



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

January 27, 2025, 12:00 p.m.

Cranbrook Board Office

Committee Members in Attendance: Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Irene Bischler
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner (remotely)

Board/District Staff in Attendance: Chairperson Doug McPhee
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor (out at 1:15 pm)
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Innovation Diane Casault
Director of Student Learning and Innovation Michael Kelly (incumbent)
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Operations Joe Tank
District Principal Early Learning and Child Care Laura-Lee Phillips
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

Co-Chair Trustee Clarke called the public All Committees meeting of January 27, 2025, to order at 12:15 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 Heckendorf/Bischler:

THAT the All Committees public agenda of January 27, 2025, be approved as circulated.

1.4 Approval of the Minutes

Moved/Seconded by Ayling/Heckendorf:

THAT the minutes of the public All Committees meeting of November 25, 2024, be approved as circulated/amended.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Cranbrook Pickleball Club

Secretary Treasurer Taylor provided a brief update from the Cranbrook Pickleball Club and requested a recommendation be forwarded to the February 11, 2025, public meeting of the Board of Education.

RECOMMENDATION A

Moved/Seconded by Johns/Bischler:

THAT a letter of support for the Cranbrook Pickleball Club be written by the Board of Education approving, in principle, the Cranbrook Pickleball Club's Winter Facility project.

2.2 Amy Woodland Update

The new catchments and boundaries have been updated in the Baragar School Locator system and will be effective for the 2025 kindergarten student registrations.

Superintendent Johnson provided an update on the status of staffing letters for the upcoming year being sent to the former Amy Woodland teaching staff.

3. PRESENTATIONS

3.1 South Country Social Planning Committee & South Country Creatives

Presentation from Krista Damstrom and Judy Winters from South Country Social Planning Committee and South Country Creatives. The South Country groups were proposing a detachable art display at Jaffray Elementary Junior Secondary School.

3.2 Childhood Experiences Questionnaire

Presentation by District Principal Laura-Lee Phillips on the 2024 School Report.

4. REPORTS

4.1 Secretary Treasurer

4.2 Superintendent

4.2.1 Child Care

District Principal Phillips provided an update on Child Care projects across the District.

4.2.2 Framework for Enhancing Student Learning

Superintendent Johnson provided a synopsis of the comments received on the 2024 Framework for Enhancing Student Learning.

4.2.3 Correspondence from Ombudsperson Jay Chalke

Superintendent Johnson reviewed the notice of investigation – exclusion of students from schools, received from the Ombudsperson of British Columbia included in the agenda package.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

The next meeting of the District Student Advisory Council will be February 19, 2025, in Cranbrook.

5.1.2 DPAC Report

Trustee Turner provided an update from District Parent Advisory Committee. She reported on difficulties experienced by the school community at Rocky Mountain Elementary. She also provided updates and concerns from other Parent Advisory Committees across the District.

5.1.3 Board Authority/Authorized Course

Director Casault reviewed the Warriors 10-12 Board Authority Authorized Course included in the agenda package.

RECOMMENDATION B

Moved/Seconded by Johns/Bischler

THAT the Warriors 10-12 Board Authorized Course be approved by the Board of Education.

5.1.4 BCSTA Advocacy Letters

Received and filed

5.2 Student Services

5.2.1 Ombudsperson Investigation - Follow Up Information

As reported by Superintendent Johnson above.

5.2.2 Special Education Funding - 1701 February

District Principal Wasylowich provided an update on the projected numbers for Special Education Funding for the February 1701 count. Currently there is no change to Level 1 funding; Level 2 funding is up by approximately 17 students and level 3 students have decreased by 15 students.

5.2.3 File Review Report

District Principal Wasylowich is performing an internal audit of Categories D and H files. She will visit every school to meet with Principals and Learning Services Teams to review findings and ensure there is a good understanding of the budget requirements for 2025/2026.

5.2.4 Needs Assessment for Baseline Funding of Education Assistants

District Principal Wasylowich is reviewing the Needs Assessment for Baseline Funding for upcoming budget meetings. This is a process to ensure that Learning Services Teachers demonstrate their school's needs through a standard assessment.

5.2.5 BC Accessibility Plan – DRAFT

The draft BC Accessibility Plan was included in the agenda package.

RECOMMENDATION C

Moved/Seconded by Johns/Bischler:

THAT the draft BC Accessibility Plan be approved and subsequently posted on the District website.

5.3 Policy

5.3.1 Policy 8 Review and Discussion

The Board will continue to review the draft Policy 8 - Board All Standing Committees.

5.4 Finance Operations Personnel

Nil

6. NEW BUSINESS

6.1 Sparwood Secondary School Field Trip Application

RECOMMENDATION D

Moved/Seconded by Heckendorf/Bellina:

THAT the spring of 2025 Sparwood Secondary rafting trip be approved with the understanding that the river will be run two days prior to the students taking the trip. Furthermore, this trip is only approved if there is guaranteed and adequate, emergency services available and the most experienced river rafting guides are used.

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

8.2 Finance and Capital Analysis Report

8.3 Trustee Professional Development

8.4 Staff Travel Summary

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Ayling/Bischler:

THAT the January 27, 2025, public All Committees meeting adjourn at 1:42 p.m.

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