



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING SEPTEMBER 23, 2014 SCHOOL BOARD OFFICE, SMITHERS, BC 7:00PM

- 1) Call to Order
- 2) Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes June 17, 2014
Synopsis In-Camera Meeting June 17, 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 F. Farrell Report Attached
- 7) Unfinished Business
- 8) New Business
- 9) Other Business
 - 9.1) Expenditure Summary – August 31, 2014
- 10) Reading File
 - 10.1) Appendix "A"
- 11) Closing Remarks
- 12) Next Board Meeting will be held on October 21, 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)
JUNE 17, 2014
SCHOOL BOARD OFFICE, SMITHERS, BC

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

Regrets: 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 6:00 pm

MOVED/SECONDED: F. Farrell / K. Martinsen

"That the Board meeting move In-Camera."

CARRIED

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

2. OPENING REMARKS

- Chairperson Kearns welcomed our guest: Katherine Dow from CFTK-TV; Karin Bachman, BVTU President; Ryan Jensen, Interior News; Friends of the Smithers Library, Lorraine Dorian and Joan Warmerdam; Roxanne Wilfur. Trustee Michell sends her regrets. HSS commencement took place last Friday, June 13th, Trustee Kearns thanked the staff at HSS who did a wonderful job on the very intimate and touching ceremony. Mr. Scott Jackson, Principal at HSS, was asked for the second year in a row to be a guest speaker. Usually this honor is bestowed on someone from the community or a teacher, so it is unusual to have the same guest speaker two years in a row. This shows everyone what an amazing job Mr. Jackson does at HSS and how much he is appreciated by the students. Trustee Kearns thanked Mr. Jackson for the great work he does in that school. The district elementary track meet took place last weekend. Thank you to the staff and parents for coming out and helping. Everyone thoroughly enjoyed it.

3. DELEGATION

- Friends of the Smithers Library made a presentation to the Board of Education requesting a letter of support for their Digitization of the Interior News project.

4. ADOPTION OF AGENDA

MOVED/SECONDED L. Collingwood / F. Farrell

"That the agenda be accepted as presented."

CARRIED

5. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the minutes of May 20, 2014; the Synopsis of the In-Camera Meeting minutes May 20, 2014. There being none, the minutes of: May 20, 2014 and the Synopsis of the In-Camera Meeting minutes May 20, 2014 were declared approved as presented.

6. ADMINISTRATION REPORT

Student Achievement

- Superintendent van der Mark presented the district based initiatives to the board: Congratulations to all the 2014 Graduates; Labour update changing rapidly, the BCTF has gone to a full scale strike as of Tuesday, but they have returned back to the bargaining table; Provincial Exams will take place and buses will be running; Report Cards will go home in some form at some point, what that looks like we are not sure at this point. The LRB ruled that all grade 12 marks must be in by the June 20th. We are still not sure about grades 8-11. Administration did have an agreement with BVTU for K-7 report cards.

District Based Initiatives

- Superintendent van der Mark presented the district based initiatives to the board: The elementary school track & field meet happened last weekend, thank you to all the volunteers and parents who came out to make this happen; 200 elementary students participated in the NWCC introduction to trades YES 2 IT program, thank you to Monica Strimbold and NWCC for their support in the program; Congratulations to Ms. Leesa Easterday on her upcoming retirement and Mr. Kevin Bird who is moving on to take a position at SD#78 (Fraser-Cascade); We are pleased to announce that Ms. Michelle Iacobucci will be the new Principal at Telkwa Elementary School. We are also in the processing of filling the administrative position at Twain Sullivan Elementary.

School Based Initiatives

- Superintendent van der Mark presented the school based initiatives to the Board: The SSS Boy's golf team placed 3rd at the Provincial Golf Championships; HSS Girl's Rugby placed 2nd place in their tier at their respective provincial championship; SSS held their Technical and Ecological Knowledge day last week; WPS hosted their Power of Wonder Week (POW), thanks to the volunteers, teachers and NWCC for making this happen.

Field Trip Proposals

- The following field trip received approval by the Assistant Superintendent:
 - **MME**- 53 Grade 4-6 students to travel to Rough Acres Bible Camp on June 25th, 2014 to take part in their year-end celebrations. All Board requirements have been met for this trip.
 - **SSS** – 20 Grade 10-12 Outdoor Ed students to travel to Babine Lake to take part in an introduction to sailing June 19-20, 2014. All Board requirements have been met for this trip.
 - **TSE** – 25 Grade 7 students to travel to Rough Acres Bible Camp on June 12/13th, 2014 to take part in their year-end celebrations. All Board requirements have been met for this trip.
 - **MME** – 47 Grade 2/3 students to travel to Rough Acres Bible Camp on June 11th to take part in their year-end celebrations. All Board requirements have been met for this trip.
 - **WPS** – 23 Grade 6 students to travel to the BV Bowman Archery Grounds on June 19th, 2014. All Board requirements have been met for this trip.

7.a) COMMUNITY RELATIONS/ EDUCATION FORUM COMMITTEE

- No report this month.

7.b) OPERATIONS COMMITTEE REPORT

- On behalf of Chairperson Michell Trustee Martinsen presented the Operations Committee's Report from the June 3, 2014 meeting; The committee had a teleconference with Joel Adams from the Auditor General to discuss the audit plan letter. SD54 is in our last year of our Audit cycle; Mr. Margerm provided a short review of the Carbon Neutral report submitted on May 31, 2014, and highlighted the work that the Mr. Hildebrandt and the maintenance staff is doing to minimize heat loss and reduce energy costs.

- **Early Thursday / Instructional Time:** As the 2014-2015 school calendar has a two week spring break, SD54 has to make up lost instruction time. BVTU members recently voted overwhelming to keep early Thursdays for consultation and collaboration. Thursday will have a slight extension. K-7 23 minutes, grades 8-12 will have 25 minutes added to Thursday's current dismissal time. Administration was very happy with the results.

7.c) POLICY COMMITTEE REPORT

- Chairperson Collingwood presented the Policy Committee Report from the June 3, 2014 meeting:
- **Policy 9.950 Student Choice and Policy 11.140 Student Transportation** - The public consultation has now ended for these policies.

MOTION / SECONDED: L. Collingwood / J. McIntosh

"Recommends the approval of the amended Policy 9.950 – Student Choice and Policy 11.140 – Student Transportation. "

CARRIED

- **Policy 4.385 Bullying and Harassment Policy**

MOTION / SECONDED: L. Collingwood / J. McIntosh

"Recommends the approval of the amended Policy 4.385 – Bullying and Harassment Policy. "

CARRIED

- **Policy 6.420 Corporate Donations** – The committee was shown examples from other districts that have a corporate donations policy. The committee asked Mr. Margerm to draft new language on this policy. This policy will remain with the committee at this time.

7.d) TRUSTEE REPORT

- Trustee Collingwood presented her trustee report from the BCSTA Annual General Meeting held on April 24-27, 2014.

8. UNFINISHED BUSINESS

- **8.1) Draft Budget Bylaw & Update:** Mr. van der Mark presented the Draft Budget to the Board on behalf of Mr. Margerm.

MOVED / SECONDED: K. Martinsen / F. Farrell

"The committee recommends that the Board give Second and Third Reading to the 2014 – 2015 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 2014/2015 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 complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 54 (Bulkley Valley) Annual Budget Bylaw for fiscal year 2014/2015.
3. The attached Statement 2 showing the estimated revenue and expense for the 2014/2015 fiscal year and the total budget bylaw amount of \$24,989,124 for the 2014/2015 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 2014/2015.

READ A FIRST TIME THE 20 DAY OF MAY, 2014;

READ A SECOND TIME THE 17 DAY OF JUNE , 2014;

READ A THIRD TIME, PASSED AND ADOPTED THE 17 DAY OF JUNE, 2014;

(Corporate Seal)

NO SIGNATURE REQUIRED
Chairperson of the Board

NO SIGNATURE REQUIRED
Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 54 (Bulkley Valley) Annual Budget Bylaw 2014 / 2015, adopted by the Board the 17 DAY OF JUNE, 2014.

NO SIGNATURE REQUIRED
Secretary Treasurer

9. NEW BUSINESS

- 9.1) Achievement Contract 2014-2017 was presented by Superintendent van der Mark.

MOTION / SECONDED: J. McIntosh / S. Yaremco

"To approve the 2014 – 2017 School District #54 Achievement Contract"

CARRIED

10. OTHER BUSINESS

- 10.1) The May 31, 2014 expenditure summary was included in the Trustees Board Packages.

11. READING FILE

May 31, 2014 Enrolment	Ltr frm SD39 to T. Rezansoff re: BCSTA AGM
Ltr frm SD61 to S. Cadieux re: Victoria Youth Detention Centre	Ltr frm SD20 to P. Fassbender re: Funding
Ltr frm SD70 to E. Flynn-VISTA re: Meeting Request	Ltr frm SD73 to P. Fassbender re: Cost Sharing of Capital Expenditures
Ltr frm SD74 to T. Stone – Clinton Speed Zone	Ltr frm SD28 to P. Fassbender re: Funding

MOVED/SECONDED: L. Collingwood / F. Farrell

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

CARRIED

12. CLOSING REMARKS

- Chairperson Kearns asked the Trustees to agree on a date for an August Board meeting just in case one was required. It was decided that Tuesday Aug 26th, would be reserved for the August Board of Education meeting if needed. Trustees will be contacted one way or another by administration.
- None of us could have known that the school year would end this way. We are looking forward to a normal start up in September. It is all what we want.

12. NEXT BOARD MEETING

- The next regularly schedule School Board meeting will be held on September 23rd, 2014 commencing at 7:00 pm at the School Board Office in Smithers.

13. ADJORNED

- The Board meeting was adjourned at 8:15pm.

Les Kearns
Chairman of the Board of Education

Dave Margem
Secretary Treasurer

SCHOOL DISTRICT 54

(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
September 23, 2014

- **Welcome Back**

After a very difficult few weeks, we are delighted to welcome students, teachers, support staff, and parents back in to our buildings. We are appreciative of the patience and understanding that has been shown and we know teachers are excited to be back doing the work they love!

- **Administration Changes**

Just a reminder that are welcoming some of our existing administration in to new roles, as well as new administrators in to the District.

Mark Fehr - Principal, Walnut Park Elementary

Michelle Iacobucci - Principal, Telkwa Elementary

Bev Forster - Principal, Silverthorne Elementary

Scott Jackson - Principal, Houston Secondary & Twain Sullivan Elementary

Janna Delany - Vice Principal, Twain Sullivan Elementary

Cathy van der Mark - District Principal, Learner Services

Student Achievement

Despite the unusual circumstance, we are anticipating a good start to the year. Many of our elementary schools continued to use a 'soft start' for the first few days. Classes meet in grade, family, or 2013-2014 groupings to work on social responsibility activities and positive school climate activities while class configurations get their final adjustments.

- **Achievement Contract** – Our Achievement Plan for 2014-2017 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 Small Board Room. Schools, as well as the District, have a number of initiatives and strategies in place this year to support these goals.
- **Larry Espe, Superintendent of Trades and Transitions** - On October 8, Larry Espe will be visiting SD#54 to talk trades and check out some of the initiatives the district has begun as well as share stories from other areas.
- Last week Superintendent van der Mark and Assistant Superintendent McDiarmid attended a community wellness committee at the Office of the Wet'suwet'en. Overviews of each organizations goals and recent activities revealed several areas that we can engage in mutual collaboration and support. Their committee members very appreciative of the efforts SD 54 have made over the years to build better relationships and our support Aboriginal students.
- **Increased Trades Focus** - SD#54 is pleased to announce the start of the Millwright program in Houston this Fall, while continuing EMAP and Intro to Trades in Smithers.

SCHOOL DISTRICT 54

(Bulkley Valley)

Innovation / Initiatives

District Based Initiatives

- **Faye Brownlie**—On August 28, internationally recognized literacy expert, Faye Brownlie worked with SD#54 administration around the theme of “Leading Learning.” Faye has worked extensively with our teachers and it was a fantastic opportunity for the administration to also focus directly on the deep work of learning that our teachers have been engaged in.
- **Bruce Bearisto**-- On September 18, the admin team was fortunate to be joined by retired Superintendent Bruce Bearisto, a renowned educational leader and thinker. Mr. Bearisto shared his reflections on where education has come from as well as trends and possibilities he sees in the future. It was excellent for our leaders to take a higher level look at education in BC and their role in it.
- **Energy Award**-- Congratulations to School District 54 for receiving the **Climate & Energy Action Award for Public Sector Collaboration** for your successful partnership with the Village of Telkwa in the biomass district energy system
- **NOII**-- Co- founders, Dr. Halbert and Dr. Kaser have invited Superintendent van der Mark and Walnut Park Vice-Principal Nicole Davey to participate in a round table research discussion on high performing jurisdictions on October 1st. This major research project will showcase how teacher professional learning operates in some of the best systems in the world. The study will focus on five systems; Shanghai, Hong Kong, Singapore, London and British Columbia.
- **Provincial Projects**—Senior Staff continue to be well connected and involved in Provincial level conversations. Assistant Superintendent McDiarmid continues to be part of the Grad Program Review and has also been asked to work with the Ministry staff as part of a project to design a program that identifies and develops Aboriginal leaders. Superintendent van der Mark is continuing his role on the Shared Service Committee, as well as new roles with the Capital Review Committee and the British Columbia Council for International Education.
- **BAA Application** – School district administration is seeking board approval for a proposed BAA course. (Board Authorized Course)

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.

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.

SCHOOL DISTRICT 54
(Bulkley Valley)

Operations

- **Trustee Info Evening:** On September 30, Secretary Treasurer, Dave Margerm will be hosting an information session for people interested in being a school trustee.

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
COMMUNITY RELATIONS COMMITTEE MEETING
September 9, 2014 4:00 PM School Board Office

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

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

REPORT

1. Social Media – Twitter

Mr. van der Mark updated committee in regards to options for Twitter account:

- Admin met with PVP to discuss social media.
- PVP have all been asked to join Twitter.
- Separate personal from professional.
- Communication tool, celebration, gaining information, posting information...
- SD Twitter account managed 'handled' by Ms. Kingsmill
- Mr. van der Mark provided Twitter demonstration on overhead

C. Date & Time of Next Meeting: October 7th, 2014

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

SCHOOL DISTRICT 54
(Bulkley Valley)

OPERATIONS COMMITTEE MEETING
Regular

September 9th, 2014

5:00PM

School Board Office

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

The in-camera meeting convened at 5:00 pm and continued to 6:35 pm.

REPORT

1. Sports Multiplex Design Concept

Guest Attendants:

Jaksun Grice, Nora Kerr, Allan Syka, Rob Trampuh, Cobus Jonker, Matt Monkman.

Architect Presentation by Witmar Abele, KMBR ARCHITECTS PLANNERS INC

Mr. Abele gave a concept presentation about the new multiplex sports facility. Next step will be to get a cost proposal and then look at possible adaptations provided budget funding.

2. 2013-2014 Financial Statements (Draft)

Mr. Margerm provided review of financial 2013-2014 financial statements, noting generally positive financial position. Joel Adams, from the Auditor General, will be at the September Board meeting to provide an opinion on the 2013-2014 Financial Statements. Administration recommends that the committee put forward a motion to approve the draft audited financial statements at the September Board meeting.

3. Appointment of Chief Election Officer and Deputy Chief Election Officer for 2014 General Local Elections

Administration recommends the committee put forward a motion,

"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."

4. Shared Services Update

Mr. Margerm update committee on several shared service agreements: purchase card implementation which Ms. Perreault should be initiating after strike is over; our purchase of 3 new trucks last year for shared service pricing; the contracting of Cathy van der Mark to Nisga'a for learner support services; we are working on a contract for Ms. Jane Smith, Educational Psychologist, to work with Nechako District and Coast Mountain District.

Date & Time of Next Meeting: October 7th, 2014 @ 5:00pm

SCHOOL DISTRICT 54
(Bulkley Valley)

REPORT
POLICY COMMITTEE MEETING
September 9, 2014 3:00 PM School Board Office

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

The regular meeting convened at 3:00 pm and continued to 3:50 pm.

REPORT

REVIEW OF PREVIOUS MEETING OF June , 2014

Policy	Description	Type	Status
1.150	Standing Committees	Revision	Approved
1.1525	Education Forum	Deletion	Approved
6.420	Corporate Donations	Revision	In-Committee
	Student Trustee	New	In-Committee

NEW BUSINESS

Policy	Description	Type	Consultation
6.490	Criminal Record Check	Revision	no
1.150	Standing Committees - ADDITION	Revision	no

Report:

Criminal Record Check Review for Volunteers

Recommend a motion to approve policy changes to Policy 6.490, criminal record check review for volunteers as outlined by briefing note.

Standing Committee Policy 1.150

Trustee Kearns raised the issue of that if committees have less than quorum then no recommendations can be sent to the Board. Though, committees have purposely been designed not to achieve a majority of trustees. The following has been recommended for an addition to the current policy 1.150.

"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."

Date & Time of Next Meeting: October 7th , 2014 @ 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 September 23, 2014

Firstly, as I write this report the final outcome of the ratification of the tentative agreement between the BCTF and Government is unknown. However regardless of the outcome I would offer my thanks to the members who are out on the picket lines along with all support staff. The sacrifices that have been made during this labor dispute will no doubt, in no small measure, be a foundation towards greater success in education in the Bulkley Valley. I would like to say thank you in your past and future success in learning outcomes in producing truly "educated citizens."

I have been visiting picket lines and listening to educators and supporters. They have offered insight in not only the dispute we are in but also strategies in improving the great learning program we offer at our local public school system.

Let me just offer that no matter how the ratification outcome is the lines of communication will continue and feel free to offer input to myself, as Vice Chair of School District 54, along with other trustees and administration. Together, we can work towards an collaborative effort in positive learning outcomes.

Respectfully Submitted by:

Frank Farrell
Trustee
Vice-Chair
School District #54 (Bulkley Valley)