



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

**June 11, 2024, 3:00 p.m.  
Cranbrook Board Office**

Present: Chairperson Doug McPhee  
Trustee Trina Ayling  
Trustee Bev Bellina (remotely)  
Trustee Irene Bischler  
Trustee Alysha Clarke (remotely)  
Trustee Nicole Heckendorf  
Trustee Chris Johns  
Trustee Sarah Madsen (remotely)  
Trustee Wendy Turner

Staff Present Superintendent Viveka Johnson  
Secretary Treasurer Nick Taylor  
Director of Instruction Human Resources Brent Reimer  
Director of Student Learning and Indigenous Education Jason Tichauer  
Director of Student Learning and Innovation Diane Casault  
Operations Manager Joe Tank  
District Principal Early Learning and Child Care Laura-Lee Phillips  
District Vice Principal Human Resources and Health & Safety Jaslene Atwal  
Executive Assistant to Secretary Treasurer and Superintendent (recorder)  
Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chair McPhee called the June 11, 2024, regular public meeting of the Board of Education to order at 3:07 p.m.

**1.2 Greeting**

Chair McPhee acknowledged that we have gathered here in the Homelands of the Ktunaxa People.

**1.3 Chairperson's Opening Remarks and Recognitions**

Chairperson McPhee recognized the District retirees (listed under Chairperson's Update).

**1.4 Opening Round**

Members of the Board, District Management, District Staff and local Union Presidents shared a reflection of gratitude.

**1.5 Consideration and Approval of Agenda**

Additions:

**MOTION R-24-090**

Moved/Seconded by Johns/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of June 11, 2024, be approved as circulated.

**CARRIED UNANIMOUSLY**

**1.6 Approval of the Minutes**

**MOTION R-24-091**

Moved/Seconded by Heckendorf/Turner:

THAT the minutes of the regular public meeting of the Board of Education of May 14, 2024, be approved as circulated.

**CARRIED UNANIMOUSLY**

**1.7 Receipt of Records of Closed Meetings**

**MOTION R-24-092**

Moved/Seconded by Bellina/Heckendorf:

THAT the Board accept the closed records of the in-camera meetings of the Board of Education of May 14 and May 27, 2024.

**CARRIED UNANIMOUSLY**

**1.8 Business Arising from Previous Minutes**

Nil

**2. RECEIVING OF DELEGATIONS/PRESENTATIONS**

**2.1 Introduction to Learning in the Primary Years**

Presentation by Maureen Dockendorf and Carol Johns

**3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

**3.1 Advocacy Education Committee**

Co-chair Trustee Ayling reviewed the minutes of the May 27, 2024, meeting of the Advocacy Education Committee. Co-chair Ayling requested discussion on the necessity of the second paragraph in the original recommendation. The recommendation was subsequently revised with the deletion of the following paragraph:

*“The thank you letter will be sent to media along with a copy of the original letter; however, prior to releasing the letter to media, Trustee Ayling will research the mercury poisoning discussed.”*

**MOTION R-24-093**

Moved/Seconded by Ayling/Turner:

THAT a letter be written by the Board of Education to the District Parent Advisory Council President and Treasurer to acknowledge the advocacy letter sent regarding Mount Baker Secondary.

**CARRIED UNANIMOUSLY**

**MOTION R-24-094**

Moved/Seconded by Ayling/Johns:

THAT the report of the Advocacy Education Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.2 Policy Committee**

Acting Co-chair Trustee Madsen reviewed the minutes of the May 27, 2024, meeting of the Policy Committee.

**MOTION R-24-095**

Moved/Seconded by Madsen/Bischler:

THAT the report of the Policy Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.3 Student Services Committee**

Co-chair Trustee Bellina reviewed the minutes of the May 27, 2024, meeting of the Student Services Committee.

**MOTION R-24-096**

Moved/Seconded by Bellina/Heckendorf:

THAT the report of the Student Services Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.4 Finance Operations Personnel Committee**

Co-chair Trustee Johns reviewed the minutes of the May 27, 2024, meeting of the Finance Operations Personnel Committee.

**MOTION R-24-097**

Moved/Seconded by Johns/Turner:

THAT a letter be written by the Board of Education to the City of Cranbrook outlining the concerns surrounding the Knights Hall property on King Street.

**CARRIED UNANIMOUSLY**

**MOTION R-24-098**

Moved/Seconded by Johns/Bischler:

THAT the report of the Finance Operations Personnel Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.5 BCSTA /Provincial Council**

No updates at this time.

**MOTION R-24-099**

Moved/Seconded by Bellina/Clarke:

THAT the report of the BCSTA Provincial Council be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.6 Communications Media Committee**

Trustee Ayling reviewed the report included in the agenda package.

**MOTION R-24-100**

Moved/Seconded by Ayling/Turner:

THAT the report of the Communications Media Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.7 Mount Baker Secondary School Replacement Committee**

No report at this time.

**MOTION R-24-101**

Moved/Seconded by Johns/Bischler:

THAT the report of the Mount Baker Secondary School Replacement Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.8 Key City Theatre**

Trustee Ayling reviewed the report included in the agenda package.

**MOTION R-24-102**

Moved/Seconded by Ayling/Bellina:

THAT the report of the Key City Theatre Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.9 Legacy of Learning**

Trustee Johns reviewed the Legacy of Learning report that was available as a hard copy at the meeting.

**MOTION R-24-103**

Moved/Seconded by Johns/Bischler:

THAT the Board accept the Legacy of Learning report.

**CARRIED UNANIMOUSLY**

**3.10 French Immersion Update**

Trustee Heckendorf reported that there was no information to update from the French Immersion Committee.

**MOTION R-24-104**

Moved/Seconded by Heckendorf/Bischler:

THAT the report of the French Immersion Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.11 Traffic Safety Committee**

Trustee Johns reviewed the Traffic Safety Committee report included in the agenda package. He shared the recent news of the grant that was awarded to the District from Vision Zero BC.

Trustee Johns recognized the work of Elizabeth Wright on the grant application.

**MOTION R-24-105**

Moved/Seconded by Johns/Turner:

THAT the report of the Traffic Safety Committee be accepted as presented.

**CARRIED UNANIMOUSLY**

**3.12 Trustee Reports/Bouquets**

Trustee Bellina recognized the members of District Management that attended the recent Sparwood Community Engagement Night.

Trustee Ayling recognized the work of Operations Manager Tank at the BCPSEA Bargaining in Vancouver.

Chairperson McPhee recognized the Board of Education and members of District Management, staff and students of the District.

Trustee Turner recognized Shelley Balfour's retirement from the Cranbrook District Teachers Association.

**4. SECRETARY TREASURER'S REPORT TO THE BOARD**

**4.1 Updates**

**4.1.1 Feeding Futures Advisory Committee**

Secretary Treasurer Taylor recognized the work of the Feeding Futures Advisory Committee. He congratulated the District and third party provider, Community Connections Society of Southeast BC, for moving forward with the pilot project at Parkland Middle School. He also recognized the work of the Salvation Army, school staff and community groups working towards the goal of providing food to children attending schools in the District.

#### **4.1.2 Grasmere Community Consultation Process**

A community consultation meeting will be held in the Fall of 2024 as requested by Trustee Clarke.

#### **4.2 Playground Funding**

Secretary Treasurer Taylor provided a playground funding report. The District will continue to advocate for playground funding.

#### **4.3 Recommendations**

##### **MOTION R-24-106**

Moved/Seconded by Bischler/Heckendorf:

THAT the Secretary Treasurer's report be accepted as presented.

**CARRIED UNANIMOUSLY**

### **5. SUPERINTENDENT'S REPORT TO THE BOARD**

The Framework for Enhancing Student Learning report can be found on the School District's website at [www.sd5.bc.ca](http://www.sd5.bc.ca).

#### **5.1 Updates**

##### **5.1.1 Child Care**

###### **5.1.1.1 New Spaces Funding**

District Principal Phillips reviewed the PowerPoint presentation included in the agenda package. She discussed new partnerships and funding for before and after school care in schools across the communities of the District.

District Principal Phillips also provided an update on the existing child care programs at Amy Woodland Elementary and Fernie Learning Centre.

Trustee Turner recognized the dedicated work of District Principal Phillips and Director Casault.

Announcements will be forthcoming as projects are completed.

**5.1.2 Framework for Enhancing Student Learning (FESL)**

Superintendent Johnson provided a brief update on the Framework for Enhancing Student Learning. She also acknowledged the success of the community engagement nights throughout the months of May and June.

**5.1.3 Strategic Planning**

Superintendent Johnson provided an update on the ongoing strategic planning process.

**5.1.4 Community Engagement Nights**

Superintendent Johnson recognized the schools in the communities of Fernie, Jaffray, Elkford, Cranbrook and Sparwood for hosting the community engagement nights.

**5.1.5 Crisis Prevention Institute - Reframing Behaviour**

Superintendent Johnson provided an update on Crisis Prevention Institute (CPI). The CPI Reframing Behaviour program will replace Mandt training in the District starting in August 2024.

**5.2 Recommendations**

**MOTION R-24-107**

Moved/Seconded by Heckendorf/Bellina:

THAT the Superintendent's Report be accepted as presented.

**CARRIED UNANIMOUSLY**

**6. CHAIRPERSON'S REPORT**

**6.1 Updates**

Chairperson McPhee recognized the following employees on their retirement from the District:

- Karen Bidder
- Kari Duffy
- Debra Dupley
- Maureen Eastman
- Marie Hansen



- Ronalie James
- Judi Poole
- Susan Potter
- Lesley Runzer
- Mardelle Sauerborn
- Adrienne Schaloske
- Patrice Streeter
- Susan Teslak
- Monica Vording

## **6.2 Recommendations**

### **MOTION R-24-108**

Moved/Seconded by Bischler/Johns:

THAT the Chairperson's report be accepted as presented.

**CARRIED UNANIMOUSLY**

## **7. NEW BUSINESS**

### **7.1 Business Arising from Delegations**

Nil

### **7.2 Annual Budget Bylaw (Second and Third Readings)**

#### **MOTION R-24-109**

Moved/Seconded by Johns/Ayling:

THAT the 2024/2025 Annual Budget Bylaw be read for the second time on June 11, 2024.

**CARRIED UNANIMOUSLY**

#### **MOTION R-24-110**

Moved/Seconded by Heckendorf/Bischler:

THAT the 2024/2025 Annual Budget Bylaw be read for the third time, passed and adopted on June 11, 2024.

**CARRIED UNANIMOUSLY**

### **7.3 Dual Credit Trades Funding Models**

Director Tichauer discussed the new funding model that is currently in draft. There are no further updates at this time. This will be an ongoing agenda item.

**8. ITEMS FOR INFORMATION/CORRESPONDENCE**

**8.1 Sparwood Official Community Plan (OCP) Amendment**

Secretary Treasurer Taylor and Trustee Bellina discussed the OCP amendment included in the agenda package.

**8.2 Climate Change Accountability Report (CCAR)**

Secretary Treasurer Taylor reviewed the CCAR that was filed at the end of May 2024.

**8.3 Response from Columbia Basin Trust**

Trustee Johns reviewed the response from Columbia Basin Trust. Trustee Johns has discussed funding models with various impacted environmental education programs. He further discussed alternative ways to keep environmental education in schools across the District.

**8.4 June 13 Ktunaxa Flag Raising (MBSS) 11:00 a.m.**

**8.5 June 13 Literacy Sharing Fair**

**8.6 June 13 Retirement Dinner**

**8.7 June 27 Elkford Graduation Commencement**

**8.8 June 27 Mount Baker Secondary Graduation Commencement**

**8.9 June 28 Fernie Graduation Commencement**

**9. QUESTION PERIOD**

Nil

**10. CLOSING ROUND**

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

**11. ADJOURNMENT**

**MOTION R-24-111**

Moved/Seconded by Bischler/Johns:

THAT the June 11, 2024, regular public meeting of the Board of Education adjourn at 4:45 p.m.

*What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?*

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Doug McPhee, Chairperson

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Nick Taylor, Secretary Treasurer