

SCHOOL DISTRICT 54

(Bulkley Valley)

OPERATIONS COMMITTEE MEETING

Regular

3:30 PM

January 13th, 2026

School Board Office

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

The meeting was conducted from 3:35 pm – 4:30 pm

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. Amended Budget – Funding

Mr. Margerm presented the December recalculation of funding report as part of draft 2025-2026 Amended Budget. The December recalculation provides a decrease in funding of \$253,882 due to a decline in enrollment (45 FTE). There was an additional \$221,168 in supplemental enrollment decline funding. The final amended budget, including expenses and surplus (deficit), will be discussed at the February 2026 committee and board meetings.

Motion: It is recommended that the Board proceed with the first two readings of the 2025-2026 Draft Amended Budget Bylaw.

2. Restricted Capital Application Letter

Mr. Margerm advised the committee that a letter of application for access to the District’s restricted capital funds was recently submitted to the Minister of Education and Child Care. The application, for \$245,000, was to support the emergent capital project that was conducted over the 2025 summer months for an electrical upgrade to Telkwa Elementary School. If granted, this will allow the District to appropriate restricted capital surplus in order to recoup funds spent out of AFG and general operating accounts to pay for the capital project.

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3. 2026-2027 District Calendar

Ms. Fox reminded the committee that the 2026-2027 District Calendar was passed last year and will require schools to add approximately 10 minutes of time to Thursday afternoons. This will satisfy the Ministry's requirement of minimum instructional time for the year. Ms. Fox also met with the BVTU Pro-D Chairperson, and both agreed about the scheduled non-instructional professional development dates.

4. Strategic Plan Review

Mr. McDiarmid advised the committee that he would be providing an update on the progress of the current 2025-2026 Strategic Plan at the January board meeting.

Date & Time of Next Meeting: February 10th, 2026 at 3:30 pm