



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
MAY 30, 2023
HOUSTON SECONDARY SCHOOL, HOUSTON B.C.**

PRESENT: **Trustees:** F. Farrell, J. Williams, K. Graham, J. Krauskopf, P. Michell

Trustee Regrets: L. Kearns, F. Krishan

Staff: M. McDiarmid – Superintendent
 M. Monkman – Assistant Superintendent / Recording Secretary
 D. Margerm – Secretary Treasurer
 B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 6:53pm.

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 Laksilyu, Small-Frog Clan.
- In Chairperson Williams's opening remarks, she highlighted her attendance in Witset the previous week where she attended the Witsuwit'en 101 and 102 professional development day. She noticed there were a lot of SD54 staff, community members and foster parents present as well. It was very well attended and she hopes the organizers put on another professional development session again next year. Along with Trustee Farrell and Krishan, Chairperson Williams's also attended the SSS pride celebrations and she remarked that it was great to see such a large turn out!
- Chairperson Williams welcomed everyone present. Trustee Kearns and Trustee Krishan sent their regrets

3. ADOPTION OF AGENDA

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

"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 April 25, 2023 or the synopsis of the in-camera meeting minutes of April 25, 2023. There being none, the regular meeting minutes of April 25, 2023 and the synopsis of the in-camera meeting minutes of April 25, 2023 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district update to the Board. Mr. Dinty Moore has been chosen as the "**2023 Driver of the Year**" by the Association of School Transportation Services of BC. (ASTSBC) Congratulations Dinty !
- Superintendent McDiarmid presented the District -based initiatives to the Board. District Elementary Track meet will be held on June 9th at the SSS Track. The NOIIE conference was held in Richmond in May, where one teacher from each school was sponsored by the District to attend. Our very own Jana Fox was one of the main organizers of this provincial event. The District Authority Scholarship presentations were held during the week of May 16th. Once again, our students amaze the panel with their talents and thoughtful presentations. The District will be organizing another celebration of learning this year on June 12. The SSS Fine Arts Program held the annual Big Band fundraiser dance at the curling club. The Drama students also held a fundraiser which feathered a one act play and a musical performance. The District is also currently working on the staffing for the 2023-2024 school year.
- Superintendent McDiarmid presented the School -based initiatives to the Board. Graduation ceremonies will take place on June 16 at HSS and June 22 at SSS. Pride Day was celebrated at SSS on May 26th. HSS/ Twain have been busy, hosting an Industry Day, and all the spring sports are well underway. Telkwa Elementary hosted a three-day Outdoor Learning Workshop and a family fun night. WPS held their school track meet last week, and hosted Rob Stiles where he introduced Wheelchair Basket Ball to the students. The school is also preparing for a number of field trips to celebrate the end of school for another year. At MME Mr. Gagnon's grade 3 class performed a play for the entire school community and their also held a community career day.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 15 Theatre students from Smithers Secondary School to travel to Vancouver, BC to take part in the National Theatre School Provincial Drama Festival between May 3 & 8, 2023. All Board requirements have been met for this trip.
 - **WPS** – 50 +/- Grade 7 students from Walnut Park Elementary to travel to Rock Nest Ranch on June 15/16 to participate in the grade 7-year end celebrations, community building, health and physical fitness. All Board requirements have been met for this trip.
 - **HSS** –Outdoor Education students Houston Secondary have five trips planned for the second semester (please see below). The purpose of these trips is to support the outdoor education curriculum. All Board requirements have been met for these trips.

Excursion Date	Destination	Purpose	# of Students
May 24, 2023	Mt. Harry Davis	Mountain Biking and Hiking	23
May 25-26, 2023	'Ksan	Driving Bulkley River Tour	40
June 6, 2023	Rock Nest Ranch	Canoeing	23
June 14, 2023	Rock Nest Ranch	Canoeing	23
June 21-25, 2023	Nanika Kid Price	Overnight camping & Canoeing	20

- **HSS** – 75 grade 8-12 students from Houston Secondary School to travel to Krager Lake, BC on June 7th. (revised date) The purpose of this trip to part in an experimental education day. Activities include: rock climbing; canoeing; mountain biking and hiking. All Board requirements have been met for this trip.

- **SSS – 47 +/-** Grade 8-10 track students from Smithers Secondary School to travel to Prince Rupert, BC on May 26-27, 2023 to participate in the North West Zones Track and Field event. All Board requirements have been met for this trip.
- **SSS – 40 +/-** Grade 9-12 senior concert band, musical theatre, junior concert band students from Smithers Secondary School to travel to Prince Rupert, BC on June 9-11, 2023 to participate in the annual Seafest Parade . All Board requirements have been met for this trip.

Operations

- Secretary Treasurer Margerm presented the Operations update to the board: The District has ordered a second white fleet bus for medium to long distance travel. This purchase is helping with an aging minibus fleet and demand for greater curricular and non-curricular travel. An electric ride-on mower, push mower, and grass trimmers have been purchased by the District as part of environmental portion of the District Strategic Plan. Maintenance is currently trying to work on field conditioning, but breaks in aquatic systems has been a challenge. The Silverthorne Elementary HVAC project is progressing with installation of multi-stage heat pumps. Telkwa Elementary phase II is in progress with engineered drawings and contractors. Phase II consists of upgrading building envelope, new siding and adding more new windows. The front entrance is being designed for an expansion with new doors, reception area, clerical space and administrator office. Staff room and kitchen canteen will be renovated and new staff and student washroom systems have been designed. Maintenance is also working out design for new HVAC system at same time for installation in 2024.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Vice Chairperson Michell informed that board that one item has been moved to the "Unfinished Business" portion of this meeting that was dealt with in the May operations committee meeting.
- Next meeting date Tuesday, June 13th, 2023 @ 5:00pm.

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the May 9th, 2023 committee meeting.

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- Policy 9.700 Weapons at School – The committee recommended that the draft Policy 9.70 Weapons at School be approved as outlined.

MOTION: It was moved by Trustee Farrell and seconded by Trustee Krauskopf.

"That the Board approve the draft Policy 9.700 Weapons at School as outlined. "

CARRIED

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- Policy 6.480 Partial Credit – The committee recommended that Policy 6.480 Partial Credit be deleted.

MOTION: It was moved by Trustee Farrell and seconded by Trustee Michell.

"That the Board approve the deletion of Policy 6.480 Partial Credit. "

CARRIED

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- Next meeting date Tuesday, June 13th, 2023 @ 4:00pm.

6.c) TRUSTEE REPORTS

- There were five Trustee Reports this month. Trustees reported on their trip to the BCSTA AGM in April. Trustee Farrell expanded on his report and spoke about the Provincial Council meeting he also took part in.

7. UNFINISHED BUSINESS

- **7.1) Draft 2023 - 2024 Annual Budget Bylaw:** The Operations Committee recommended that the Board proceed with the third reading of the Draft 2023-2024 Annual Budget Bylaw.
- Secretary Treasurer Margerm presented the draft 2023- 2024 Annual Budget a report to the Board.

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

"That the Board proceed with the third reading of the 2023 - 2024 Annual Budget Bylaw."

CARRIED

8. NEW BUSINESS

- There was no New Business this month.

9. OTHER BUSINESS

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

10. READING FILE

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

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

CARRIED

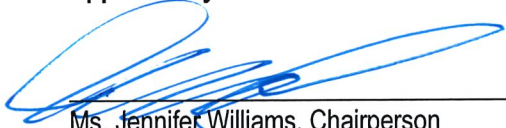
11. CLOSING REMARKS

- The next regular Board Meeting will be held on Tuesday, June 27, 2023, commencing at 7:00 p.m. at the School Board Office in Smithers, BC.

12. ADJOURNED

- The Board meeting was adjourned at 7:35pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margerm
Secretary Treasurer