



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

**June 10, 2025, 3:00 p.m.
Cranbrook Board Office**

Present: Chairperson Doug McPhee
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

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 Vice Principal Human Resources and Health & Safety Erin Boehm
Executive Assistant to Secretary Treasurer and Superintendent (recorder)
Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chair McPhee called the June 10, 2025, regular public meeting of the Board of Education to order at 3:15 p.m.

1.2 Greeting

Chair 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 graduates of the Class of 2025 and the recipients of the District Authority Scholarships. He extended appreciation to Trustee

Johns for his presentation to the Select Standing Committee and recognized the efforts of the Human Resources department during this busy time of year.

Chairperson McPhee also extended condolences to the families of former staff members Grant Stuart and Sharon Trefry. Further condolences were offered to Sandy Zeznik and Jennifer Horvath.

In conclusion, Chairperson McPhee recognized Olive Richard. Olive is retiring from the District and has spent the last nine years as the Board Office receptionist.

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-25-089

Moved/Seconded by Johns/Heckendorf:

THAT the agenda for the regular public meeting of the Board of Education of June 10, 2025, be approved as circulated.

CARRIED

1.6 Approval of the Minutes

MOTION R-25-090

Moved/Seconded by Turner/Bischler:

THAT the minutes of the regular public meeting of the Board of Education of May 13, 2025, be approved as circulated.

CARRIED

1.7 Receipt of Records of Closed Meetings

MOTION R-25-091

Moved/Seconded by Johns/Bellina:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of May 13 and May 26, 2025.

CARRIED

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor provided an update on the Project Definition Report (PDR) for Amy Woodland Elementary School. A press release will be issued this week.

The PDR process is expected to take twelve to fifteen months.

There will be three options presented as follows:

- Renovation (repair and replace gymnasium);
- Build a new school (this school would be at a reduced capacity); or
- Expansion at existing school sites.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

Co-Chair Trustee Turner reviewed the All Committees minutes of April 29, 2025.

MOTION R-25-092

Moved/Seconded by Bischler/Clarke:

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

CARRIED

MOTION R-25-093

Moved/Seconded by Turner/Bellina:

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

CARRIED

3.2 BCSTA /Provincial Council

MOTION R-25-094

Moved/Seconded by Bellina/Heckendorf:

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

CARRIED

3.3 Communications Media Committee

No communications have been sent.

MOTION R-25-095

Moved/Seconded by Ayling/Clarke:

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

CARRIED

3.4 Mount Baker Secondary School Replacement Committee

Trustee Johns will discuss the importance of Mount Baker Secondary School replacement at the Select Standing Committee on June 10, 2025.

MOTION R-25-096

Moved/Seconded by Johns/Turner:

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 Key City Theatre report included in the agenda package.

MOTION R-25-097

Moved/Seconded by Ayling/Johns:

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

CARRIED

3.6 Legacy of Learning

Trustee Johns reviewed the Legacy of Learning report included in the agenda package.

MOTION R-25-098

Moved/Seconded by Turner/Heckendorf:

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 minutes included in the agenda package.

MOTION R-25-099

Moved/Seconded by Heckendorf/Ayling:

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

CARRIED

3.8 Traffic Safety Committee

Trustee Johns and Director Tank reported that the speed reader signs have been installed outside of City limits around Pinewood Elementary. A permit must now be obtained from the Ministry of Transportation.

MOTION R-25-100

Moved/Seconded by Johns/Ayling:

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

CARRIED

3.9 Trustee Reports

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 reported on delays on the environmental certificate of compliance. The estimated opening has not changed and is anticipated for September 2027.

4.2 Recommendations

MOTION R-25-101

Moved/Seconded by Bischler/Clarke:

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.

5.1 Updates

5.1.1 Child Care

District Principal Phillips provided an update on Child Care across the District included in the agenda package. Trustee Turner recognized the work of District Principal Phillips.

5.1.2 Indigenous Education Council (IEC)

Director Tichauer provided an update on the IEC. The next meeting is Wednesday, June 11.

The IEC continues to work through the Terms of Reference.

5.1.3 Laurie Middle School Update

Superintendent Johnson acknowledged the contribution of the selection panel for the principal of Laurie Middle School. Chris Spanos has accepted the position effective August 1, 2025.

5.2 Recommendations

MOTION R-25-102

Moved/Seconded by Bischler/Clarke:

THAT the Superintendent's Report be accepted as presented.

CARRIED

6. CHAIRPERSON'S REPORT

6.1 Updates

There were no updates at this time.

6.2 Recommendations

MOTION R-25-103

Moved/Seconded by McPhee/Heckendorf:

THAT the Chairperson's report be accepted as presented.

CARRIED

7. NEW BUSINESS

7.1 Strategic Plan Report on Budget 2025/2026

Superintendent Johnson presented a report outlining the District's support for the 2025/2026 budget requests and described how support for these requests align with the goals and priorities of the Strategic Plan.

7.2 Annual Budget Bylaw for 2025/26

MOTION R-25-104

Moved/Seconded by Turner/Ayling:

A Bylaw of T the Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2025/26 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

Read a second time the **10 DAY OF JUNE, 2025.**

CARRIED

MOTION R-25-105

Moved/Seconded by Johns/Bellina:

A Bylaw of the Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") to adopt the annual budget of the Board for the fiscal year 2025/26 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

Read a third time, passed and adopted the **10 DAY OF JUNE, 2025.**

CARRIED

7.3 Grasmere School Closure Bylaw

MOTION R-25-106

Moved/Seconded by Johns/Bischler:

THAT the Board of Education consents to three readings of the School Closure Bylaw No. 05-2025 of the Board of Education of School District No. 05 (Southeast Kootenay) to close Grasmere Elementary School.

CARRIED

MOTION R-25-107

Moved/Seconded by Clarke/Bischler:

A Bylaw of the Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") to close Grasmere Elementary School located in Grasmere, BC, effective June 10, 2025.

Read a first time, the **10 DAY OF JUNE, 2025.**

CARRIED

MOTION R-25-108

Moved/Seconded by Heckendorf/Turner:

A Bylaw of the Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") to close Grasmere Elementary School located in Grasmere, BC, effective June 10, 2025.

Read a second time, the **10 DAY OF JUNE, 2025.**

CARRIED

MOTION R-25-109

Moved/Seconded by Bischler/Bellina:

A Bylaw of the Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") to close Grasmere Elementary School located in Grasmere, BC, effective June 10, 2025.

Read a third time, passed and adopted the **10 DAY OF JUNE, 2025.**

CARRIED

8. ITEMS FOR INFORMATION/CORRESPONDENCE

- 8.1 Select Standing Presentation - June 10 (6:20 p.m.)**
- 8.2 Ktunaxa Flag Raising at Mount Baker - June 12 (11:00 a.m.)**
- 8.3 Retirement Dinner - June 12**
- 8.4 Year End Barbeque Cranbrook - June 25**
- 8.5 Board Evaluation, Superintendent Evaluation - June 25**
- 8.6 Year End Barbeque Fernie - June 26**
- 8.7 Graduation Ceremonies - Elkford June 26**
- 8.8 Graduation Ceremonies Cranbrook - June 26**
- 8.9 Graduation Ceremonies Fernie - June 27**
- 8.10 Committee Meeting - August 25**

8.11 Climate Change Accountability Report

8.12 KDS Commencement at Surveyor's Lake – June 19

9. QUESTION PERIOD

Secretary Treasurer Taylor provided information on the lease agreement for Grasmere School.

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-25-110

Moved/Seconded by Bischler/Johns:

THAT the June 10, regular public meeting of the Board of Education adjourn at 4:24 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