



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
JANUARY 28, 2025
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, F. Krishan, J. Williams, K. Graham, L. Kearns, J. Krauskopf
Regrets: P. Michell
Staff Regrets: M. McDiarmid – Superintendent of Schools
Staff: F. Fox – Assistant Superintendent of Schools
D. Margerm – Secretary Treasurer
B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 7:00pm.

2. TRADITIONAL WELCOME / OPENING REMARKS

- Chairperson Williams acknowledged that we are gathered here today on the unceded traditional territory of the Gidmt'en – Bear Wolf Clan, home of the Witsuwit'en Nation. Chairperson Williams briefly spoke about gifts she received from her family over the holidays. They were all pieces of silver jewelry in the form of leaves from the same jeweler. She not only loves nature but she is now wearing it.
- Chairperson Williams welcomed everyone present. Trustee Michell and Superintendent McDiarmid sent their regrets.

3. ADOPTION OF AGENDA

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

"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 December 10, 2024 or the synopsis of the in-camera meeting minutes of December 10, 2024. There being none, the regular meeting minutes of December 10, 2024 and the synopsis of the in-camera meeting minutes of December 10, 2024 were declared approved as presented.

5. ADMINISTRATION REPORT

- Assistant Superintendent Fox presented the student achievement report to the Board. Semester one will be ending soon. Early Kindergarten registration took place last week at all district elementary schools. The Trustees were presented with the mid-year strategic plan report and it will be placed on the school district website for viewing.
- Assistant Superintendent Fox presented the district-based initiatives to the Board. There a number of professional learning opportunities being offered by SD54. Early incentive notices will be sent out at the beginning of February. District Vice - Principal Mr. Scott Richmond submitted a report to the Board on the current activities in the Trades and

Technology department, second semester offerings and dual-credit courses programs being offered for the 2025-2026 school year. There are lots of winter activities are taking place in all the schools.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **HSS** – 46 +/- Grade 8-12 students from Houston Secondary to travel up to Hudson Bay Mountain on January 30 and March 7, 2025. The purpose of these trips is to support the active living curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **TSE** – 45 +/- Grade 4 & 5 students from Twain Sullivan Elementary to travel up to Hudson Bay Mountain on March 5 and April 9, 2025. The purpose of these trips is to support the active living curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **WPS** – 50 +/- Grade 6 & 7 students from Walnut Park Elementary to travel up to Hudson Bay Mountain on February 13, 27 and April 13, 2025. The purpose of these trips is to support the active living curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **MME** – 42 +/- Grade 6 & 7 students from Muheim Memorial Elementary to travel up to Hudson Bay Mountain on February 5, 19 and March 5, 2025. The purpose of these trips is to support the active living curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **SSS** – 45 +/- Grade 8-12 Ski and Snowboard Students from Smithers Secondary to travel to Fort St. James to participate in the High School Ski and Snowboard Zones at Murray Ridge Skill Hill on February 4-6, 2025. All Board requirements have been met for this trip.
 - **SSS** – 100 +/- Junior and Senior Concert and Jazz Band Students from Smithers Secondary to travel Prince George, BC to attend and participate in the Fanfare Prince George Band Festival on April 23-26, 2025. All Board requirements have been met for this trip.

6.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the January 14, 2025 committee meeting. One item was moved to the Unfinished Business portion and one item was moved New Business portion of the meeting.
- Next meeting date Tuesday, February 18, 2025 @ 3:30pm.

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's report from the January 14, 2025 committee meeting.
- **Traditional Welcome Acknowledgement** - The committee recommended that the Board approve the proposed Indigenous traditional acknowledgement in the form of Policy 1.50 Witsuwit'en Territory Acknowledgement and it be sent out for public consultation.

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

"That the Board approve the draft Policy 1.500 Witsuwit'en Territory Acknowledgement and for the draft policy be sent out for stakeholder consultation as outlined. "

CARRIED

- **BVTU Mental Health Survey** – The committee recommended the Board write a response letter that the BVTU survey has been read and reviewed.

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

“That the Board write a response letter to the BVTU stating that the BVTU Mental Health Survey has been read and reviewed.”

CARRIED

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- Next meeting date Tuesday, February 18, 2025 @ 5:00pm.

6.c) TRUSTEE REPORTS

- There were no trustee reports this month.

7. UNFINISHED BUSINESS

- **7.1) Draft 2026 – 2027 District Calendar** – Ms. Fox provided a presentation to the board regarding the draft school calendar. Due to the extremely late Labour Day weekend and later start of the 2026/2027 school year, the proposed 2026 – 2027 District calendar will have 187 Days in session and 180 Days of Instruction. The Board has previously tried to maintain 181 days of instruction but the 2026/2027 is an exceptional calendar year. Instructional time on Thursdays will also have to be increased to account for the one lost days of instruction.
- The Trustee's had good conversations around the proposed 2026 / 2027 calendar.

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

“That the Board resolves to send the draft 2026-2027 school calendar out for stakeholder consultation.

CARRIED

8. NEW BUSINESS

- **8.1) Strategic Plan Review** - Assistant Superintendent Fox presented the Strategic Plan Mid-Year Review to the Board.

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

“That the Board resolves to accept the mid-year Strategic Plan Review as presented.

CARRIED

9. OTHER BUSINESS

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

10. READING FILE

- There were no reading file items this month.

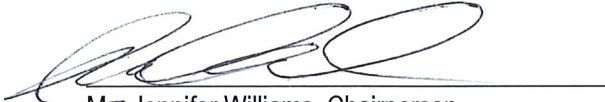
11. CLOSING REMARKS

- The next regular Board Meeting will be held on Tuesday, February 25, 2025, commencing at 7:00 p.m. at The School Board Office in Smithers, BC.

13. ADJOURNED

- The Board meeting was adjourned at 7:47pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margerm
Secretary Treasurer