



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

**March 11, 2025, 3:00 p.m.  
Kootenay Learning Campus - Fernie**

Present: Chairperson Doug McPhee  
Trustee Trina Ayling  
Trustee Bev Bellina (remotely)  
Trustee Irene Bischler  
Trustee Alysha Clarke  
Trustee Nicole Heckendorf  
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 Instruction Curriculum and Assessment Michael Kelly  
Director of Operations Joe Tank  
District Principal Early Learning and Child Care Laura-Lee Phillips  
District Principal of Learning Services Kaley Wasylowich (remotely)  
District Vice Principal Human Resources and Health & Safety Jaslene Atwal (remotely)  
Executive Assistant to Secretary Treasurer and Superintendent (recorder)  
Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chairperson McPhee called the March 11, 2025, regular public meeting of the Board of Education to order at 3:20 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 acknowledged the service of District Vice Principal, Jaslene Atwal. He also recognized International Women’s Day on March 8, 2025.

**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**

**7.2 Recognition of employees**

**MOTION R-25-037**

Moved/Seconded by Heckendorf/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of March 11, 2025, be approved as amended.

**CARRIED**

**1.6 Approval of the Minutes**

Minutes of the Public meeting of the Board of Education of February 11, 2025

**MOTION R-25-038**

Moved/Seconded by Heckendorf/Bischler:

THAT the minutes of the regular public meeting of the Board of Education of February 11, 2025, be approved as circulated.

**CARRIED**

**1.7 Receipt of Records of Closed Meetings**

**MOTION R-25-039**

Moved/Seconded by Johns/Bellina:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of February 11 and February 24, 2025.

**CARRIED**

**1.8 Business Arising from Previous Minutes**

**1.8.1 Amy Woodland Elementary Update**

Director Tank reported that the abatement has been completed at Amy Woodland Elementary.

**2. RECEIVING OF DELEGATIONS/PRESENTATIONS**

**2.1 CFTA Budget Presentation**

Cranbrook and Fernie Teachers Association Co-Chairs Adrienne Demers and Larry Dureski presented on behalf of the Cranbrook Fernie Teachers Association.

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

**3.1 All Committees Meeting**

Co-Chair Trustee Heckendorf reviewed the draft minutes of the February 24, 2025, All Committees meeting.

**MOTION R-25-040**

Moved/Seconded by Heckendorf/Bischler:

THAT the Nature Based Wellness Board Authorized Course be approved by the Board of Education.

**CARRIED**

**MOTION R-25-041**

Moved/Seconded by Heckendorf/Ayling:

THAT the 2025-2026 Regular Public, Regular In-Camera and All Committees schedule be accepted.

**CARRIED**

**MOTION R-25-042**

Moved/Seconded by Heckendorf/Bischler:

THAT the report of the All Committees Meeting be accepted as presented.

**CARRIED**

**3.2 BCSTA/Provincial Council**

Trustee Bellina provided a report from the Provincial Council.

**MOTION R-25-043**

Moved/Seconded by Bellina/Heckendorf:

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

**CARRIED**

**3.3 Communications Media Committee**

No report at this time

**MOTION R-25-044**

Moved/Seconded by Ayling/Johns:

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

**CARRIED**

**3.4 Mount Baker Secondary School Replacement Committee**

No report at this time. Minister Beare will meet virtually with the Board of Education following the All Committees meeting on April 29, 2025.

**MOTION R-25-045**

Moved/Seconded by Johns/Ayling:

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

**CARRIED**

**3.5 Key City Theatre**

Trustee Ayling reviewed the report included in the agenda package.

**MOTION R-25-046**

Moved/Seconded by Ayling/Bischler:

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

**CARRIED**

**3.6 Legacy of Learning**

Trustee Johns reviewed the report included in the agenda package.

**MOTION R-25-047**

Moved/Seconded by Johns/Bellina:

THAT the Board accept the Legacy of Learning report.

**CARRIED**

**3.7 French Immersion Update**

Trustee Heckendorf reviewed the minutes of the French Advisory Committee included in the agenda package.

**MOTION R-25-048**

Moved/Seconded by Heckendorf/Clarke:

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

**CARRIED**

**3.8 Traffic Safety Committee**

Trustee Johns provided a brief verbal report.

**MOTION R-25-049**

Moved/Seconded by Johns/Heckendorf:

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

**CARRIED**

**3.9 Trustee Reports**

Trustee reports were included in the agenda package.

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

**4.1 Updates**

**4.1.1 Fernie Elementary School**

The design of Fernie Elementary School has been tentatively approved; however, the child care design is still being reviewed by the Ministry of Education and Child Care. The site environmental work by WSP is ongoing.

**4.2 Recommendations**

**MOTION R-25-050**

Moved/Seconded by Johns/Heckendorf:

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

**CARRIED**

## 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

District Principal Phillips provided an update on Steeples Elementary Child Care. She also discussed the possibility of a proposed child care partnership with the Métis Nation.

#### 5.1.2 Framework for Enhancing Student Learning

Superintendent Johnson discussed the literacy funds released to districts in the province. The focus continues to be early and primary year interventions. The numeracy funds also will be targeting elementary school level children.

She also acknowledged the work of Director Kelly and his ongoing work with itinerant teachers.

Superintendent Johnson will follow up on the proposed Community of Practice coaching plan provided by the Ministry of Education and Child Care. She will provide more information as it is available and is looking forward to working with the pilot project on the continuous improvement plan and the outcomes of the priority populations.

#### 5.1.3 Proposed Dates for Community Engagement Nights - Spring 2025

The dates for the community engagement nights across the District have been set for spring 2025. The event listing was included in the agenda package.

### 5.2 Recommendations

#### **MOTION R-25-051**

Moved/Seconded by Johns/Ayling:

THAT the Superintendent's Report be accepted as presented.

**CARRIED**

## 6. CHAIRPERSON'S REPORT

### 6.1 Updates

#### 6.1.1 Meeting with the City of Cranbrook

The meeting with the City of Cranbrook is April 16, 2025, in Council Chambers. Please provide agenda items to Executive Assistant Nixon.

### **6.1.2 Board of Education Self-Evaluation**

Chairperson McPhee discussed the upcoming Board of Education self-evaluation. The date of the evaluation has not yet been determined.

### **6.1.3 Meeting with Minister Lisa Beare**

There will be a meeting with Minister Beare on April 29, from 5:00 p.m. to 6:00 p.m. This meeting will follow the All Committees meeting.

If you have educational concerns specific to your community, please email to Executive Assistant Nixon.

## **6.2 Recommendations**

### **MOTION R-25-052**

Moved/Seconded by Bischler/Clarke:

THAT the Chairperson's report be accepted as presented.

**CARRIED**

## **7. NEW BUSINESS**

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

Nil

### **7.2 Recognition of Employees**

Trustee Johns discussed the importance of public relations in the communities across the District. Events such as Project Heavy Duty, specialized programs, Science (STEM) Fair and the Heritage Fair should all be publicized across multiple mediums.

Discussions included:

- Budgetary constraints
- Development of a communication plan
- Chairperson's Report to include information from Learning Together
- Distribution of Learning Together

Trustee Ayling also proposed that schools be involved in providing ideas for public relations.

## **8. ITEMS FOR INFORMATION/CORRESPONDENCE**

### **8.1 March 17-28 Spring Break**

### **8.2 April 4 Yellow Friday**

### **8.3 April 11 Budget Meeting**

- 8.4 **April 18 Good Friday**
- 8.5 **April 21 Easter Monday**
- 8.6 **April 22 Budget Meeting**
- 8.7 **April 22 Grasmere Community Consultation Night**
- 8.8 **April 24-26 BCSTA AGM (Vancouver)**
- 8.9 **April 28 RSA Day (Professional Development)**
- 8.10 **April 29 Committee Day & Meeting with Minister Lisa Beare**

**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.

Trustee Heckendorf requested that the Board of Education review the location of board meetings for 2025/2026. She noted that board meetings should be held in Cranbrook rather than in other communities to reduce overall costs and minimize travel. Trustee Bischler agreed with Trustee Heckendorf on the costs of travel for district management to attend meetings in the Elk Valley.

Superintendent Johnson reminded the meeting attendees that marginalized students need to be in the forefront of the District.

**11. ADJOURNMENT**

**MOTION R-25-053**

Moved/Seconded by Lastname/Lastname:

THAT the March 11, 2025, regular public meeting of the Board of Education adjourn at 5:10 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