



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

**October 8, 2024, 3:00 p.m.
Cranbrook Board Office**

Present: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely) out at 3:57 p.m.
Trustee Irene Bischler
Trustee Alysha Clarke (remotely)
Trustee Nicole Heckendorf (remotely)
Trustee Chris Johns

Trustee Wendy Turner (remotely)

Regrets: Trustee Sarah Madsen

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 Operations Joe Tank (remotely)
District Principal Early Learning and Child Care Laura-Lee Phillips (remotely)
District Vice Principal Human Resources and Health & Safety Jaslene Atwal (remotely)
District Principal of Learning Services Kaley Wasylowich
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson McPhee called the October 8, 2024, regular public meeting of the Board of Education to order at 3:06 p.m.

1.2 Greeting

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

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee extended condolences to the family of District employee Pierina Bronca.

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

MOTION R-24-131

Moved/Seconded by Johns/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of October 8, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.6 Approval of the Minutes

MOTION R-24-132

Moved/Seconded by Heckendorf/Bellina:

THAT the minutes of the regular public meeting of the Board of Education of September 10, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.7 Receipt of Records of Closed Meetings

MOTION R-24-133

Moved/Seconded by Bischler/Turner:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of September 8, 2024, September 23 and September 23 (Special).

CARRIED UNANIMOUSLY

1.8 Business Arising from Previous Minutes

1.8.1 Grasmere Community Consultation Process

Secretary Treasurer Taylor provided information on the Grasmere Community Consultation on October 23, 2024.

1.8.2 Dual Credit Trades Funding Models

Director Tichauer will provide an update and a draft administrative procedure at the in the Policy section of the November 25, 2024, committee meeting.

1.8.3 Amy Woodland Elementary School Update

Secretary Treasurer Taylor will continue to update the Board of Education and the public on the Amy Woodland Elementary School fire, the insurance claim and the next steps as information becomes available.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy Education Committee

Co-Chair Trustee Ayling reviewed the minutes of the September 23, 2024, meeting of the Advocacy Education Committee.

MOTION R-24-134

Moved/Seconded by Ayling/Heckendorf:

THAT the letter template from School District No. 58 be forwarded with local amendments to the District Parent Advisory Council and Parent Advisory Councils.

CARRIED UNANIMOUSLY

MOTION R-24-135

Moved/Seconded by Ayling/Johns:

THAT a letter be written from the Board of Education to thank the BCSTA for their work through the recent advocacy letters.

CARRIED UNANIMOUSLY

MOTION R-24-136

Moved/Seconded by Ayling/Clarke:

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

CARRIED UNANIMOUSLY

3.2 Policy Committee

Co-Chair Trustee Heckendorf reviewed the minutes of the September 23, 2024, meeting of the Policy Committee.

MOTION R-24-137

Moved/Seconded by Heckendorf/Bellina:

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 September 23, 2024, meeting of the Student Services Committee.

MOTION R-24-138

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 September 23, 2024, meeting of the Finance Operations Personnel Committee.

MOTION R-24-139

Moved/Seconded by Johns/Turner:

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

CARRIED UNANIMOUSLY

3.5 BCSTA /Provincial Council

MOTION R-24-140

Moved/Seconded by Bellina/Heckendorf:

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

CARRIED UNANIMOUSLY

3.6 Communications Media Committee

Trustee Ayling reviewed two new advocacy letter templates with the Board. These templates were provided by the BCSTA as part of the strategic advocacy plan for the 2024 election.

MOTION R-24-141

Moved/Seconded by Ayling/Bischler:

THAT the letter advocacy templates be sent on behalf of the Board of Education.

CARRIED UNANIMOUSLY

MOTION R-24-142

Moved/Seconded by Ayling/Bischler:

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-24-143

Moved/Seconded by Johns/Ayling:

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

CARRIED UNANIMOUSLY

3.8 Key City Theatre

MOTION R-24-144

Moved/Seconded by Ayling/Johns:

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 included in the agenda package.

MOTION R-24-145

Moved/Seconded by Johns/Clarke:

THAT the Board accept the Legacy of Learning report.

CARRIED UNANIMOUSLY

3.10 French Immersion Update

Trustee Heckendorf provided a verbal update.

MOTION R-24-146

Moved/Seconded by Heckendorf/Turner:

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

CARRIED UNANIMOUSLY

3.11 Traffic Safety Committee

Trustee Johns provided a brief update on the installation of the speed reader board for Pinewood Elementary School.

The Traffic Safety Committee will meet in the near future to determine the ongoing traffic safety needs in Cranbrook.

MOTION R-24-147

Moved/Seconded by Johns/Bischler:

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

CARRIED UNANIMOUSLY

3.12 Trustee Reports/Bouquets

Trustees reported on their activities for the month.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Fernie Elementary School

Secretary Treasurer Taylor provided an update on the Fernie Elementary School project including the New Spaces Funding application.

4.1.2 Feeding Futures, Capital Funding and Food Infrastructure

Community Connections Society of Southeast BC will begin a hot lunch program one day each week at Steeples Elementary School and Pinewood Elementary School. The Society will also continue to serve one hot lunch each week at Parkland Middle School.

School Food Coordinator Girimonte will make a presentation during the public committee meeting on October 28, 2024.

4.1.3 Seasonal Donations for Community Groups

Secretary Treasurer Taylor reviewed the seasonal donation attachment included in the agenda package.

MOTION R-24-148

Moved/Seconded by Johns/Turner:

THAT the proposed community donation allocation, Option 3, for 2024 be accepted as presented.

CARRIED UNANIMOUSLY

4.1.4 School District Website

Secretary Treasurer Taylor provided a brief update on the new District website. The new website project was completed on schedule by SchoolBundle Unified Communications Platform. The website will go live on November 1, 2024.

4.2 Recommendations

MOTION R-24-149

Moved/Seconded by Bischler/Clarke:

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.

5.1 Updates

5.1.1 Child Care

District Principal Phillips gave a brief synopsis of the results from the 2023 Child Care survey. She also provided an update on child care across the District. The survey results will be emailed to trustees at the conclusion of the meeting.

5.1.2 Elementary Alternate Program

The Elementary Alternate Program will be reviewed during the 2025/26 budget working sessions. This item will be removed from the Board of Education agendas until after the budget working sessions in 2025.

5.1.3 Framework for Enhancing Student Learning

Superintendent Johnson reported that The Framework for Enhancing Student Learning was submitted to the Ministry and posted online.

5.2 Recommendations

MOTION R-24-150

Moved/Seconded by Heckendorf/Johns:

THAT the Superintendent's Report be accepted as presented.

CARRIED UNANIMOUSLY

6. CHAIRPERSON'S REPORT

6.1 Updates

6.1.1 Remembrance Day Services

Chairperson McPhee reminded Trustees to attend the Remembrance Day ceremonies at local schools. He also discussed the importance of attending the Remembrance Day ceremonies at local cenotaphs.

6.1.2 Kootenay Boundary Branch Annual General Meeting

Chairperson McPhee provided an update from the Kootenay Boundary Branch Annual General Meeting held in Nakusp from September 20-21, 2024.

6.2 Recommendations

MOTION R-24-151

Moved/Seconded by McPhee/Ayling:

THAT the Chairperson's report be accepted as presented.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

Nil

8. ITEMS FOR INFORMATION/CORRESPONDENCE

- 8.1 Grand Opening of Frank J Mitchell Playground - October 8**
- 8.2 Strengthening Early Years to Kindergarten Transition - October 10**
- 8.3 Grasmere School Site Community Consultation - October 23**
- 8.4 KBB BCSSA Fall Chapter - October 23-24**
- 8.5 BCSTA Provincial Council - October 25-26**
- 8.6 Immunization Clinic at Cranbrook Board Office - October 29**
- 8.7 Trustee Academy - November 21-23**

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-24-152

Moved/Seconded by Bischler/Clarke:

THAT the October 8, 2024 regular public meeting of the Board of Education adjourn at 4:01 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?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer