



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

**November 25, 2024, 12:30 p.m.  
Cranbrook Board Office**

Committee Members in Attendance: Trustee Trina Ayling (remotely)  
Trustee Bev Bellina (remotely, in at 12:40 p.m.)  
Trustee Irene Bischler  
Trustee Alysha Clarke (remotely)  
Trustee Nicole Heckendorf (remotely)  
Trustee Chris Johns  
Trustee Wendy Turner (in at 12:37 p.m.)

Regrets: Trustee Sarah Madsen

Board/District Staff in Attendance: Chairperson Doug McPhee  
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 (remotely)  
Director of Operations Joe Tank  
District Principal Early Learning and Child Care Laura-Lee Phillips (remotely, in at 1:00 p.m.)  
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**

Board Chairperson McPhee called the public All Committees meeting of November 25 2024, to order at 12:32 p.m.

**1.2 Acknowledgement of Ktunaxa Territory**

Board Chairperson McPhee acknowledged that we have gathered on the Homelands of the Ktunaxa People.

### **1.3 Approval of the Agenda**

Moved/Seconded by Johns/Bischer:

THAT the All Committees public agenda of November 25, 2024, be approved as circulated.

### **1.4 Approval of the Minutes**

Moved/Seconded by Johns/Bellina:

THAT the minutes of the public All Committees meeting of October 28, 2024, be approved as circulated.

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

### **2.1 Vision Zero Grant Application**

The Vision Zero Grant application was submitted prior to the November 19, 2024, deadline as reported at the regular meeting of the Board of Education on November 12, 2024.

### **2.2 Cranbrook Pickleball Club**

Secretary Treasurer Taylor has contacted Mount Baker Secondary and the school is in full support of the Cranbrook Pickleball Club building a structure over the tennis and pickleball courts.

Director Tank is reviewing the feasibility of the structure and will report these findings to the Cranbrook Pickleball Club.

### **2.3 Amy Woodland Update**

Secretary Treasurer Taylor will present the revised boundary and catchments for kindergarten students in September 2025 on Thursday, November 28.

## **3. PRESENTATIONS**

### **3.1 Kindergarten Teachers**

Jennifer Johns and Kim Nielson presented on the challenges faced by kindergarten teachers due to the lack of education assistant support in kindergarten classes across the District.

### **3.2 Carmen Jensen - Amy Woodland Elementary**

Carmen Jensen advocated for the re-opening of Amy Woodland Elementary School in a timely manner. She requested information on the proposed solutions and timelines.

## **4. REPORTS**

### **4.1 Secretary Treasurer**

#### **4.1.1 Mountainview Sparwood**

Secretary Treasurer Taylor provided an update on the Mountainview Child Care Hub feasibility study. The work is ongoing. A more formal update will be provided at the December 10, 2024 meeting of the Board of Education.

### **4.2 Superintendent**

#### **4.2.1 Child Care**

District Principal Phillips provided an update on child care across the District. She reported on:

- New Spaces Fund applications
- Funding escalation requests with the Ministry
- Recent draft public announcement on child care spaces in the District

#### **4.2.2 Framework for Enhancing Student Learning**

Superintendent Johnson reported on the community consultation night on November 7, 2024.

She reminded the Board to review the draft Strategic Plan that is currently posted and available for public consultation.

## **5. REPORTS FROM COMMITTEES**

### **5.1 Advocacy Education**

#### **5.1.1 DSAC Report**

Trustee Bellina reported on the November 19, 2024, meeting. Director Tichauer provided a detailed summary of the meeting.

#### **5.1.2 DPAC Report**

Trustee Turner reported on the new members elected to the District Parent Advisory Council. Items she discussed included:

- Playground accessibility
- Fundraising
- Mass Choir

#### **5.1.3 Mount Baker Secondary Basketball Trip to San Diego**

This item is for information only.

**5.2 Student Services**

**5.2.1 Accessibility Committee Update**

District Principal Wasylowich will meet with the Accessibility Committee on December 17, 2024, to review the reporting tool.

**5.2.2 Update on Speech Language Pathologist and Speech Language Assistant Postings**

The Speech Language Pathologist posting has been placed on hold at this time. District Principal Wasylowich also provided a brief update on the Teacher of Deaf and Hard of Hearing. The teacher has applied for the master's program at UBC and has been awarded a \$13,000 grant evaluated by the Ministry of Education and Child Care.

**5.2.3 Learning Services Teachers Meeting**

District Principal Wasylowich provided an update from the Learning Services Teacher meeting held in Jaffray on November 14, 2024.

**5.3 Policy**

Nil

**5.4 Finance Operations Personnel**

Nil

**6. NEW BUSINESS**

Nil

**7. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**8. CORRESPONDENCE**

**8.1 District Occupational Health and Safety Committee Minutes**

Director Reimer provided a report.

**8.2 Finance and Capital Analysis Report**

Secretary Treasurer Taylor reviewed the reports attached to the agenda package. He provided information on the cost escalation reports submitted on the capital projects.

**8.3 Trustee Professional Development**

Secretary Treasurer Taylor reviewed the Trustee Professional Development report attached to the agenda package.

**8.4 Staff Travel Summary**

**8.5 Letter to Rachna Singh from BCSTA**

Received and filed

**8.6 Letter to Carolyn Broady from BCPSEA**

Received and filed

**9. QUESTION PERIOD**

Trustee Bischler requested information on credits received back from electric buses. Director Tank and Secretary Treasurer Taylor provided information on carbon offset credits.

**10. ADJOURNMENT**

Moved/Seconded by Bischler/Johns:

THAT the November 25, 2024, public All Committees meeting adjourn at 1:29 p.m.

The meeting was reconvened at 3:28 p.m. for the presentation under the following agenda item:

**3.1 Kindergarten Teachers**

Moved/Seconded by Johns/Bischler:

THAT the November 25, 2024, public All Committees meeting adjourn at 3:45 p.m.

*What services and resources did we provide to which students at what cost and resulting in what benefits?*