



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

**November 24, 2025, 1:00 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 (remotely)
Trustee Chris Johns
Chairperson Doug McPhee
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner

Regrets: Secretary Treasurer Nick Taylor

Board/District Staff in
Attendance: Superintendent Viveka Johnson
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 (remotely)
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
Manager of Board Office & Executive Services (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Turner called the public All Committees meeting of November 24, 2025, to order at 3:00 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

Moved/Seconded by Johns/Clarke:

THAT the All Committees public agenda of November 24, 2025, be approved as circulated.

1.4 Approval of the Minutes

Moved/Seconded by McPhee/Bischler:

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

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer – Reported by Superintendent Johnson

4.1.1 Mountainview Sparwood

Secretary Treasurer Taylor is still waiting on Elk Valley Resources for their legal interpretation of the lease agreement. There are no further updates at this time.

4.1.2 Fernie Elementary School

The environmental report on the Fernie Elementary School lands will be submitted by month end. A stakeholder design meeting will be scheduled in the near future. There are no other updates at this time.

4.2 Superintendent

4.2.1 Indigenous Education Council (IEC)

Superintendent Johnson reported that the IEC met on November 14, 2025, with primary discussion focused on targeted funds. She provided requested September and October data on exclusion rates and part time schedules of Indigenous students.

4.2.2 Child Care

District Principal Phillips provided updates on the Métis Nation BC Child Care project, the Marysville Child Care facility visit on November 19, 2025, and the professional development day on November 21, 2025.

4.2.3 Framework for Enhancing Student Learning

Superintendent Johnson reported on district wide professional development on November 21, 2025, and on School Based Team meetings held November 20, 2025. She noted that Dr. Sean Lassard will keynote the December 4, 2025, Principal and Vice Principal meeting at Cranbrook Golf Course, followed by round table discussions on supporting the vulnerable sector. She also acknowledged Director Kelly and team for completing Foundation Skills Assessment marking.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

Trustee Bellina provided the DSAC update. The next DSAC meeting is on November 25, 2025, at Elkford Secondary.

5.1.2 DPAC Report

Director Kelly provided the DPAC update.

5.1.3 Letter from School District 8 - Request to Review the Inclusive Education Funding Model

RECOMMENDATION

Moved/Seconded by Johns/McPhee:

THAT a letter of support be written to School District No. 8 to support the Request to Review the Inclusive Education Funding Model.

5.2 Learning Services

The Inclusion calendar report was included in the agenda package.

5.3 Policy

5.3.1 Policy 22 Public Feedback

No public feedback was received on Policy 22 Provision of Child Care.

RECOMMENDATION

Moved/Seconded by Ayling/Johns:

THAT the revisions to Policy 22 Provision of Child Care be accepted and approved for posting.

5.4 Finance Operations Personnel

No report at this time.

6. NEW BUSINESS

Nil

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

The minutes were included in the agenda package.

8.2 Finance and Capital Analysis Report

Board Chairperson McPhee noted that 2026 to 2027 budget meeting dates have been circulated.

8.3 Trustee Professional Development

This report was included in the agenda package.

8.4 Staff Travel Summary

This report was included in the agenda package.

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Bischler/Johns:

THAT the November 24, 2025, public All Committees meeting adjourn at 3:31 p.m.

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