



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

September 9, 2025, 3:00 p.m.
Cranbrook Board Office

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

1.2 Greeting

Acknowledgement that we are gathered on the Homelands of the Ktunaxa People.

1.3 Chairperson's Opening Remarks and Recognitions

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents share a reflection of gratitude.

1.5 Consideration and Approval of Agenda

1.6 Approval of the Minutes

5

Approval of the minutes from June 10, 2025

1.7 Receipt of Records of Closed Meetings

14

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

2.1 Report on Select Standing Committee

15

Trustee Johns

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

18

RECOMMENDATION A:

THAT the Board write a letter of support to the Board of Education for Peace River North.

RECOMMENDATION B:

THAT the Board propose a joint motion with the Board of Education Peace River North for the BCSTA AGM.

RECOMMENDATION C:

THAT Appendix B to Policy 3, Trustee Attendance, Participation and Professional Development be approved.

RECOMMENDATION D:

THAT the Annual Board Self-Evaluation, dated June 25, 2025, be approved.

3.2 BCSTA /Provincial Council

3.3 Communications Media Committee

37

3.4 Mount Baker Secondary School Replacement Committee

3.5 Key City Theatre

38

3.6 Legacy of Learning

39

3.7 French Immersion Update

3.8 Traffic Safety Committee

41

Traffic data collected from the Pinewood Elementary speed signs

3.9 Trustee Reports

45

4. SECRETARY TREASURER'S REPORT TO THE BOARD

Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)

4.1 Updates

4.1.1 Fernie Elementary School Update

4.1.2 Steeples Child Care

4.1.3	Pinewood Irrigation System	
4.2	Recommendations	
4.2.1	Audited Financial Statements	47
	<p>THAT the Board of Education accept and approve the Audited Financial Statements for the period ended June 30, 2025, and authorize Secretary Treasurer Taylor to submit to the Ministry as required.</p>	
5.	SUPERINTENDENT'S REPORT TO THE BOARD	
5.1	Updates	
5.1.1	Indigenous Education Council (IEC)	
5.1.2	Framework for Enhancing Student Learning	
5.1.3	Child Care	
	5.1.3.1 Fernie Elementary Child Care Update	
5.2	Recommendations	
6.	CHAIRPERSON'S REPORT	
6.1	Updates	85
6.2	Recommendations	
7.	NEW BUSINESS	
8.	ITEMS FOR INFORMATION/CORRESPONDENCE	
8.1	Thank You Letter to Rick and Marg Jensen Family Foundation	86
8.2	Office of the Ombudsperson Report	87
8.3	September 19 Professional Development Day (District Indigenous Pro-D)	
8.4	September 26-27 Kootenay Boundary Branch AGM (Invermere)	
8.5	September 29 Committee Meetings	
8.6	September 29 1701 Data Collection	

8.7 September 30 National Day for Truth and Reconciliation

9. QUESTION PERIOD

10. CLOSING ROUND

11. ADJOURNMENT

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?



**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 her 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?

DRAFT



1.7. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings:

June 10, 2025

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

August 25, 2025

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

August 25, 2025 (Special)

- Personnel
- Matters if in the opinion of the Board the public interest requires consideration in camera

Nick Taylor
Secretary Treasurer

From: [Jane Nixon](#)
To: [Trustees.Staff](#); [Nick Taylor](#); [Viveka Johnson](#)
Subject: FW: Budget 2026 Consultation Transcript of Presentation
Date: July 2, 2025 2:53:00 PM

Below, please see the transcript from Trustee Johns' presentation to the Select Standing Committee on Finance and Government Services on June 10.

If you wish to hear the audio or view the HTML:

<https://www.leg.bc.ca/parliamentary-business/committees/43rdparliament-1stsession-fgs/meetings/3341>

School District 5
Southeast Kootenay

Chris Johns: Thank you very much, and welcome to our lovely part of the world.

First of all, I want to start off with the acknowledgment. We would like to acknowledge that I am presenting today on the homelands of the Ktunaxa people and the chosen home of the Rocky Mountain Métis. The footprint of school district 5 is fully contained within the Ktunaxa Nation.

The board assumes the responsibility for governing the education system in our district in a progressive and educationally sound manner. The board is fully accountable to our public. The district covers the southeast corner of the province and includes the major centres of Cranbrook, Jaffray, Fernie, Elkford and Sparwood.

We have two recommendations. The first one deals with special education funding. We're seeking an increase in special education funding, and it's required to appropriately address the required supports and services, for example, counselling, occupational therapy, physiotherapy, school psychology and speech language therapy needed and to increase the 87 percent six-year graduation completion rate for all of our SD5 students.

All students have unique educational needs. Most students are able to be educated within the basic allocation funding. However, the level of 1, 2 and 3 funding for special education is insufficient to meet the needs of all applicable students.

In '24-25, the present school year, the district received \$13.2 million, rounded, in special education funding and expended \$18.5 million. Therefore, the board supplemented the special education funding annually by \$5.4 million out of the general operating funds. And for the last two years, it averages out to about 30 percent that we've had to supplement special education funding.

In September 2024, approximately 17 percent of the school district 5's school-age student population were identified as having diverse abilities and disabilities and required additional support to meet their needs and graduate with dignity and purpose. We have 400 level 1 and 2 students that require the most support and 272 level 3 students that also require additional supports.

These are the highest historical counts experienced in SD5. We are unable to provide learning assistance to students that require a minor amount of support due to this lack of funding, as we already significantly supplement the special education provided for our students with the highest needs.

[6:15 p.m.]

Mental illness is the next crisis caused by financial and social strain, and that's coming out of the pandemic years. Targeted grant funding for mental health in '24-25 was only \$52,000. This has been identified as ongoing funding until the '26-27 school year. While this amount is appreciated, the nominal nature of the grant greatly limits our ability to best meet the needs for our students.

Targeted funding for students with diverse learning needs abilities would work best for our district. Additional supports and

Draft Segment 010

and identified as ongoing funding until the '26-27 school year. While this amount is

appreciated, the nominal nature of the grant greatly limits our ability to best meet the needs for our students.

Targeted funding for students with diverse learning needs and abilities would work best for our district. Additional supports and services funding is required to properly service the needs of our students and to continue to improve on our 87 percent graduation rate.

Adequate funding to meet these needs is the moral and ethical thing to do.

Our second recommendation is related to school life-cycle funding. For too long, the focus has been on fitting kids into spaces. It is about time we start building spaces for students and their learning needs and their stages of development. The province needs to address aging infrastructure that is passed its end of life in the education sector. Districts outside seismic areas have continued to maintain a level of maintenance which is barely acceptable to operate schools.

The learning environment for students and the health and safety of our employees suffer as a result of our aging facilities. The facility condition index, FCI, determines the condition of a school. FCI is expressed as a range of 0.00 to 1.0, with 0.00 being a new facility and 0.6 and above requiring immediate action.

Provincially, the FCI average is 0.46, and the SD 5 average is 0.54. A rating between 0.5 and 0.6 is given a poor rating and does not meet requirements. Immediate attention is required to replace multiple SD 5 schools with significant building systems being at the end of their life cycle. Parts may no longer be in stock or exceedingly difficult to obtain. There's an elevated risk of failure of some key safety systems, such as fire suppression.

School district 5 has 14 of 16 schools that fall within this unacceptable range, and the average age of our facilities is 50 years. Building repair costs are becoming significant.

There are necessary upgrades needed to properly serve our students and staff at the 74-year-old Mount Baker Secondary, the largest secondary in the East and West Kootenay.

These upgrades include a new elevator, a dust collection system and a fire safety system, among other systems. SD 5 has been advocating for a replacement school for over 20 years. Millions of dollars spent in regular repairs and maintenance is a shortsighted solution to a long-term problem.

The fire at Amy Woodland Elementary in Cranbrook in June of '24 resulted in the displacement of over 200 students. In March 2025, the district received ministry support to pursue a business case for a new school building. The district will work closely with the Ministry of Education and Child Care and the Ministry of Infrastructure to create a modern, inclusive and welcoming learning environment.

The district has been approved for a new elementary school in Fernie, and this will be a significant help to our fastest-growing community. However, all our other communities are in dire need of replacement buildings, as noted above.

I have left the exact numbers of the costs with the staff.

Elenore Sturko (Deputy Chair): Thank you so much for that presentation. I now look to committee members for questions.

Jennifer Blatherwick: Thank you for your presentation.

Can I just clarify: your total overall six-year graduation rate is 87 percent?

Chris Johns: Correct.

Jennifer Blatherwick: What is your grad rate for your students with diverse needs and abilities? What's their graduation rate?

Chris Johns: That is rolled into that number, but I don't know what it is.

Jennifer Blatherwick: Oh, you don't know that separate number. So for your students with special needs.... You said that there's a significant increase over the last few years for the...?

Chris Johns: Yes.

Jennifer Blatherwick: How many of those are category Q? Do you know?

Chris Johns: Oh, I mean, I didn't even get into that, because that gets into the weeds in terms of all of the other areas that are not funded that we have to find the supplementary funding for.

Jennifer Blatherwick: Yeah, fair enough.

Okay. I'm from the Lower Mainland, of course, in a seismic zone, and the funding model for applying for replacement buildings is slightly different. This is something that I'm not aware of. Are you on a separate priority list than the seismic replacements?

Chris Johns: Well, that's an interesting question, because every time we've broached that

question, we've been told we're on a list for replacement at some point. But we don't know where the list is, what the list is or where we are on the list. So it's an unknown entity, although we have been campaigning. I've made, I think, eight presentations to the select standing committee, which always include the replacement for Mount Baker.

[5:20 p.m.]

Elenore Sturko (Deputy Chair): Seeing no further questions, we'll conclude there. Thank you very much.

Chris Johns: Thanks for your time.

From: Finance Committee <FinanceCommittee@leg.bc.ca>

Sent: July 2, 2025 2:43 PM

To: Jane Nixon <Jane.Nixon@sd5.bc.ca>

Subject: RE: Budget 2026 Consultation Transcript of Presentation

CAUTION: This email originated from outside of School District 5. Please do not share information, click links or open attachments unless you recognize the sender email address and know the content is safe.

Good afternoon,

The transcripts for the 2026 Budget Consultation public hearings are available on our [public website](#). The link provided in this email will allow you to visit the meeting transcripts.

Should you have any questions, please do not hesitate to reach out.

Sincerely,

Kayla Wilson

Committees Coordinator

Parliamentary Committees Office

[Legislative Assembly of British Columbia](#)

250-387-8358

(Pronouns: she/her)

Grateful to live and work on the land of the ləkʷəŋən-speaking peoples, known today as the Esquimalt and Songhees Nations.

From: Jane Nixon <Jane.Nixon@sd5.bc.ca>

Sent: July 2, 2025 10:11 AM

To: Finance Committee <FinanceCommittee@leg.bc.ca>

Subject: RE: Budget 2026 Consultation Transcript of Presentation

Please advise when the transcript will be ready.

Sent: May 9, 2025 1:21 PM

To: Jane Nixon <Jane.Nixon@sd5.bc.ca>

Subject: Budget 2026 Consultation: Confirmation of appearance CORRECTION



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

**August 25, 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
Chairperson Doug McPhee
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner

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
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

Chairperson McPhee called the public All Committees meeting of August 25, 2025, to order at 12:13 p.m.

1.2 Acknowledgement of Ktunaxa Territory

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

1.3 Approval of the Agenda

Deletion:

3.3 Portal Site

Moved/Seconded by Johns/Heckendorf:

THAT the All Committees public agenda of August 25, 2025, be approved as amended.

1.4 Approval of the Minutes

Approval of the minutes from May 26, 2025

Moved/Seconded by Bischler/Clarke:

THAT the minutes of the public All Committees meeting of May 26, 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 business case for Amy Woodland Elementary School.

3. PRESENTATIONS

3.1 Sanctuary School Presentation

Matt Taylor and Raphaela Tuchscherer presented on Sanctuary Schools.

3.2 BCSTA Report on Improving Student Outcomes

District Principals Laura-Lee Phillips and Kaley Wasylowich reported on the BCSTA Improving Student Outcomes document.

3.3 New Portal Site

Removed from agenda

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Mountainview Sparwood

Secretary Treasurer Taylor advised that there are no new developments on this agenda item. He continues to work closely with the Capital Branch regarding funding. This will continue to be an ongoing agenda item.

4.1.2 Fernie Elementary School

Secretary Treasurer Taylor reported on environmental delays at the Fernie Elementary School site. He also reported that information will be released regarding child care funding in the near future.

4.2 Superintendent

4.2.1 Child Care

District Principal Phillips provided an update on Child Care. This update was circulated prior to the meeting by email. District Principal Phillips also provided information on new child care spaces opening across the District. She answered questions regarding staffing at the facilities.

4.2.2 Framework for Enhancing Student Learning

Superintendent Johnson provided an update on the Framework for Enhancing Student Learning.

4.2.3 Literacy Professional Learning Plan

Director Kelly reviewed the timeline included in the agenda package. There was discussion regarding the Kindergarten screeners.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

No report at this time

5.1.2 DPAC Report

Trustee Turner provided an update including a thank you from Rocky Mountain Elementary for the new playground installation. She also reported on new principals and vice principals at schools across the District.

5.1.3 Report on Compassionate Systems Leadership Gathering

Director Kelly reported on the Compassionate Systems Leadership Gathering. This report was emailed to trustees following the meeting.

5.1.4 Advocacy Letters

5.1.4.1 Letter from District Student Leadership Team Sunshine Coast 46

Received and filed

5.1.4.2 Board of Education for Peace River North to Member of Parliament John Zerucelli

Received and filed

RECOMMENDATION

Moved/Seconded by Johns/Ayling:

THAT the Board write a letter of support to the Board of Education for Peace River North.

RECOMMENDATION

Moved/Seconded by Johns/Ayling:

THAT the Board propose a joint motion with the Board of Education Peace River North for the BCSTA AGM.

5.1.5 Statement of Financial Information (SOFI) Reporting

A discussion was held regarding SOFI reporting compliance. Trustee Turner suggested that the threshold in British Columbia should be increased to a more reasonable level, noting that the current requirement is to report remuneration for employees exceeding \$75,000.

Secretary Treasurer Taylor will investigate this matter further and provide a report to the Board.

5.2 Student Services

Nil

5.3 Policy

5.3.1 Draft Appendix B to Policy 3 - Trustee Attendance, Participation and Professional Development

RECOMMENDATION

Moved/Seconded by Johns/Ayling:

THAT Appendix B to Policy 3, Trustee Attendance, Participation and Professional Development be approved.

5.4 Finance Operations Personnel

Nil

6. NEW BUSINESS

6.1 Annual Board Self-Evaluation

RECOMMENDATION

Moved/Seconded by Bellina/Madsen:

THAT the Annual Board Self-Evaluation, dated June 25, 2025, be approved.

6.2 Science Centre – Cranbrook

Superintendent Johnson reported that she will be meeting with Director Kelly and PAC representative, Kathryn Kitt, regarding a science centre hub in Cranbrook.

6.3 Revised Trustee Standing Committees, School Assignments and Rotational Vice Chair Schedule

The schedules will be reviewed and considered at the September 9 in-camera meeting of the Board of Education.

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

District Vice Principal Boehm provided a brief update. The next meeting of the District Occupational Health and Safety Committee is October 23, 2025.

8.2 Finance and Capital Analysis Report

Secretary Treasurer Taylor and Director Tank reviewed the reports attached to the agenda package.

8.3 Trustee Professional Development

Secretary Treasurer Taylor reviewed the Trustee Professional Development report included in the agenda package. The remaining surplus will be distributed back to various groups.

8.4 Staff Travel Summary

Secretary Treasurer Taylor reviewed the staff travel costs for the 2024/25 fiscal year.

8.5 East Kootenay Science Fair

Superintendent Johnson announced that the East Kootenay Regional Science Fair has recently been dissolved.

More information on next steps will be provided at the September 29, 2025, All Committees meeting.

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Bischler/Ayling:

THAT the August 25, 2025, public All Committees meeting adjourn at 2:11 p.m.

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



School District No. 60

Peace River North

10112 – 105 Avenue, Fort St. John, British Columbia V1J 4S4 Phone: (250) 262-6000

OFFICE OF THE SECRETARY-TREASURER

DISTRICT ADMINISTRATION OFFICE

May 28, 2025

MP John Zerucelli
Secretary of State for Labour
815 Albion Road
Etobicoke, Ontario
MPV 1A3

Via Email: john.zerucelli@parl.gc.ca

Dear MP Zerucelli:

Just prior to the interregnum period we became aware of the fact that consideration was being given to Regulations to Amend the Canada Student Loan Regulations and the Canada Student Financial Assistance Regulation. Stephen Mackinnon former Minister of Employment, workforce Development and Labour spoke to the potential change. Currently the loan forgiveness program provisions in place for health care support recruitment and retention of workers in this area.

Recruitment and Retention is a challenge in all areas of our school district. The proposed changes to include teachers, social workers, psychologists, physiotherapists and early childhood educators in the list of occupations for loan forgiveness based on service would be of benefit to us. The changes are designed to be of assistance to underserved rural and remote communities. Could you please advise as to where things are at in regard to the changes to the Canada Student Loans Regulations? Things slow down during the election process but for us there is an urgency in following up on any measure that would assist with recruitment and retention of staff.

Thank you in advance for continuing the work on this initiative.

Yours truly,

THE BOARD OF EDUCATION
School District No. 60 (Peace River North)

Helen Gilbert, Board Chair

HG:lr

cc. Tracy Loffler, BCSTA President – tloffler@bcsta.org
Trevor Davies, CEO BCSTA – tdavies@bcsta.org
Alan Campbell, CSBA President – acampbell@isd21.mb.ca
MP Bob Zimmer – Bob.Zimmer.C1A@parl.gc.ca

File: 4.8

BOARD OF EDUCATION
Helen Gilbert – Board Chair Bill Snow – Vice Chair Ida Campbell
Nicole Gilliss David Scott-Moncrieff Madeleine Lehmann Tom Whitton

Research and Preamble

This appendix has been developed following a review of the British Columbia School Act, School District 83 (Shuswap) policies, and trustee policies from Vancouver, Burnaby, and Coquitlam School Districts. The School Act Section 52(2) provides for automatic vacancy of a trustee seat after three consecutive months of unexcused absence. While most districts encourage professional development and track attendance, School District 83 is among the few to incorporate financial deductions for missed meetings as at June 25, 2025. The following references were consulted:

British Columbia School Act, Section 52(2)

School District 83 Policy 135 – Trustee Attendance

School District 83 Policy 180 – Trustee Professional Learning

Vancouver School District 39 Policy 3 – Role of the Trustee

Coquitlam School District 43 Policy 7 – Board Operations

Burnaby School District 41 Policy 1.15 – Supporting Trustee Learning and Professional Development

TRUSTEE ATTENDANCE, PARTICIPATION, AND PROFESSIONAL DEVELOPMENT

Purpose

The Board of Education recognizes that effective governance requires consistent engagement and continued learning by all Trustees. Trustees are elected to serve the public interest in education and are expected to demonstrate their commitment through regular attendance, active participation, and ongoing professional development. This policy provides clear expectations and a supportive process for ensuring effective trustee contributions while respecting individual circumstances.

1. Trustee Expectations and Principles

- 1.1. Trustees are expected to attend all Regular, Special, and Committee of the Whole Board meetings;
- 1.2. Trustees are expected to participate in assigned committee work, liaison responsibilities, and District events; and
- 1.3. Trustees are expected to engage in meaningful professional development to strengthen governance capacity and leadership.

2. Legislative Context and Attendance Expectations

- 2.1. As per Section 52(2) of the British Columbia School Act, a trustee's seat becomes vacant if they are continuously absent from Board meetings for three (3) consecutive months, unless the absence is due to illness or leave of the Board, approved by the Board Chair.
- 2.2. Trustees are expected to notify the Board Chair and Secretary Treasurer in advance of any expected absence.
- 2.3. Absences due to illness, family emergency, or official District business shall not be considered unexcused.
- 2.4. A trustee who has more than two (2) unexcused absences from regular Board or assigned Committee meetings in a school year will be invited to a confidential support meeting with the Board Chair (see Section 6).

3. Professional Development

- 3.1. Trustees are expected to participate in professional learning that enhances their understanding of educational governance, public accountability, Indigenous education, student success, and policy leadership. Eligible professional development activities include, but are not limited to:
 - 3.1.1. BCSTA Annual General Meeting and Academy;

- 3.1.2. BCSTA Trustee Orientation and regional conferences;
- 3.1.3. Governance, leadership, and equity-focused seminars or workshops; and
- 3.1.4. Relevant webinars, online learning, or accredited governance programs.

3.2. Allocations and Pre-Approval

- 3.2.1. Trustees shall be provided an annual trustee development allowance as outlined in [Policy 7 Board Operations](#). -
- 3.2.2. This allowance may be used for registration, travel, accommodation, and materials related to approved professional development opportunities.
- 3.2.3. Trustees may request access to allocated funds in advance to alleviate financial barriers associated with travel and accommodation.
- 3.2.4. Unused funds may be carried forward for up to one (1) additional fiscal year, subject to overall budget limits.
- 3.2.5. Trustees are expected to provide a short written or verbal summary of learning from any approved activity at a Board or Committee meeting.

4. Remedial Support

- 4.1. The Board is committed to addressing attendance or participation concerns in a respectful, private, and constructive manner.

5. Informal Follow Up

- 5.1. If a trustee shows a pattern of absenteeism or disengagement, the Board Chair will initiate a confidential conversation to understand any challenges and offer support or accommodations.

6. Supportive Review

- 6.1. If the issue persists, the Board Chair may request a private meeting between the Trustee, the Chair, and the Secretary Treasurer to:
 - 6.1.1. Review attendance or participation patterns;
 - 6.1.2. Identify supports or temporary adjustments to responsibilities; and
 - 6.1.3. Clarify expectations and next steps.

7. Documentation

- 7.1. A confidential record of any discussion and agreed-upon actions will be kept by the Secretary Treasurer but will not be included in public minutes or discussed in any public forums.

8. Further Action

- 8.1. In cases of continued non-compliance without just cause, the Board may:
 - 8.1.1. Pass a resolution to formally request a trustee's intentions to continue or request leave; and/or
 - 8.1.2. Initiate a review in accordance with Section 52(2) of the School Act.

9. Confidentiality and Respect

- 9.1. The Board shall maintain confidentiality throughout all discussions related to attendance or participation. Trustees will not be publicly criticized or shamed. All actions under this policy will be guided by principles of dignity, empathy, and professional conduct.

10. Monitoring and Review

- 10.1. The Board Chair and Secretary Treasurer will review trustee attendance annually (in-camera) and may recommend adjustments to this policy as needed. Professional development use and equity of access will be monitored through monthly budget reports and trustee feedback.

References: School Act Section 52(2)
[BCSTA Trustee Learning Guide and Professional Development Standards](#)
[School District 5 Policy 4 Trustee Code of Conduct](#)

Approved: **September 9, 2025**

Annual Board Self Evaluation – June 2025

Professional Growth

Feedback from:

Board Development Question 8

Interpersonal Working Relationships Question 7 – Professional Development

- Commitment to individual and Group Professional Growth
- Identifying what would be needed to support professional growth

The issues raised or questions asked were:

1. Support for a model which allows self-directed, individual growth in terms of direct participation in sponsored event (Trustee Academy) and online opportunities – the freedom to access professional growth when time permits.

Some considerations for Pro-D are discussed further in this document.

2. Turnaround time from the submission of the expense form and the reimbursement for expenses.

This request was addressed in a Draft Policy.

There is currently an opportunity to request an advance payment for approved Pro D expense.

3. Sharing the learning experience with the Board, some of whom may have not had the opportunity to attend.

This request was addressed in a Draft Policy.

For consideration and further discussion

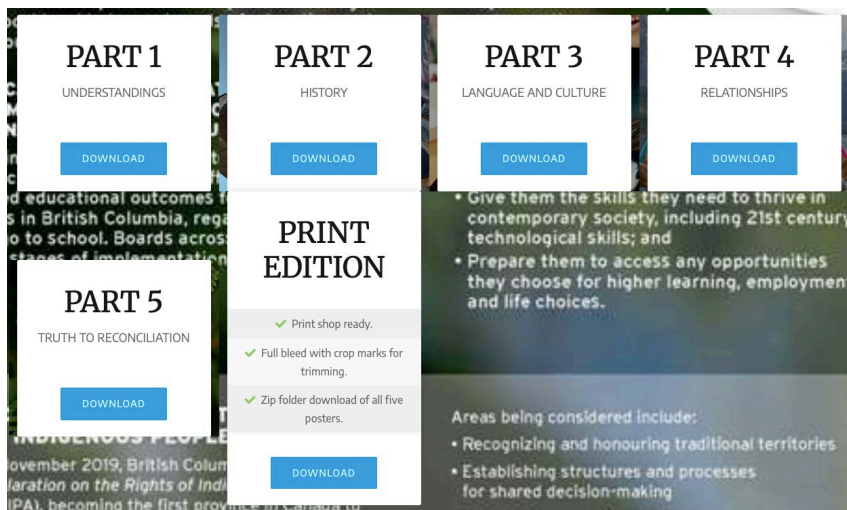
Available Online Opportunities

1. The BCSTA has a well-developed series of Learning Guides that are directly applicable to the work on a Board of Education. There is currently a series addressing issues related to Truth and Reconciliation
















The link doesn't require registration and can be accessed at <https://bcsta.org/resources-and-services/knowledge-series/>

The topics currently being covered in this link are



2. If you register with BCSTA, you can gain access the full Learning Series. There is no cost to register, just your SD5 email address and remembering a password.

<https://portal.bcsta.org/app/rg/general>

2024 Advocacy Resources  [9]	AGM Report of Proceedings  [33]	Approved Board of Director Minutes  [99]	BCSTA Trustee Academy  [7]	Bylaws, Policies, Operations, Etc.  [8]	Learning Guides  [11]
Misc Resources  [6]	Provincial Council  [3]	Publications  [7]	Reports  [10]	Trustee Knowledge Series  [1]	Virtual Event Slides and Videos  [3]
Virtual Trustee Orientation Slides and Videos  [15]					

Looking into the Trustee Knowledge Series – under the School Act, looks like this:

The Learning Guide		
PART	TITLE	TOPICS ADDRESSED
1	Interpretation	Definitions
2	Students and Parents	<ul style="list-style-type: none"> • Who may be a student? • Student entitlements and duties • Educational programs provided • Parent advisory councils • Section 11 appeals • Home schooling
3	School Personnel	<ul style="list-style-type: none"> • Teachers (e.g., hiring assignments, duties, discipline, regulation, collective bargaining) • Administrative and supervisory employees (the appointment and duties of board of education employees other than classroom teachers) • Volunteers
4	School Trustees	<ul style="list-style-type: none"> • Trustee qualifications • Trustee election procedures • Term of office • Disqualification from office
5	Conflict of Interest	• Pecuniary (financial) conflict-of-interest rules
6	Boards of Education	<ul style="list-style-type: none"> • Corporate status • Quorum, meetings and the board chair • Remuneration and expenses • Powers and duties of the board of education • Health and other support services • Limitations of actions and indemnification
6.1	Companies	• Formation and operation of business companies of the board of education
7	School Property	• Acquisition and disposal of land and improvements
8	Finance	<ul style="list-style-type: none"> • Provincial funding • Budgets • Taxation • Capital projects • Accounts and audits
8.1	Francophone Education Authorities	• Conseil scolaire francophone
9	General	<ul style="list-style-type: none"> • Ministry of Education and Child Care and jurisdiction of minister • Administrative directives • Student personal information • Education Advisory Council • Special advisors and special advisory committees • Official trustees • Powers of the lieutenant governor in council • Creation and alteration of school districts • Maintenance of order

There are additional links to other responsibilities

https://portal.bcsta.org/app/list_resource/general/learning-guides

PART	TITLE	TOPICS ADDRESSED
1	Interpretation	Definitions
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9	General	<ul style="list-style-type: none"> • Ministry of Education and Child Care and jurisdiction of minister • Administrative directives • Student personal information • Education Advisory Council • Special advisors and special advisory committees • Official trustees • Powers of the lieutenant governor in council • Creation and alteration of school districts • Maintenance of order

Sample of the Learning Guide outline for Legal Accountability



All Members - Learning Guides

[Back to Categories](#) [All Groups](#)

Search Resources

11 Resources Found

Resource	Type	Date	File/Link	Actions
Capital Planning and Accountability	file / document	Dec 13, 2023	Capital_Planning_and_Accountability.pdf	▶
Communications & Relations	file / document	Oct 19, 2023	Communications_Engagement_Community_Rel...	▶
Development and Leadership	file / document	Oct 19, 2023	Development_and_Leadership.pdf	▶
Financial Planning and Accountability	file / document	Jan 10, 2024	Financial_Planning_and_Accountability.pd...	▶
Governance	file / document	Oct 19, 2023	Governance.pdf	▶
HR & Labour Relations	file / document	Oct 19, 2023	Human_Resources_and_Labour_Relations.pdf	▶
Indigenous Education	file / document	Jan 9, 2024	Indigenous_Education.pdf	▶
Legal Accountability	file / document	Oct 19, 2023	Legal_Accountability.pdf	▶
Student Success	file / document	Oct 19, 2023	Student_Success.pdf	▶
Superintendent Reviews	file / document	Oct 19, 2023	Superintendent_Reviews.pdf	▶
Vision, planning, improvement	file / document	Oct 19, 2023	Vision_Strategic_Planning_Continuous_I...	▶

3. In person Opportunities:

1. Kootenay Boundary Branch Meetings

Meeting of the BCSTA local and usually held in the Fall of the new school year. There is always a presentation related to professional development and work done or organize the regional board and ongoing work of Kootenay Boundary. It is held locally with the responsibility for the event shared between districts on a rotational basis.

There is additional work done to develop motions for the AGM.

2. Trustee Academy

The event is organized by BCSTA and held in the late Fall of each school year. The event offers foundational learning opportunities for both new and experienced trustees.

3. BCSTA AGM

This meeting is held in Vancouver in the Spring of each school year. Professional learning opportunities are offered in conjunction with the AGM. You may find recorded links to each session for both the AGM and Trustee Academy on the BCSTA site.

4. Regional and Local Pro-D events offered in collaboration with the CDTA/CFTA and SD5.

Board Trustees are often welcomed to attend School and District based professional development activities. If you have a particular interest in these opportunities, please request further information during the in-camera session of the Committee Day proceeding the event.

5. Learn by Doing

Being actively involved in committees at the district, regional or provincial level is an excellent opportunity to gain experience in governance systems, policy development and leadership.

Role of the Board and Interpersonal Working Relationships

Feedback from:

Role of the Board, Question 11 – Additional Responsibilities

Interpersonal Working Relationships Question 3 – Professional Development

- Commitment to communication with the public and within school structures
- Identifying common, achievable steps to improve communication with all parties

Suggestions raised or questions asked were:

1. Research and prepare a draft policy to support trustee attendance, engagement and encourage profession development through the lens of informing and preparing future trustees of the expectations of office.

Draft policy to include expectations and remedial steps to be taken in compliance within the provisions of the School Act.

2. Continue the work on existing practices:
 - a. Student Voice – providing opportunities for DSAC and other student groups to discuss topics of importance directly with the Board of Education.
 - b. News Releases – increase the public awareness of the good work done by SD5 and some of the challenges faced.
 - c. Continue the Strategic Planning goal of becoming the “Best Employer”.
 - d. Extend the practice of engaging and collaboration with all City Councils in the SD5 region.

Summary for September 9, 2025 Board Meeting

Trustee Media Report

No letters or media releases were carried by the Board in June.

Summary for September 9, 2025 Board Meeting

Key City Theatre Society (KCTS) Report

- Year end retirement dinner was a great success
- A meeting between KCTS (Galen) and SD5 (Nick) took place on July 3 to . discuss three items of mutual interest. Others from KCTS and SD5 were invited. Unfortunately, I was unavailable to attend.
- The Knull Family has generously made the donation amount which entitles them to name the elevator. It will be called the Knull Family Lift.

Legacy of Learning – September 09, 2025

- Planning Amy Woodland exhibit for District office 30 hours @ \$25/hr \$750
- Production costs \$373
- Installation 2 people for 1 ½ hours = 3hours @ \$25/hour \$75

- Scanning Fernie Zephyr 1966 Yearbook 9 hours @ @ \$25/hour \$225
- Converting Zephyr scans to Flipping Book and publishing to web 10hours@25\$/hr \$250
- Scanning (6) Elkford Summit Yearbooks 1992-2002 varied 72 hours @ 25 \$1,800

- Preliminary work on Aboriginal Education materials 5 hours @ \$25 \$125
- AI development on app \$5,050
 - improved searchability for the photo archives by using AI to describe photos (as suggested by teachers)
 - provided a list of key words for students linked by certainty
 - helping students with user-facing searches
- Pulling prints for Mount Baker hallway upgrade 1 hour @ \$25 \$25
- Scanning of Steeples, 10th Avenue, Central & Amy photos 14 hours @ \$25 \$350
- Scanned Isabella Dicken photo collection 4 hours @ \$25 \$100

Running total - \$9,123

- Volunteer hours from CBIRH – extra scanning, display work, Mt. Baker grad boards & photos, app development 340 hrs @ \$17.85/hr = \$6,069

Name That Teacher: a project to identify the many, many teachers that have worked in Cranbrook, and to post their names to staff photographs on the CBIRH website. Associated with SD#5 work, this project is externally funded and not drawn from SD#5 funding commitments.

- Successful grant application to BCRTA \$3,000
- Successful appeal to CRTA \$1,000

Project funding \$4,000

- Researching and writing grant applications 10 hours @ \$25/hr \$250
 - Attending meetings to promote volunteer assistance 4 hours @ \$25/hr \$100
- Running total - \$350

The Beginning – "...the Governor of the Colony lost no time in establishing a common school system for the children of the colonists. Elementary schools were needed, Douglas wrote the Governor and Committee, to provide 'a proper moral and religious training' and to prevent children from 'growing up in ignorance and the utter neglect of all their duties to God and to Society.' For each of two schools 'intended for the children of the labouring and poorer classes', he asked the Company to find 'a middle-aged married couple ... of strictly religious principles and unblemished character capable of giving a good sound English education and nothing more.'"

– Margaret Ormsby, British Columbia; A History

Weekly Report: Statistics Summary

Location: King Street (Pinewood North) Report Period: 2025-05-26 to 2025-06-15
 Address: King Street (Pinewood North) Total Vehicle Count: 9477
 Speed Limit: From schedule 30 km/h

Hour	Total Vehicle	Average Vehicles	Total Violations	PercentViolations	MIN Speed	MAX Speed	Speed Average	85% Speed km/h	Speed (km/h)	Count
00:00 - 01:00	29	10	27	93 %	11	61	45	54	1-5	23
01:00 - 02:00	29	10	27	93 %	5	70	48	61	6-10	27
02:00 - 03:00	30	10	30	H 100 %	H 36	69	52	62	11-15	34
03:00 - 04:00	33	11	32	97 %	17	73	56	61	16-20	103
04:00 - 05:00	161	54	158	98 %	23	81	53	64	21-25	198
05:00 - 06:00	300	100	277	92 %	5	H 89	49	58	26-30	398
06:00 - 07:00	553	184	527	95 %	5	77	49	57	31-35	737
07:00 - 08:00	H 835	H 278	H 751	90 %	5	74	44	52	36-40	1124
08:00 - 09:00	651	217	578	89 %	5	69	43	54	41-45	1707
09:00 - 10:00	623	208	557	89 %	6	78	44	53	46-50	2154
10:00 - 11:00	640	213	569	89 %	5	76	43	54	51-55	1623
11:00 - 12:00	692	231	604	87 %	6	75	42	52	56-60	844
12:00 - 13:00	652	217	590	90 %	7	73	43	53	61-65	325
13:00 - 14:00	706	235	634	90 %	10	69	44	53	66-70	127
14:00 - 15:00	653	218	586	90 %	5	66	43	52	71-75	38
15:00 - 16:00	564	188	531	94 %	5	71	46	55	76-80	11
16:00 - 17:00	609	203	578	95 %	5	75	49	57	81-85	3
17:00 - 18:00	467	156	452	97 %	5	82	50	58	86-90	1
18:00 - 19:00	412	137	391	95 %	5	74	48	56	91-95	0
19:00 - 20:00	319	106	303	95 %	15	71	49	57	96-100	0
20:00 - 21:00	266	89	252	95 %	5	85	49	57	101-105	0
21:00 - 22:00	140	47	129	92 %	5	73	47	55	106-110	0
									111-115	0

22:00 - 23:00	71	24	67	94 %	17	79	49	60	116-120	0
23:00 - 24:00	42	14	38	90 %	5	70	48	56	121-125	0
Summary	9477	3160	8688	AVG: 93 %	5	89	AVG: 47	AVG: 56	126-130	0
									131-135	0
									136-140	0
									141-145	0
									146-150	0
									151-155	0
									156-160	0
									Total	9477

H - highest value in the column, **H** is highest H value in report
 ** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

Weekly Report: Statistics Summary

Location: King St (South Pinewood)
Address: King St (South Pinewood)
Speed Limit: From schedule 30 km/h

Report Period: 2025-05-26 to 2025-06-15
Total Vehicle Count: 11017

Hour	Total Vehicle	Average Vehicles	Total Violations	PercentViolations	MIN Speed	MAX Speed	Speed Average	85% Speed km/h	Speed (km/h)	Count
00:00 - 01:00	36	12	24	67 %	5	44	34	39	1-5	23
01:00 - 02:00	37	12	14	38 %	5	46	28	38	6-10	498
02:00 - 03:00	46	15	13	28 %	H 9	44	26	36	11-15	388
03:00 - 04:00	31	10	20	65 %	7	44	32	41	16-20	360
04:00 - 05:00	70	23	40	57 %	5	56	30	39	21-25	758
05:00 - 06:00	184	61	115	63 %	5	53	32	40	26-30	2401
06:00 - 07:00	338	113	149	44 %	5	51	28	39	31-35	3213
07:00 - 08:00	649	216	320	49 %	5	53	30	36	36-40	2400
08:00 - 09:00	644	215	294	46 %	5	52	28	36	41-45	829
09:00 - 10:00	715	238	320	45 %	6	48	29	36	46-50	131
10:00 - 11:00	740	247	347	47 %	7	56	29	37	51-55	13
11:00 - 12:00	799	266	419	52 %	5	49	30	37	56-60	3
12:00 - 13:00	766	255	412	54 %	5	48	30	37	61-65	0
13:00 - 14:00	842	281	453	54 %	5	54	30	37	66-70	0
14:00 - 15:00	H 933	H 311	550	59 %	5	53	31	38	71-75	0
15:00 - 16:00	916	305	612	67 %	5	53	33	39	76-80	0
16:00 - 17:00	820	273	H 614	75 %	5	51	34	40	81-85	0
17:00 - 18:00	639	213	497	H 78 %	5	51	34	41	86-90	0
18:00 - 19:00	536	179	406	76 %	8	51	34	41	91-95	0
19:00 - 20:00	471	157	364	77 %	7	49	34	41	96-100	0
20:00 - 21:00	420	140	321	76 %	7	49	34	41	101-105	0
21:00 - 22:00	225	75	172	76 %	5	47	33	40	106-110	0
									111-115	0

22:00 - 23:00	95	32	67	71 %	5	H 58	33	40	116-120	0
23:00 - 24:00	65	22	41	63 %	H 9	55	31	42	121-125	0
Summary	11017	3671	6584	AVG: 59 %	5	58	AVG: 31	AVG: 39	126-130	0
									131-135	0
									136-140	0
									141-145	0
									146-150	0
									151-155	0
									156-160	0
									Total	11017

H - highest value in the column, **H** is highest H value in report

** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

Trustee Bellina

May 14	Metis Community of Practice 2025
May 21 ^s	SSS PAC Meeting
May 26	Board of Education All Committees Meeting
May 29	The Medicine of Stories
May 30	SSS Graduation Awards Ceremony
May 31	SSS Graduation Commencement
June 3	SSS Community Engagement Night
June 5	Elkford Community Engagement Night
June 10	Board of Education Monthly Meeting
June 11	BCPSEA Trustee Webinar
June 11	Metis Community of Practice
June 12	SD5 Retirement Dinner
June 16	FJMES PAC Meeting

Summary for September 9, 2025 Board Meeting

TRUSTEE AYLING REPORT

June 10	SD5 Board Meeting
June 11	CDTA Retirement Celebration
June 11	BCPSEA Webinar
June 12	Metis Flag Raising
June 12	BCPSEA Transparency Act information session
June 12	SD5 Retirement Dinner
June 24	BCPSEA Bargaining Webinar
June 25	Board & Superintendent evaluation session
June 25	Board year-end BBQ
June 25	KCTS year-end volunteer appreciation dinner
Aug 25	Committee Day & special in-camera session
Sept 3	Meeting with MLA

Audited Financial Statements of

School District No. 5 (Southeast Kootenay)

And Independent Auditors' Report thereon

June 30, 2025

School District No. 5 (Southeast Kootenay)

June 30, 2025

Table of Contents

Management Report	1
Independent Auditors' Report	2-4
Statement of Financial Position - Statement 1	5
Statement of Operations - Statement 2	6
Statement of Changes in Net Debt - Statement 4	7
Statement of Cash Flows - Statement 5	8
Notes to the Financial Statements	9-25
Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1 (Unaudited)	26
Schedule of Operating Operations - Schedule 2 (Unaudited)	27
Schedule 2A - Schedule of Operating Revenue by Source (Unaudited)	28
Schedule 2B - Schedule of Operating Expense by Object (Unaudited)	29
Schedule 2C - Operating Expense by Function, Program and Object (Unaudited)	30
Schedule of Special Purpose Operations - Schedule 3 (Unaudited)	32
Schedule 3A - Changes in Special Purpose Funds and Expense by Object (Unaudited)	33
Schedule of Capital Operations - Schedule 4 (Unaudited)	36
Schedule 4A - Tangible Capital Assets (Unaudited)	37
Schedule 4C - Deferred Capital Revenue (Unaudited)	38
Schedule 4D - Changes in Unspent Deferred Capital Revenue (Unaudited)	39

School District No. 5 (Southeast Kootenay)

MANAGEMENT REPORT

DRAFT

Management's Responsibility for the Financial Statements.

The accompanying financial statements of School District No. 5 (Southeast Kootenay) have been prepared by management in accordance with the accounting requirements of Section 23.1 of the Budget Transparency and Accountability Act of British Columbia, supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and reliable financial information is produced.

The Board of Education of School District No. 5 (Southeast Kootenay) (called the "Board") is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a monthly basis and externally audited financial statements yearly.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of School District No. 5 (Southeast Kootenay) and meet when required. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the School District's financial statements.

On behalf of School District No. 5 (Southeast Kootenay)

DRAFT

Signature of the Chairperson of the Board of Education _____ Date Signed _____

Signature of the Superintendent _____ Date Signed _____

Signature of the Secretary Treasurer

Date Signed

School District No. 5 (Southeast Kootenay)

Statement of Financial Position

As at June 30, 2025

Statement 1

	2025 Actual \$	2024 Actual \$
Financial Assets		
Cash and Cash Equivalents	21,706,648	18,212,873
Accounts Receivable		
Due from Province - Ministry of Education and Child Care	750,000	-
Due from First Nations	120,940	106,629
Other (Note 3)	1,352,681	1,035,258
Total Financial Assets	23,930,269	19,354,760
Liabilities		
Accounts Payable and Accrued Liabilities		
Other (Note 4)	8,106,114	8,422,459
Deferred Revenue	2,607,547	2,237,712
Deferred Capital Revenue (Note 6)	72,960,901	68,226,689
Employee Future Benefits (Note 7)	949,345	867,727
Asset Retirement Obligation (Note 8)	2,344,839	2,344,839
Capital Lease Obligations (Note 9)	899,120	429,417
Total Liabilities	87,867,866	82,528,843
Net Debt	(63,937,597)	(63,174,083)
Non-Financial Assets		
Tangible Capital Assets (Note 10)	92,850,476	89,252,664
Prepaid Expenses	695,515	536,636
Total Non-Financial Assets	93,545,991	89,789,300
Accumulated Surplus (Deficit)	29,608,394	26,615,217

Contractual Rights (Note 13)

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

DRAFT

School District No. 5 (Southeast Kootenay)

Statement 2

Statement of Operations
Year Ended June 30, 2025

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	92,582,394	94,242,091	92,448,991
Other	68,000	96,900	215,548
Federal Grants	103,074		
Other Revenue	1,377,424	3,801,804	3,321,948
Rentals and Leases	200,000	235,903	202,596
Investment Income	125,000	479,731	332,796
Amortization of Deferred Capital Revenue	3,440,477	3,413,136	3,313,977
Total Revenue	<u>97,896,369</u>	<u>102,269,565</u>	<u>99,835,856</u>
Expenses (Note 15)			
Instruction	79,401,558	80,787,441	78,316,454
District Administration	3,056,835	3,189,047	2,983,669
Operations and Maintenance	12,845,008	12,837,272	12,073,670
Transportation and Housing	2,396,289	2,383,398	2,490,310
Debt Services	26,000	79,230	16,422
Write-off/down of Buildings and Sites			(164,956)
Total Expense	<u>97,725,690</u>	<u>99,276,388</u>	<u>95,715,569</u>
Surplus (Deficit) for the year	<u>170,679</u>	<u>2,993,177</u>	<u>4,120,287</u>
Accumulated Surplus (Deficit) from Operations, beginning of year		26,615,217	22,494,930
Accumulated Surplus (Deficit) from Operations, end of year		<u><u>29,608,394</u></u>	<u><u>26,615,217</u></u>

School District No. 5 (Southeast Kootenay)

Statement 4

Statement of Changes in Net Debt

Year Ended June 30, 2025

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Surplus (Deficit) for the year	170,679	2,993,177	4,120,287
Effect of change in Tangible Capital Assets			
Acquisition of Tangible Capital Assets	(6,910,555)	(7,904,139)	(4,801,594)
Amortization of Tangible Capital Assets	4,124,371	4,306,327	4,116,528
Write-down carrying value of Tangible Capital Assets	-	-	893,883
Total Effect of change in Tangible Capital Assets	(2,786,184)	(3,597,812)	208,817
Acquisition of Prepaid Expenses	(200,000)	(695,515)	(536,636)
Use of Prepaid Expenses	200,000	536,636	1,222,119
Total Effect of change in Other Non-Financial Assets	-	(158,879)	685,483
(Increase) Decrease in Net Debt, before Net Remeasurement Gains (Losses)	(2,615,505)	(763,514)	5,014,587
Net Remeasurement Gains (Losses)			
(Increase) Decrease in Net Debt		(763,514)	5,014,587
Net Debt, beginning of year		(63,174,083)	(68,188,670)
Net Debt, end of year		(63,937,597)	(63,174,083)

School District No. 5 (Southeast Kootenay)

Statement 5

Statement of Cash Flows

Year Ended June 30, 2025

	2025 Actual	2024 Actual
	\$	\$
Operating Transactions		
Surplus (Deficit) for the year	2,993,177	4,120,287
Changes in Non-Cash Working Capital		
Decrease (Increase)		
Accounts Receivable	(1,081,734)	1,066,795
Prepaid Expenses	(158,879)	685,483
Increase (Decrease)		
Accounts Payable and Accrued Liabilities	(316,345)	980,558
Deferred Revenue	369,835	411,168
Employee Future Benefits	81,617	89,409
Asset Retirement Obligations	-	(164,956)
Amortization of Tangible Capital Assets	4,306,327	4,116,528
Amortization of Deferred Capital Revenue	(3,413,136)	(3,313,977)
Total Operating Transactions	2,780,862	7,991,295
Capital Transactions		
Tangible Capital Assets Purchased	(7,233,450)	(4,572,179)
Total Capital Transactions	(7,233,450)	(4,572,179)
Financing Transactions		
Capital Revenue Received	8,147,348	4,563,741
Decrease in Capital Lease Obligation	(200,985)	(87,335)
Total Financing Transactions	7,946,363	4,476,406
Net Increase (Decrease) in Cash and Cash Equivalents	3,493,775	7,895,522
Cash and Cash Equivalents, beginning of year	18,212,873	10,317,351
Cash and Cash Equivalents, end of year	21,706,648	18,212,873
Cash and Cash Equivalents, end of year, is made up of:		
Cash	20,687,986	16,784,633
Cash Equivalents	1,018,662	1,428,240
	21,706,648	18,212,873

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 1 AUTHORITY AND PURPOSE

The School District operates under authority of the *School Act* of British Columbia as a corporation under the name of "The Board of Education of School District No. 5 (Southeast Kootenay)" and operates as "School District No. 5 (Southeast Kootenay)." A board of education (Board) elected for a four-year term governs the School District. The School District provides educational programs to students enrolled in schools in the district and is principally funded by the Province of British Columbia through the Ministry of Education and Child Care.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Accounting

These financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. This Section requires that the financial statements be prepared in accordance with Canadian public sector accounting standards except in regard to the accounting for government transfers as set out in Notes 2(d) and 2(j).

In September 2010, the Province of British Columbia Treasury Board ("Treasury Board") provided directive through Government Organization Accounting Standards Regulation 257/2010 requiring all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sector to adopt PSA standards of the Canadian Institute of Chartered Accountants ("CICA") without not-for-profit provisions from their first fiscal year commencing after January 1, 2012. In March 2011, PSAB released a new *Section PS 3410 "Government Transfers"*. In November 2011, Treasury Board provided a directive through Restricted Contributions Regulation 198/2011 providing direction for the reporting of restricted contributions whether they are received or receivable by the School District before or after this regulation was in effect. The Treasury Board direction on the accounting treatment of restricted contributions is as described in Notes 2(d) and 2(j).

As noted in notes 2 (d) and 2 (j), Section 23.1 of the Budget Transparency and Accountability Act and its related regulations require the School District to recognize government transfers for the acquisition of capital assets into revenue on the same basis as the related amortization expense. As these transfers do not contain stipulations that create a liability, Canadian public sector accounting standards would require these grants to be fully recognized into revenue. The impact of this difference on the financial statements of the School District is as follows:

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Year-ended June 30, 2024 - understatement of revenue and annual deficit of \$227,956

June 30, 2024 - understatement of accumulated surplus and an overstatement of deferred capital revenue by \$66,962,130

Year-ended June 30, 2025 - overstatement of revenue and annual surplus of \$3,586,099

June 30, 2025 - understatement of accumulated surplus and an overstatement of deferred capital revenue by \$70,548,229

b) Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

c) Accounts Receivable

Accounts receivable are measured at amortized cost and shown net of allowance for doubtful accounts.

d) Deferred Revenue and Deferred Capital Revenue

Deferred revenue includes contributions received with stipulations that meet the description of restricted contributions in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. When restrictions are met, deferred revenue is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability as detailed in Note 2 (j).

Funding received for the acquisition of depreciable tangible capital assets is recorded as deferred capital revenue and amortized over the life of the asset acquired as revenue in the statement of operations. This accounting treatment is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that creates a liability in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e) Employee Future Benefits

The School District provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The School District accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. The benefits cost is actuarially determined using the projected unit credit method pro-rated on service and using management's best estimate of expected salary escalation, termination rates, retirement rates and mortality. The discount rate used to measure obligations is based on the cost of borrowing.

The cumulative unrecognized actuarial gains and losses are amortized over the expected average remaining service lifetime (EARS�) of active employees covered under the plan.

The most recent valuation of the obligation was performed at March 31, 2025 and projected to March 31, 2025. The next valuation will be performed at March 31, 2028 for use at June 30, 2028. For the purposes of determining the financial position of the plans and the employee future benefit costs, a measurement date of March 31 was adopted for all periods subsequent to July 1, 2004.

The School District and its employees make contributions to the Teachers' Pension Plan and Municipal Pension Plan. The plans are multi-employer plans where assets and obligations are not separated. The costs are expensed as incurred.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Asset Retirement Obligations

A liability is recognized when, as at the financial reporting date:

- (a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) the past transaction or event giving rise to the liability has occurred;
- (c) it is expected that future economic benefits will be given up; and
- (d) a reasonable estimate of the amount can be made.

The liability for the removal of asbestos and other hazardous material in several of the buildings owned by the School District has been initially recognized using the modified retroactive method (Note 19). The liability has been measured at current cost as the timing and amounts of future cash flows cannot be estimated. The resulting costs have been capitalized into the carrying amount of tangible capital assets and are being amortized on the same basis as the related tangible capital asset (Note 2(h)). Assumptions used in the calculations are reviewed annually.

g) Capital Leases

Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the School District are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executory costs, e.g., insurance or maintenance costs. The discount rate used to determine the present value of the lease payments is the lower of the School District's rate for incremental borrowing or the interest rate implicit in the lease. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

h) Tangible Capital Assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Work-in-progress is recorded as an acquisition to the applicable asset class at substantial completion.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- Tangible capital assets are written down to residual value when conditions indicate they no longer contribute to the ability of the School District to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. The write-downs are accounted for as expenses in the Statement of Operations.
- Buildings that are demolished or destroyed are written-off.
- The cost, less residual value, of tangible capital assets (excluding sites), is amortized on a straight-line basis over the estimated useful life of the asset. It is management's responsibility to determine the appropriate useful lives for tangible capital assets. These useful lives are reviewed on a regular basis or if significant events initiate the need to revise. Estimated useful life is as follows:

Buildings	40 years
Furniture & Equipment	10 years
Vehicles	10 years
Computer Hardware	5 years

i) Prepaid Expenses

Prepaid membership dues, insurance, travel expenses and software licensing fees are included as a prepaid expense and stated at acquisition cost and are charged to expense over the periods expected to benefit from it.

j) Funds and Reserves

Certain amounts, as approved by the Board are set aside in accumulated surplus for future operating and capital purposes. Transfers to and from funds and reserves are an adjustment to the respective fund within accumulated surplus when approved (see Note 16 – Internally Restricted Surplus – Operating Fund).

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Revenue Recognition

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Contributions received or where eligibility criteria have been met are recognized as revenue except where the contribution meets the criteria for deferral as described below. Eligibility criteria are the criteria that the School District has to meet in order to receive the contributions including authorization by the transferring government.

For contributions subject to a legislative or contractual stipulation or restriction as to their use, revenue is recognized as follows:

- Non-capital contributions restricted for specific purposes are recorded as deferred revenue and recognized as revenue in the year related expenses are incurred,
- Contributions restricted for site acquisitions are recorded as revenue when the sites are purchased, and
- Contributions restricted for tangible capital assets acquisitions other than sites are recorded as deferred capital revenue and amortized over the useful life of the related assets.

Donated tangible capital assets other than sites are recorded at fair market value and amortized over the useful life of the assets. Donated sites are recorded as revenue at fair market value when received or receivable.

The accounting treatment for restricted contributions is not consistent with the requirements of Canadian public sector accounting standards which require that government transfers be recognized as revenue when approved by the transferor and eligibility criteria have been met unless the transfer contains a stipulation that meets the criteria for liability recognition in which case the transfer is recognized as revenue over the period that the liability is extinguished. See Note 2 (a) for the impact of this policy on these financial statements.

Revenue related to fees or services received in advance of the fee being earned or the service is performed is deferred and recognized when the fee is earned or service performed.

Investment income is reported in the period earned. When required by the funding party or related Act, investment income earned on deferred revenue is added to the deferred revenue balance.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2025

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Expenditures

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

- Operating expenses are reported by function, program, and object. Whenever possible, expenditures are determined by actual identification. Additional costs pertaining to specific instructional programs, such as special and indigenous education, are allocated to these programs. All other costs are allocated to related programs.
- Actual salaries of personnel assigned to two or more functions or programs are allocated based on the time spent in each function and program. School-based clerical salaries are allocated to school administration and partially to other programs to which they may be assigned. Principals and Vice-Principals salaries are allocated to school administration and may be partially allocated to other programs to recognize their other responsibilities.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

Categories of Salaries

- Principals, Vice-Principals, and Directors of Instruction employed under a personal services contract are categorized as Principals and Vice-Principals.
- Superintendents, Secretary-Treasurers, Exempt Staff, Trustees and other employees excluded from union contracts are categorized as Other Professionals.

l) Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The School District recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED JUNE 30, 2025****NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

Financial instruments have been accounted for prospectively since June 30, 2013 in accordance with public sector accounting standards as described above.

m) Measurement Uncertainty

Preparation of financial statements in accordance with the basis of accounting described in Note 2 (a) requires management to make estimates and assumptions that impact reported amounts of assets and liabilities at the date of the financial statements and revenues and expenses during the reporting periods. Significant areas requiring the use of management estimates relate to the potential impairment of assets, liabilities for contaminated sites, rates for amortization and estimated employee future benefits. Actual results could differ from those estimates.

NOTE 3 ACCOUNTS RECEIVABLE – OTHER RECEIVABLES

	<u>June 30, 2025</u>	<u>June 30, 2024</u>
Due from Federal Government	\$ 260,491	\$ 204,253
Employee benefit surplus	634,100	469,421
Other	458,090	361,584
	<u>\$ 1,352,681</u>	<u>\$ 1,035,258</u>

NOTE 4 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES - OTHER

	<u>June 30, 2025</u>	<u>June 30, 2024</u>
Trade payables	\$ 1,068,940	\$ 1,041,697
Salaries and benefits payable	7,037,174	7,380,762
	<u>\$ 8,106,114</u>	<u>\$ 8,422,459</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 5 DEFERRED REVENUE

Deferred revenue includes unspent grants and contributions received that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board, i.e., the stipulations associated with those grants and contributions have not yet been fulfilled.

	June 30, 2025	June 30, 2024
Ministry of Education Grants	\$ 1,260,595	\$ 961,587
School generated	435,843	399,510
Scholarships	838,591	821,615
Other	72,518	55,000
	<u>\$ 2,607,547</u>	<u>\$ 2,237,712</u>
	June 30, 2025	June 30, 2024
Balance, beginning of year	\$ 2,237,712	\$ 1,826,544
Changes for the year:		
Increase: Grants and contributions received		
Provincial	13,154,018	12,910,957
Other	2,746,533	2,349,970
Decrease: Grants and contributions recognized		
Provincial	(12,856,435)	(12,544,261)
Other	(2,674,281)	(2,305,498)
Balance, end of year	<u>\$ 2,607,547</u>	<u>\$ 2,237,712</u>

NOTE 6 DEFERRED CAPITAL REVENUE

Deferred capital revenue includes grants and contributions received that are restricted by the contributor for the acquisition of tangible capital assets that meet the description of a restricted contribution in the Restricted Contributions Regulation 198/2011 issued by Treasury Board. Once spent, the contributions are amortized into revenue over the life of the asset acquired.

	June 30, 2025	June 30, 2024
Balance, beginning of year	\$ 68,226,689	\$ 67,870,808
Increase:		
Grants and contributions received	8,147,348	4,563,741
Decrease:		
Amortization of deferred capital revenue	(3,413,136)	(3,313,977)
Revenue Recognized on Write-down of Building	-	(893,883)
Balance, end of year	<u>\$ 72,960,901</u>	<u>\$ 68,226,689</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 7 EMPLOYEE FUTURE BENEFITS

Benefits include vested sick leave, accumulating non-vested sick leave, early retirement, retirement/severance, vacation, overtime and death benefits. Funding is provided when the benefits are paid and accordingly, there are no plan assets. Although no plan assets are uniquely identified, the School District has provided for the payment of these benefits.

	<u>June 30, 2025</u>	<u>June 30, 2024</u>
Reconciliation of Accrued Benefit Obligation		
Accrued Benefit Obligation – April 1	\$ 882,401	\$ 858,908
Service Cost	73,515	74,886
Interest Cost	39,099	35,959
Benefit Payments	(90,036)	(48,059)
Increase (decrease) in obligation due to plan amendment	33,485	-
Actuarial Gain (Loss)	194,520	(39,293)
Accrued Benefit Obligation – March 31	<u>\$ 1,132,984</u>	<u>\$ 882,401</u>
Reconciliation of Funded Status at End of Fiscal Year		
Funded Status - Deficit	\$ (1,132,984)	\$ (882,401)
Benefit Expenses After Measurement Date	(33,160)	(28,154)
Unamortized Net Actuarial Loss	216,799	42,828
Accrued Benefit Liability - June 30	<u>\$ (949,345)</u>	<u>\$ (867,727)</u>
Reconciliation of Change in Accrued Benefit Liability		
Accrued Benefit Liability - July 1	\$ 867,727	\$ 778,318
Net Expense for Fiscal Year	171,654	137,468
Employer Contributions	(90,036)	(48,059)
Accrued Benefit Liability - June 30	<u>\$ 949,345</u>	<u>\$ 867,727</u>
Components of Net Benefit Expense		
Service Cost	\$ 76,595	\$ 74,544
Interest Cost	41,025	36,744
Immediate Recognition of Plan Amendment	33,485	-
Amortization of Net Actuarial Loss	20,549	26,180
Net Benefit Expense	<u>\$ 171,654</u>	<u>\$ 137,468</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 7 EMPLOYEE FUTURE BENEFITS (Continued)

The significant actuarial assumptions adopted for measuring the School District's accrued benefit obligations are:

	June 30, 2025	June 30, 2024
Discount Rate – April 1	4.25%	4.00%
Discount Rate – March 31	4.00%	4.25%
Long Term Salary Growth – April 1	2.50% + seniority	2.50% + seniority
Long Term Salary Growth – March 31	2.50% + seniority	2.50% + seniority
EARSL – March 31	12.0	11.0

NOTE 8 ASSET RETIREMENT OBLIGATION

Legal liabilities exist for the removal and disposal of asbestos and other environmentally hazardous materials within some district owned buildings that will undergo major renovations or demolition in the future. A reasonable estimate of the fair value of the obligation has been recognized using the modified retroactive approach as at July 1, 2022. The obligation has been measured at current cost as the timing of future cash flows cannot be reasonably determined. These costs have been capitalized as part of the assets' carrying value and are amortized over the assets' estimated useful lives.

Asset Retirement Obligation, July 1, 2024 and June 30, 2025 \$2,344,839 (2024 - \$2,344,839)

NOTE 9 CAPITAL LEASE OBLIGATIONS

During the year the School District signed a lease agreement for computer equipment and vehicles.

Repayments are due as follows:

2025-26	\$ 316,855
2026-27	301,024
2027-28	237,794
2028-29	188,542
2029-30 and later	37,120
Total minimum lease payments	<u>\$ 1,081,335</u>
Less amounts representing interest (<i>ranging from 3.84% to 11.29%</i>)	<u>(182,215)</u>
Present value of net minimum capital lease payments	<u><u>\$ 899,120</u></u>

Total interest on leases for 2025 - \$79,230 (2024 - \$16,422).

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 10 TANGIBLE CAPITAL ASSETS

June 30, 2025

Cost:	Balance at June 30, 2024	Additions	Disposals	Balance at June 30, 2025
Sites	\$ 9,437,116	\$ -	\$ -	\$ 9,437,116
Buildings	169,111,485	6,011,776	-	175,123,261
Furniture & Equipment	2,285,577	467,542	907,066	1,846,053
Vehicles	4,096,963	754,132	168,599	4,682,496
Computer Hardware	258,603	-	43,176	215,427
Assets Under Capital Lease	533,298	670,689	-	1,203,987
Total	\$185,723,042	\$ 7,904,139	\$ 1,118,841	\$192,508,340

Accumulated Amortization:	Balance at June 30, 2024	Additions	Disposals	Balance at June 30, 2025
Sites	\$ -	\$ -	\$ -	\$ -
Buildings	93,282,128	3,409,312	-	96,691,440
Furniture & Equipment	1,306,400	206,582	907,066	605,916
Vehicles	1,587,368	438,973	168,599	1,857,742
Computer Hardware	154,882	47,403	43,176	159,109
Asset Under Capital Lease	139,600	204,057	-	343,657
Total	\$ 96,470,378	\$ 4,306,327	\$ 1,118,841	\$ 99,657,864

Net Book Value	Net Book Value June 30, 2024	Net Book Value June 30, 2025
Sites	\$ 9,437,116	\$ 9,437,116
Buildings	75,829,357	78,431,821
Furniture & Equipment	979,177	1,240,137
Vehicles	2,509,595	2,824,754
Computer Hardware	103,721	56,318
Assets Under Capital Lease	393,698	860,330
Total	\$ 89,252,664	\$ 92,850,476

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 10 TANGIBLE CAPITAL ASSETS (Continued)

June 30, 2024

Cost:	Balance at June 30, 2023	Additions	Disposals	Write-off of Building	Balance at June 30, 2024
Sites	\$ 9,437,116	\$ -	\$ -	\$ -	\$ 9,437,116
Buildings	166,764,841	3,820,671	-	1,474,027	169,111,485
Furniture & Equipment	1,922,266	386,560	23,249	-	2,285,577
Vehicles	4,346,237	344,873	594,147	-	4,096,963
Computer Hardware	264,104	20,075	25,576	-	258,603
Assets Under Capital Lease	303,883	229,415	-	-	533,298
Total	\$183,038,447	\$ 4,801,594	\$ 642,972	\$ 1,474,027	\$185,723,042

Accumulated Amortization:	Balance at June 30, 2023	Additions	Disposals	Write-off of Building	Balance at June 30, 2024
Sites	\$ -	\$ -	\$ -	-	\$ -
Buildings	90,552,052	3,310,220	-	580,144	93,282,128
Furniture & Equipment	1,119,257	210,392	23,249	-	1,306,400
Vehicles	1,759,355	422,160	594,147	-	1,587,368
Computer Hardware	128,186	52,272	25,576	-	154,882
Assets Under Capital Lease	18,116	121,484	-	-	139,600
Total	\$ 93,576,966	\$ 4,116,528	\$ 642,972	\$ 580,144	\$ 96,470,378

Net Book Value	Net Book Value June 30, 2023	Net Book Value June 30, 2024
Sites	\$ 9,437,116	\$ 9,437,116
Buildings	76,212,789	75,829,357
Furniture & Equipment	803,009	979,177
Vehicles	2,586,882	2,509,595
Computer Hardware	135,918	103,721
Assets Under Capital Lease	285,767	393,698
Total	\$ 89,461,481	\$ 89,252,664

On June 30, 2024, there was a fire at Amy Woodland Elementary School which caused significant damage to the building. As a result, the amount recorded in buildings above has been derecognized as at June 30, 2024. The District is actively working with the Ministry of Education on various options for the future of the school. See Note 6 for the impact to Deferred Capital Revenue.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 11 EMPLOYEE PENSION PLANS

The school district and its employees contribute to the Teachers' Pension Plan and Municipal Pension Plan, jointly trustee pension Plans. The board of trustees for these plans represents plan members and employers and is responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer defined benefit pension plans. Basic pension benefits provided are based on a formula. As at December 31, 2024, the Teachers' Pension Plan has about 51,000 active members from school districts, and approximately 42,000 retired members from school districts. As of December 31, 2024 the Municipal Pension Plan has about 256,000 active members, of which approximately 31,000 are from school districts.

Every three years, an actuarial valuation is performed to assess the financial position of the plans and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plans. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plans. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The latest actuarial valuation of the Teachers' Pension Plan as at December 31, 2023, indicated a \$4,572 million surplus for basic pension benefits on a going concern basis. The next valuation will be December 31, 2026, with results available in 2027.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis. The next valuation for the Municipal Pension Plan was December 31, 2024.

Employers participating in the plans record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plans record accrued liabilities and accrued assets for the plans in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plans

School District No. 5 (Southeast Kootenay) expensed \$6,772,970 (2024 - \$6,464,962) for employer contributions to these plans in the year ended June 30, 2025.

NOTE 12 RELATED PARTY TRANSACTIONS

The School District is related through common ownership to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these entities, unless disclosed separately, are considered to be in the normal course of operations and are recorded at the exchange amount.

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 13 CONTRACTUAL RIGHTS

Contractual rights are rights to economic resources arising from contracts or agreements that will result in revenues and assets in the future. The School District's contractual rights arise because of contracts entered into for lease. The following table summarizes the contractual rights of the School District for future revenue.

Fiscal Year	Amount
2025-26	\$ 277,435

NOTE 14 CONTINGENCIES

In the ordinary course of operations, the School District has legal proceedings brought against it which remain outstanding at the year end. It is the opinion of management that final determination of these claims will not have material effect on the financial position or operations of the School District.

NOTE 15 EXPENSE BY OBJECT

	June 30, 2025	June 30, 2024
Salaries and benefits	\$ 83,025,193	\$ 79,914,037
Services and supplies	11,844,138	11,813,088
Scholarships	21,500	20,450
Amortization	4,306,327	4,116,528
Write-off/down of building	-	(164,956)
Debt services	79,230	16,422
	<u>\$ 99,276,388</u>	<u>\$ 95,715,569</u>

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 16 INTERNALLY RESTRICTED SURPLUS – OPERATING FUND

Appropriations Summary	June 2025	June 2024
<u>Special Education</u>		
- District Summary	\$ 665,213	\$ -
- Itinerant Summary 707	494,063	99,344
	1,159,276	99,344
<u>Schools</u>		
- Operating	(60,828)	9,425
- Learning Resources	89,464	82,525
- Growth Plans	49,392	66,612
- School Based Special Ed	14,305	-
	92,332	158,562
<u>Other appropriations</u>		
Contractual Pro-D	185,732	109,588
Aboriginal Education 131	8,000	-
Technology Program 701	567,961	345,021
Student Learning 702	-	6,961
Education Accounts 703	37,663	1,062
Education Plan 708	181,893	14,675
Capital Support Fund – Major Projects	950,000	250,000
School Generated Funds	1,276,870	1,189,129
Operating Projects	639,229	325,434
Transportation Fund	751,940	411,337
Appropriations - Restricted	\$ 5,850,987	\$ 2,911,113
<u>Surplus Summary June 2024</u>		
Surplus Beginning of year	\$ 6,115,600	\$ 2,437,968
Surplus/Deficit for year	3,851,947	4,581,389
Transfer to Local Capital	(850,985)	(903,757)
Accumulated Surplus	\$ 9,116,562	\$ 6,115,600
Appropriations - Restricted	\$ 5,850,987	\$ 2,911,113
Appropriations - Unrestricted	3,265,575	3,204,487
Accumulated Surplus	\$ 9,116,562	\$ 6,115,600

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2025

NOTE 17 ECONOMIC DEPENDENCE

The operations of the School District are dependent on continued funding from the Ministry of Education and Child Care and various governmental agencies to carry out its programs. These financial statements have been prepared on a going concern basis.

NOTE 18 RISK MANAGEMENT

The School District has exposure to the following risks from its use of financial instruments: credit risk and liquidity risk.

The Board ensures that the School District has identified its risks and ensures that management monitors and controls them.

a) Credit risk:

Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held consisting of cash, amounts receivable and investments.

The School District is exposed to credit risk in the event of non-performance by a borrower. This risk is mitigated as most amounts receivable are due from the Province and are collectible.

It is management's opinion that the School District is not exposed to significant credit risk associated with its cash deposits and investments as they are placed in recognized British Columbia institutions and the School District invests solely in term deposits.

b) Liquidity risk

Liquidity risk is the risk that the School District will not be able to meet its financial obligations as they become due.

The School District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the School District's reputation.

Risk Management and insurance services for all School Districts in British Columbia are provided by the Risk Management Branch of the Ministry of Finance.

School District No. 5 (Southeast Kootenay)

Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2025

	Operating Fund	Special Purpose Fund	Capital Fund	2025 Actual	2024 Actual
	\$	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	6,115,600		20,499,617	26,615,217	22,494,930
Changes for the year					
Surplus (Deficit) for the year	3,851,947	68,408	(927,178)	2,993,177	4,120,287
Interfund Transfers					
Tangible Capital Assets Purchased		(68,408)	68,408	-	
Local Capital	(650,000)		650,000	-	
Other	(200,985)		200,985	-	
Net Changes for the year	3,000,962	-	(7,785)	2,993,177	4,120,287
Accumulated Surplus (Deficit), end of year - Statement 2	9,116,562	-	20,491,832	29,608,394	26,615,217

School District No. 5 (Southeast Kootenay)

Schedule of Operating Operations

Year Ended June 30, 2025

Schedule 2 (Unaudited)

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	80,374,870	81,385,656	80,017,204
Other	68,000	96,900	103,074
Federal Grants	103,074		
Other Revenue	722,424	1,143,023	1,029,650
Rentals and Leases	200,000	235,903	202,596
Investment Income	80,000	418,988	256,781
Total Revenue	81,548,368	83,280,470	81,609,305
Expenses			
Instruction	66,809,085	65,349,563	63,621,225
District Administration	3,053,835	3,189,047	2,983,669
Operations and Maintenance	8,696,207	8,506,515	7,932,712
Transportation and Housing	2,396,289	2,383,398	2,490,310
Total Expense	80,955,416	79,428,523	77,027,916
Operating Surplus (Deficit) for the year	592,952	3,851,947	4,581,389
Net Transfers (to) from other funds			
Local Capital	(592,952)	(650,000)	(800,000)
Other		(200,985)	(103,757)
Total Net Transfers	(592,952)	(850,985)	(903,757)
Total Operating Surplus (Deficit), for the year	-	3,000,962	3,677,632
Operating Surplus (Deficit), beginning of year		6,115,600	2,437,968
Operating Surplus (Deficit), end of year		9,116,562	6,115,600
Operating Surplus (Deficit), end of year			
Internally Restricted (Note 16)		5,850,987	2,911,113
Unrestricted		3,265,575	3,204,487
Total Operating Surplus (Deficit), end of year		9,116,562	6,115,600

School District No. 5 (Southeast Kootenay)

Schedule 2A (Unaudited)

Schedule of Operating Revenue by Source

Year Ended June 30, 2025

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Provincial Grants - Ministry of Education and Child Care			
Operating Grant, Ministry of Education and Child Care	78,879,535	79,994,685	78,032,036
ISC/LEA Recovery	(340,061)	(291,446)	(276,660)
Other Ministry of Education and Child Care Grants			
Pay Equity	457,171	457,171	457,171
Funding for Graduated Adults	-	14,937	13,075
Student Transportation Fund	361,459	361,459	361,459
Support Staff Benefits Grant	106,661	106,661	106,661
FSA Scorer Grant	8,187	8,187	8,187
Labour Settlement Funding	901,918	734,002	1,308,275
Equity in Action	-	-	7,000
Total Provincial Grants - Ministry of Education and Child Care	80,374,870	81,385,656	80,017,204
Provincial Grants - Other	68,000	96,900	103,074
Federal Grants	103,074	-	-
Other Revenues			
Other School District/Education Authorities	345,363	432,098	379,269
Funding from First Nations	340,061	291,446	276,660
Miscellaneous			
Miscellaneous	10,000	352,310	342,205
Coursey Riders	-	36,160	-
Health Promoting Schools	27,000	31,009	31,516
Total Other Revenue	722,424	1,143,023	1,029,650
Rentals and Leases	200,000	235,903	202,596
Investment Income	80,000	418,988	256,781
Total Operating Revenue	81,548,368	83,280,470	81,609,305

School District No. 5 (Southeast Kootenay)

Schedule 2B (Unaudited)

Schedule of Operating Expense by Object

Year Ended June 30, 2025

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Salaries			
Teachers	32,353,270	31,074,855	30,157,085
Principals and Vice Principals	5,634,904	5,533,204	5,503,163
Educational Assistants	7,411,954	7,024,863	6,618,372
Support Staff	7,428,302	6,669,155	6,295,284
Other Professionals	2,844,719	3,135,697	2,687,979
Substitutes	2,500,021	3,916,451	3,908,900
Total Salaries	58,173,170	57,354,225	55,170,783
Employee Benefits	14,616,145	13,719,367	13,196,921
Total Salaries and Benefits	72,789,315	71,073,592	68,367,704
Services and Supplies			
Services	2,217,276	2,376,378	2,456,195
Student Transportation	142,556	167,526	138,829
Professional Development and Travel	923,023	793,016	848,751
Rentals and Leases	148,607	100,643	121,501
Dues and Fees	75,450	82,057	78,443
Insurance	208,800	198,258	169,618
Supplies	3,185,389	3,034,930	3,282,725
Utilities	1,265,000	1,602,123	1,564,150
Total Services and Supplies	8,166,101	8,354,931	8,660,212
Total Operating Expense	80,955,416	79,428,523	77,027,916

School District No. 5 (Southeast Kootenay)

Operating Expense by Function, Program and Object

Year Ended June 30, 2025

Schedule 2C (Unaudited)

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	25,690,004	1,585,120		559,139	210,970	2,649,630	30,694,863
1.03 Career Programs							-
1.07 Library Services	744,482			153,082		39,439	937,003
1.08 Counselling	965,469					24,758	990,227
1.10 Inclusive Education	3,490,139	161,832	6,246,602	25,303	697,213	840,784	11,461,873
1.30 English Language Learning	53,379						53,379
1.31 Indigenous Education	131,382	129,373	778,261		168,537	2,894	1,210,447
1.41 School Administration		3,486,562		1,136,712		110,919	4,734,193
Total Function 1	31,074,855	5,362,887	7,024,863	1,874,236	1,076,720	3,668,424	50,081,985
4 District Administration							
4.11 Educational Administration		170,317			313,572	16,274	500,163
4.40 School District Governance					143,937		143,937
4.41 Business Administration				195,782	1,168,624	5,007	1,369,413
Total Function 4	-	170,317	-	195,782	1,626,133	21,281	2,013,513
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				24,783	281,028	1,707	307,518
5.50 Maintenance Operations				3,353,510		134,987	3,488,497
5.52 Maintenance of Grounds				88,936		25,358	114,294
5.56 Utilities							-
Total Function 5	-	-	-	3,467,229	281,028	162,052	3,910,309
7 Transportation and Housing							
7.41 Transportation and Housing Administration					151,816		151,816
7.70 Student Transportation				1,131,908		64,694	1,196,602
Total Function 7	-	-	-	1,131,908	151,816	64,694	1,348,418
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	31,074,855	5,533,204	7,024,863	6,669,155	3,135,697	3,916,451	57,354,225

School District No. 5 (Southeast Kootenay)

Operating Expense by Function, Program and Object

Year Ended June 30, 2025

Schedule 2C (Unaudited)

	Total Salaries \$	Employee Benefits \$	Total Salaries and Benefits \$	Services and Supplies \$	2025 Actual \$	2025 Budget \$	2024 Actual \$
1 Instruction							
1.02 Regular Instruction	30,694,863	6,778,769	37,473,632	2,388,244	39,861,876	40,212,369	38,514,358
1.03 Career Programs	-	-	-	50,603	50,603	100,750	43,381
1.07 Library Services	937,003	248,440	1,185,443	130,737	1,316,180	1,260,497	1,201,667
1.08 Counselling	990,227	242,268	1,232,495	4,418	1,236,913	1,300,284	1,129,079
1.10 Inclusive Education	11,461,873	3,081,887	14,543,760	334,491	14,878,251	15,516,863	14,604,479
1.30 English Language Learning	53,379	13,342	66,721	5,205	71,926	87,700	90,516
1.31 Indigenous Education	1,210,447	338,184	1,548,631	376,267	1,924,898	2,021,589	1,978,322
1.41 School Administration	4,734,193	1,174,778	5,908,971	99,945	6,008,916	6,309,033	6,059,423
Total Function 1	50,081,985	11,877,668	61,959,653	3,389,910	65,349,563	66,809,085	63,621,225
4 District Administration							
4.11 Educational Administration	500,163	107,407	607,570	135,451	743,021	714,090	666,995
4.40 School District Governance	143,937	6,440	150,377	109,220	259,597	630,831	279,259
4.41 Business Administration	1,369,413	332,961	1,702,374	484,055	2,186,429	1,708,914	2,037,415
Total Function 4	2,013,513	446,808	2,460,321	728,726	3,189,047	3,053,835	2,983,669
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	307,518	66,916	374,434	182,544	556,978	642,912	532,323
5.50 Maintenance Operations	3,488,497	921,275	4,409,772	1,459,754	5,869,526	6,363,167	5,325,455
5.52 Maintenance of Grounds	114,294	16,141	130,435	347,453	477,888	425,128	510,784
5.56 Utilities	-	-	-	1,602,123	1,602,123	1,265,000	1,564,150
Total Function 5	3,910,309	1,004,332	4,914,641	3,591,874	8,506,515	8,696,207	7,932,712
7 Transportation and Housing							
7.41 Transportation and Housing Administration	151,816	34,350	186,166	2,827	188,993	168,071	181,938
7.70 Student Transportation	1,196,602	356,209	1,552,811	641,594	2,194,405	2,228,218	2,308,372
Total Function 7	1,348,418	390,559	1,738,977	644,421	2,383,398	2,396,289	2,490,310
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	57,354,225	13,719,367	71,073,592	8,354,931	79,428,523	80,955,416	77,027,916

School District No. 5 (Southeast Kootenay)

Schedule 3 (Unaudited)

Schedule of Special Purpose Operations

Year Ended June 30, 2025

	2025 Budget	2025 Actual	2024 Actual
	\$	\$	\$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	12,207,524	12,856,435	12,431,787
Other			112,474
Other Revenue	655,000	2,658,781	2,292,298
Investment Income	20,000	15,500	13,200
Total Revenue	<u>12,882,524</u>	<u>15,530,716</u>	<u>14,849,759</u>
Expenses			
Instruction	12,592,473	15,437,878	14,695,229
District Administration	3,000	-	-
Operations and Maintenance	24,430	24,430	24,430
Total Expense	<u>12,619,903</u>	<u>15,462,308</u>	<u>14,719,659</u>
Special Purpose Surplus (Deficit) for the year	<u>262,621</u>	<u>68,408</u>	<u>130,100</u>
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(262,621)	(68,408)	(130,100)
Total Net Transfers	<u>(262,621)</u>	<u>(68,408)</u>	<u>(130,100)</u>
Total Special Purpose Surplus (Deficit) for the year	<u>-</u>	<u>-</u>	<u>-</u>
Special Purpose Surplus (Deficit), beginning of year			
Special Purpose Surplus (Deficit), end of year		<u>-</u>	<u>-</u>

School District No. 5 (Southeast Kootenay)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2025

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education and Child Care
Provincial Grants - Other
Federal Grants
Other
Investment Income

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education and Child Care
Other Revenue
Investment Income

Expenses

Salaries
Teachers
Principals and Vice Principals
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense) before Interfund Transfers

Interfund Transfers

Tangible Capital Assets Purchased

Net Revenue (Expense)

Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
\$	\$	\$	\$	\$	\$	\$	\$	\$
312,455		821,615	399,510	7,378	19,517	235,730	187	
287,051	279,294			128,000	29,400	224,238	422,724	169,780
92,838	279,294	6,000	2,689,114		22,128	174,502	422,911	169,780
		32,476	2,652,781					
506,668	-	838,591	435,843	-	26,789	285,466	-	-
92,838	279,294	6,000	2,652,781	135,378	22,128	174,502	422,911	169,780
92,838	279,294	15,500	2,652,781	135,378	22,128	174,502	422,911	169,780
	211,614					45,439	206,636	135,071
-	211,614	-	-	-	5,000	45,439	279,922	135,071
24,430	67,680	21,500	2,652,781	135,378	1,250	14,212	99,775	33,768
24,430	279,294	21,500	2,652,781	135,378	15,878	114,851	43,214	941
					22,128	174,502	422,911	169,780
68,408	-	-	-	-	-	-	-	-
(68,408)								
(68,408)	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

School District No. 5 (Southeast Kootenay)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2025

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education and Child Care
Provincial Grants - Other
Federal Grants
Other
Investment Income

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education and Child Care
Other Revenue
Investment Income

Expenses

Salaries
Teachers
Principals and Vice Principals
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense) before Interfund Transfers

Interfund Transfers

Tangible Capital Assets Purchased

Net Revenue (Expense)

Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Student & Family Affordability	SEY2KT (Early Years to Kindergarten)	ECL (Early Care & Learning)	Feeding Futures Fund
\$	\$	\$	\$	\$	\$	\$	\$	\$
		47,972	26,066		155,993	16,002	20,321	119,966
9,989,795	132,246	3,525	52,000	11,250		19,000	175,000	771,379
9,989,795	132,246	5,387	43,028	9,259	155,993	25,506	191,893	894,908
-	-	46,110	35,038	1,991	-	9,496	3,428	119,770
9,989,795	132,246	5,387	43,028	9,259	155,993	25,506	191,893	894,908
9,989,795	132,246	5,387	43,028	9,259	155,993	25,506	191,893	894,908
7,602,870	105,797		6,835	7,945		16,000		420,902
7,602,870	105,797	-	6,835	7,945	-	16,000	143,904	75,192
2,386,925	26,449		1,708	902		4,000	28,417	496,094
		5,387	34,485	412	155,993	5,506	19,572	123,555
9,989,795	132,246	5,387	43,028	9,259	155,993	25,506	191,893	275,259
-	-	-	-	-	-	-	-	894,908
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

School District No. 5 (Southeast Kootenay)

Changes in Special Purpose Funds and Expense by Object
Year Ended June 30, 2025

	Professional Learning Grant	MCF Programs	Estate of Clarence SES	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year				
Add: Restricted Grants				
Provincial Grants - Ministry of Education and Child Care	225,839			12,920,521
Provincial Grants - Other		110,164		110,164
Federal Grants				123,333
Other		1,425	17,518	2,714,057
Investment Income				32,476
	225,839	111,589	17,518	15,900,551
	-	111,589	-	15,530,716
Less: Allocated to Revenue				
Deferred Revenue, end of year	225,839	-	72,518	2,607,547
Revenues				
Provincial Grants - Ministry of Education and Child Care		111,589		12,856,435
Other Revenue				2,658,781
Investment Income		111,589	-	15,500
	-	111,589	-	15,530,716
Expenses				
Salaries				7,676,156
Teachers				143,904
Principals and Vice Principals				257,053
Educational Assistants				762,609
Support Staff		86,565		161,757
Other Professionals				141,577
Substitutes				9,143,056
	-	86,565	-	2,808,545
Employee Benefits		19,904		3,510,707
Services and Supplies		5,120		15,462,308
	-	111,589	-	68,408
Net Revenue (Expense) before Interfund Transfers	-	-	-	68,408
Interfund Transfers				
Tangible Capital Assets Purchased				(68,408)
	-	-	-	(68,408)
Net Revenue (Expense)	-	-	-	-

School District No. 5 (Southeast Kootenay)

Schedule 4 (Unaudited)

Schedule of Capital Operations

Year Ended June 30, 2025

	2025	2025 Actual			2024
	Budget	Invested in Tangible	Local	Fund	Actual
	\$	Capital Assets	Capital	Balance	\$
Revenues					
Investment Income	25,000		45,243	45,243	62,815
Amortization of Deferred Capital Revenue	3,440,477	3,413,136		3,413,136	3,313,977
Total Revenue	3,465,477	3,413,136	45,243	3,458,379	3,376,792
Expenses					
Amortization of Tangible Capital Assets					
Operations and Maintenance	4,124,371	4,306,327		4,306,327	4,116,528
Write-off/down of Buildings and Sites				-	(164,956)
Debt Services					
Capital Lease Interest	26,000		79,230	79,230	16,422
Total Expense	4,150,371	4,306,327	79,230	4,385,557	3,967,994
Capital Surplus (Deficit) for the year	(684,894)	(893,191)	(33,987)	(927,178)	(591,202)
Net Transfers (to) from other funds					
Tangible Capital Assets Purchased	355,573	68,408		68,408	130,100
Local Capital	500,000		650,000	650,000	800,000
Capital Lease Payment	-		200,985	200,985	103,757
Total Net Transfers	855,573	68,408	850,985	919,393	1,033,857
Other Adjustments to Fund Balances					
Tangible Capital Assets Purchased from Local Capital		165,807	(165,807)	-	
Principal Payment					
Capital Lease		200,985	(200,985)	-	
Total Other Adjustments to Fund Balances		366,792	(366,792)	-	
Total Capital Surplus (Deficit) for the year	170,679	(457,991)	450,206	(7,785)	442,655
Capital Surplus (Deficit), beginning of year		19,516,278	983,339	20,499,617	20,056,962
Capital Surplus (Deficit), end of year		19,058,287	1,433,545	20,491,832	20,499,617

School District No. 5 (Southeast Kootenay)

Tangible Capital Assets
Year Ended June 30, 2025

	Sites	Buildings	Furniture and Equipment	Vehicles	Computer Software	Computer Hardware	Total
	\$	\$	\$	\$	\$	\$	\$
Cost, beginning of year	9,437,116	169,111,485	2,285,577	4,218,273	-	670,591	185,723,042
Changes for the Year							
Increase:							
Purchases from:							
Deferred Capital Revenue - Bylaw		4,379,359	122,665	754,132			5,256,156
Deferred Capital Revenue - Other		1,564,009	179,070				1,743,079
Special Purpose Funds		68,408					68,408
Local Capital			165,807				165,807
Equipment Under Capital Lease				281,539		389,150	670,689
Decrease:							
Deemed Disposals	-	6,011,776	467,542	1,035,671	-	389,150	7,904,139
Cost, end of year							
Work in Progress, end of year							
Cost and Work in Progress, end of year							
	9,437,116	175,123,261	1,846,053	5,085,345	-	1,016,565	192,508,340
Accumulated Amortization, beginning of year							
Changes for the Year							
Increase: Amortization for the Year		93,282,128	1,306,400	1,599,499		282,351	96,470,378
Decrease:							
Deemed Disposals		3,409,312	206,582	491,389		199,044	4,306,327
Accumulated Amortization, end of year							
			907,066	168,599		43,176	1,118,841
		-	907,066	168,599	-	43,176	1,118,841
		96,691,440	605,916	1,922,289	-	438,219	99,657,864
Tangible Capital Assets - Net	9,437,116	78,431,821	1,240,137	3,163,056	-	578,346	92,850,476

School District No. 5 (Southeast Kootenay)

Schedule 4C (Unaudited)

Deferred Capital Revenue

Year Ended June 30, 2025

	Bylaw Capital	Other Provincial	Other Capital	Total Capital
	\$	\$	\$	\$
Deferred Capital Revenue, beginning of year	62,411,981	2,572,866	1,977,283	66,962,130
Changes for the Year				
Increase:				
Transferred from Deferred Revenue - Capital Additions	5,256,156	1,564,009	179,070	6,999,235
	5,256,156	1,564,009	179,070	6,999,235
Decrease:				
Amortization of Deferred Capital Revenue	3,212,478	112,072	88,586	3,413,136
	3,212,478	112,072	88,586	3,413,136
Net Changes for the Year	2,043,678	1,451,937	90,484	3,586,099
Deferred Capital Revenue, end of year	64,455,659	4,024,803	2,067,767	70,548,229
Work in Progress, beginning of year				-
Changes for the Year				
Net Changes for the Year	-	-	-	-
Work in Progress, end of year	-	-	-	-
Total Deferred Capital Revenue, end of year	64,455,659	4,024,803	2,067,767	70,548,229

School District No. 5 (Southeast Kootenay)

Changes in Unspent Deferred Capital Revenue
Year Ended June 30, 2025

Schedule 4D (Unaudited)

	Bylaw Capital	MECC Restricted Capital	Other Provincial Capital	Land Capital	Other Capital	Total
	\$	\$	\$	\$	\$	\$
Balance, beginning of year	130,484	4,606	957,112		172,357	1,264,559
Changes for the Year						
Increase:						
Provincial Grants - Ministry of Education and Child Care	5,329,479		2,708,673			8,038,152
Other					109,013	109,013
Investment Income		183				183
	5,329,479	183	2,708,673	-	109,013	8,147,348
Decrease:						
Transferred to DCR - Capital Additions	5,256,156		1,564,009		179,070	6,999,235
	5,256,156	-	1,564,009	-	179,070	6,999,235
	73,323	183	1,144,664	-	(70,057)	1,148,113
Net Changes for the Year						
	203,807	4,789	2,101,776	-	102,300	2,412,672
Balance, end of year						

Trustee Report for September 2025

Doug McPhee

From the Province

In previous years, the Government of BC has called on public and private interest to provide insight as to what the key influences which need to be addressed in the upcoming budget process. SD5 uses a similar engagement process to gain insight into the yearly budget.

The process at the provincial level is often referred to as the Select Standing Committee. It is open to all public groups to present their thoughts. Trustee Chris Johns, fellow trustees and district management identified key issues in SD5 which would benefit from increased funding and those thoughts and aspirations Chris shared.

In addition to the good work and collective efforts of a number of community groups, the BCSTA also provides a submission to the Select Standing Committee. Their concerns following from discussions held during the previous AGM. The BCSTA has posted their recommendations on their website:

<https://bcsta.org/wp-content/uploads/BCSTA-2026-Budget-Submission-3.pdf>

From the District

Of particular interest is a motion brought forward to the AGM from the Kootenay Boundary Branch of the BCSTA and championed by Trina Ayling.

“In Southeast Kootenay, we’re welcoming more young children who require personal care, struggle to speak or play with peers, and need intensive support from day one. We’re already using our operational funds to subsidize funding for diverse needs, but it’s not enough. Without targeted investment in early intervention now, these challenges — and their costs — will only grow.”

With the school year starting in earnest this week and the summer months have been dedicated to preparing for a safe, productive, and welcoming start, The Board of Education of School District 5 continues to work with all communities and advocate for quality and equitable education.



September 3, 2025

Aqueduct Foundation
Rick and Marg Jensen Family Foundation
Scotiastrust, as Agent for Aqueduct Foundation

Email: aqfoundationservices@scotiawealth.com

Dear Mr. Jensen:

On behalf of School District No. 5 (Southeast Kootenay), I would like to extend our sincere gratitude for your generous support of our school meals program. Your recent donation of \$5,000 has been distributed to schools across Cranbrook.

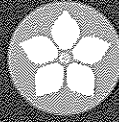
This contribution will directly supplement our school lunch program, helping ensure that students have access to nutritious meals that support their learning and well-being.

Thank you once again for your valuable support of the children in School District No. 5 (Southeast Kootenay). Your generosity makes a meaningful difference in the lives of students.

Sincerely,

Nick Taylor
Secretary Treasurer

cc: Board of Education
Viveka Johnson, Superintendent



OMBUDSPERSON BRITISH COLUMBIA

The *Ombudsperson Act* requires that investigations be conducted in private. Ombudsperson investigation documents are not available through the *Freedom of Information and Protection of Privacy Act* and may be subject to rules preventing their use in court and tribunal proceedings. **Please contact the Office of the Ombudsperson before disclosing this document, or any responses, to any third parties.**

June 30, 2025

Frank Lento
Chair
School District 05 (Southeast Kootenay)
940 Industrial Road, Suite 1
CRANBROOK BC V1C4C6

Dear Frank Lento:

Re: Office of the Ombudsperson Quarterly Report: January 1 - March 31, 2025

This package of documents details the complaint files the Office of the Ombudsperson closed for School District 05 (Southeast Kootenay) between January 1 and March 31, 2025. Though no action is required on your part, we hope that you will find this information useful and share it within your organization.

These reports provide information about the complaint files we closed regarding your organization within the last quarter, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

If you would like further information about the complaints our office received about your organization, or you have identified inaccuracies in the data, please contact our office's Policy, Research and Continuous Improvement team. They can provide further details upon request and can be reached at PRCI@bcombudsperson.ca or by phone at 250-953-4171.

Enclosed you will find detailed reports containing the following:

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- If applicable: Copies of closing summaries written about the complaint files we investigated. These summaries provide an overview of the complaint received, our investigation and the outcome. Our office produces closing summaries for investigated files only, and not for enquiries or those complaints we chose not to investigate.



**OMBUDSPERSON
BRITISH COLUMBIA**

- If applicable: A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, we include authority-specific and/or sector-specific topics for your organization and/or sector. Our office tracks the topics of complaints we investigate and those we close without investigation, but not for enquiries. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

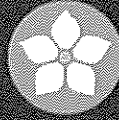
If you wish to update your organization's contact information, please contact us by email at info@bcombudsperson.ca.

To learn more about educational opportunities on administrative fairness provided by our office, or if you wish to consult with our office to enhance fairness within your organization's policies or procedures, our Public Authority Consultation and Training (PACT) Team can assist you. Please contact them by email at consult@bcombudsperson.ca or by phone at 250-508-2950.

Yours sincerely,

Jay Chalke
Ombudsperson
Province of British Columbia

Enclosures



OMBUDSPERSON BRITISH COLUMBIA

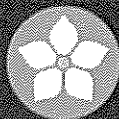
Quarterly Report for 1 January - 31 March, 2025
School District 05 (Southeast Kootenay)

Type of complaint closure for Authority: School District 05 (Southeast Kootenay)	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	0
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	1
Early Resolution Investigations – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
Complaint Investigations – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	0
<i>Reason for closing an Investigation</i>	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0



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Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
Complaint settled in consultation with the authority – When an investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.	0
Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0



OMBUDSPERSON BRITISH COLUMBIA

Complaints Closed from 1 January - 31 March, 2025
School District 05 (Southeast Kootenay)

The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Public Authority Consultation and Training Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics – All School Districts

Bans from School Property (Section 177)	5	10%
Enrolment/Registration	5	10%
Other	14	28%
Special Education	10	20%
Student Safety	11	22%
Student Suspension or Exclusion	5	10%

General Complaint Topics – All School Districts

Accessibility	5	6%
Administrative Error	5	6%
Communication	16	18%
Delay	5	6%
Disagreement with Decision or Outcome	20	22%
Discrimination	2	2%
Employment or Labour Relations	1	1%
Other	7	8%
Process or Procedure	14	16%
Review or Appeal Process	3	3%



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Treatment by Staff	12	13%
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