



---

**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)  
MARCH 21, 2023  
SCHOOL BOARD OFFICE, SMITHERS B.C.**

---

**PRESENT:**       **Trustees:**           F. Farrell, J. Williams, K. Graham, L. Kearns, F. Krishan

**VIA Zoom:**            J. Krauskopf, P. Michell

**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 7:01pm.

**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 Gidmt'en – Bear Wolf Clan.
- Chairperson Williams welcomed everyone present and wished everyone a happy spring as of yesterday. She also commented that it is nice to have some extra light in the evening. She extended a cautionary note to watch out for the kiddos biking or playing on the streets now that it is getting nicer outside.

**3. ADOPTION OF AGENDA**

---

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

*"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 February 28, 2023 or the synopsis of the in-camera meeting minutes of February 28, 2023. There being none, the regular meeting minutes of February 28, 2023 and the synopsis of the in-camera meeting minutes of February 28, 2023 were declared approved as presented.

**5. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented the district update to the Board. The District has 18 District Authority Scholarships to award this year. Presentations will be the week of May 15<sup>th</sup>, 2023. Student led conferences coming up on April 19<sup>th</sup> & 20<sup>th</sup>.

- Superintendent McDiarmid presented the district-based initiatives to the Board. The school basketball season has just recently wrapped up. The SSS Jr. Boys had a very impressive season this year. On March 24<sup>th</sup> the Elementary Basketball playday will take place at SSS and WPS. The SSS Musical Theatre Class is currently performing the popular musical “Mamma Mia” to sold out shows. By public demand, one more additional showing was added on March 22. The Concours d'art Oratorie will take place on March 22, 2023 at the old church. Neurodiversity week took place the week of March 13<sup>th</sup>. The annual Skills Canada Competition was held in Terrace with six students from the district participating. Everett Himech placed first in welding and will be attending the provincial competition in April. It was also recently confirmed that the welding foundations course will once again run at HSS in January 2024. Telkwa Elementary had 31 choir students place first place in the Burns Lake music festival !

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **HSS – 4 +/-** Grade 11-12 students from Houston Secondary School to travel to Terrace, BC to take part in the Skills Canada Competition between March 2 & 3, 2023. All Board requirements have been met for this trip.
  - **SSS – 2 +/-** Grade 11-12 students from Smithers Secondary School to travel to Terrace, BC to take part in the Skills Canada Competition between March 2 & 3, 2023. All Board requirements have been met for this trip.
  - **TSE – 35 +/-** Grade 6-7 students from Twain Sullivan Elementary to travel to Prince Rupert, BC on May 24-26, 2023. The purpose of this trip is to student Northwest Indigenous cultures, financial literacy, physical education and local governments. All Board requirements have been met for this trip.
- For information only – trip details have now been finalized:
  - **SSS – 35 +/-** Concert, Jazz Band and Choir Students in grades 10-12 from Smithers Secondary School to travel to Cuba on April 10 – April 19, 2023. The purpose of this trip is to take part in the “*Educational Performance – Tour de Cuba*”. All Board requirements have been met for this trip.

### 6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the March 14, 2023 committee meeting. Two items were moved to the New Business portion of the meeting.
- **Amended 2022 – 2023 Capital Plan – Additional Funding:** The Committee recommended proceeding with all three readings for the 2022 – 2023 Capital Bylaw No. 22/23-CPSD54-01 Amended, that registers Ministry capital funding in the amount of \$200,000 and internal District funding of \$150,000.

Chairperson Williams asked for unanimous consent to do all three-readings tonight for 2022 – 2023 Capital Bylaw No. 22/23-CPSD54-01 Amended. Unanimous consent was given.

---

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

*“The Board approved the three readings of 2022 – 2023 Capital Bylaw No. 22/23-CP-SD54-01 Amended.”*

CARRIED

---

- 
- **Calendar – Board Meetings** – The committee recommended that the Board approve that movement of the May 2023 Board meeting from May 23<sup>rd</sup> to May 30<sup>th</sup>, 2023.

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

*"That the Board approve movement of the May Board of Education Meeting from May 23, 2023 to May 30, 2023 "*

CARRIED

---

- **Official Community Plan Amendment** – The committee requested that the District send a letter to the Town Council exempting Heritage Park Site (#2) and Dogwood Park Site (#5) from Bylaw 1951 – Parks and Open Spaces because their proximity to SD54 Schools.
- Next meeting date Tuesday, May 9, 2023 @ 5:00pm.

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

- Policy Committee Chairperson Farrell presented the Policy Committee's report from the March 14, 2023 committee meeting.

- 
- **Policy 9.700 Weapons at School** – The committee recommended that board approve the draft Policy 9.700 Weapons at School and for it to be sent out for stakeholder consultation.

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

*"That the Board approve the draft revisions of Policy 9.700 Weapons at School be approved and be sent out for stakeholder consultation as outlined. "*

CARRIED

---

- **Policy 6.510 District Annual Planning Cycle** – Committee recommended that Board delete Policy 6.510 District Annual Planning Cycle.

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

*"That the Board approve the deletion of Policy 6.510 District Annual Planning Cycle. "*

CARRIED

---

Next meeting date Tuesday, May 9, 2023 @ 4:00pm.

#### **6.c) TRUSTEE REPORTS**

- Trustee Farrell and Chairperson Williams submitted their trustee reports for their recent trips to Vancouver for meetings on behalf of the Board of Education. Trustee Williams added that at the BCPSEA AGM in January it was voted to that next year's AGM (January 2024) be moved to the Zoom platform.

#### **7. UNFINISHED BUSINESS**

- There was no unfinished business this month.

## **8. NEW BUSINESS**

- **8.1) 2023 – 2024 Capital Plan Bylaw** - The Committee recommended proceeding with all three readings for the 2023-2024 Capital Plan Bylaw No. 23/24-CP-SD54-01 that registers Ministry capital funding of \$1,789,298.

Mr. Margerm provided an overview of where the funds will be spent from the 2023-2024 Capital Plan Bylaw.

Chairperson Williams asked for unanimous consent to do all three-reading tonight for 2023-2024 Capital Plan Bylaw No. 23/24-CP-SD54-01. Unanimous consent was given.

---

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

*“The Board approved the three readings of 2023-2024 Capital Plan Bylaw No. 23/24-CP-SD54-01.”*

CARRIED

---

- **8.2) 2023 Trustee Stipends** - The Operations Committee had requested that Mr. Margerm provide an overview of provincial trustee stipends to the Board for discussion at the March Board Meeting.

Mr. Margerm provided a provincial overview of the annual Trustee Stipend for the Board. Mr. Margerm highlighted that out of 57 district who reported, 46 of them pay higher stipends to the board chair and 50 of them pay higher stipends to the vice chair. 52 districts pay their trustees higher stipends than SD54. Based on student population, SD54 is second to last in the reported trustee stipend pay scale. Mr. Margerm informed the Trustees that a lot of districts have not enacted their raises this cycle. The negotiated labour rate increases for all employees for this year and then next two years were also highlighted.

If the board does not pass a resolution to change the policy rate based on the CPI, Trustees will receive a 6.9 % increase as of July 1, 2023.

The trustees had a chance to discuss this policy at length. Trustee Kearns provided a historical back ground of the trustee remuneration policy.

The Trustees made no recommendations to the Board in regards to a trustee stipend increase. Following current policy, this allows for a 6.9% increase to the trustee stipend as of July 1, 2023.

## **9. OTHER BUSINESS**

- The March expenditure summary was provided to the Trustees in their board packages.

## **10. READING FILE**

- There were no reading file items this month.

## **11. CLOSING REMARKS**

- The next regular Board Meeting will be held on Tuesday, April 25, 2023, commencing at 7:00 p.m. at the Witset Multi – Plex in Witset, BC.

## **13. ADJOURNED**

- The Board meeting was adjourned at 7:46pm.

Approved by:



---

Ms. Jennifer Williams, Chairperson  
of the Board of Education



---

Mr. Dave Margern  
Secretary Treasurer