



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

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

Present: 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

Staff Present Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Instruction Curriculum and Assessment Michael Kelly
Director of Operations Joe Tank
District Principal Early Learning and Child Care Laura-Lee Phillips
District Principal of Learning Services Kaley Wasylowich
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 September 9, 2025, regular public meeting of the Board of Education to order at 3:10 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 extended condolences to the families of Edith Rose and Maureen Dockendorf.

He acknowledged the dedicated work of the Operations and Maintenance Departments and the Accounting and Finance Department over the summer months. Chairperson McPhee also acknowledged the ongoing community advocacy.

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

Additions:

MOTION R-25-111

Moved/Seconded by Clarke/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of September 9, 2025, be approved as circulated.

CARRIED

1.6 Approval of the Minutes

MOTION R-25-112

Moved/Seconded by Ayling/Bellina:

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

CARRIED

1.7 Receipt of Records of Closed Meetings

MOTION R-25-113

Moved/Seconded by Heckendorf/Turner:

THAT the Board accept the closed records of the in-camera meetings of the Board of Education of June 10 and August 25, 2025.

CARRIED

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor provided an update on the business case for Amy Woodland Elementary. A more formal update will be available at the All Committees meeting on September 29, 2025.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

2.1 Report on Select Standing Committee

Trustee Johns presented information on the Select Standing Committee hearings held across the province. He reviewed the importance of the role of advocacy of school board trustees.

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

Co-Chair Trustee Johns reviewed the All Committees minutes of August 25, 2025.

MOTION R-25-114

Moved/Seconded by Heckendorf/Turner:

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

CARRIED

MOTION R-25-115

Moved/Seconded by Bellina/Clarke:

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

CARRIED

MOTION R-25-116

Moved/Seconded by Clarke/Bischler:

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

CARRIED

MOTION R-25-117

Moved/Seconded by Johns/Bellina:

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

CARRIED

MOTION R-25-118

Moved/Seconded by Johns/Ayling:

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

CARRIED

3.2 BCSTA /Provincial Council

MOTION R-25-119

Moved/Seconded by Bellina/Turner:

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

CARRIED

3.3 Communications Media Committee

Nil

MOTION R-25-120

Moved/Seconded by Ayling/Johns:

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

CARRIED

3.4 Mount Baker Secondary School Replacement Committee

Trustee Johns provided an update on the meeting with MLA Peter Davis on a community plan to replace Mount Baker Secondary. Trustee Johns, Trustee Ayling and Chairperson McPhee attended the meeting.

There was also discussion of the importance of advocating for a replacement of Amy Woodland Elementary on its current site.

MOTION R-25-121

Moved/Seconded by Johns/Ayling:

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

CARRIED

3.5 Key City Theatre

MOTION R-25-122

Moved/Seconded by Ayling/Turner:

THAT the report of the Key City Theatre Committee included in the agenda package 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-25-123

Moved/Seconded by Johns/Madsen:

THAT the Board accept the Legacy of Learning report.

CARRIED

3.7 French Immersion Update

Nil

MOTION R-25-124

Moved/Seconded by Heckendorf/Turner:

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

CARRIED

3.8 Traffic Safety Committee

The Pinewood Elementary speed reader information included in the agenda package was reviewed and discussed.

Director Tank is seeking to engage a traffic engineer to prepare a traffic proposal for the District.

Trustee Johns anticipates that there will be two Vision Zero Grant applications submitted this fall.

MOTION R-25-125

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. Trustees also shared how they have helped students become more interested in school and how they will support them in their personal learning journeys.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Fernie Elementary School Update

Secretary Treasurer Taylor reported that the environmental work on the Fernie Elementary site is ongoing.

4.1.2 Steeples Elementary Child Care

Director Tank provided a construction update on the Steeples Elementary Child Care.

4.1.3 Pinewood Elementary Irrigation System

Director Tank provided an update on the Pinewood Elementary irrigation system.

4.2 Recommendations

4.2.1 Audited Financial Statements

MOTION R-25-126

Moved/Seconded by Heckendorf/Turner:

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.

CARRIED

MOTION R-25-127

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 Indigenous Education Council (IEC)

Director Tichauer provided a brief update on the Indigenous Education Council. The IEC will be meeting within the next few weeks.

5.1.2 Framework for Enhancing Student Learning

Superintendent Johnson discussed the submission of the Framework for Enhancing Student Learning. The Framework will be approved at a special in-camera meeting of the Board of Education on September 29, 2025.

Once approved, the report will be submitted to the Ministry and posted on the website.

5.1.3 Child Care

5.1.3.1 Fernie Elementary Child Care Update

District Principal Phillips reported on the recent funding received on 37 child care spaces (for 0 to 5 year olds) at the new Fernie Elementary School.

5.2 Recommendations

MOTION R-25-128

Moved/Seconded by Turner/Heckendorf:

THAT the Superintendent's Report be accepted as presented.

CARRIED

6. CHAIRPERSON'S REPORT

6.1 Updates

The welcome back breakfast will be in Fernie on September 11 and will be followed by Elk Valley school and facility tours. The Cranbrook breakfast will be held on September 12 at 8:00 a.m.

Chairperson McPhee summarized the recent meeting with Minister Lisa Beare. The provincial government has no intention of removing elected school boards in the province.

Chairperson McPhee emphasized the importance of advocating for the value of public education boards. He highlighted the need to find individuals willing to serve in these roles and to support the issues that will arise in the upcoming elections.

6.2 Recommendations

MOTION R-25-129

Moved/Seconded by Bellina/Ayling:

THAT the Chairperson's report be accepted as presented.

CARRIED

7. NEW BUSINESS

Nil

8. ITEMS FOR INFORMATION/CORRESPONDENCE

- 8.1 Thank You Letter to Rick and Marg Jensen Family Foundation**
- 8.2 Office of the Ombudsperson Report**
- 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

Nil

10. CLOSING ROUND

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

Superintendent Johnson took the opportunity to acknowledge the generous donation from Finning Cranbrook. Finning donated 50 backpacks to students in the District.

11. ADJOURNMENT

MOTION R-25-130

Moved/Seconded by Bischler/Johns:

THAT the September 9, 2025, regular public meeting of the Board of Education adjourn at 4:22 p.m.

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer