



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

**October 27, 2025, 3:00 p.m.
Cranbrook Board Office**

Committee Members
in Attendance: Trustee Trina Ayling (Co-Chair)
Trustee Bev Bellina (Co-Chair) (remotely)
Trustee Irene Bischler
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns
Chairperson Doug McPhee
Trustee Wendy Turner

Regrets: Trustee Sarah Madsen

Board/District Staff in
Attendance: 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 (remotely)
District Principal of Learning Services Kaley Wasylowich
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

Co-Chair Trustee Ayling called the public All Committees meeting of October 27, 2025, to order at 3:00 p.m.

1.2 Acknowledgement of Ktunaxa Territory

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

1.3 Approval of the Agenda

Moved/Seconded by Johns/Turner:

THAT the All Committees public agenda of October 27, 2025, be approved as circulated.

1.4 Approval of the Minutes

Approval of the minutes from September 29, 2025

Moved/Seconded by Turner/Heckendorf:

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

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor provided an update on the business case for Amy Woodland Elementary School.

2.2 Science Centre Cranbrook

Superintendent Johnson reported on the recent Science Centre Society meeting and the public booth set up at the Farmer's Market.

Superintendent Johnson was unable to attend the October meeting; however, she asked that parent representative, Lisa Rogers, provide an update.

3. PRESENTATIONS

3.1 Heritage Fair

Jenny Swain presented on behalf of the East Kootenay History Centre's 2026 East Kootenay Heritage Fair. The presentation was included in the agenda package.

RECOMMENDATION

Moved/Seconded by Bischler/Johns:

THAT the Board of Education approve the East Kootenay History Centre's 2026 East Kootenay Heritage Fair's request for bussing of students to the Heritage Fair on May 8-9, 2026.

3.2 Inclusive Calendar Report

District Principal Wasylowich reviewed the Inclusion Calendar report included in the agenda package.

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Mountainview Sparwood

Secretary Treasurer Taylor reported that he continues to await the legal review from Elk Valley Resources regarding the process of returning the Mountainview building to its original condition.

4.1.2 Fernie Elementary School

The environmental certificate of completion application will be submitted by the end of October 2025. Construction is anticipated to begin on schedule in the spring of 2026.

There is ongoing work with Berry Architecture on the costing of the daycare component of the project. There will also be partner meetings arranged to review the final designs.

4.2 Superintendent

4.2.1 Child Care

District Principal Phillips provided a verbal update on child care in the District.

4.2.2 Framework for Enhancing Student Learning

Superintendent Johnson provided a brief update. She discussed the CUPE professional development day on October 24. This day offered literacy, numeracy and social emotional learning support professional development for education assistants, Indigenous Education Support Workers and youth care workers. She also provided updates on the following:

- Foundation Skills Assessments (in process)
- CHEQ data (submitted)
- Acadience training (ongoing)

4.2.3 Indigenous Education Council (IEC)

Superintendent Johnson reported on the ongoing work with the IEC. She emphasized the importance of continued collaboration with the IEC in the allocation and use of the annual Indigenous targeted funds from the Ministry.

4.3 Report from Director of Instruction Curriculum and Assessment

Director Kelly reviewed the Canadian K-12 Generative AI School Leadership Summit report included in the agenda package.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

Trustee Bellina provided a verbal report on the DSAC meeting in October.

5.1.2 DPAC Report

Trustee Turner provided a verbal report from the DPAC meeting in October. She provided updates on activities in schools across the District.

5.1.3 Advocacy Letter to Tracy Loffler

Receive and File

5.2 Learning Services

District Principal Wasylowich reviewed the Learning Services update included in the agenda package.

5.3 Policy

5.3.1 Administrative Procedure 230

Director Tichauer reviewed Administrative Procedure 230 included in the agenda package.

5.4 Finance Operations Personnel

Nil

6. NEW BUSINESS

6.1 Statement of Financial Information

Secretary Treasurer Taylor reviewed the Statement of Financial Information and answered questions on the Board-approved June 30, 2025 financial statements included within the document.

RECOMMENDATION

Moved/Seconded by Johns/Turner:

THAT the Statement of Financial Information (SOFI) be approved by the Board of Education.

The approved document will be submitted to the Ministry of Education and Child Care.

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

District Vice Principal Boehm provided a verbal report.

8.2 Finance and Capital Analysis Report

Secretary Treasurer Taylor reviewed the Finance and Capital Analysis report included in the agenda package.

8.3 Trustee Professional Development

8.4 Staff Travel Summary

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Johns/Bischler:

THAT the October 27, 2025, public All Committees meeting adjourn at 4:19 p.m.

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