



**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)  
SEPTEMBER 27, 2022  
SCHOOL BOARD OFFICE, SMITHERS B.C.**

**PRESENT:** Trustees: F. Farrell, L. Kearns, F. Krishan, J. Williams,  
Trustee Regrets: P. Michell, J. Krauskopf  
Trustee Absence: E. Quinlan  
Staff: M. McDiarmid – Superintendent  
M. Monkman – Assistant Superintendent  
D. Margerm – Secretary Treasurer  
B. Kingsmill – Recording Secretary

**1. CALL TO ORDER**

- The meeting was called to order at 7:00 pm.

**2. TRADITIONAL WELCOME / OPENING REMARKS**

- Chairperson Williams acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidm't'en – Bear Wolf Clan.
- Chairperson Williams welcomed everyone to present. Chairperson welcomed everyone back to the start of the new school year & last meeting. Sept 30 know the meaning of the orange shirt

**3. ADOPTION OF AGENDA**

**MOTION: *It was moved by Trustee Farrell and seconded by Trustee Kearns.***

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

**CARRIED**

**4. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of the June 28, 2022 or the synopsis of the in-camera meeting minutes of June 28, 2021 or the special in-camera meeting minutes of September 7, 2022. There being none, the regular meeting minutes of June 28, 2022 and the synopsis of the in-camera meeting minutes of June 28, 2022 and September 7, 2022 were declared approved as presented.

**5) 2021 – 2022 Draft Audited Financial Statements.**

- **5.1) – 2021-2022 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2021-2022 Financial Statements as presented.
- Mr. Steve Kietzmann from Carlyle Shepherd & Co. provided an unqualified opinion of the 2021 – 2022 Audited Financial Statements.

- Secretary Treasurer Margerm provided a financial recap of the 2021 – 2022 school year.

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**MOTION: It was moved by Trustee Kearns and seconded by Trustee Krishan.**

*"That the Board approve the 2021 – 2022 Audited Financial Statements as presented."*

CARRIED

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### **6 ) Trustee Recognition Presentation**

- Secretary Margerm presented the following trustees with certificates and pins in recognition of their service to public education and local governance:
  - Trustee Jennifer Williams – Two Terms
  - Trustee Frank Farrell – Four Terms
  - Trustee Les Kearns – Five Terms
  - Trustee Pricilla Michell – Five terms (absent from public presentation)

### **7. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented the district update to the Board. Mr. McDiarmid spoke about the bus incident that took place at SSS. Everyone is thankful for the two students who took charge when they noticed the bus driver was in distress. Mr. McDiarmid also updated the board how the school start up went and that effective October 1<sup>st</sup>, 2022 Ms. Bev Forster will move into the Principal of Early Learning position and Ms. Jana Fox will move into the Principal of Silverthorne Elementary position.
- Superintendent McDiarmid presented the student achievement report to the Board. The FSA's will begin in October. Once again, the FSA's are just one snapshot of our students ongoing assessments.
- Superintendent McDiarmid presented the district-based initiatives to the Board. The District was granted \$250k through the Student and Family Affordability Fund. These funds are used to improve students' access to nutritional good and to support families with affordability concerns. Ms. Cindy Miller is leading the professional learning program and teacher mentorship program this year with the help of Ms. Mary Neto. 15 New teachers gathered in late August for their first pro-d event. Innovation grants of up to \$2k are being provided again this year.
- Superintendent McDiarmid presented the school based and initiatives report to the Board. The District elementary soccer / cross country run will be happening on September 24<sup>th</sup> and October 13<sup>th</sup> respectfully. National Day for Truth and Reconciliation Day will be recognized on September 30<sup>th</sup> and our schools will be participating in a variety of activities throughout the week leading up to September 30<sup>th</sup>. Parent / teacher meetings are scheduled for October 19<sup>th</sup> and 20<sup>th</sup> this year. Telkwa Elementary took the entire school community up to Crater Lake! In doing so, the school raised over \$2k for the Terry Fox Foundation.

### **Field Trip Proposals**

- The following field trip has been approved by the Assistant Superintendent:
  - TSE – 46 +/- grade 4 students from Twain Sullivan Elementary to travel to the Fulton Ricer Hatchery in Granisle on September 28, 2022. The purpose of this trip is to study the migration pattern of salmon. All Board requirements have been met for this trip.

### **8.a) OPERATIONS COMMITTEE REPORT**

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the September 13<sup>th</sup>, 2022 committee meeting. Two items were moved to the New Business portion of the meeting.
- Land Acknowledgement Plaque. The operations committee recommended that Mr. Monkman confer with the Indigenous Council and School District Indigenous Department to provide a proposal and discuss options for land acknowledgement plaques to be displayed at school district facilities.

**MOTION: *It was moved by Trustee Kearns and seconded by Trustee Krishan.***

*"The Board direct Mr. Monkman to confer with the Indigenous Council and School District Indigenous Department to provide a proposal and discuss options for land acknowledgement plaques to be displayed at school district facilities."*

CARRIED

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- Next meeting date Tuesday, November 22<sup>nd</sup>, 2022 @ 5:00pm

### **8.b) POLICY COMMITTEE REPORT**

- Policy Committee Chairperson Krishan presented the Policy Committee's report from the September 13<sup>th</sup>, 2022 committee meeting. The committee recommended that the Board approve the draft version of the Trustee Manual as presented.

**MOTION: *It was moved by Trustee Krishan and seconded by Trustee Farrell.***

*"The Board approved the draft version of the Trustee Manual as presented."*

CARRIED

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- Next meeting date Tuesday, November 22<sup>nd</sup>, 2022 @ 3:00pm

### **8.c) TRUSTEE REPORTS**

- There were no trustee reports this month.

### **9. UNFINISHED BUSINESS**

- There was no unfinished business this month.

### **10. NEW BUSINESS**

- **10.1) Framework for Enhancing Student Learning (FESL) Report** - Mr. McDiarmid presented the FESL report to the board. This report synthesizes, assesses and compares data sources against educational or achievement outcomes.

**MOTION: *It was moved by Trustee Farrell and seconded by Trustee Kearns.***

*"The Board approved Framework for Enhancing Student Learning report as presented."*

CARRIED

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- **10.2) Summer Capital Project Update** - Secretary Treasurer Margerm provided an update to the Board on all of the summer projects that took place over the summer.

**11. OTHER BUSINESS**

- No other business this month.

**12. READING FILE**

**MOTION: *It was moved by Trustee Kearns and seconded by Trustee Krishan.***

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

CARRIED

**12. CLOSING REMARKS**


- Chairperson Williams mentioned that this is the last meeting of the current Board of Education. She thanked everyone for their hard work and diligence over the past four years and wished all the candidates best of luck in the upcoming trustee election in Smithers.
- The New Trustee Swearing in Ceremony will take place on October 25<sup>th</sup>, 2022 and the next regular Board Meeting will be held on November 15, 2022, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

**13. ADJOURNED**

- The Board meeting was adjourned at 8:31pm.

Approved by:

  
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Ms. Jennifer Williams, Chairperson  
of the Board of Education

  
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Mr. Dave Margerm  
Secretary Treasurer