



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - STUDENT SERVICES MEETING**

**April 23, 2024, 1:30 p.m.  
Cranbrook Board Office**

Committee Members  
in Attendance: Co-Chair Trustee Trina Ayling  
Trustee Chris Johns  
Trustee Irene Bischler

Regrets: Co-Chair Trustee Bev Bellina

Board/District Staff in  
Attendance: Chairperson Doug McPhee  
Trustee Alysha Clarke  
Superintendent Viveka Johnson  
Secretary Treasurer Nick Taylor  
District Principal of Student Services Darcy Verbeurgt  
District Principal of Early Learning and Child Care Laura-Lee Phillips  
District Vice Principal of Human Resources and Health & Safety Jaslene Atwal  
Operations Manager Joe Tank  
Executive Assistant to Secretary Treasurer and Superintendent (recorder)  
Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Ayling called the Student Services Committee meeting of April 23, 2024, to order at 1:50 p.m.

**1.2 Approval of the Agenda**

Moved/Seconded by Bischler/Johns:

THAT the agenda for the Student Services Committee meeting of April 23, 2024, be approved as circulated.

**1.3 Approval of the Minutes**

Moved/Seconded by Johns/Bischler:

THAT the minutes of the Student Services Committee meeting of February 26, 2024 be approved as circulated.

## **2. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **2.1 Non-Violent Crisis Intervention Follow Up**

District Principal Verbeurgt reviewed the Non-Violent Intervention Follow Up (April 15, 2024) included in the agenda package.

Discussion included:

- Recertification structure of Crisis Prevention Institute (CPI) training
- Budget implications (training costs and budget accounts)
- Future funding
- Learning content on D2L Brightspace
- Building skills and capacity for individuals both qualified and unqualified
- Additional modules available within the CPI training program

Superintendent Johnson discussed the importance of CPI training as it is consistently used by other districts in the Kootenay Boundary region.

This will be an ongoing agenda item.

## **3. PRESENTATIONS**

Nil

## **4. REPORTS**

Nil

## **5. NEW BUSINESS**

### **5.1 New Informed Consent Process**

District Principal Verbeurgt reviewed the email from the College of Psychologists of British Columbia regarding the New Practice Standard and Checklist for Licenced School Psychologists.

District Principal Verbeurgt will provide a copy of the Consent and Assent Checklist at the May 27, 2024 meeting of the Student Service Committee.

### **5.2 Accessibility Committee Update**

District Principal Verbeurgt has been gathering information from itinerants on accessibility across the District.

Human Resources continues to work with individuals with accessibility issues. There continues to be ongoing work on the accessibility of the District website.

District Principal Verbeurgt has requested representation from individuals from the CFTA and CUPE on the Accessibility Committee.

Chairperson McPhee expressed concern of lack of inclusion of trustees in the advisory committee. Trustee Turner and Chairperson McPhee expect to be invited to any future meetings of the Accessibility Committee.

**6. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**7. CORRESPONDENCE**

Nil

**8. QUESTION PERIOD**

Nil

**9. ADJOURNMENT**

Moved/Seconded by Bischler/Johns:

THAT the April 23, 2024, Student Services Committee meeting adjourn at 2:45 p.m.

Have we effectively addressed the needs of our most vulnerable students and their families?