



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)
DECEMBER 9, 2025
SCHOOL BOARD OFFICE, SMITHERS B.C.**

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

Regrets: F. Krishan

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.
- The Nation is showing its weather patterns this week. Carolfest was wonderful again this year.
- Trustee Krishan sent his regrets.

3) LEARNING PORTION – Twain Sullivan Elementary School Principal Mary Neto, made a presentation to the Board titled: A Cohesive School Culture: Academic Growth, Personal Development, Community & Sense of Belonging.

- Chairperson Williams then handed the meeting over to Secretary Treasurer Margerm

4. BOARD ELECTIONS

- Secretary Treasurer Dave Margerm explained the Board Election as per Board Policy 1.160 Annual Board Elections. Mr. Margerm requested a motion to appoint Mr. McDiarmid and Ms. Fox as scrutineers for the election proceedings.

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

“That Mr. McDiarmid and Ms. Fox be named as scrutineers.”

CARRIED

- **ELECTION OF CHAIRPERSON**

- Mr. Margerm informed the Board that expression of interest was received from Trustee Williams. Trustee Williams accepted the nomination.
- Mr. Margerm opened the floor for nominations for the position of Chairperson and called for nominations.
- Mr. Margerm called for nominations a second time.
- Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
- Mr. Margerm announced that Trustee Williams was elected the Chairperson by acclamation.

- **ELECTION OF VICE CHAIRPERSON**
 - Mr. Margerm informed the Board that expression of interest was received from Trustee Graham.
 - Mr. Margerm opened the floor for nominations for the position of Vice - Chairperson and called for nominations.
 - Trustee Michell nominated Trustee Kearns for Vice - Chairperson. Trustee Kearns did not accept the nomination.
 - Mr. Margerm called for nominations a second time.
 - Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
 - Mr. Margerm announced that Trustee Graham was elected the Vice - Chairperson by acclamation.

- **ELECTION OF BCPSEA REPRESENTATIVE**
 - Mr. Margerm informed the Board that expression of interest was received from Trustee Kearns and Trustee Williams.
 - Mr. Margerm opened the floor for nominations for the position of BCPSEA Representative, and called for nominations.
 - Trustee Williams withdrew her expression of interest.
 - Mr. Margerm called for nominations a second time.
 - Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
 - Mr. Margerm announced that Trustee Kearns was elected to the position of BCPSEA Representative by acclamation

- **ELECTION OF BCSTA PROVINCIAL COUNCILOR**
 - Mr. Margerm informed the Board that expression of interest was received from Trustee Farrell.
 - Mr. Margerm opened the floor for nominations for the position of BCSTA Provincial Councilor, and called for nominations.
 - Mr. Margerm called for nominations a second time.
 - Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
 - Mr. Margerm announced that Trustee Farrell was elected the BCSTA Provincial Councilor by acclamation.

- **ELECTION OF INDIGENOUS EDUCATION COUNCIL REPRESENTATIVE**
 - Mr. Margerm informed the Board that expression of interest was received from Trustee Farrell.
 - Mr. Margerm opened the floor for nominations for the position of Indigenous Education Council Representative, and called for nominations.
 - Mr. Margerm called for nominations a second time.
 - Mr. Margerm then called for further nominations a third and last time, and hearing none declared the nominations closed.
 - Mr. Margerm announced that Trustee Farrell was elected the Indigenous Education Council representative by acclamation.

- Trustee Williams assumed the Chair as Presiding Officer.

5. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

6. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of the November 25, 2025. Trustee Farrell noted there was an error on the November 25, 2025 minutes. He attended the BCSTA Provincial Council meeting, not the BCPSEA Provincial Council meeting as reported. The adjusted regular meeting minutes of November 25, 2025 was declared approved as amended above.

6) ADMINISTRATION REPORT

- Superintendent McDiarmid present the current district activities report to the Board. The 2026 Early Kindergarten registration will take place the week of January 12-16, 2026. Carolfest took place on Wednesday, December 3 to two sold out showings. Elementary and Intermediate learning summaries will be sent home on December 19, 2025. The Learner Support department have been busy discussing ideas of Relentless Incrementalism based on the work of Dr. Dustin Lourie and Dr. Kari Grain. In addition, they have been planning a professional development for staff on Functional Behaviour Analysis and behaviour supports and building resources for teachers to support Social Emotional and Mental Health capacity across the district.
- Superintendent McDiarmid presented the school-based initiatives report to the Board. There are a lot of fun winter and holiday activities going on in all of SD54 schools in the month of December. MME held its annual craft fair where proceeds went to a local community agency. Ms. Curley's class hosting a ' Warm Bodies, Warm Hearts ' fundraiser for the unhoused members of the community to stay healthy and warm this winter. WPS hosted their 'Young Entrepreneurial Fair' where grade 5-6 students developed business plans, made a product and then sold them at the fair.

Field Trip Proposal

- The following field trips have been approved by the Assistant Superintendent:
 - **HSS** – 46-80 +/- Grade 8-12 HSS Students to travel up to Hudson Bay Mountain on multiple occasions during January and February 2026. The purpose for these trips is to support the Physical Health Education Curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **TSE** – 45 +/- Grade 4 & 5 Twain Sullivan Elementary students to travel to Hudson Bay Mountain on multiple occasions during March and April 2026. The purpose for these trips is to support the Physical Health Education Curriculum and for a fun day of winter outdoor activities. All Board requirements have been met for these trips.
 - **SSS** – 12 +/- Grade 11-12 Senior Boys Basketball students from Smithers Secondary School to travel to two different basketball tournaments in November and December 2025. All Board requirements have been met for these trips.

8.a) OPERATIONS COMMITTEE REPORT

- There was no Operations Committee meeting this month.
- Next meeting date Tuesday, January 13, 2026

8.b) POLICY COMMITTEE REPORT

- There was no Policy Committee meeting this month.
- Next meeting date Tuesday, January 13, 2026

8.c) TRUSTEE REPORTS

- There were no Trustee Reports this month.

9. UNFINISHED BUSINESS

- There was no unfinished business this month.

10. NEW BUSINESS

- There was new business this month.

11. OTHER BUSINESS

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

12. READING FILE

- No reading file this month.

13. CLOSING REMARKS

- The next regular Board Meeting will be held on January 27, 2026, commencing at 5:30 p.m. at The School Board Office in Smithers, BC. Chairperson Williams wished everyone a safe and happy holiday.

13. ADJOURNED

- The Board meeting was adjourned at 6:06pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Mr. Dave Margern
Secretary Treasurer