



**REGULAR MEETING MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT NO.54 (Bulkley Valley)
JUNE 23, 2026
SCHOOL BOARD OFFICE, SMITHERS, B.C**

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

Regrets: F. Krishan

Staff: M. McDiarmid – Superintendent
J. Fox – Assistant Superintendent
D. Margerm – Secretary Treasurer
L. Smaha-Muir – Incoming 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.

3. ADOPTION OF AGENDA

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

"That the agenda be accepted as presented."

CARRIED

4. ADOPTION OF MINUTES

- The Chairperson asked if there were any corrections to the regular meeting minutes of May 26, 2026 or the synopsis of the in-camera meeting minutes of May 26, 2026. There being none, the regular meeting minutes of May 26, 2026 and the synopsis of the in-camera meeting minutes of May 26, 2026 were declared approved as presented.

5. ADMINISTRATION REPORT

- Superintendent McDiarmid highlighted some of the district initiatives report to the Board. The Ready Set Learn Toddler Fair took place on June 18. This was a collaborations between multiple local agencies. The district will have 13 students taking a university - credit courses next year with focus areas including financial account, economics, business , management and psychology, while also achieving high school credits.
- Superintendent McDiarmid highlighted some of the school-based initiatives to the Board. Silverthorne Elementary took the entire school to Rough Acres for a day of outdoor experiential learning. Telkwa Elementary took the whole school to Robin Creek Dairy. The primary students enjoyed exploring dairy cow barn, viewed the robotics, and heavy machinery. The Intermediate students also toured the entire facility with an emphasis on robotics and how they are used for milking the cows. The whole school was treated to lunch at the farm supported by the TES PAC.

SSS students were paired with local elementary students and completed ADST projects. The entire Walnut Park Elementary School population biked through town! Twain Sullivan Elementary students attended the BC Parks and A Rocha Fossil beds where they were treated to guided tours of the fossil beds. Students were also invited to visit the District of Houston council chambers. Muheim hosted a Family Appreciation Coffee, Tea and Treats event. Every school has been in the district has been very very busy... especially the local fire departments who have been creating spray parks at the local elementary schools to the delight of the students on the hot days!

Field Trip Proposals

- The following field trips have been approved by the Assistant Superintendent:
 - **SSS – 5 +/-** SSS Track and Field athletes in Grades 8-12 from Smithers Secondary to travel to Langley, BC to attend and participate in the 2026 Track and Field Zone High School Provincial Championships during the period of June 3-7, 2026. All Board requirements have been met for this trip.
 - **SSS – 44 +/-** Junior and Senior Concert Band students from SSS in Grades 8-12 to travel to Prince Rupert, BC to attend and participate in the Seafest Parade. 2026 during the period of June 12-16, 2026. All Board requirements have been met for this trip.
 - **SSS – 21 +/-** Grade 10-12 students from SSS to take part in Airsoft Games Adventures at the Smithers Airsoft Fields on Jollymore Road in Smithers, BC. The purpose of this trip is to take part in their class year-end celebration, supporting the Physical Literacy Curriculum and community building. All Board requirements have been met for this trip.
 - **SSS – 15 +/-** Grade 8-12 SSS students to travel to Tyhee Lake Provincial Park to June 16, 2026 to take part in their year-end celebration and BBQ. This trip will also support the Physical Literacy and Lifeskills curriculum. All Board requirements have been met for this trip.
 - **SIL – 106 +/-** Grade K-3 students from Silverthorne to travel to Rough Acres on June 23, 2026. The purpose of this trip is to take part in outdoor experiential learning. All Board requirements have been met for this trip.

6.a) OPERATIONS COMMITTEE REPORT

- Chairperson Williams presented the Operations Committee's Report from June 9, 2026 committee meeting. Two items were moved to the New Business portion of the meeting.
- **Smithers Community Recreation Association:** Mr. McDiarmid spoke to the Board regarding a letter received from the Smithers Community Recreation Association, in which they inquired whether the District would be interested in partnering on an indoor recreation facility. He asked whether the Board would be willing to make the land available for the project, noting that any arrangement would need to be cost neutral to the School District.

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

"That the Board direct the Operations Committee to write a positive letter of support to the Smithers Community Recreation Association."

CARRIED

- Next meeting date Tuesday, September 15, 2026 @ 3:30pm.

6.b) POLICY COMMITTEE REPORT

- Policy Committee Chairperson Farrell presented the Policy Committee's Report from the June 9, 2026 committee meeting.
- **Policy 6.930 Unexpected Health Emergencies** – The Committee recommended that the Board approve the presented draft policy.

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

"That the Board approve the draft Policy 6.930 Unexpected Health Emergencies as outlined. "

CARRIED

- **Policy Framework Review** – Mr. Margerm provided an overview to the Board of BCSTA's requested that Boards review and redesign their policy framework. A significant number of Board policies would be moved into Administrative Procedures, which would make the policies easier for the Board to manage. The Committee recommended the Board consider approving the new policy format:
 1. approving new board governance policies (including but not limited to a Foundational Strategic Board Policy, Role of Board, Role of Trustee, and Role of Superintendent); and
 2. approving the new draft framework in order that Mr. Margerm and Ms. Smaha-Muir can continue with developing and revising current board policies and administrative procedures.
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MOTION: It was moved by Trustee Michell and seconded by Trustee Kearns.

"That the Board request that the new Policy 3, Policy 4 and Policy 5 be sent out for stakeholder consultation as outlined."

CARRIED

- Next meeting date Tuesday, June 9, 2026 @ 5:00pm.

6.c) TRUSTEE REPORTS

- Trustee Farrell submitted his trust report from his attendance to the Indigenous Education Council meeting held on June 8, 2026.

7. UNFINISHED BUSINESS

- No Unfinished Business this month.

8. NEW BUSINESS

- **8.1 District Strategic Plan Review Update** – Mr. McDiarmid presented the annual Strategic Plan review to the board.
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MOTION: It was moved by Trustee Michell and seconded by Trustee Farrell.

"That the Board approve the annual Strategic Plan Update as presented."

CARRIED

- **8.2) 2027 – 2028 Major Capital Plan Resolution** - The Operations Committee recommended the approval of the 2027-2028 Major Capital Plan application. Secretary Treasurer Margerm presented the capital plan for Major Capital that will be submitted to the Ministry Capital Branch.
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MOTION: It was moved by Trustee Kearns and seconded by Trustee Graham .

"That the Board resolves to approve the draft 2027-2028 Major Capital application as presented."

CARRIED

9. OTHER BUSINESS

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

10. READING FILE

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

"That the information contained in the Trustee Reading File be received and filed."

CARRIED

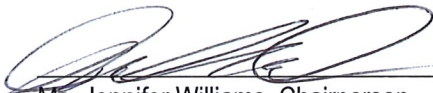
12. CLOSING REMARKS

- Chairperson Williams wanted acknowledge a number of 'lasts' at tonight's board meeting. This will be Trustee Krauskopf's last official board meeting. She thanked him for his eight years (two terms) of service on the Board of Education. Mr. Margerm – Secretary Treasurer, this was his last official board meeting. Mr. Margerm has been with the District for 31 years, 13 years as Secretary Treasurer which equates to 130 total board meetings. She thanked him for his service and guidance to the District during the many different roles he held during his 31-year tenure.
- The next regular Board Meeting will be held on Tuesday, September 22, 2026, commencing at 5:30 p.m. at the School Board Office, in Smithers, BC.

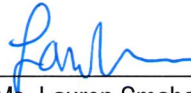
13. ADJOURNED

- The Board meeting was adjourned at 6:31pm.

Approved by:



Ms. Jennifer Williams, Chairperson
of the Board of Education



Ms. Lauren Smaha – Muir
Secretary Treasurer