



School District No. 54 (BULKLEY VALLEY)

AGENDA REGULAR BOARD MEETING DECEMBER 10, 2024 SCHOOL BOARD OFFICE - SMITHERS B.C. 7:00PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Board Elections
- 4) Adoption of Agenda
- 5) Minutes: Regular Meeting Minutes – November 26, 2024
Synopsis In-Camera Meeting – November 26, 2024
- 6) Administration Report M. McDiarmid Report Attached
- 7) Committee Reports:
 - a) Operations Committee L. Kearns No Report
 - b) Policy Committee K. Graham No Report
 - c) Trustee Report J. Williams Report Attached
L. Kearns Report Attached
F. Farrell Report Attached
K. Graham Report Attached
- 8) Unfinished Business
- 9) New Business
 - 9.1) Draft 2025-2026, 2026-2027 School Calendars
- 10) Other Business
 - 10.1) Expenditure Summary
- 12) Reading File
- 13) Closing Remarks –Next regular Board Meeting will be held on January 28, 2025 at the School Board Office in Smithers B.C., commencing at 7:00 p.m.
- 14) Adjournment
- 15) Public Remarks**

NOTES:

****Public Remarks:** Just a reminder to everyone that this portion of the meeting is intended to provide an opportunity for members of the public to make comments to the Board. Public remarks must be relevant to items on the approved board agenda. The Board will listen respectfully to comments but not respond to questions during this time.

Delegations: This item is intended to provide an opportunity to members of the public to make a presentation to the Board. Individuals wishing to be included on the agenda must submit a written request to the Secretary Treasurer at least one week prior to the meeting stating the subject of their presentation and including any background information to be considered by the Board. (Board Policy # 1.190)

https://www.sd54.bc.ca/apps/pages/index.jsp?uREC_ID=1098428&type=d&pREC_ID=1358978



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
NOVEMBER 26, 2024
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, F. Krishan, J. Williams, K Graham
Trustee Regrets: J. Krauskopf, P. Michell
Staff: M. McDiarmid – Superintendent
J. Fox – 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 Witsuwit'en Nation, traditional territory of the Gidm'ten – Bear Wolf Clan.
- The Board meeting is currently on the Gidm'ten territory and Chairperson Williams lives on the Laksilyu territory. She shared with board that it was the two-year anniversary of a close friend's passing that committee suicide. On this day the sun was peaking over the Telkwa Range and Chairperson Williams thought of her friend because he took her to the Telkwa Range snowmobiling for the first time. This was her connection to the land.
- Chairperson Williams also reminded everyone that December is a busy month: concerts; presents; making food and also time that a lot of people struggle with their mental health. She suggested that everyone take some time to just reflect, to be still and breathe. Do something you enjoy, skiing, read, watching a movie, recharging your mind and ask for help if you are struggling. Mental health should always take priority.
- Trustee Krauskopf and Trustee Michell have sent their regrets.

3. ADOPTION OF AGENDA

MOTION: *It was moved by Trustee Kearns 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 October 22, 2024 or the synopsis of the in-camera meeting minutes of October 22, 2024. There being none, the regular meeting minutes of October 22, 2024 and the synopsis of the in-camera meeting minutes of October 22, 2024 were declared approved as presented.

5) ADMINISTRATION REPORT

- Superintendent McDiarmid present the current activities report to the Board. Thirty (30) SD54 staff participated in Bystander Training during the Indigenous Education Professional Development day in November. The Principals and Vice Principals join the Superintendents in Vancouver for the BCSSA Fall Conference. The District PLC had their first gathering on November 4. The District Elementary Volleyball playdate will take place on November 29 at Houston Secondary School.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Fall Professional Growth Conversations will be taking place with all the Principals and Vice Principals. Lots of excellent initiatives happening in the Trades and Technology department for our students and staff.
- Superintendent McDiarmid presented the school-based initiatives report to the Board. Carofest will be taking place once again this year on December 4th. Show times are 5pm and 7pm. Teachers and CUPE Staff participated in a number of professional development sessions on the November 12th Pro-D day. HSS and SSS Commencement Ceremonies will take place on June 13 and June 19 respectively.

Field Trip Proposal

- The following field trips have been approved by the Assistant Superintendent:
 - **HSS** – 20 +/- Grade 11-12 students from Houston Secondary to travel to Prince George, BC on November 20, 2024. The purpose of this trip is for the students to take part in tours of the CNC and UNBC Campuses and receive information on post-secondary programs at each respective institution. All Board requirements have been met for this trip.
 - **WPS** – 54 +/- Grade 4-5 students from Walnut Park Elementary to travel up to Hudson Bay Mountain on four separate occasions. The purpose of these trips is to support the Physical Education and active living curriculum. All Board requirements have been met for these trips.
 - **SSS** – 15 +/- SSS Cross Country Running Athletes to travel to Vancouver, BC between October 30- November 4, 2024 to take part in the Provincial Cross-Country Running Championships. All Board requirements have been met for this trip.
 - **TES** – 24 +/- Grade 4-5 students from Walnut Park Elementary to travel up to Hudson Bay Mountain on three separate occasions. The purpose of these trips is to support the Physical Education and active living curriculum. All Board requirements have been met for these trips.
- The following field trip received **final approved** by the Board of Education:
 - **SSS** – 26 +/- Grade 11-12 Drama students from Smithers Secondary to travel to New York City on May 16 – May 25, 2025. The purpose of this trip is for the students to participate in Broadway Theatre tours and workshops. All Board requirements have now been met for this trip.

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

“That the Board approve the trip to New York City as presented.”

CARRIED

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the November 12, 2024 committee meeting. Two (2) items was moved to the New Business portion of the meeting.
- Next meeting date Tuesday, January 14, 2025 @ 5:00pm

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Graham presented the Policy Committee's Report from the November 12, 2024 committee meeting. Next meeting date Tuesday, January 14, 2025 @ 4:00pm
- **Administrative Policy 6.700 Surplus Management** - The Committee recommended increasing the percentage for internally restricted from four (4) percent to five (5) percent and an increase to unrestricted operation surplus from five (5) percent to six (6) percent. After a short discussion, the Board accepted the recommendation of the Policy Committee to amend the Administrative Policy 6.700 Surplus Management.
- **Administrative Policy 9.970 Communicating Student Learning** - Assistant Superintendent Fox provided a revised draft administrative policy for the Board to review and discussed. After a short discussion, the Board accepted the recommendation of the Policy Committee to amend the Administrative Policy 9.970 Communicating Student Learning.

6.c) TRUSTEE REPORTS

- Trustee Farrell submitted his Trustee report from his recent Provincial Council meetings in Vancouver.

7. UNFINISHED BUSINESS

- There was no unfinished business this month.

8. NEW BUSINESS

- **8.1) District Class Size Report:** Superintendent McDiarmid presented the District Class Size Data Report to the Board for review. The Operations Committee recommended that the Board approve the class size data report as presented.

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

"That the Board resolves to approve the District Class Size Data as presented.

CARRIED

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- **8.2) Annual Facilities Review:** Secretary Treasurer Margerm provided the Annual Facility Report to the Board.

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

"That the Board resolves to approve the Annual Facilities Review as presented. The report supports the plan to prioritization of the following projects:

- *Flexible learning and classroom spaces*
- *Building envelopes*
- *HVAC and mechanical systems*
- *Washrooms and kitchen facilities "*

CARRIED

9. OTHER BUSINESS

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

10. READING FILE

- No reading file this month.

11. CLOSING REMARKS

- The next regular Board Meeting will be held on December 10, 2024, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

12. ADJOURNED

- The Board meeting was adjourned at 7:55pm.

Approved by:

Ms. Jennifer Williams, Chairperson
of the Board of Education

Mr. Dave Margerm
Secretary Treasurer

DRAFT



**SYNOPSIS OF THE
IN - CAMERA MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
NOVEMBER 26, 2024
SCHOOL DISTRICT OFFICE, SMITHERS, BC**

The regular meeting was called to order at 6:28 pm and the Board resolved to go in-camera.

- The Chairperson asked if there were any corrections to the in-camera meeting minutes of October 22, 2024. There being none, the in-camera meeting minutes of October 22, 2024 was declared approved as presented by the Chairperson.
- Senior Administration reported on routine staffing items, school suspensions and a real property item.

The Board returned to regular session at 6:33pm.

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(Bulkley Valley)

REPORT FROM ADMINISTRATION

to the
Board of Education
December 10, 2024

District Activities

- **2025 Kindergarten Registration** – Kindergarten registrations for entry in SD54 elementary schools for September 2025 will be taking place January 20-24, 2025. Please contact your local elementary school for more information.
- **Carolfest** - On Wednesday December 4th, SSS hosted the annual Carolfest to the delight of two packed houses. Once again, the performances were excellent and a great way to start the holiday season.
- **Learning Summaries** - Will go home with Elementary / Intermediate students on December 20th. These learning summaries will update you on your child's progress in both Language Arts and Numeracy and other current curricular areas. If you feel you need more information, please feel free to contact your child's teacher.

School Based Initiatives

December School Activities

Walnut Park

- Jinglewalk – students put kind notes and a holiday candy in mailboxes around our neighbourhoods.
- Carolfest – WPS students will be participating in this year's Carolfest
- Foodbank – students bring in items to donate to the food bank.
- Holiday extravaganza – (this is replacing our traditional concert) WPS will be inviting families in to take part in interactive activities throughout the school. Each wing will decorate using a different theme, with different activities. WPS will finish the evening with caroling in the gym. This runs from 5-7pm and is open to everyone. Before we had to limit who could attend the concert due to space.

Telkwa

- Just finished up with a week-long dance workshops culminating in a whole school dance performance.
- Teachers are busy completing Learning Summaries which will go out on Dec. 20th.
- Two upper intermediate classes will be learning about snow & avalanche safety on Dec. 11th.
- We have 45 students (close to half the school) who have been prepping for Carolfest on Dec. 4th.
- This year the Grade 6/7 class will be doing a play for our Christmas concert and each classroom will be singing between scenes. Because TES had such a high community turnout last year, they will be having two formal performances on Dec. 18th. The play is about togetherness and putting away electronics, especially cell phones.
- The TES student leadership group is organizing a door decorating contest as well as numerous Christmas themed dress up days.

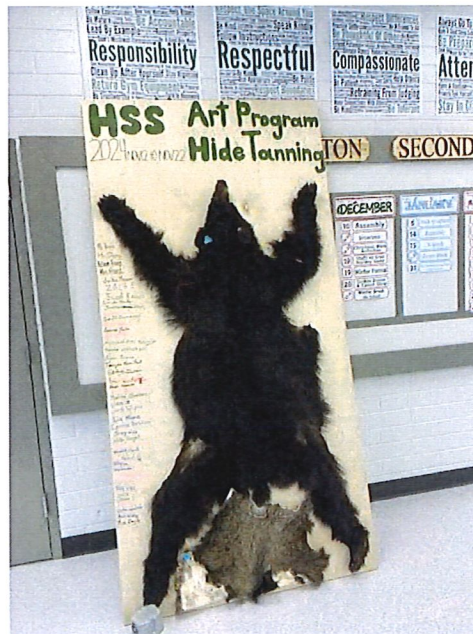
SCHOOL DISTRICT 54

(Bulkley Valley)

- TES also has approx. 25 students now playing on the new digital keyboards they have and many who are continuing to learn and use our synthesizers. Mr. Anderson is open to having teachers/classes from other schools come and learn how to play the synthesizers as he has recorded himself so students can learn on their own without him. Trustees are welcome to pop into the school Tuesday, Wednesday or Thursday mornings to see our students all in action.

Houston Secondary

- The week of December 16-20, the HSS Leadership class will be organizing a bunch of fun events such as dress-up themes for each day and events at break and lunch. HSS will also have their annual staff vs grads hockey game on December 19th, a winter formal dance on December 19th, and the school wide turkey dinner and talent show will be on December 20th.
- All three Houston schools will join together once again for a staff Christmas party and dinner on Friday December 6th at the Legion.
- Hide tanning & skinning: During the past month the HSS art program was working with the Houston Friendship Center to provide workshops on animal hide tanning and prep. Students prepared a bear pelt, took the hair off several hides (moose, coyote, deer) - fleshing, stripping etc. HSS also invited Twain students over as well to take part. The whole process took several weeks.



Twain

- Christmas theme fun days.
- All students will be making gingerbread houses.
- Winter Concert December 17th.
- Whole school movie at The Plaza followed by a spaghetti luncheon.

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SSS

- 7 senior students volunteered at Santa's Breakfast Sunday December 1st for the morning serving food, setting up, etc. This was a Salvation Army fundraising event.
- Variety of activities organized by leadership group: Door decorating, candygrams, photos with Santa, spirit day, gingerbread houses, decoration making etc.

MME

- Carolgrams – Ms. L'Orsa is taking requests from our families to have her music classes make calls to loved ones to sing a Christmas song. We did this last year and it was incredibly touching.
- Carolfest- We have a large choir of about 70 students. They have been working with Lauren L'Orsa and Mike Doogan-Smith.
- Muheim Student Craft Fair will be held on December 12th. All of MME classes are creating crafts that will be for sale. This is a gesture of reciprocity from MME students to our community. 100% of proceeds will be given to High Roads Services Society and The Northern Society for Domestic Peace.
- Meadows Assisted Living- MME will have some classes visiting with the seniors, spreading Christmas cheer (singing, sharing gifts, crafts).
- The Winter Concert will be happening on December 19th. The theme this year is "**Gifts from the Heart**". There will be a concert this year with student master of ceremonies who will thread together the word for "gift" in the different languages that are represented in our Muheim community. Classes are buddying up and performing a song. We will collect monetary donations as well as non-perishable food items to donate to the local food bank.

Silverthorne

- Music and decorations are filling the hallways at Silverthorne as we prepare for our Christmas concert on December 12th.
- Teachers and students have been engaged in hands-on activities to create the set for our concert. SIL is doing a multi-media presentation; songs will be sung, jokes will be told, and each student will be highlighted on the big screen sharing something they love about the season.
- The grade 3's are taking on a leadership role as Playground Big Buddies. They talked about what's working and what's not during outside playtime and they came up with a plan for how they could help make playtime better for everyone. Each day there are two designated "Big Buddies" making sure everyone's got someone to play with. The Big Buddies love the responsibility and are stepping up to take on the role.
- Silverthorne has lots of special days coming up in different classes leading up to the break: Pajama days, hot chocolate days, sledding days, etc.

Field Trip Proposals

- The following field trip has been approved by the Assistant Superintendent:
 - **SSS** – 30 +/- SSS Theatre Students to travel to Terrace, BC to take part in the Northwest Zone High School Drama Festival. The students will be traveling between February 13-16, 2025. All Board requirements have been met for this trip.

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- The following field trip requires **final** approval by Board of Education:
 - **SSS** – 20 +/- SSS Senior Language students in grades 9-11 to travel to Berthierville Quebec during the period of February 15 – 23, 2025. The students will be participating in an Experience Canada Language and Culture Exchange. All Board requirements have been met for this trip.



TRUSTEE REPORT
BCSTA Academy
November 20-22, 2024
Westin Bayshore, Vancouver BC

Pre-Conference: Thursday, November 21st

School Governance in an AI World – Critical Tool or Distraction?

This presentation was probably my favorite of the weekend, it was very informative and I would like to hear more from these presenters.

- **Description:** This session demystifies Generative AI, exploring its societal and educational opportunities and risks. Participants will gain insights into how BC and North American districts are using AI to enhance student learning and well-being.
- **Speakers:**
 - Chris Kennedy, SD45 - West Vancouver, Superintendent of Schools
 - Dean Shareski, Advanced Learning Partnerships, Senior Partnership Consultant

Keynote Speaker: Shane Safir

- **Description:** Shane Safir introduces "Street Data," an asset-based, culturally responsive approach to education that focuses on what's working in schools and communities to drive meaningful district improvement.

Friday, November 22nd

1. **Street Lights: Changing Culture with Student Voice**
 - **Description:** Explore how Ron Brent Elementary used leadership sharing, trust-building, and "Street Data" to foster innovation and improve learning in a high-needs school.
2. **Provincial Bargaining: Trustee Roles During Negotiation**
 - **Description:** A session on the bargaining process for trustees, covering conflict of interest, communication strategies, and collective agreements.
3. **Implementation of School Act Amendments on Indigenous Education**
 - **Description:** Overview of new legislation emphasizing partnerships with First Nations, Indigenous Education Councils, and language and cultural priorities.
4. **Inclusion, Empowerment, and Justice**
 - **Location:** Salon D (Main Floor)
 - **Description:** A focus on disability justice and inclusive education, with insights from an autistic educator and legal considerations for equity.

Saturday, November 23rd

HEL Px Interactive Presentations

- **Description:** Modeled after TED Talks, these rapid-paced presentations focus on early years, middle years, and youth development data, with real-time Q&A via Slido.

As usual I am very grateful to travel and spend time learning with my fellow trustee from the Bulkley Valley.

Respectfully submitted by,
Jennifer Williams
Board Chairperson



**TRUSTEE REPORT
BCSTA Academy
November 20-22, 2024
Westin Bayshore, Vancouver BC**

On November 23rd-25th I attended the annual Trustee Academy, hosted by the British Columbia School Trustees Association, which was held in Vancouver BC. The theme of the conference was "illuminate... Lighting the Path of Governance in Public Education". During this time, I attended the following presentations.

- "The Emerging Technology of AI" by Chris Kennedy and Dean Shareski.
- "Street Data: Imagining the Next Generation of Education" by keynote speaker Shane Safir.
- "Inclusion, Empowerment, and Justice" by Natalie Raedwulf Pogue, Geoff Manning, Lindsay Thomson, and Mette Hamaguchi.
- "Provincial Bargaining, Trustee roles during the negotiation process" by Chris Beneteau, Alison Jones, and Deneka Michaud.
- "Street Lights, Changing Culture with Student Voice" by Conrad Turner, Kelsey MacDonald, and Kelsey McWhinnie.
- "Implementation of recent School Act amendments re. Indigenous Education" by Deborah Jeffrey, Connor Morris, Amber Shilling, Cloe Nicholls, Jeremy Higgs, and Brad Baker.
- "HELPx Network" by (8) faculty members from University of British Columbia and Simon Fraser University.

The Academy was very well done but the sessions regarding AI and Changing School Culture (Ron Bent Elementary School, Prince George), were both of special interest to me.
If you have any questions, please contact me.

Submitted by,
Trustee Les Kearns



TRUSTEE REPORT
BCSTA Academy
November 20-22, 2024
Westin Bayshore, Vancouver BC

On November 21-23, I attended the BCSTA Academy, illuminate-lighting the path of Governance in Public Education, at the Weston Bayshore in Vancouver. It was three days of presentations that engaged the congregation towards studying individual trends in a world increasingly becoming more uniformed and lacking localized representation or originality.

Day 1, on Thursday we started with a pre-conference session – School Governance in an AI World. Chris Kennedy and Dean Shareski explained the possibilities of AI as it relates to educational applications. For example, an application could be to provide a greater connection between educators and students by offering greater one on one guidance throughout the day, along with feedback. It was stated that AI isn't a tool but an agent to learning. Invariably, this is an important distinction as it ventures towards a gateway towards an unknown facet of education that might become too generic and lack humanistic creativity. The evening session was a contrasting presentation Street data with Shane Safir which provided an overview of reconsidering traditional data methods and including going beyond testing and relying learning from Indigenous models, for example. Personalized learning that is localized along with going beyond the numbers.

On Saturday we started with an address from newly appointed Minister of Education, Lisa Beare. A former School Trustee Beare mentioned "coming home" and the message seemed to imply her experience as a trustee would be valuable in navigating and forging relationships in the Education file. From there we went through, as an entire board, sessions which included – Inclusion, Empowerment and Justice. Streetlight's -Changing Culture with Student Voice – Provincial Bargaining Trustee roles during the negotiating process- along with Implementation of recent School Act amendments re. Indigenous Education. Highlights included listening to Natalie Raedwulf Pogue an Autistic teacher and 2024 Prime Minister award recipient on inclusion and her educational approach based upon her life experience. Secondly, the presentation from administrators and staff at Ron Brent Elementary in Prince George offered a glimpse of how success can be derived from acknowledging opportunity through crisis. Success through offering opportunity outside tradition that makes learning more local.

The final day of the Academy started with our usual Northwest Branch meetings. After the usual business along with individual district reports, talk delved around the April BCSTA Board of Director Elections. We are fortunate to have two great declared candidates from our zone. I had offered the opinion that we should keep both candidates and work to advance our objectives through both. We also had an insightful presentation from Helpx. The uplifting presentation was given from a number of fronts offering energetic apple grabbing all the way to localized early learning outreach from the Rocky Mountain School District. Overall, a great bonding experience with fellow trustees and school staff from both across the province and with the board of SD54.

Respectfully submitted:

Frank Farrell
Trustee



TRUSTEE REPORT
BCSTA Academy
November 20-22, 2024
Westin Bayshore, Vancouver BC

The event spanning from Thursday, November 21 to Saturday, November 23, 2024, offered a range of insightful and thought-provoking sessions designed for educational professionals and trustees. The schedule included expert-led discussions, keynote speeches, and collaborative workshops focused on key issues in education governance, innovation, and student empowerment.

We had the pleasure of listening to Keynote Speaker Shane Safir as she kicked off the event Thursday Evening. Shane, author of *Street Data*, spoke on the importance of collecting and using qualitative data in improving education. We learned this first had in the Spring when Jana Fox went classroom to classroom asking our students how they feel and what they would like to change to help finish our Strat Plan. Shane is a great speaker and it was a great reminder to use the best resources we have, our students, to better our education systems.

Friday was a full day of revolving knowledge as we moved room to room enjoying four different concurrent sessions.

- **Street Lights, Changing Culture with Student Voice in Salon 1** explored how leadership and community-building practices transformed Ron Brent Elementary School.
- **Provincial Bargaining & Trustee Roles in Salon 3** provided insight on the upcoming provincial bargaining process and the critical roles school trustees play.
- The **Implementation of Recent School Act Amendments** regarding Indigenous Education in **Salon A** focused on advancing **Indigenous education** through new legislative changes.
- **Inclusion, Empowerment, and Justice in Salon D** invited deeper discussions on how to address inclusion and social justice in educational environments.

We ended our time Saturday morning learning about HELPx, Human Early Learning Partnership. This platform collects data and uses it to improve the health and well-being of children from the year right through to high school. It was fascinating to read the data collected over the past four years and see the dips, we knew they would be there, but more importantly to see the rise that is happening. The most inspiring part was listening to Rocky Mountain, SD6, and how they use the data collected to improve their daycare, before and after school care and how they worked with their daycare centers to make the transition to Kindergarten as seamless as possible. What impressed me the most though, was their high completion rate and how they aren't satisfied it's only at 91%.

Respectfully submitted by,

Kristina Graham
Trustee