



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

**October 14, 2025, 3:00 p.m.
Kootenay Learning Campus - Fernie**

Present: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Irene Bischler (out at 4:16 p.m.)
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner (remotely)

Staff Present Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Instruction Systems Leadership and Safe Schools Jason Tichauer
Director of Instruction Curriculum and Assessment Michael Kelly
Director of Operations Joe Tank
District Principal Early Learning and Child Care Laura-Lee Phillips
District Principal of Learning Services Kaley Wasylowich (remotely)
District Vice Principal Human Resources and Health & Safety Erin Boehm
Manager of Board Office & Executive Services (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson McPhee called the October 14, 2025, regular public meeting of the Board of Education to order at 3:21 p.m.

1.2 Greeting

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

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee extended condolences to the family of Diane Stothers and Connie Beranek. Chairperson McPhee also recognized the retirement of the custodian at Laurie Middle School.

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:

4.1.3 Child Care at Steeples Elementary School

MOTION R-25-131

Moved/Seconded by Johns/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of October 14, 2025, be approved as amended.

CARRIED

1.6 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of September 9, 2025.

MOTION R-25-132

Moved/Seconded by Johns/Heckendorf:

THAT the minutes of the regular public meeting of the Board of Education of September 9, 2025, be approved as amended.

CARRIED

1.7 Receipt of Records of Closed Meetings

MOTION R-25-133

Moved/Seconded by Heckendorf/Bischler:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of September 9 and September 29.

CARRIED

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor reported that work continues with Berry Architecture and Turner Townsend on the submission. The first formal Business Case will be submitted to the Ministry before the end of the calendar year.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

Co-Chair Trustee Johns reviewed the All Committees minutes of September 29, 2025.

MOTION R-25-134

Moved/Seconded by Johns/Ayling:

THAT a letter of support be written, inclusive of the 2023 Motion and the BCSTA letter to government, and that this letter also extend an invitation to collaborate on a joint motion with School District 71 (Comox Valley) and the subsequent BCSTA branches. A copy of this correspondence shall be forwarded to the Minister of Education and Child Care.

TABLED

MOTION R-25-135

Moved/Seconded by Johns/Heckendorf:

THAT a letter of support be written to School District No. 70 (Pacific Rim) regarding funding for housing accommodation in rural and remote communities.

CARRIED

MOTION R-25-136

Moved/Seconded by Johns/Madsen:

THAT Policy 22 be sent out for stakeholder feedback.

CARRIED

MOTION R-25-137

Moved/Seconded by Johns/Clarke:

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

CARRIED

3.2 BCSTA /Provincial Council

Trustee Bellina provided a report. Trustee Bischler and Ayling also reported on the Kootenay Boundary Branch meeting in September.

MOTION R-25-138

Moved/Seconded by Bellina/Ayling:

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

CARRIED

3.3 Communications Media Committee

Trustee Ayling provided a report included in the agenda package.

MOTION R-25-139

Moved/Seconded by Ayling/Bellina:

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

CARRIED

3.4 Mount Baker Secondary School Replacement Committee

Trustee Johns provided a verbal report from the Mount Baker Secondary School Parent Advisory Council.

MOTION R-25-140

Moved/Seconded by Johns/Heckendorf:

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

CARRIED

3.5 Key City Theatre

Trustee Ayling provided a report included in the agenda package.

MOTION R-25-141

Moved/Seconded by Ayling/Johns:

THAT a letter of support for restoration of the \$1.3 million education funding and ongoing support for Artists in Education and Artists in the Classroom be written by the Board of Education.

CARRIED

MOTION R-25-142

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 report included in the agenda package.

MOTION R-25-143

Moved/Seconded by Johns/Bischler:

THAT the Board accept the Legacy of Learning report.

CARRIED

3.7 French Immersion Update

Trustee Heckendorf will have an update and minutes from the meeting at the November 10, 2025 meeting.

MOTION R-25-144

Moved/Seconded by Heckendorf/Bischler:

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

CARRIED

3.8 Traffic Safety Committee

Director Tank reported that he has received a proposal from Peter Truch, traffic engineer. This report will be reviewed and included in the Vision Zero grant applications.

The Vision Zero applications for Highlands Elementary and Kootenay Orchards Elementary will be submitted at the end of November. Letters of support have been requested from the Kootenay Orchards Elementary Parent Advisory Council, Highlands Elementary Parent Advisory Council and the City of Cranbrook.

MOTION R-25-145

Moved/Seconded by Johns/Turner:

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 Update

Secretary Treasurer Taylor reported that work continues on the child care scope addition for Fernie Elementary School. The environmental certificate of compliance is expected to be submitted by the end of the month.

4.1.2 Pinewood Elementary Irrigation System

The Pinewood Elementary irrigation system is complete and functioning.

4.1.3 Child Care at Steeples Elementary School

Director Tank provided an update on the before and after school care facility at Steeples Elementary. The project should be completed by the end of November.

District Principal Phillips reported that Child Care is currently operational at Steeples Elementary.

4.2 Recommendations

MOTION R-25-146

Moved/Seconded by Johns/Madsen:

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 a verbal update on child care in the District. She also provided an update on the key provisions of Bill 19 regarding the expansion of child care options on public school grounds.

District Principal Phillips will meet on October 20 with the Métis Nation of British Columbia, regarding the Amy Woodland Elementary site for child care.

5.1.2 Indigenous Education Council

Superintendent Johnson provided an update from the Indigenous Education Council (IEC). The draft Terms of Reference for the IEC has been submitted to the Ministry.

This will be an ongoing agenda item.

5.1.3 Framework for Enhancing Student Learning

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

- Director Kelly provided an update on the Foundation Skills Assessment (FSA).
- Director Kelly also provided an update on Numeracy from the District Numeracy Teacher, Nicole Fulton.
- District Principal Phillips provided an update on Literacy and Acadience screening. She also answered questions regarding kindergarten assessment.
- District Principal Wasylowich provided an update on Social Emotional Learning.
- Director Reimer provided an update on Compassionate Systems Leadership.
- Director Tichauer provided a report from the District Student Advisory Council (DSAC).

5.2 Recommendations

MOTION R-25-147

Moved/Seconded by Turner/Bellina:

THAT the Superintendent's Report be accepted as presented.

CARRIED

6. CHAIRPERSON'S REPORT

6.1 Updates

6.1.1 Trustee Tour of Elk Valley Schools and Facilities

Chairperson McPhee reported on the tour of Elk Valley facilities.

6.1.2 KBB Annual General Meeting Report

Chairperson McPhee reported on the KBB Annual General Meeting.

6.1.3 Remembrance Day Services

Chairperson McPhee reminded trustees of the upcoming Remembrance Day services across communities. The Board meeting will be on Monday, November 10, 2025, due to the observance of Remembrance Day on November 11, 2025.

6.2 Recommendations

MOTION R-25-148

Moved/Seconded by Johns/Ayling:

THAT the Chairperson's report be accepted as presented.

CARRIED

7. NEW BUSINESS

7.1 Community Donation Allocation

Secretary Treasurer Taylor reviewed the community donation spreadsheet included in the agenda package.

MOTION R-25-149

Moved/Seconded by Johns/Heckendorf:

THAT the proposed community donation allocation, Option 3, for 2025 be accepted as presented.

CARRIED

7.2 Review of All Committees Schedule (Time of Meetings)

The District Parent Advisory Council (DPAC) has requested that the All Committees Public meeting start at 3:00 p.m. This provides more access to the public meeting for families.

The All Committees meeting times will change for October 27, 2025. The in-camera meeting will commence at 1:00 p.m. and the public meeting will start at 3:00 p.m.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 October 24 Professional Development Day

8.2 October 27 Committee Meetings

8.3 November 10 Board Meetings

8.4 November 11 Remembrance Day

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.

11. ADJOURNMENT

MOTION R-25-150

Moved/Seconded by Johns/Ayling:

THAT the October 14, 2025, regular public meeting of the Board of Education adjourn at 5:15 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