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**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)  
MARCH 12, 2024  
SCHOOL BOARD OFFICE, SMITHERS B.C.**

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

**Regrets:**               J. Krauskopf

**Staff:**                 M. McDiarmid – Superintendent  
                                  F. Fox – 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. Trustees Krauskopf sent his regrets. Chairperson Williams wanted to acknowledged all the volunteers that help our students in all of their extracurricular activities such as field trips, sports teams and drama productions. All of the volunteers are in integrated part of our student's success and without them these activities would not happen.

**3. ADOPTION OF AGENDA**

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

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

**CARRIED**

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**4. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of the February 27, 2024 or the synopsis of the in-camera meeting minutes of February 27, 2024. There being none, the regular meeting minutes of February 27, 2024 and the synopsis of the in-camera meeting minutes of February 27, 2024 were declared approved as presented.

**5.) LEARNING PORTION:** Silverthorne Growth Plan – Assistant Superintendent Jana Fox told the story of Silverthorne's "story'ish" from the perspective of the book "*Ish*" written by Peter Reynolds.

## **6. ADMINISTRATION REPORT**

- Superintendent McDiarmid presented the district update report to the Board. District Authority Scholarships have been released. This year the District has 16 - \$1,250 vouchers to award. Presentations have been scheduled for May 21-23. The PLC met on March 11 for another evening of professional reflection and awareness.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Student Led Conferences are scheduled for April 17 & 18. The Trades department will be visiting PIR on March 13<sup>th</sup> to get hands on experience working in forestry related trades.
- Superintendent McDiarmid presented the school-based initiatives to the Board. SSS Ski/Snowboard team did outstanding at the High School Provincial Championships at Sun Peaks. They brought home three provincial banners!

### **Field Trip Proposals**

- The following field trip has been approved by the Assistant Superintendent:
  - **MME – 45 +/-** Grade 6-7 students from Muheim Memorial Elementary to participate in a two-day Outdoor Ed Survival Challenge on April 25-26, 2024. The purpose of this trip is to support the PE and Outdoor Ed curriculums and practice social responsibility. All Board requirements have been met for this trip.

### **Operations**

- **2024 - 2025 Budget and Staffing** – Secretary Treasurer Margerm updated the board on the status of 2024-2025 budget and staffing project. The strategic plan has been guiding decision making throughout this process, and this will continue as we develop the new strategic plan. The District is projecting a slight decrease in students and which means budgets and staffing levels will remain more or less the same as the current school year.

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

- No operations committee report this month.
- Next meeting date Tuesday, April 9, 2024 @ 5:00pm.

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

- No Policy Committee report this month
- Next meeting date Tuesday, April 9, 2024 @ 4:00pm.

### **7.c) TRUSTEE REPORTS**

- Trustee Farrell submitted a Trustee report this month.

## **8. UNFINISHED BUSINESS**

- There was no unfinished business this month.

## **9. NEW BUSINESS**

- 9.1) Trustee Stipends – Trustees were provided a written report in their March board packages on Policy 1.170-Trustee Annual Stipends.

Mr. Margerm outlined that if the board does not pass a resolution to change the policy rate based on the CPI, Trustees will receive a 4 % increase as of July 1, 2024.

The Trustees had a wholesome conversation regarding this policy.

The Trustees made no recommendations to the Board in regards to a trustee stipend increase. Following current policy, this allows for an 4% increase to the trustee stipend as of July 1, 2024.

- **9.2) SSS Washrooms – Mechanical Spending Resolution** – Secretary Treasurer Margerm provided an overview of the project that was originally approved by the board as a part of the 2024-2025 Capital Plan. As the District has not received correspondence from the Ministry as of yet, purchase orders over \$250,000 require approval from the Board. The District will be receiving a School Enhancement Program grant that will cover this project.

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

*“That the Board move to approve the purchase order for \$297,080 to Aqua North Plumbing for the renovation of the Smithers Secondary washroom upgrade. “*

CARRIED

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**10. OTHER BUSINESS**

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

**11. READING FILE**

- There were no reading file items this month.

**12. CLOSING REMARKS**

- The next regular Board Meeting will be held on Tuesday, April 23, 2024, commencing at 7:00 p.m. at the Witset Multiplex in Witset, BC.

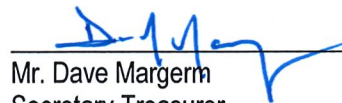
**13. ADJOURNED**

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

Approved by:



Ms. Jennifer Williams, Chairperson  
of the Board of Education



Mr. Dave Margerm  
Secretary Treasurer