



- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – May 27, 2025
Synopsis In-Camera Meeting – May 27, 2025
- 5) Learning Portion: SD54's 4-year Education Technology Plan presented by Scott Richmond
- 6) Administration Report
M. McDiarmid
Report Attached
- 7) Committee Reports:
 - a) Operations Committee
L. Kearns
Report Attached
 - b) Policy Committee
F. Farrell
Report Attached
 - c) Trustee Reports
F. Krishan
Report Attached
- 8) Unfinished Business
 - 8.1) 2025 – 2026 Draft Annual Budget
- 9) New Business
 - 9.1) District Strategic Plan Review Update
 - 9.2) 2026-2027 Major Capital Plan Resolution
- 10) Other Business
 - 10.1) Expenditure Summary
- 11) Reading File
- 12) Closing Remarks –Next regular Board Meeting will be held on September 23, 2025 at the School Board Office in Smithers, B.C., commencing at 5:30 p.m.
- 13) Adjournment
- 14) Public Remarks**

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)
MAY 27, 2025
HOUSTON SECONDARY SCHOOL - Library, HOUSTON B.C.**

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

Staff: M. McDiarmid – Superintendent
 F. Fox – Assistant Superintendent
 D. Margem – Secretary Treasurer
 B. Kingsmill – Recording Secretary

1. CALL TO ORDER

- The meeting was called to order at 5:45pm.

2. TRADITIONAL WELCOME / OPENING REMARKS

- Chairperson Williams acknowledged that we are gathered here today on the unceded traditional territory of the Laksilyu, Small-Frog Clan, home of the Witsuwit'en Nation.
- Chairperson Williams's personal reflection on the land had her travelling across the country and back again in the past two weeks. She said coming home and seeing the mountains after seeing the ocean was like she was living the best of the both worlds. The mountains around us are so grand and majestic and she is very thankful to be living in this part of the country.

3. ADOPTION OF AGENDA

- Trustee Krishan noted that on the agenda his name was reported as "*J. Krishan*" when it should have been "*F. Krishan*".

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

"That the amended 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 April 22, 2025 or the synopsis of the in-camera meeting minutes of April 22, 2025. There being none, the regular meeting minutes of April 22, 2025 and the synopsis of the in-camera meeting minutes of April 25, 2025 were declared approved as presented.

5.) LEARNING PORTION:

- **Indigenous Cultural Practices & Student Learning at HSS.** Presented by Geoff Dickieson – HSS Teacher and Liz Moore HSS Indigenous Support Worker (Marisa Chambers was unable to attend the presentation). They spoke about their hide tanning and carving and Indigenous Cultural Practice workshops with HSS Students. They were the recipients of many grants and were able to work with a number of local Indigenous partners in the community. They also participated in two Traditional Ecological Knowledge (TEK) field trips.

6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the district initiatives report to the Board. District Elementary Track meet will be held on June 6, 2025 at SSS. Local elementary school have been hosting their own "mini-meets" in preparation for the district wide event. The Indigenous Education Department hosted a pro-d event called "Yintah Land-Based Learning" at Tyhee Lake on the May 16 professional development day. A number of teachers and administrators travelled to Vancouver in May to attend the NOIE Symposium. District Authority Scholarship presentations took place during the week of May 12. Round one of the teacher staffing for the 2025-2026 school year has been completed. Currently round two is underway. SD54 has introduced "SafeArrival" a new reporting system will allow parents and caregivers to use an app to reports their students' absences. The Trades and Technology department had a number of pro-d events through the month and arranging for new programs for the 2025-2026 school year. MS. Preston has been taking the District Trades van around to a variety of elementary classrooms to support the delivery of the ADST Curriculum, particularly in the areas of trades and careers. with The Early Learning department has been gearing up to host their annual "Ready Set Learn" and "Welcome to Kindergarten" events.
- Superintendent McDiarmid presented the school-based initiatives to the Board. Graduations ceremonies will be holding their respective ceremonies in June. All district schools were very busy with events and programming for their students. While the staff participated in a number of professional development offerings.

Field Trip Proposals

- **HSS** – Grade 9-12 Outdoor Education students from HSS will participate in the following field trips during semester two:

Excursion Date	Destination	Purpose	# of Students
May 21, 2025	Klinger Lake	Canoeing	20
May 27, 2025	Helen Lake	Canoeing	20
June 4, 2025	Owen Lake	Canoeing	20
June 11, 2025	Mr. Harry Davis	Mountain Biking	20
June 4-6, 2025	Joe L'Orsa Cabin	Camping & Experiential Education	20
June 19, 2025	China Nose	Experiential Education / Hiking	20

All Board requirements have been met for these trips.

- **HSS** – 80 +/- Grade 8-9 students from Houston Secondary School to travel to Silverthorne Lake on May 23, 2025. The purpose of this trip is to take part in a Traditional Ecological Knowledge (TEK) field trip. All Board requirements have been met for this trip.
- **SSS** – 15 +/- Grade 8-12 Track and Field students from Smithers Secondary School to travel to Prince Rupert, BC on May 10, 2025 to participate in the Track and Field Zone meet. All Board requirements have been met for this trip.
- **SSS** – 5 +/- Grade 8-12 Track and Field students from Smithers Secondary School to travel to Langley, BC on June 5-8, 2025 to participate in the BC Provincial Track and Field Championships. All Board requirements have been met for this trip.
- **MME** – 35 Grade 6/7 students from Muheim Memorial Elementary to travel to Rock Nest Bible Camp on June 16-17, 2025. The purpose of this trip is to take part in the class year end class celebrations, outdoor education, community building and health and physical fitness.

- **SSS** – 20 +/- Grade 11-12 Ultimate Athletes from Smithers Secondary School to travel to Surrey, BC on May 21-24, 2025 to participate in the Provincial Ultimate Championships. 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 May 6, 2025 committee meeting. One item was moved to the Unfinished Business portion.
- Next meeting date Tuesday, June 10, 2025 @ 3:30pm.

7.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the May 6, 2025 committee meeting.
- **Policy 1.200 Superintendent Evaluation** – The committee recommended that the Board review and discuss revised policy language with the intention to approve any revisions. The draft policy will be brought back to the Policy Committee for further review and discussion.
- **Policy 11.140 Student Transportation** – Committee recommended that draft policy 11.140 Student Transportation be approved as outlined. Assistant Superintendent Fox provided the background on the policy revision.

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

"That the Board approve the amended draft policy 11.140 Student Transportation as outlined."

CARRIED

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- Next meeting date Tuesday, June 10, 2025 @ 5:00pm.

8.c) TRUSTEE REPORTS

- There were eight (8) Trustee reports this month. Trustees reported on their trip to the BCSTA AGM that was held in April 2025. In addition, Trustee Farrell submitted a report regarding his participation in the Inclusion and Accessibility working group. Trustee Krishan submitted an additional report regarding Motion 37 which focused on funding and support for community engagement in inclusive education (specifically around SOGI) from the BCSTA AGM.

9. UNFINISHED BUSINESS

- **8.1) Draft 2025 - 2026 Annual Budget Bylaw:** The Operations Committee recommended that the Board proceed with the third reading of the Draft 2025-2026 Annual Budget Bylaw.
- Secretary Treasurer Margerm provided an overview of the budget process over the past three months. There was a fulsome discussion around the table about the proposed 2025 – 2026 Annual Budget and planning for future school years. Mr. Margerm presented the draft 2025 - 2026 Annual Budget report to the Board for review and discussion.

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

"That the Board approves the Draft 2025-2026 Annual Budget be sent out for public consultation as outlined."

CARRIED

11. OTHER BUSINESS

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

12. READING FILE

- There was no reading file this month.

13. CLOSING REMARKS

- The next regular Board Meeting will be held on Tuesday, June 24, 2025, commencing at 5:30 p.m. at the School Board Office in Smithers, BC.

14. ADJOURNED

- The Board meeting was adjourned at 7:50pm.

Approved by:

Ms. Jennifer Williams, Chairperson
of the Board of Education

Mr. Dave Margerm
Secretary Treasurer



**SYNOPSIS OF THE
IN - CAMERA MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
MAY 27, 2025
SCHOOL DISTRICT OFFICE, SMITHERS, BC**

The regular meeting was called to order at 5:05 pm and the Board resolved to go in-camera.

- The Chairperson asked if there were any corrections to the in-camera meeting minutes of April 22, 2025. There being none, the in-camera meeting minutes of April 22, 2025 was declared approved as presented by the Chairperson.
- Senior Administration reported on routine staffing items and school suspensions.

The Board returned to regular session at 5:36pm.

SCHOOL DISTRICT 54

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REPORT FROM ADMINISTRATION

to the
Board of Education
June 24, 2025

District Update

- **Teacher Staffing Update** - SD54 has nearly completed the upcoming year's staffing. We may enter the summer with some positions to fill but it should be very few and there should be very few LOP teachers. (Letters of Permission)

Innovation / Initiatives

District Based Initiatives

- **Retirees** - The District held its retirement recognition party on June 16. Gifts and notes of appreciation were given to individuals and everyone enjoyed a light dinner and drinks at the Smithers Golf Club. This year we had three (3) CUPE employees, six (6) teachers and (2) two excluded staff retiring. The District thanks them for their service to students and wishes them well into their retirement.
- **National Indigenous Peoples Day** - Like most schools and districts across the province, SD54 schools experienced a variety of ways to show respect and honour Indigenous communities on June 21. Many schools participated in community events and held activities at their schools throughout the week.
- **Witset Graduation Ceremony** – On the evening of June 12, Ms. Fox – Assistant Superintendent attended the KWES Graduation in Witset. All Witsuwit'en graduates from Grade 7 to 12, and in post-secondary programs, were honoured and celebrated in a feast style ceremony. Our SD54 students were included in the ceremony. It was a well-attended and successful community event.
- **Early Learning:**
 - All schools with kindergarten classes hosted very successful 'Welcome to Kindergarten' events at each site.
 - Early Literacy Assessment has been implemented this year to give us a baseline of data for our primary K-2 students.
 - Ready – Set – Learn events have been completed. This will continue through the summer as we partner with the CCRR to participate in their 'Weekly Pop Up and Play Events' which include a number of community services groups. Ms. Forster will participate in as many as possible to ensure the district is represented and making connections with families with pre-K and K children. The final one in December CCRR hosts a Get Ready for Kindergarten Pop Up and Play event.
- **Career Education:**
 - Welding Foundations will be delivered by the Piping College of BC at SSS for next year. All available seats have been filled by eager applicants.

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- We have 9 students who have been accepted into Hairstylist, Professional Cook, and Electrician programs at Coast Mountain College in Terrace. They will spend a semester living on campus while learning their chosen trade.
 - Other trades and career programs confirmed for next year are Introduction to Healthcare Practices, Early Childhood Education, and Nail Technician.
 - There is an increase in students interested in taking University Credit courses, primarily centered on business, marketing, and psychology.
 - **Technology:**
 - Over the past several months, 17 elementary classes accessed ADST curriculum support through a range of formats. These included hands-on use of class toolkits and pre-cut materials, carpentry workshops led by Jacklynn Preston, technology learning with the class drone kit, and media and information literacy instruction provided by Scott Richmond.
 - SpacesEDU, the School District's student reporting and communication of learning platform for K-7 will be expanding to include grades 8-12 next year.
 - **Artificial Intelligence:**
 - Our pilot project using MagicSchool AI is nearly complete. Once stakeholder feedback is collected, a decision will be made regarding the School District's commitment to this platform.
 - Staff members from the District Steering Committee for AI participated in the second session hosted by Advanced Learning Partnerships.
 - A draft version of the District's Framework for Generative AI (2025–2027) has been completed and is currently gathering feedback prior to finalization.
 - A professional development series on AI in the Classroom is being planned for next school year. It will consist of three learning days spread throughout the calendar, designed to support teachers in delivering AI literacy and AI-supported learning to students.

School Based Initiatives

- **Houston Secondary:**
 - Twenty-four students walked the stage at the graduation ceremony on June 13 in the HSS gym. The heartfelt event was well attended by the staff and the community.
 - The outdoor ed class hiked to Joe L'Orsa cabin and spent 2 nights in Silverking basin.
 - The grade 8-9 students spent the entire day at Silverthorne lake doing traditional/cultural and outdoor ed type activities.
 - Year-end Spirit Day with BBQ is upcoming.
- **Silverthorne Elementary:**
 - June 19: Silverthorne Community Taco Dinner
 - June 20: Division 5 (gr 2-3) is performing a play called Pushing Up the Sky. This is the second play they've performed this year. Several classes will be gathering outdoors to do drumming and crafts
 - June 25: Silverthorne Fun Day!
 - As well as many class field trips, walking adventures and a whole lot of learning outdoors!

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- **Telkwa Elementary:**

- Students proudly represented our school when they competed in the District Track Meet on June 6. They worked hard and thoroughly enjoyed the event.
- Teachers have been busy completing Learning Summaries.
- The Muheim/Telkwa choir competed at the Final BC Performing Arts Festival and received an Honorable Mention (3rd Place).
- Teachers have been taking their classes on many outdoor learning opportunities. (base camp survival skills, salmon fry release, refurbishing the Pollinator Garden, planting at the community garden, planting at the school garden, as well as planting/growing plants to sell and proceeds will go toward our Hot Lunch programs)
- On June 18 we will be hosting a Celebration of Learning from 3:30 - 4:30 with a focus on Writing. There will also be a Parent Appreciation event running at the same time to thank all the parents for their support over the year.
- They will be celebrating Indigenous Day on Thurs. June 19. Each class is presenting a short video about something that they learned this year with our Indigenous Support Worker, Nicky Rousseau. We will also be treated with some freshly cooked bannock.
- The entire school will be spending the day at Tyhee Lake on June 20 to celebrate the end of the school year
- Telkwa Elementary will be having a year-end assembly on Thurs. June 26 @ 11:00 to celebrate all the hard work we have done over the year and to honour our Grade 7's

- **Walnut Park Elementary:**

- Participated in the district track meet and primary fun day / lake day.
- The grade 7's will have two (2) days at Rock Nest Ranch and we will celebrate them at our year end assembly.
- For National Indigenous people's day we have a school wide bingo and scavenger hunt activity that will be going on this week. On Wednesday, we will celebrate at an assembly and talk about the celebrating Indigenous culture. Classes will have their own activities planned and we will get together for Bannock later in the day.

- **Twain Sullivan:**

- June 12 BC Wildfire & Council of Forest Industries led a wildfire awareness event
- June 13 Grade 5s & 6s visited the fort in Fort St James
- June 20 Whole school summer movie extravaganza at The Plaza
- June 24 Whole school summer fun day organised and led by the grade 7s
- June 25 Talent show organised and led by Mr. Mark's class
- June 26 End of year assembly & celebration of grade 7s

- **Muheim Elementary:**

- Welcome 2 K (June 3) – Everyone was very excited to meet the new little Muheim Marmots and their family members. The event was very well attended. A thank you to Bev Forster, our district's Early Learning leader, for the watermelon and amazing gift bags for students.
- District Track Meet was a great success
- Bannock Day & Wear Your Moccasins and/or Indigenous designs – June 10th; a local elder made us bannock
- Grade 7 Rock Nest Ranch trip

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- Muheim Pride, BE YOU Day will take place on June 17th. This student-led event will be supported by some family members who will be helping our student committee again this year. Many Grade 6s have volunteered to assist.
- Primary Fun Day on June 19th.
- Muheim's Got Talent 2025 event.
- Kindness Club had a recent session where they made beaded bracelets with positive messages/affirmations. They contributed to a community initiative and their creations will be given out/sold at various events in our community.
- National Indigenous Day is June 20th. Muheim is acknowledging this day by announcing winner to Indigenous themed door decorating contest at our morning school-wide assembly... school drummers, student speakers, special guest Sonia Palmer and Power Point with song Brennan & Lauren produced last year.

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS** – 5 +/- Grade 8-12 Track and Field students from Smithers Secondary School to travel to Langley, BC on June 5-8, 2025 to participate in the BC Provincial Track and Field Championships. All Board requirements have been met for this trip.
 - **SSS** – 139 +/- Grade 8 students from Smithers Secondary School to travel to Tyhee Lake on June 13, 2025. The purpose of this trip is to take part in the Grade 8 year-end celebrations, outdoor education, community building and health and physical fitness. All Board requirements have been met for this trip.
 - **SSS** – 18 +/- Grade 8-12 Smithers Secondary School students to travel to Burnaby, BC on May 26-31, 2025 to participate in the BC Provincial Soccer Championships. All Board requirements have been met for this trip.
 - **WPS** –150 +/- Grade K-3 students from Walnut Park Elementary to travel to Rock Nest Ranch on June 23 2025. The purpose of this trip is to take part in the Primary year-end celebrations, community building, health and physical fitness. All Board requirements have been met for this trip.

SCHOOL DISTRICT 54

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OPERATIONS COMMITTEE MEETING

June 10th, 2025

Regular
3:30 PM

School Board Office

Voting Members	Administration
L. Kearns, Chair K. Graham, Alternate F. Krishan J. Williams (ex officio)	D. Margerm, Secretary Treasurer J. Fox, Assistant Superintendent
Regrets	M. McDiarmid, Superintendent

Acknowledgement: *“Before we begin, I would like to acknowledge that we are gathered here today on the unceded traditional territory of the Gidmt’en - Bear Wolf Clan, home of the Wit’suwit’en Nation.”*

REPORT

1. Draft 2025-2026 District Budget

Mr. Margerm reviewed the current proposed draft budget as it stands. The budget is balanced given one-time benefits reduction in expenses; though, the structural operational spending still exceeds operational revenues by \$438,000. There has been no public or union feedback on the draft budget at this point. Senior management continue to recommend this draft budget as presented for approval.

The committee recommends the approval of the third reading of the Draft 2025-2026 Budget.

2. District Strategic Plan Review Update

Mr. Margerm advised the committee that Mr. McDiarmid would be providing the annual update on the School District Strategic Plan at the June Board meeting.

3. 2026-2027 Major Capital Plan Resolution

Mr. Margerm advised the committee that the annual Major Capital application is due by June 30th. The District is not in a position to apply for any major capital projects for the 2026-2027 year at this point.

The committee recommends the approval of the 2026-2027 Major Capital Plan application.

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4. BAA Course

Ms. Fox updated the committee on the three Nail Technology BAA Courses as presented. Mr. Richmond helped in the preparation of these courses in conjunction with the two high schools. The courses will be provided by Coast Mountain College.

The committee recommends the Board approve all of the three Nail Technology 12 A,B,C courses as presented.

Date & Time of Next Meeting: September 9th, 2025 at 3:30 pm

SCHOOL DISTRICT 54

(Bulkley Valley)

POLICY COMMITTEE MEETING

June 10th, 2025

5:00 PM

School Board Office

Voting Members	Administration
F. Farrell, Chair P. Michell, Alternate J. Krauskopf J. Williams (ex officio)	M. McDiarmid, Superintendent D. Margerm, Secretary Treasurer J. Fox, Assistant Superintendent
Regrets	

Acknowledgement: *"Before we begin, I would like to acknowledge that we are gathered here today on the unceded traditional territory of the Gidmt'en - Bear Wolf Clan, home of the Wit'suwit'en Nation."*

REPORT

PREVIOUS MEETING OF April 8th, 2025

Policy	Description	Type	Status	Consultation
1.200	Superintendent Evaluation (McDiarmid/Margerm)	Revision	In-committee	Yes
11.140	Student Transportation (Fox)	Revision	In-Committee	Yes
	Educational Technology Plan 2025-2029 (Fox)	New	In-Committee	No

NEW BUSINESS

Policy	Description	Type	Status	Consultation
	No Agenda Items			

Date & Time of Next Meeting: September 9th, 2025 at 5:00 pm.

Type: New, Revision, Deletion
Status: In-committee, on-going, approved
Consultation: Yes, Not required, Complete, Rejected



Trustee Submission
Reflection on Pride Day at Smithers Secondary School

Overview:

On **June 6, 2025**, I had the privilege of attending **Pride Day at Smithers Secondary School**—a vibrant and inclusive celebration organized by students and staff to recognize and uplift 2SLGBTQ+ identities within the school community.

Event Highlights:

- The school hosted a **carnival-style event** on the school grounds featuring music, art, games, informational booths, face-painting, and rainbow-themed treats.
- Students led much of the programming, with strong support from staff and the school's **Gender-Sexuality Alliance (GSA)**.
- The atmosphere was one of **belonging, joy, and solidarity**, with students clearly feeling seen, supported, and proud to express themselves.

Reflection:

It was deeply inspiring to witness how normalized and embraced this celebration has become within the school culture. Pride Day at SSS is more than an event—it is a meaningful affirmation of inclusion and student voice. **For many students, especially in a rural context, this kind of visibility and support can be life changing.**

The success of the event speaks to the care, courage, and commitment of those involved, and it reflects the district's values of equity and respect in action.

Closing Thought:

I left the event feeling proud of our students and grateful for the leadership within the school that makes this celebration possible. Pride Day at Smithers Secondary is a model of how public schools can create spaces where every student feels welcomed, respected, and empowered.

Sincerely,
Floyd Krishan
Trustee, School District 54