



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (Bulkley Valley)
SEPTEMBER 23, 2025
SCHOOL BOARD OFFICE, SMITHERS B.C.**

PRESENT: Trustees: F. Farrell, L. Kearns, J. Williams, P. Michell, F. Krishan,
Trustee Regrets: J. Krauskopf, K Graham
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 5:30 pm.

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 welcomed everyone to present to the first official meeting of the year. Trustee's Krauskopf and Graham sent their regrets. Chairperson wanted to acknowledge the loss of a long-term employee this summer. Chairperson Williams wants to send the Board's condolences to the family, staff and students.
- At the beginning of September one of our trustee's had a very momentous event take place. Trustee Michelle was honoured by her Clan, the C'illhts'ekhyu (Big Frog), and her House Group, the Yikh Tsawilhggis (Dark House) - more specifically the Unist'ot'en, by hosting a feast to allow people to witness her naming ceremony. Trustee Michelle received her name, "Annabel", congratulations to Trustee Michell. Taking on names is of great importance in Witsuwit'en culture and their governance system. It is a significant step to becoming Dini' ze' (male hereditary chief) and Ts'akë ze' (female hereditary chief).

3. ADOPTION OF AGENDA

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

- Agenda Adjustment – Frank Farrell is the Policy Committee Chairperson.

"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 June 24, 2025 or the synopsis of the in-camera meeting minutes of June 24, 2025. There being none, the regular meeting minutes of June 24, 2025 and the synopsis of the in-camera meeting minutes of June 24, 2025 were declared approved as presented.

5) **DELEGATION** – The BVTU made a brief presentation to the Board.

6) 2024 – 2025 Draft Audited Financial Statements.

- **6.1) 2024-2025 Draft Financial Statements** – The Operations committee recommended the Board approve the audited Draft 2024-2025 Financial Statements as presented.
- Mr. Steve Kietzmann from Vohora LLP provided an unqualified opinion of the 2024 – 2025 Audited Financial Statements.
- Secretary Treasurer Margerm provided a financial recap of the 2024 – 2025 school year to the Board and guests present. Mr. Margerm expressed his gratitude to Ms. Frocklage, Ms. Smaha-Muir and the rest of School Board office team for their support with the audit process this summer.

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

“That the Board approve the 2024 – 2025 Audited Financial Statements as presented.”

CARRIED

7) 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.
- 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. The District is in the second year of the Early Literacy Assessment data collection. This year the we will be promoting the Joyful Literacy Site for diverse instructional strategies. The ECEBC is operating a before/after school program at Muheim. All elementary schools except Telkwa now host third-party childcare. ECCE Dual Credit program has launched with added experiential learning in childcare centres. We continue to collaborate with the CCRR and CDC to offer an Early Learning COP. The Profession Learn Program / Teacher Mentorship program is up and running to assist new teacher in their professional learning in an ongoing basis throughout the year. Collaborative Inquiry Grant applications are now being accepted. Successful applications are inquiry based, support school and District goals. Two applications will be reserved for educators exploring numeracy learning in secondary schools. The Trades and Technology department has been very busy already this year. Career programs across the district are now underway. Semester two programs include nail technician, welding and a new digital and graphic design offering from SFU. A two-day field trip to KSM Seabridge is planned for early October for 25 students. A resource site is being developed to support AI literacy in SD54 schools. A public-facing website is also in development to help parents and stakeholders better understand SD54’s direction and action regarding AI. Parent teacher meetings will be scheduled for October 22/23 this year. District Elementary Soccer tournament will take place on September 25 for our Intermediate students. National Day for Truth and Reconciliation / Orange Shirt Day is on September 30. District schools will be participating in a variety of activities to learn and about and help raise awareness of the history of residential schools in Canada.
- Superintendent McDiarmid presented the school-based initiatives report to the Board. There is a lot going on in our schools during the month of September! Terry Fox Runs, meet the teacher nights, TEK days, field trips, spirit days, athletic teams have started up and cross country running. A couple of highlights: MME students will be returning to the Zoller Farm again this year; Over a 100 students kids from Telkwa Elementary participated in the hike to Cater Lake for their annual Terry Fox Run!; Twain Elementary will take part in Art therapy again this year . Plus, much much more!

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **TSE** – 170 students from Twain Sullivan Elementary to travel to Owen Lake on October 3, 2025. The purpose of this trip is to develop local ecological knowledge and to learn about fall food harvesting. All Board requirements have been met for this trip.
 - **SBO** – 25 +/- students from Houston Secondary and Smithers Secondary Schools to travel to KSM Seabridge Gold Mine Site, 65 kilometers northwest of Stewart, BC on October 9-10, 2025. The purpose of this trip is to explore the wide range of career opportunities relating to the development of mines and the mining industry. All Board requirements have been met for this trip.
 - **TES** – 132 students from Telkwa Elementary to travel to Crater Lake on Hudson Bay Mountain on September 23, 2025. 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** – 75 students from HSS in grades 8-9 to travel to Fulton River Hatchery on September 26, 2025. The purpose for this trip is to study land-based learning, Indigenous culture and migration patterns of salmon. All Board requirements have been met for this trip.
 - **SSS** – 12 Sr. Girls Volleyball Athletes from SSS in grades 11/12 to travel to Kamloops, BC on September 18-21, 2025. The purpose for this trip is for the Senior Girls Volleyball team to participate in a volleyball tournament at TRU. All Board requirements have been met for this trip.

8.a) OPERATIONS COMMITTEE REPORT

- Operations Committee Chairperson Kearns presented the Operations Committee's Report from the September 16, 2025 committee meeting. Three (3) items were moved to the New Business portion of the meeting.
- Next meeting date Tuesday, October 7, 2025 @ 3:30pm

8.b) POLICY COMMITTEE REPORT

- Policy Committee did not meet in September.
- Next meeting date Tuesday, October 7, 2025 @ 5:00pm

8.c) TRUSTEE REPORTS

- Trustee Farrell submitted a Trustee Report highlighting the Indigenous Council event in Prince George that he attended on May 21-22.

9. UNFINISHED BUSINESS

- There is no unfinished business this month.

10. NEW BUSINESS

- **10.1) 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.

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

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

CARRIED

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- **10.2) 2026 – 2027 Minor Capital Plan** – Secretary Treasurer Margerm provided the 2026-2027 Minor Capital Plan to the board for approval

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

"That the Board approve the 2026 – 2027 Minor Capital Plan as presented."

CARRIED

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

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

"That the Board approve the Summer Capital Project Update as presented."

CARRIED

11. OTHER BUSINESS

- No other business this month.

12. READING FILE

- No reading file items this month.


13. CLOSING REMARKS

- The next regular Board Meeting will be held on October 28, 2025, commencing at 5:30 p.m. at The School Board Office in Smithers, BC.

14. ADJOURNED

- The Board meeting was adjourned at 7:23pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margerm
Secretary Treasurer