and he has a "Green Block" where he works with students to design and build the dome. There's a pile of compost in a semi-enclosed bin that has 1200 ft of water line piping heat into a Geodome greenhouse. The compost gets to 40-60 degrees and lasts several months. When the compost is spent, we have a pile of rich soil to be used for other growing projects around school/community.

For more information, contact Smithers Secondary School.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 10-14 Grade 10-12 students to travel to Kidprice Lake on Sept 19-22, 2013. All board requirements have been met for this trip.
 - **LKS** – 23 Grade 6/7 students to travel to Silverking Basin – Joe L'Orsa Cabin on Sept 24/25, 2013. All board requirements have been met for this trip.

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING

September 10, 2013 4:30 PM

School Board Office

Committee Members: Chair, S. Yaremco, K. Martinsen

Ex officio: L. Kearns

Trustees (non-voting): J. McIntosh, F. Farrell

Administration:

D. Margerm Secretary Treasurer, Mr. Richards, Secretary Treasurer, C. van der Mark, Superintendent;
E. Hildebrandt, Supervisor of Operations

Regrets: P. Michell, M. McDiarmid, Assist. Superintendent

The regular meeting convened at 4:30 and continued to 5:25 PM where it moved to in-camera

Report:

- 1. Summer Communications:** Administration highlighted some letters acknowledging assorted summer communications to the committee: Ministry letter on clean 1701 Data Collection, SSS boys soccer by Bill Price and appreciation for Telkwa Custodian, Rolanda Lavallee, by Mrs. Forster; ***Mr. Margerm will draft letter of appreciation for Chair's signature for Ms. Lavallie.***
- 2. Summer Facilities Work Update:** Mr. Hildebrandt reviewed summer work completed for each school. Of special note was the building envelope work being completed on the Houston Secondary gym.
- 3. 2012-2013 Audited Financial Statements – Review (Briefing Note)**
Mr. Richards reviewed Draft audited financial statements noting a generally positive financial position for the District in the 2012-2013 year. Administration recommends that the committee put forward a motion to approve the draft audited financial statements at the September Board meeting.
- 4. 2013 – 2014 Capital Plan (Briefing Note)**
Administration outlined recommended changes to the ranking of the Capital projects noting Walnut Park as the highest need for Capital monies. Walnut Park School is the only facility that exceeds the FCI threshold level. Administration recommends that the committee put forward a motion to approve the Capital Plan at the September Board meeting.

Date & Time of Next Meeting: **October 8th @ 5 pm**

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
POLICY COMMITTEE MEETING

September 10, 2013 3:00 PM School Board Office

In attendance:

Committee Members: Chair: F. Farrell, J. McIntosh
Ex officio L. Kearns
Trustees (non voting)
Regrets L. Collingwood
Administration: S. Richards, Secretary Treasurer, D. Margerm, Secretary Treasurer, C. van der Mark, Superintendent, E. Hildebrandt, Supervisor of Operations, M. McDiarmid, Asst Superintendent.

The meeting convened at 3:06 PM and convened at 3:30 PM

LBGTQ: Board members have had an opportunity to view videos after correspondence in spring from parents. Trustees found no reason *why students should not be available to material presented in program.* Mike McDiarmid will (*draft a letter for the Chairperson's signature which will be distributed to trustees for comment.*) write letter to concerned parents and forward to Trustee Kearns for proofing and distribution to other trustees for comment.

Use of School Facilities by Child care Providers (6.209):

Given to specific details from Government, the Board will keep this policy on the agenda until such time that the more information and details about policy is provided.

Technology Disaster Recovery Plan (6.331):

Mr. Richards introduced the need for this new policy suggested by the Auditor General. He noted that a policy in this area would prescribe the plan to ensure business continuity in the event of a disaster. Mr. Margerm and Mr. Malkinson will continue to work on draft policy of Disaster Recovery Plan and update the Board on an ongoing basis.

Policy Priorities:

Mr. Richards asked for Trustee's input on new policies or for consideration in this new school year.

C. Date & Time of Next Meeting: Tuesday October 8th @ 3 PM