



# School District No. 54 (BULKLEY VALLEY)

## AGENDA REGULAR BOARD MEETING MARCH 17, 2026 SCHOOL BOARD OFFICE - SMITHERS B.C. 5:30PM

- 1) Call to Order
- 2) Traditional Welcome / Opening Remarks
- 3) Adoption of Agenda
- 4) Minutes: Regular Meeting Minutes – February 24, 2026
- 5) Administration Report M. McDiarmid Report Attached
- 6) Committee Reports:
  - a) Operations Committee L. Kearns No Report
  - b) Policy Committee F. Farrell No Report
  - c) Trustee Report F. Farrell Report Attached
- 7) Unfinished Business
- 8) New Business
  - 8.1) Trustee Stipends
- 9) Other Business
  - 9.1) Expenditure Summary
- 10) Reading File
- 11) Closing Remarks –Next regular Board Meeting will be held on April 28, 2026 at the Witset Multi-Plex in Witset B.C., commencing at 5:30 p.m.
- 12) Adjournment
- 13) Public Remarks\*\*

### NOTES:

**\*\*Public Remarks:** Just a reminder to everyone that this portion of the meeting is intended to provide an opportunity for members of the public to make comments to the Board. Public remarks must be relevant to items on the approved board agenda. The Board will listen respectfully to comments but not respond to questions during this time.

**Delegations:** This item is intended to provide an opportunity to members of the public to make a presentation to the Board. Individuals wishing to be included on the agenda must submit a written request to the Secretary Treasurer at least one week prior to the meeting stating the subject of their presentation and including any background information to be considered by the Board. (Board Policy # 1.190)

[https://www.sd54.bc.ca/apps/pages/index.jsp?uREC\\_ID=1098428&type=d&pREC\\_ID=1358978](https://www.sd54.bc.ca/apps/pages/index.jsp?uREC_ID=1098428&type=d&pREC_ID=1358978)

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**REGULAR MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (Bulkley Valley)  
FEBRUARY 24, 2026  
SCHOOL BOARD OFFICE, SMITHERS B.C.**

**PRESENT:** Trustees: F. Krishan, J. Williams, L. Kearns, P. Michell, J. Krauskopf, K. Graham,  
Regrets: P. Michell, F. Farrell,  
Staff: M. McDiarmid – Superintendent of Schools  
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 5:30pm.

**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 reached out to the Board chairperson to of SD59 – Tumber Ridge to extend SD54's condolences. She also wanted to send out condolences to the Town of Tumbler Ridge and to acknowledge how important mental health is. Given that Tumbler Ridge is a community similar in size to Houston, many residents know the students and staff personally, which deepens the impact of the loss.
- Trustee Farrell and Trustee Michell sent their regrets.

**3. ADOPTION OF AGENDA**

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

*"That the agenda be accepted as presented."*

**CARRIED**

**4. LEARNING PORTION** – Muheim Memorial Elementary Principal Liliana Pesce, MME teacher Angie Neiser and two MME students presented the initiative Growing in Community – A Living Roots Farm Partnership to the Board. This initiative has grown expediently since 2023 after being initially approached by the Zoller Family to provide Land Based Learning on the Living Roots Farm. MME Teacher Sondra Young is also a teacher lead with Ms. Neiser on this initiative. This initiative also meets the District Strategic and School goals.

**5. ADOPTION OF MINUTES**

- The Chairperson asked if there were any corrections to the regular meeting minutes of January 27, 2026 or the synopsis of the in-camera meeting minutes of January 27, 2026. There being none, the regular meeting minutes of January 27, 2026 and the synopsis of the in-camera meeting minutes of January 27, 2026 were declared approved as presented.

## 6. ADMINISTRATION REPORT

- Superintendent McDiarmid presented the District update to the Board. 16 - \$1,250 District Authority Scholarships have been allocated to SD54 this year. Scholarship presentations will take place on May 11-13, 2026. The District has a lot of professional development scheduled for its staff members to partake in over the next few months.
- Superintendent McDiarmid presented the district-based initiatives to the Board. Pink Shirt Day is on February 25 and the district schools will hold a variety of activities to ERASE bullying. The Inclusive Education department is hosting a number of workshops. Mr. McDiarmid also thanked Ms. Dufresne for coordinating a rapid response with her team, to support SD54 staff after the tragedy in Tumbler Ridge. The career and trade programming is up and running for the second semester. Mr. McDiarmid highlighted the new dual-credit Graphic Design program through SFU.
- Superintendent McDiarmid presented the school-based initiatives to the Board. Muheim Memorial celebrated their annual Carnival celebration last week. Twain Sullivan & HSS are hosting the District basketball playdate on February 27. Telkwa teacher, Brennan Anderson is taking the entire school of Telkwa Elementary to the Lakes District Festival of Performing Arts in April. HSS is continuing its partnership with the local Friendship Centre. The most recent workshop had the students hide tanning with birch bark, processing porcupine quills for jewelry work and making rawhide boxes using hides processed earlier in the year. The Provincial Ski & Snowboard Championships will be held on Hudson Bay Mountain on March 2-4, 2026. Silverthorne celebrated Literacy Week with a Morning Mystery Reader each day, including Houston's RCMP Liaison Officer.

### Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
  - **TES** – 120+/- Grade k-7 students from Telkwa Elementary School to travel to Burns Lake, BC on April 17, 2026. The purpose of this trip is to participate in the Lakes District Performing Arts Festival and to support the music curriculum. All Board requirements have been met for this trip.
  - **MME** – 54+/- Grade 6-7 students from Muheim Elementary School to travel up to Hudson Bay Mountain on three separate occasions (March 4, March 18 and April 9, 2026). The purpose of these trips is to support the physical literacy curriculum. All Board requirements have been met for these trips.
  - **WPS** – 29+/- Grade 7 students from Walnut Park Elementary School to travel up to Hudson Bay Mountain on three separate occasions (March 5, March 19 and April 8, 2026). The purpose of these trips is to support the physical literacy curriculum. All Board requirements have been met for these trips.
  - **SSS** – 16 +/- Senior Drama / Theatre Tach students from Smithers Secondary to travel Prince Rupert, BC to attend and participate in the 2026 Northwest Zone Drama Festival on February 20-23, 2026. 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 February 10, 2026 committee meeting. One item was moved to the Unfinished Business portion of the meeting.
- Next meeting date Tuesday, April 14, 2026 @ 3:30pm.

### 7.b) POLICY COMMITTEE REPORT

- Secretary Treasurer Margerm presented the Policy Committee's report from the February 10, 2026 committee meeting. Unfortunately, the Policy Chairperson fell ill and was unable to attend the board meeting to present the Policy Committee report.

- The Board engaged in a thorough and thoughtful discussion regarding the proposed revisions to Policy 1.150 (Committee Structure) and Policy 1.120 (Board Meetings).
- Next meeting date Tuesday, April 14, 2026 @ 5:00pm.

### **7.c) TRUSTEE REPORTS**

- Trustee Farrell submitted a trustee report on the February Indigenous Council meeting in which he attended on behalf of the Board of Education.

### **8. UNFINISHED BUSINESS**

- **8.1) Draft 2025 -2026 Amended Budget** – The committee recommended that the Board proceed with the third reading of the 2025 – 2026 Draft Amended Budget Bylaw at the February 24, 2026 board meeting. Secretary Treasurer presented the draft 2025-2026 Amended Budget to the Board.

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

*“The Board approved the third reading of 2025 - 2026 Amended Budget Bylaw.”*

CARRIED

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### **9. NEW BUSINESS**

- **9.1) Board Authority / Authorized (BAA) Courses** – Assistant Superintendent Fox presented the board with six BAA courses for approval. They are Principles of Sport - Volleyball 10, 11, 12 and Peer Tutoring 10,11,12.

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

*“The Board approved the six (6) Board Authority / Authorized Courses as outlined.”*

CARRIED

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### **10. OTHER BUSINESS**

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

### **11. READING FILE**

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

*“That the information contained in the Trustee Reading File be received and filed.”*

CARRIED

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### **12. CLOSING REMARKS**

- The next regular Board Meeting will be held on Tuesday, March 17, 2026, commencing at 5:30 p.m. at the School Board Office in Smithers, BC.

### **13. ADJOURNED**

- The Board meeting was adjourned at 6:45pm.

Approved by:

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Ms. Jennifer Williams, Chairperson  
of the Board of Education

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Mr. Dave Margerm  
Secretary Treasurer

DRAFT



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**SYNOPSIS OF THE  
IN - CAMERA MEETING MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT NO.54 (*Bulkley Valley*)  
FEBRUARY 24, 2026  
SCHOOL DISTRICT OFFICE, SMITHERS, BC**

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The regular meeting was called to order at 5:01 pm and the Board resolved to go in-camera.

- The Chairperson asked if there were any corrections to the in-camera meeting minutes of January 27, 2026. There being none, the in-camera meeting minutes of January 27, 2026, were declared approved as presented by the Chairperson.
- Senior Administration reported on routine staffing items, school suspensions.
- Superintendent McDiarmid made a presentation to the Board.
- The Board discussed a labour relation item.

The Board returned to regular session at 5:25pm.

# SCHOOL DISTRICT 54

(Bulkley Valley)

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## REPORT FROM ADMINISTRATION

to the  
Board of Education  
March 17, 2026

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### District Update

- **District / Authority Scholarships** – We have received notification from the Ministry that the district has 16 scholarships available for distribution this year. Application packages have already been sent to the high schools and presentations will be scheduled for May 11-13, 2026, Deadline for applications is April 24th, 2026. Trustees interested in participating in the adjudication process are encouraged to notify Ms. Fox.

### Innovation / Initiatives

#### District Based Initiatives

- **Student Led Conferences** – Will be held on April 22 and 23. Please contact your child's school to arrange an interview time.
- **Career Ed-**
  - Our dual-credit offerings for 2026/2027 are being finalized and being shared with schools and students.
  - Plans are in the works for Mind Over Metal Welding camp for ages 12-15 during the second week of July. Our current Welding Foundations students will serve as mentors to younger students during the camp.
  - Plans are underway to partner with Smithers Rotary, Northern Health, and Emergency Health Services to run Adventures in Healthcare, a two-day hands-on event in May for grades 10-12 that showcases a variety of careers connected to healthcare and community/emergency services.
  - The first lessons have taken place with the 3D print lab at Walnut Park. Grade 7 students used the design thinking process and 3D modelling software to print custom keychains. This lab can be set up at schools and is meant to support ADST curriculum and design thinking activities.

#### School Based Initiatives

- **Smithers Secondary**
  - "Elektra" – heading to Drama Provincials at the end of April.
  - Ski/SB team – Won 2 of the 6 possible provincial banners – 225 athletes came from around the province.
  - Course selection is happening this week – Thursday.
- **Twain Sullivan Elementary**
  - Classes cross country and downhill skiing
  - Lunch clubs transitioning to spring activities
  - Parent circle scheduled for this month

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- **Houston Secondary**
  - We recognized students at our last assembly with learner profile awards. Students were recognized for resiliency, excellence, engagement and contribution.
  - Student leadership put on a blacklight dance.
  - Ski days
  - We have a number of students that competed in basketball and some that have joined the Christian school team so that they could play. We would love to have enough players to have our own team but were happy that everyone found a place to play.
  - We have had student athletes who have had recent success at ringette provincials and one student that is training in Whistler for bobsledding. Very dedicated crew of students
  - In partnership with the Friendship Centre, Geoff Dickieson organized student workshops where they built portable smoke houses. It was a great project and is part of a number of student workshops that have taken place in partnership with the Friendship Centre.
- **Telkwa Elementary**
  - Telkwa school will host Sandra McAulay March 12. Janice Bowman's class will be used as the observation class. Three of our primary teachers will be attending.
  - Staff appreciation lunch yesterday for all staff after their hard work this term/report cards/ coaching
  - Brennan Anderson is working with Muheim's and Telkwa's Choir to prepare the students to play at the Burns Lake Performing Arts Festival on April 17th - It will be a school wide field trip for Telkwa School.
  - Another successful elementary basketball season has wrapped up with the culminating tournament in Houston at the end of February. Two teachers shared the coaching duties.
  - Leone Macdonald has hosted two LIT sessions this past term with all teachers/admin with focused classroom strategies centered around Adrienne Gear's powerful writing structures.
  - Grizzly of the month continues to recognize student contributions to strengthening Telkwa Elementary's School core values of Compassion, Honesty Respect, Responsibility, and Equity. This happens at a monthly assembly where students are recognized in front of their peers- A true highlight of the month!!
- **Muheim Elementary**
  - Some primary staff are attending Numeracy sessions with Sandra McAulay.
  - PDA Workshops taking place on Thursdays for whole staff (BVTU & CUPE) with Andra Nadeau and Stephanie Capyk- part of a series
  - PAC organized, very popular student Jar Raffle.
  - continuing with school-wide plan to embed JEAF initiatives with our Numeracy goals (Joyful, Engaged, Accomplished & Flexible learners
  - K/1 class (Forstbauer/Long) collaborate with a primary class from Witset; March 9th Witset class visited Muheim. Mel Basil worked with the two classes.
  - 8 Muheim student projects were on display at the regional Science Fair at SSS
  - Student leadership Theatre Club presentation will take place on Tuesday, March 17th at 1:15
  - continued school-wide place-based field trips: Growing in Community: A Living Roots Farm Partnership. Last trip was on March 6th with Grade 6/7 and Grade 5/6 classes.
  - Rachel Eller, Grade 2/3 collaboration with Ellen Faubert; embedding First Peoples Principles of Learning

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- Continued buddy work between French K class (Melymick) and French Grade 5/6 class (Levenson) around play-based numeracy skill development
- **Walnut Park Elementary**
  - We successfully ran our first-ever Food Safe program. The course was held offsite in the office/kitchen space above the Coast Mountain GM shop. Goals for initiating this were to:
    - Provide our Grade 7s with a meaningful, practical skill-learning experience.
    - Equip them with a credential that will carry through to Grade 12 and support future volunteer and job opportunities.
    - Ensure our Grade 7 kitchen helpers are Food Safe certified.
    - Certify the SEA chaperone so they can support the Foods program in the kitchen when one of our main staff is away.
  - On the extracurricular side, Mr. Grice coached our Grade 6–7 and Grade 4–5 basketball teams this year. Their practice time paid off—the teams finished the tournament two weeks ago with a combined record of 12–2. Much to Mr. Levinson’s dismay, Muhiem was no match for our game. 😊
  - Throughout February, our classes have been heading out for cross-country skiing. Our primary classes have also been taking advantage of the warm weather by spending time in the outdoor learning area near Chicken Creek, where they have an established little camp they return to regularly.

## Operations

- **2026 - 2027 Budget and Staffing** - Currently the District staff is working through the budget and staffing for next school year. The strategic plan has been guiding decision making throughout this process, and this will continue as we develop the new strategic plan. The District is projecting a slight decrease in students and which means budgets and staffing levels will remain more or less the same as the current school year.

## Field Trip Proposals

- None to report



**TRUSTEE REPORT  
BCSTA Provincial Council  
February 20, 2026**

On Friday February 20th, 2026, I participated in the BCSTA Provincial Council via Zoom.

The February Provincial Council meeting is a continuation of the meetings being held virtually. I attended a training session where BCSTA's Gordon Li showed us the new aspects of the virtual platform, including being able to vote and archive responses through the same laptop used to attend the meeting virtually.

The Friday session consisted of the business session which included reports from BCSTA President Tracy Loffler, a CSBA report, a CEO report from Trevor Davies along with reports from the standing committees in Finance, Legislative, Indigenous and Education. Of note was the Finance Committee stating that the savings from having the Provincial Council meetings Virtually was \$82,000 for the year. In addition, expenditures are to increase by \$82,000 for the Fall 2026 Academy, \$436,000 for the CSBA gathering hosted by BCSTA in Whistler along with a \$5,000 dollar increase in the communication budget leading to Trustee elections in October.

The meetings included a discussion of the busy year for the association including the 2026 AGM, hosting the CSBA gathering and the October Trustee elections taking up a significant amount of attention. Item 7.1 BCSTA Draft Budget passed with a \$5,000 dollar decrease in member fees, due to student FTE, and an additional \$82,000, or 3.37 percent, inflationary increase. The net result was a \$87,000-dollar increase in membership fees. Additionally, item 7.2 BCSTA foundational statements update was passed through work from the Legislative committee.

All in all, a three-hour meeting which providing context that will lead through to the AGM in April 2026.

Respectfully submitted,  
Frank Farrell  
Trustee