



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (Bulkley Valley)
SEPTEMBER 24, 2024
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, J. Krauskopf, K Graham

Trustee Regrets: F. Krishan, J. Williams, 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

- Vice - Chairperson Kearns acknowledged that we are gathered on the home of the Wit'suwit'en Nation, traditional territory of the Gidm't'en – Bear Wolf Clan.
- Vice Chairperson Kearns welcomed everyone to present to the first official meeting of the year. Trustee's Williams, Michell and Krishan sent their regrets. September 23 to September 27 is Truth and Reconciliation week here at the school district. On September 30 schools will be closed for National Truth and Reconciliation Day.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Vice - Chairperson asked if there were any corrections to the regular meeting minutes of the June 25, 2024 or the synopsis of the in-camera meeting minutes of June 25, 2024. There being none, the regular meeting minutes of June 25, 2024 and the synopsis of the in-camera meeting minutes of June 25, 2024 were declared approved as presented.

5) 2023 – 2024 Draft Audited Financial Statements.

- **5.1) 2023-2024 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2023-2024 Financial Statements as presented.
- Mr. Steve Kietzmann from Vohora LLP provided an unqualified opinion of the 2023 – 2024 Audited Financial Statements.
- Secretary Treasurer Margerm provided a financial recap of the 2023 – 2024 school year to the Board and guests present.

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

"That the Board approve the 2023 – 2024 Audited Financial Statements as presented."

CARRIED

6) ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district update to the Board. Mr. McDiarmid spoke about this year's school start up and commented that the District is in a very tight staffing situation. Schools have updated their Code's of Conduct to reflect the Provincial direction on personal electronic devices.
- Superintendent McDiarmid presented the student achievement report to the Board. The FSA's will begin in October. Once again, the FSA's are just one snapshot of our students ongoing assessments.
- Superintendent McDiarmid presented the district-based initiatives to the Board. District Staff took part in the Totem Pole raising at the new community daycare and family services building in Wiset. The Trades and Technology program is up and running for the 2024-2025 school year. Lots of new initiatives that aligns with the District new strategic plan. The Early Literacy Portfolio Assessment has been purchased and will be rolling out soon. Professional Development and Teacher Mentorship programs have an exciting year ahead. Lots of learning opportunities planned for SD54 staff for 2024-2025. Innovation Grant applications are now being accepted. Successful applications are inquiry based, support school and district goals.
- Superintendent McDiarmid presented the school-based initiatives report to the Board. District Elementary Soccer Tournament will take place on Friday, October 4, 2024. National Day for Truth and Reconciliation / Orange Shirt Day is on September 30, 2024. District schools will all be participating in a number of different ways to learn about and help raise awareness of the history of residential schools in Canada. There is a lot going on in our schools during the month of September! Terry Fox Runs, meet the teacher nights, choir practices, athletic teams have started up and cross country running. Plus much much more! Parent teacher meetings will take place on October 23 and 24 this year. Contact your students' school for more information.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **TSE** – 40 students from Twain Sullivan Elementary to travel to Fulton River Hatchery on September 27, 2024. The purpose of this trip is to study the migration patterns of salmon. All Board requirements have been met for this trip.
 - **HSS** – 96 students from HSS in grades 8-9 to travel to Fulton River Hatchery on September 27, 2024. The purpose of this trip is to study the migration patterns of salmon. All Board requirements have been met for this trip.
 - **TSE** – 170 students from Twain Sullivan Elementary to Owen Lake on October 11, 2024. The Purpose of this trip is to learn about fall food harvesting / preserving, tracking and trapping animals. All Board requirements have been met for this trip.
 - **TES** – 130 Students from Telkwa Elementary in grades K-7 to travel to Crater Lake on Hudson Bay Mountain on September 17, 2024. The purpose of this trip is to take part in the annual Terry Fox Run and build school connectedness. All Board requirements have been met for this trip.

- **HSS** – 27 Outdoor Education Students from HSS in grades 8-9 to travel to Dunalter Lake on September 27, 2024. The purpose of this trip is to participate in flatwater canoeing. All Board requirements have been met for this trip.
- **SSS** – 40 Musical Theatre / Senior Drama students from SSS to travel to Prince George during the period of October 1-2, 2024. The purpose of this trip is to attend the "**Little Shop of Horrors**" production. All Board requirements have been met for this trip.

The following field trip requires approval **IN-PRINCIPAL** by the Board of Education:

- **SSS** –20 +/- Grade 9-11 SSS Senior Language students to travel to Berthierville, Quebec in late February 2025 for one week. Departure and return dates are subject to flight schedules. The purpose of this trip is to take part in an Experience Canada Language and Culture Exchange.

Final Board approval will be subject to the sponsor teacher providing a final travel itinerary (including dates) and finalized list of students. The sponsor teacher will be required to request final approval from the Board during the December 2024 regular board meeting.

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

"That the Board approve the proposed field trip in principle to Berthierville, Quebec February 2025 as outlined."
CARRIED

7.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the September 10, 2024 committee meeting. Three (3) items were moved to the New Business portion of the meeting and One (1) item was moved to the Unfinished Business portion of the meeting.
- Next meeting date Tuesday, October 8, 2024 @ 5:00pm

7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Graham presented the Policy Committee's Report from the September 10, 2024 committee meeting.
- Policy 6.338 Personal Electronic Device Use – The committee recommended that the Board approve the Draft Policy 6.338 Personal Electronic Device use as presented.

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

"That the Board approve the draft Policy 6.338 Personal Electronic Device Use as presented."

CARRIED

- Next meeting date Tuesday, October 8, 2024 @ 4:00pm

7.c) TRUSTEE REPORTS

- There were no trustee reports this month.

8. UNFINISHED BUSINESS

- 8.1) 2024-2028 District Strategic Plan – Superintendent McDiarmid presented the final draft of the 2024-2028 District Strategic Plan report to the board.

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

"That the Board approve the 2024-2028 District Strategic Plan as presented."

CARRIED

9. NEW BUSINESS

- **9.1) Framework for Enhancing Student Learning (FESL) Report** - Mr. McDiarmid presented the FESL report to the board. This report synthesizes, assesses and compares data sources against educational or achievement outcomes.
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MOTION: It was moved by Trustee Graham and seconded by Trustee Krauskopf.

"That the Board approve Framework for Enhancing Student Learning report as presented."

CARRIED

- **9.2) 2025 – 2026 Minor Capital Plan** – Secretary Treasurer Margerm provided the 2025-2026 Minor Capital Plan to the board for approval
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MOTION: It was moved by Trustee Graham and seconded by Trustee Krauskopf.

"That the Board approve the 2025 – 2026 Minor Capital Plan as presented."

CARRIED

- **9.3) Summer Capital Project Update** - Secretary Treasurer Margerm provided an update to the Board on all of the projects that took place over the summer.

10. OTHER BUSINESS

- No other business this month.

11. READING FILE

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

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

CARRIED

12. CLOSING REMARKS

- The next regular Board Meeting will be held on October 22, 2024, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

13. ADJOURNED

- The Board meeting was adjourned at 8:40pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margern
Secretary Treasurer