



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
NOVEMBER 28, 2023
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, P. Michell, J. Krauskopf, K Graham,
Trustee Regrets: J. Williams, F. Krishan
Staff: M. McDiarmid – Superintendent
M. Monkman – Assistant Superintendent
J. Fox – Incoming 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

- Vice - Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidmt'en – Bear Wolf Clan.
- Vice - Chairperson Kearns welcomed everyone present. Chairperson Williams and Trustee Krishan send their regrets. Welcome to our new Assistant Superintendent Jana Fox.

3. ADOPTION OF AGENDA

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

"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 October 24, 2023 or the synopsis of the in-camera meeting minutes of October 24, 2023. There being none, the regular meeting minutes of October 24, 2023 and the synopsis of the in-camera meeting minutes of October 24, 2023 were declared approved as presented.

5) LEARNING PORTION: AI – An Emerging Dilemma for Schools

- District Vice Principal of Trades and Technology Scott Richmond presented a report to the Board on AI: An emerging Dilemma for Schools.

6) ADMINISTRATION REPORT

- Superintendent McDiarmid updated the Board on the current activities happening in the district. On the November 10 professional development day, the staff took part in a session with Dr. Sarah Robertson, an Assistant Professor at SFU. Her session was focused on "*Indigenizing our Path*" as educators. Senior administration and school administrators recently attended the BCSSA fall conference in Vancouver.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Ms. Julie Krall and Ms. Mary Neto worked with a group of lead teachers recently to work through the redesigned reporting templates. On November 20, four teachers travelled to SD27 to take part in a professional learning session with Faye Brownlie and Dylan William. School administration have been meeting with Superintendent McDiarmid and Assistant Superintendent Monkman to discuss their professional learning goals. The District is currently working with YMCA of Prince George exploring the possibility of before and after school care at Muheim Elementary. The first Territory acknowledgement wall decal was installed at Telkwa Elementary last week. Decals will be installed in all the school district buildings throughout the district
- Superintendent McDiarmid presented the school-based initiatives report to the Board. Carolfest will take place on December 6th at SSS. The District Volleyball tournament was held on November 24 in Houston. Schools are preparing for their annual Christmas / Winter concerts. Please contact your students' school for more information. Schools will be closed between December 20 to January 2 for Christmas Break. Schools will reopen on Wednesday, January 3. HSS Commencement Ceremony will take place on June 14. SSS Grad walk up will be held on June 20th and prom and DAF Grade on June 22.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – One (1) Grade 11 Swim Team student from Smithers Secondary to travel to Nanaimo, BC on November 17-18, 2023. The purpose of this trip is for the students to participate in the High School Provincial Championships. All Board requirements have been met for this trip.
 - **SSS** – 10 +/- Grade 8-9 students from Smithers Secondary to travel up to Hudson Bay Mountain on December 15, 2023. The purpose of this trip is to support the active living curriculum. All Board requirements have been met for this trip.

7.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the November 7, 2023 committee meeting. Two items were moved to the New Business portion of the meeting.
- Next meeting date Tuesday, January 9, 2024 @ 4:00pm

7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the November 7, 2023 committee meeting.
- Next meeting date Tuesday, January 9, 2024 @ 4:00pm

7.c) TRUSTEE REPORTS

- There were two (2) Trustee reports submitted this month.

8. UNFINISHED BUSINESS

- There was no unfinished business this month.

9. NEW BUSINESS

9.1) **Class Size Reports** – Superintendent McDiarmid provided current class sizes across the district. There has been a slight increase in class size but generally the same as last year. Getting certified teachers in the classroom is the main problem the district is facing.

9.2) **Annual Facility Report** – Secretary Treasurer Margerm provided the Annual Facility Report to the Board.

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

“That the Board request that senior administration continue the process of upgrading facilities in terms of:

- a. Bathroom and kitchen facilities*
- b. Building envelopes*
- c. Flexible learning and classroom spaces”*

CARRIED

10. OTHER BUSINESS

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

11. READING FILE

- No reading file this month.

12. CLOSING REMARKS

- The next regular Board Meeting will be held on December 12, 2023, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

13. ADJOURNED

- The Board meeting was adjourned at 8:16 pm.

Approved by:



Mr. Les Kearns, Vice - Chairperson
of the Board of Education



Mr. Dave Margerm
Secretary Treasurer