



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

**May 26, 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 Chris Johns
Chairperson Doug McPhee
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner

Regrets: Trustee Nicole Heckendorf

Board/District Staff in Attendance: 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
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Turner called the public All Committees meeting of May 26, 2025, to order at 12:00 p.m.

1.2 Acknowledgement of Ktunaxa Territory

Co-Chair Trustee Turner acknowledged that we have gathered on the Homelands of the Ktunaxa People.

1.3 Approval of the Agenda

Moved/Seconded by Bischler/Johns:

THAT the All Committees public agenda of May 26, 2025, be approved as circulated.

1.4 Approval of the Minutes

Approval of the minutes from April 29, 2025

Moved/Seconded by Johns/Ayling:

THAT the minutes of the public All Committees meeting of April 29, 2025, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor provided an update on the next steps including the Project Definition Report (PDR). The Amy Woodland Elementary PDR will take approximately six to twelve months to complete before submission to the Ministry.

There will be a public press release issued by the end of June 2025.

3. PRESENTATIONS

3.1 Presentation from Exploitation Prevention Coordinator

Erin Stevenson presented on the role of Exploitation Prevention Coordinator.

3.2 Presentation from Teachers of Transformative Learning

Teachers of Transformative Learning, Kim Froehler and Ryan McKenzie, presented on the new and innovative ways of learning in the District.

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Fernie Elementary School

The Fernie Elementary School design project is currently on budget. The environmental remediation is approximately six weeks behind; however, this should not affect the opening of the new school in Fall 2027.

4.2 Superintendent

4.2.1 Child Care

District Principal Phillips provided an update on child care initiatives across the District. Co-Chair Turner recognized the important work that District Principal Phillips has done in the role. District Principal Phillips will provide a presentation to the Committee in the Fall of 2025.

4.2.2 Framework for Enhancing Student Learning

Superintendent Johnson provided an update on the community engagement evenings across the District. She also discussed feedback received on the community learning survey.

Superintendent Johnson provided information on the literacy grant received by the District. Director Kelly will be releasing a survey for feedback and collaboration on how these funds will be used to improve learning for students in the District.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

No update at this time.

There was a brief discussion on improving student engagement and student representation at Board meetings.

5.1.2 DPAC Report

Superintendent Johnson provided an update on the District Parent Advisory Council meeting on May 15. There will be a year-end barbeque at Laurie Middle School for families of Amy Woodland Elementary.

5.1.3 Board Authority/Authorized (BAA) Course - Essentials for Online Learning

Superintendent Johnson will review the information in the BAA package from Utah State University prior to Board approval. She will confirm that the university is only cited for information and is not part of the course outline.

RECOMMENDATION

Moved/Seconded by Bischler/Ayling:

THAT the Board Authority/Authorized Course - Essentials for Online Learning be approved.

5.2 Student Services

Nil

5.3 Policy

5.3.1 Ongoing Review of District Policies

Co-chair Trustee Turner requested that the Board continue to review existing policies on an ongoing basis.

Board Chairperson McPhee reminded the Committee of the upcoming Board Evaluation on June 25, 2025. At this meeting, the Board will also review Board governance and policies.

5.4 Finance Operations Personnel

No report at this time

6. NEW BUSINESS

No items

7. ACTION ITEMS FOR FUTURE MEETINGS

No items

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

Director Reimer reviewed the minutes included in the agenda package. Director Tank answered questions regarding the City Reporter Inspections listed in the minutes.

There was further discussion regarding the responsibilities of snow removal around schools. The District is responsible for snow removal on and around District property.

The placement of Harassment Free signs at schools was also questioned by the Cranbrook District Teachers Association President.

8.2 Finance and Capital Analysis Report

Secretary Treasurer Taylor reviewed the Finance and Capital Analysis reports.

8.3 Trustee Professional Development

8.4 Staff Travel Summary

9. QUESTION PERIOD

Superintendent Johnson reviewed the difference between Policy (governance based) and Administrative Procedure (process based).

10. ADJOURNMENT

Moved/Seconded by Bischler/Johns:

THAT the May 26, 2025, public All Committees meeting adjourn at 1:17 p.m.

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