



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

December 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 Election of Chairperson and Representatives

Procedural Bylaw Policy

2.3

The Secretary Treasurer shall call for nominations for Board Chairperson (seconding is not necessary) and conduct a vote by ballot in which that person receiving a clear majority shall be elected Board Chairperson for the ensuing year. If no person receives a clear majority (five or more votes) further ballots shall be taken until the same is achieved or, if, after a second ballot, a tie shall occur, the election shall be decided by drawing of lots. A vote by ballot will not be required if only one candidate is nominated for the position of Board Chairperson.

2.4

The Chairperson so elected shall assume the chair for the remainder of the meeting.

1.6.1 Election of Chairperson

1.6.2 Election of BPSEA Representative and Alternate

The election of BCPSEA Representative and Alternate will not be held.

At the February in-camera meeting of the Board of Education, the following motion was passed:

Motion I-24-026

THAT the BCPSEA representative remain in the position for the remainder of BCTF bargaining period.

1.6.3 Election of BCSTA Representative and Alternate

1.6.4 Election of Bargaining Representative - BCTF

Not Required

1.6.5 Election of Bargaining Representative - CUPE

Not Required

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1.9 Business Arising from Previous Minutes

1.9.1 Amy Woodland Elementary Update

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RECOMMENDATION A

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

RECOMMENDATION B

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

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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**

**November 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 (remotely)
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

Chair McPhee called the November 10, 2025, regular public meeting of the Board of Education to order at 3:05 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 significance of Remembrance Day and paid tribute to the Indigenous veterans who served Canada. He extended his appreciation to all schools across the District for holding respectful and meaningful Remembrance Day ceremonies.

He also acknowledged employees who have retired since the June 2025 retirement function.

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-25-151

Moved/Seconded by Johns/Bellina:

THAT the agenda for the regular public meeting of the Board of Education of November 10, 2025, be approved as circulated.

CARRIED

1.6 Approval of the Minutes

MOTION R-25-152

Moved/Seconded by Bellina/Madsen:

THAT the minutes of the regular public meeting of the Board of Education of October 14, 2025, be approved as circulated.

CARRIED

1.7 Receipt of Records of Closed Meetings

MOTION R-25-153

Moved/Seconded by Johns/Clarke:

THAT the Board accept the closed records of the in-camera meetings of the Board of Education of October 14 and October 27, 2025.

CARRIED

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

Director Tank received the Project Definition Report (PDR) for Amy Woodland Elementary and has submitted it to the Ministry of Infrastructure. Comments have been received back from the Ministry and will be reviewed with Turner and Townsend and Berry Architecture.

1.8.2 Gender-Based Violence Letter - Revised Motion

Trustee Ayling discussed the importance of mandating Gender-Based Violence in K-12 curriculum.

MOTION R-25-154

Moved/Seconded by Ayling/Clarke:

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.

CARRIED

1.8.3 Review of All Committees Schedule (Time of Meetings)

MOTION R-25-155

Moved/Seconded by Turner/Bellina:

THAT the All Committees meeting times change to 1:00 p.m. for the in-camera meeting and 3:00 p.m. for the public meeting. This is at the request of the District Parent Advisory Council (DPAC).

CARRIED

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

Co-Chair Trustee Ayling reviewed the All Committees minutes of October 27, 2025.

MOTION R-25-156

Moved/Seconded by Ayling/Clarke:

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.

CARRIED

MOTION R-25-157

Moved/Seconded by Ayling/Bischler:

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

CARRIED

MOTION R-25-158

Moved/Seconded by Ayling/Clarke:

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

3.2 Analysis of Surplus Funds

Secretary Treasurer Taylor reviewed the Analysis of Surplus Funds included in the agenda package. Trustee Turner acknowledged the work of Secretary Treasurer Taylor and expressed appreciation for the valuable report provided.

3.3 BCSTA/Provincial Council

Trustee Bellina reviewed the report included in the agenda package.

MOTION R-25-159

Moved/Seconded by Bellina/Bischler:

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

CARRIED

3.4 Communications Media Committee

Trustee Ayling reviewed the report included in the agenda package.

MOTION R-25-160

Moved/Seconded by Ayling/Bellina:

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

CARRIED

3.5 Mount Baker Secondary School Replacement Committee

Trustee Johns reported on the Mount Baker Secondary “walk-about” with MLA Peter Davis. Work will continue with the MLA to advocate for a new Mount Baker Secondary.

Trustee Johns also promoted the upcoming Mount Baker Wild production of “Elf Jr” at the Key City Theatre.

MOTION R-25-161

Moved/Seconded by Johns/Bischler:

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

CARRIED

3.6 Key City Theatre

Trustee Ayling reviewed the report included in the agenda package.

MOTION R-25-162

Moved/Seconded by Ayling/Turner:

THAT the report of the Key City Theatre Committee be accepted as presented.

CARRIED

3.7 Legacy of Learning

Trustee Johns reviewed the report included in the agenda package.

MOTION R-25-163

Moved/Seconded by Johns/Heckendorf:

THAT the Board accept the Legacy of Learning report.

CARRIED

3.8 French Immersion Update

Trustee Heckendorf provided minutes from the French Advisory Committee.

MOTION R-25-164

Moved/Seconded by Heckendorf/Turner:

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

CARRIED

3.9 Traffic Safety Committee

3.9.1 Vision Zero Grant Application

The Vision Zero grant application for Highlands Elementary and Kootenay Orchards Elementary was submitted on Friday, November 7, 2025.

MOTION R-25-165

Moved/Seconded by Johns/Clarke:

THAT the report of the Traffic Safety Committee be accepted as presented.

CARRIED

3.10 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

Director Tank provided an update on Fernie Elementary School. There will be weekly meetings with the Ministry of Education and Child Care on the child care design at the new school.

4.2 Recommendations

MOTION R-25-166

Moved/Seconded by Ayling/Heckendorf:

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 Indigenous Education Council (IEC)

The first meeting of the IEC will be on November 14, 2025. Superintendent Johnson is attending as a guest at this meeting.

5.2 Updates

5.2.1 Child Care

District Principal Phillips reviewed the Child Care report included in the agenda package. She also provided an update on the Metis Child Care project.

5.3 Framework for Enhancing Student Learning

Superintendent Johnson presented the Framework for Enhancing Student Learning report, which included the following updates:

- Presentation of CHEQ data scheduled for the January All Committees meeting;
- Completion of parent-teacher interviews across the District;
- Upcoming distribution of report cards and Communicating Student Learning updates;
- CUPE Professional Development Day held on October 24; and
- Cancellation of provincial assessments due to the BCGEU strike.

5.4 Recommendations

MOTION R-25-167

Moved/Seconded by Johns/Ayling:

THAT the Superintendent's Report be accepted as presented.

CARRIED

6. CHAIRPERSON'S REPORT

6.1 Updates

Chairperson McPhee reviewed upcoming events in the District (see Item 8 Items for Information/Correspondence).

6.2 Recommendations

MOTION R-25-168

Moved/Seconded by Bischler/Johns:

THAT the Chairperson's report be accepted as presented.

7. NEW BUSINESS

Nil

8. ITEMS FOR INFORMATION/CORRESPONDENCE

- 8.1 November 11 Remembrance Day**
- 8.2 November 21 Professional Development Day**
- 8.3 November 24 Committee Meetings**
- 8.4 November 27-30 BCSTA Trustee Academy**
- 8.5 December 11 Board Office Christmas Pot Luck**
- 8.6 December 12 Schools Not In Session**

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-25-169

Moved/Seconded by Bischler/Johns:

THAT the November 10, 2025, regular public meeting of the Board of Education adjourn at 4:25 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



1.7. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings:

November 10, 2025

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

November 24, 2025

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

Nick Taylor
Secretary Treasurer

PROVISION OF CHILD CARE PROGRAMS

The purpose of this policy is to provide guidance with respect to how the Board will promote the use of Board property for the provision of child care programs by either the Board or third party licensees.

The use of Board property by licensed child care providers must not disrupt or otherwise interfere with the provision of educational activities including early learning programs and extracurricular school activities.

Definitions

In this Policy, the terms “Board property,” “business day,” “child care program,” “educational activities” and “licensee” have the meanings given to those terms in the School Act.

Direct and indirect costs shall be determined by the Secretary Treasurer, however, must include the following:

- Utilities;
- Maintenance and repair;
- An allowance for the cost of providing custodial services;
- An allowance for time school district administrators and other staff spend on matters relating to the use of Board property by licensed child care providers.

Specifically

1. The Board Chair in consultation with the Superintendent shall establish advisory (fact finding/information gathering) sub-committees in each of the following five communities: Cranbrook, Fernie, Elkford, Jaffray, and Sparwood in order to assess the need for before and after school child care programs, services and delivery. The sub-committees shall make recommendations to the Standing Finance and Operations Committee. The Standing Finance and Operations Committee shall make recommendations to the Board. The Superintendent shall designate individuals/groups to be consulted and the District resource staff required to facilitate the recommendations to the Standing committee.

2. If child care programs are to be provided on Board property, the Board will consider, on an ongoing basis, whether those programs are best provided by licensees other than the Board, the Board, or a combination of both.
3. Child care programs, if operated by the Board, will be operated for a fee no greater than the direct costs the Board incurs in providing the child care program.
4. Fees for the use of Board property by licensees other than the Board will not exceed the direct and indirect costs the Board incurs in making Board property available for the child care program.
5. If child care programs are operated by a licensee other than the Board, the Board will require the licensee to agree to comply with this Policy.
6. In selecting licensees other than the Board to operate a child care program, the Board will give special consideration to the candidates' proposals to:
 - 6.1 provide inclusive child care; and
 - 6.2 foster Indigenous reconciliation in child care.
7. If the Board decides to operate a child care program, the Board will ensure that it is operated in a manner that:
 - 7.1. Fosters Indigenous reconciliation in child care. In particular, the child care program will be operated consistently with the following principles of the British Columbia Declaration on the Rights of Indigenous Peoples Act:
 - 7.1.1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including in the area of education; and
 - 7.1.2. "Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education"; and
 - 7.2. Is inclusive and consistent with the principles of non-discrimination set out in the British Columbia Human Rights Code.
8. Any contract with a licensee other than the Board, to provide a child care program on Board property must be in writing and subject to review no less than every five years. The contract must contain:
 - 8.1. A description of the direct and indirect costs for which the licensee is responsible;
 - 8.2. An agreement by the licensee to comply with this policy and all other applicable policies;
 - 8.3. A provision describing how the agreement can be terminated by the Board or the licensee;

- 8.4. An allocation of responsibility to ensure adequate insurance is in place to protect the interests of the Board;
 - 8.5. A statement that the agreement can only be amended in writing, signed by the Board and the licensee;
 - 8.6. A requirement for the licensee to maintain appropriate standards of performance; and
 - 8.7. A requirement that the licensee must at all times maintain the required license to operate a child care facility.
9. Prior to entering into or renewing a contract with a licensee other than the Board to provide a child care program on Board property, the Board will consider:
 - 9.1. Whether it is preferable for the Board to become a licensee and operate a child care program directly;
 - 9.2. The availability of school district staff to provide before and after school care;
 - 9.3. Whether, with respect to a licensee seeking renewal or extension of a contract, the licensee has performed its obligations under this Policy and its contract with the Board, with specific regard to performance in respect of providing an inclusive child care program and one that promotes indigenous reconciliation in child care.

Legal References: British Columbia *Declaration on the Rights of Indigenous Peoples Act*
Freedom of Information and Protection of Privacy Act
School Act Sections 85.1, 85.2, 85.3, 85.4
Ministerial Order M326, the Child Care Order
Declaration on the Rights of Indigenous Peoples Act
British Columbia *Human Rights Code*.

October 14, 2025

November 6, 2025

Honourable Minister Lisa Beare
Minister of Education and Child Care
Government of British Columbia
Via email

Re: Request to Review the Inclusive Education Funding Model

Dear Minister Beare,

On behalf of the Board of Education for School District No. 8 (Kootenay Lake) we are writing to respectfully request a comprehensive review of the provincial funding model related to inclusive education.

As a Board, we are responsible for ensuring that every school-age learner in our district has access to an educational program, consistent with the School Act and the Ministry's policy framework. The Act requires boards to make an educational program available to all school-age residents, and the Statement of Education Policy Order (Mandate for the School System) affirms government's responsibility to ensure that all learners can develop their individual potential and contribute to a healthy society and sustainable economy.

We ask that the Ministry revisit the following recommendations with partners across the sector. To continue to adhere to inclusion principles that support the basic human rights of children in schools that have a diversity of learners, funding should reflect the increasing classroom complexity, and need for services such as evidence-based interventions, specialized staff, assistive technology, and interagency coordination have expanded correspondingly. Previous provincial reviews identified opportunities to better align resources with needs such as combining high-cost claims with a provincial prevalence-based component while maintaining accountability for student outcomes.

We also note the Supreme Court of Canada's guidance that for some learners, specialized supports are the means by which students obtain meaningful access to the education guaranteed to all children. This principle reinforces the importance of funding models that allow districts to meet individual needs for all students in a timely, effective, and sustainable way.

The current funding model references these obligations, but unique need identification in operational budgets does not align to this requirement. The K-12 Funding model provides a basic allocation for all students and supplemental funding for defined categories of need (Levels 1-3). While these mechanisms support the unique demographics of school districts, they also

respond to a medicalized model of identifying learners that fall within specified learning profiles. The funding also requires that boards meet the full scope of duties outlined above within this funding model for all operational obligations and to support all students with diverse learning abilities that require specialized supports and fall outside of the level 1-3 categories. Our district's budgeted 2025-2026 expenditures exceed our budgeted 2025-2026 revenue in the area of inclusive education by CAD 1.9 million. This continues to be a historical trend.

With this context, we respectfully request that the Ministry consider the following in a renewed review of the inclusive education funding model:

- Ensure that funding keeps pace with the actual costs of delivering required supports (staffing, programs and services, assessments, transportation, technology, and specialized programming) so boards can fully meet legislated and policy obligations.
- Assess whether the current allocation model adequately reflects rural and remote communities, socio-economic factors, and emerging mental-health and behaviour-support needs, while preserving flexibility for local implementation.
- Ensure that rural and remote districts have access to funding reflective of the additional travel time required for inclusive education educators or specialists to travel between schools and their inability to apply economy of scale.
- Explore multi-year allocations and appropriate stabilization measures so districts can plan services and staffing, including for low-incidence, high-cost needs that may fluctuate year-to-year.
- Maintain transparent reporting while moving away from a medical model and emphasizing measures of access, participation, progress toward IEP goals, graduation, and transitions consistent with the Ministry's policy objectives.
- Ensure that districts are able to equitably meet a standard of service across the province, including having access to timely assessment and specialist services.

Our Board is committed to accountability and continuous improvement. We respectfully request a comprehensive review of the provincial funding model related to inclusive education. We welcome the opportunity to participate in a Ministry-led process to support equitable, high-quality learning for every student, in every community.

Thank you for your consideration.

Sincerely,



Susan Chew, Chair

Board of Education of School District No. 8 (Kootenay Lake)

cc. Trish Smillie, Superintendent of Schools
British Columbia School Trustees Association



**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?

DRAFT

Summary for December 9th, 2025 Board Meeting

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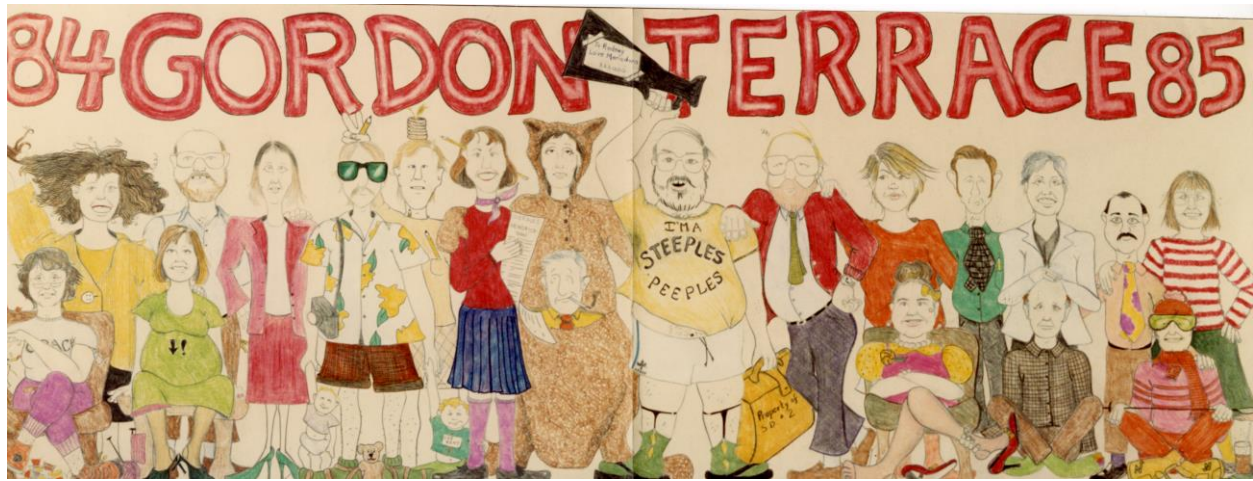
Trustee Media Report – Trina Ayling

Nothing to report.

Summary for December 9th, 2025 Board Meeting

Key City Theatre Society (KCTS) Report

Was at the Trustee Academy during the November meeting. Will provide the November update in January, with my December update, once I have reviewed the minutes and clarified any questions.



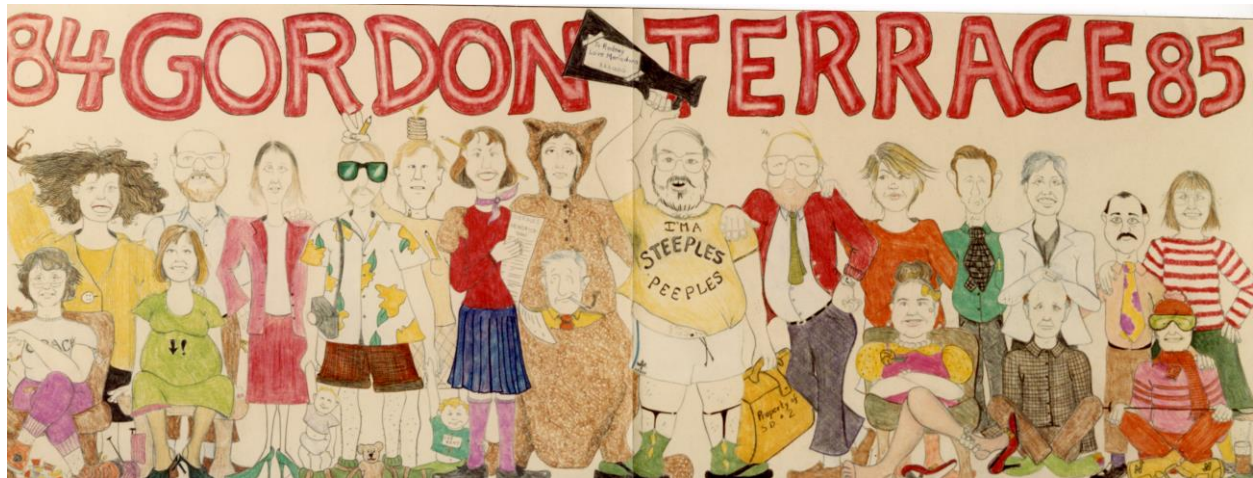
Legacy of Learning December 2025 report

NAME THAT TEACHER

1984-85 GORDON TERRACE – Brian Gilchrist, Stephanie Paliuk, Peggy Roberts, Shiraz Ali, Jim Reid, Ida Belding, Vic Epp, Brian Macleod, Ruth Ellingson, Raeburn Hendrickson, Rod Joyce,?, Marilyn Fontana, Ed Arnold, Cathy Patton.

We need to start this month by saying that “Name That Teacher”, an adjunct to the Legacy of Learning Program, is throwing a delightful light on School District #5 and its unquestionable commitment to enlightened education. It has been our privilege to work with a growing number (17 at last count) of retired educators to record both the people and activities of Cranbrook’s schools. What we are putting up on the internet is a proud legacy that has started to recognize all components – students, teachers, administration, maintenance – and celebrates the end product, public school education.

Volunteer teacher hours were 76.5 (at minimum wage)	\$1,365.50
Photos uploaded to the internet and made live – 402 – (67 hrs @ \$25.00)	\$1.675.00
Contribution OF CBIRS volunteer time (38 hrs @ \$17.85)	\$ 678.30



The teachers have produced a large amount of data, and we will continue to process and upload that throughout the holidays. “Name That Teacher” has been put on hold until January 14, 2026, to allow CBIRH staff to catch up.

In the Archives Room, we now have the Science Fair trophies, and initial work has begun on them. These signify significant achievements by the students of School Districts #1 and #2 (now SD #5), including our own Viveka Johnson – Selkirk 1989 [search CBIRH 2473.0001], and bear witness to the time and effort of both students, parents, and teachers. So far, we have done the following:

Professional photography donated by Solar Etchings (7 hrs @ 50)
\$350.00

Recording of all recipient names & schools (12 hrs.@ \$17.85)
\$214.20

Donated by CBIRH staff

Uploading of Science Fair trophies to the website for public viewing
(10 hrs@ \$25.00) \$250.00

In the past month, the CBIRH has expended \$1925.00 of project funds and facilitated \$2,608.20 of volunteer contributions to the ongoing Legacy of Learning programme.

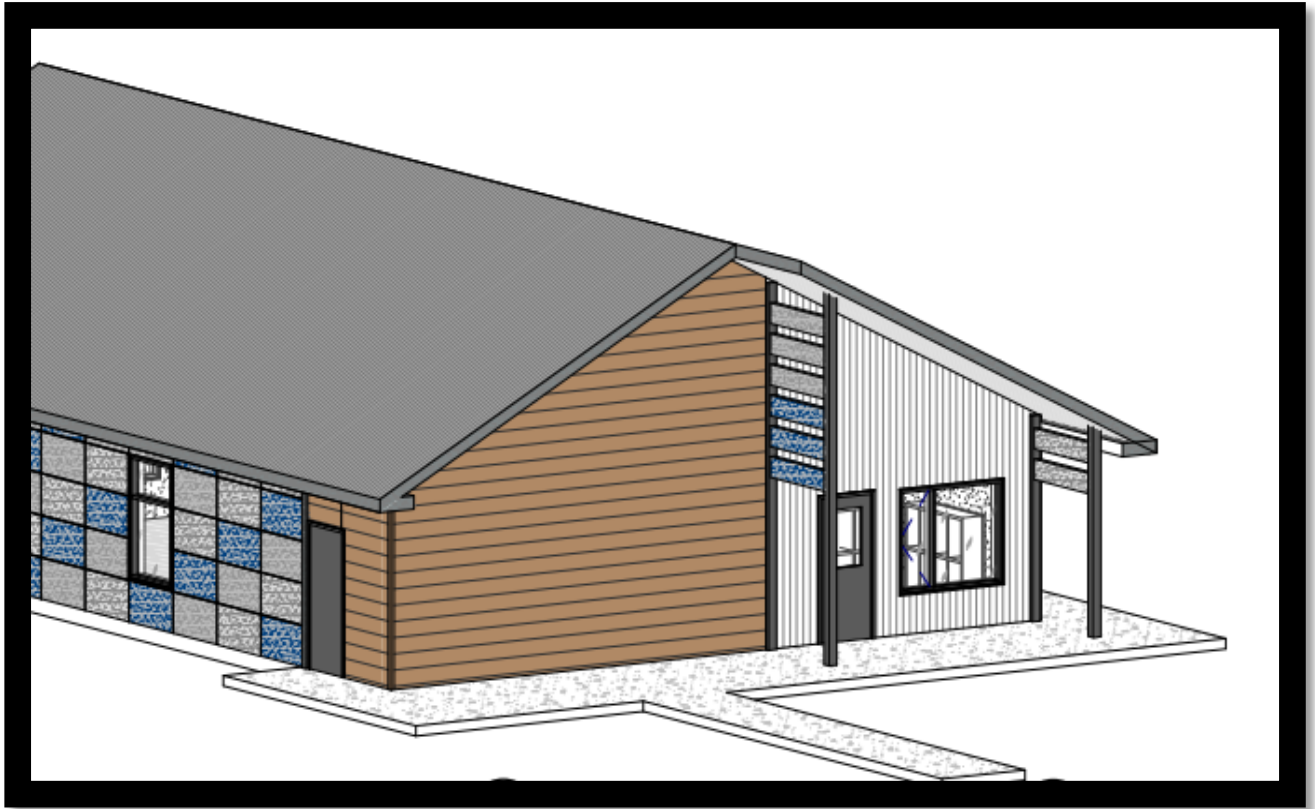
Summary for December 9th, 2025 Board Meeting

TRUSTEE REPORT – Trina Ayling

Nov 10	Board Meetings
Nov 12	Childcare Meeting
Nov 12	CDTA Executive Meeting
Nov 14	Bargaining Team Meeting
Nov 18	KCTS Executive Meeting
Nov 18	Pinewood PAC Meeting
Nov 21	Bargaining Team Meeting
Nov 24	Committee Meetings
Nov 27 – 29	BCSTA Academy
Dec 3	TMRES PAC Meeting (?)
Dec 3	CDTA Meeting (?)

Progress Report

Steeple's Childcare Centre



Report Prepared by: Michele Deluca

Report Date: December 1, 2025

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1.0 Contract/Project Schedule

1.1 Original Contract Schedule

Contract Type:	CCDC2
Contract Commencement Date (Site Works):	15 th of October 2024
Contract Completion Date (Ready for Takeover)	1 st of June 2025
Contract Duration (Site Works):	7.5 months (32 weeks)

1.2 Extension of Project Schedule

#	Contract Extension Description	Revised Completion Date
001	Delay in permit and IFCs being issued, including reduced efficiency due to winter conditions – as per schedule 4 th Feb 2025. Site works start date delayed to 7 th January 2025.	26 th August 2025
002	CO#002 – Slab Tie In Detail Change – 3 day EOT	1 st September 2025
003	Delay claim due to CO#013 – Refer to revised schedule	28 th November 2025
004	Owners request for added sidewalk CO#015	2 nd December 2025
005	Door Hardware Electrical CO#016	3 rd December 2025

1.3 Summary of Revised Project Schedule

Contract Type:	CCDC2
Revised Commencement Date (Site Works):	7 th January 2025
Revised Completion Date (Ready for Takeover)	3 rd December 2025
Contract Duration (Site Works):	11.5 months (46 weeks)

Refer to project schedule for further details.

1.4 Progress Summary

	Contract	Current Schedule
Weeks to Completion:	0 weeks	0 weeks
Percentage Completion:	99%	99%
	Weeks Behind/Ahead of Schedule	
Schedule Risks		

1.5 Monthly look ahead

- Install rubber base
- Remaining plumbing & electrical finishes
- Gutters & downspouts - DELAYED
- HVAC commissioning

- Final construction clean

1.6 Upcoming Field Inspections

Project Element	Consultant/s	Site Inspection Date (Anticipated)
Final Field Review	CWC Consulting	Dec 2, 2025
Final Field Review	Mountain Ridge	Dec 2, 2025
Final Field Review	Berry Architecture	Dec 3, 2025

Site inspection dates are anticipated only. NMC will reach out to consultants 48hours prior to inspections being required.

2.0 Design Report

2.1 Design Submittals/Shop Drawing Review

No open submittals.

2.2 Request for Information (RFI's)

No open RFIs.

2.3 Site Instructions

SI #	Title/Subject	Issued date
001	Architectural - Damp Proofing	Jan 30, 2025
002	Architectural – Revised Elevations	Feb 12, 2025
003	Mechanical – HVAC Clarifications	Mar 17, 2025
003	Architectural – Flooring	Aug 28, 2025

3.0 Change Control

3.1 Open Proposed Change Notice

PCN #	Title/Subject	Issued date	Status
XXX	Consolidated Costs	Oct 24, 2025	NMC has compiled seven items into one PCN. With Berry.
XXX	Breaker & Wiring Changes	Oct 31, 2024	With Berry
018	Fencing		Need costs from subcontractor

3.2 Open Change Directives

There are no change directives currently.

3.3 Change Orders

CO#	Title/Subject	Issued date	Status
001	Geotechnical Engineering	Jan 20, 2025	Executed

002	Slab Tie In Detail Change	Feb 2, 2025	Executed
003	Roof Sheathing Thickness	Apr 2, 2025	Executed
004	Roof Vents	Apr 2, 2025	Executed
005	Gas Line	Apr 8, 2025	Executed
006	Temporary Heating	Apr 17, 2025	Executed
007	Beam Flashing	Apr 22, 2025	Executed
008	Metal Brackets to Columns	Apr 30, 2025	Executed
009/010	T-Bar Ceiling	May 20, 2025	Executed
011	Conduits	June 10, 2025	Executed
012	Boarding Windows	July 3, 2025	Executed
013	Ceiling & Window Changes	July 11, 2025	Executed
014	Windows	July 14, 2025	Executed
015	Sidewalk Extension	Aug 20, 2025	Executed
016	Door Hardware Electrical	Sept 25, 2025	Executed
017	Undercounter Lighting	Sept 25, 2025	Executed
018	Delay Claim	Sept 25, 2025	Executed

4.0 Site Resources

4.1 North Mountain Construction Staff

Description	Name	Contact
Director	Gabe Tyler	gabe@northmountainconstruction.ca
Construction Director	Kerri Larson	kerri@northmountainconstruction.ca
Project Manager	Stephanie Yanev	stephanie@northmountainconstruction.ca
Site Superintendent	Otto Akkerman	otto@northmountainconstruction.ca
Project Coordinator	Michele Deluca	michele@northmountainconstruction.ca





5.0 Progress Photographs

See Appendix 1.

6.0 Schedule

See Appendix 2.

Appendix 1 – Steeples Childcare Photographs

 <p>2025-11-27, 9:56 AM 700 24th Ave N Cranbrook BC V1C 5P6</p>	 <p>2025-11-14, 1:22 PM 700 24th Ave N Cranbrook BC V1C 5P6</p>
Exterior door	Interior space
 <p>2025-11-14, 1:23 PM 700 24th Ave N Cranbrook BC V1C 5P6</p>	 <p>2025-11-14, 1:25 PM 700 24th Ave N Cranbrook BC V1C 5P6</p>
Washroom with upper cabinets	Cubbies

Appendix 1 – Steeples Childcare Photographs

 <p>2025-11-27, 9:56 AM 700 24th Ave N Cranbrook BC V1C 5P6</p>	 <p>2025-11-14, 1:27 PM 700 24th Ave N Cranbrook BC V1C 5P6</p>
<p>HVAC in drop ceiling</p>	<p>Exterior view with outdoor HVAC unit</p>
 <p>2025-11-14, 1:26 PM 700 24th Ave N Cranbrook BC V1C 5P6</p>	
<p>Exterior view</p>	

1543 - Steeples Childcare: Master Schedule



Project Punchlist DEADLINE DEC. 2

	Task Name	Duration	Start Date	End Date	End Date Status	Work Status	% Complete	Assigned To
9	Occupancy Inspection	1d	12/05/25	12/05/25		Not Started	0%	City of Cranbrook
10	CLOSEOUT	5d	11/27/25	12/03/25		Not Started	0%	
11	Startup & Commissioning	2d	11/27/25	11/28/25		Not Started	0%	NMC
12	Closeout Documentation	1d	12/01/25	12/01/25		Not Started	0%	NMC
13	Substantial Completion	1d	12/03/25	12/03/25		Not Started	0%	NMC/Berry Architecture
14	Deficiency Walkthrough	1d	12/03/25	12/03/25		Not Started	0%	NMC/Berry Architecture
15	Deficiency Correction	1d	12/03/25	12/03/25		Not Started	0%	NMC
16	Final Clean	1d	12/03/25	12/03/25		Not Started	0%	Neatology
17	Application for Occupancy	1d	12/03/25	12/03/25		Not Started	0%	NMC/Berry Architecture, SD5
18	Warranty Period Begins	0	12/03/25	12/03/25		Not Started	0%	NMC
63	07 00 00 Thermal & Moisture Protection	205d	02/26/25	12/15/25		In Progress	98%	
73	Exterior Envelope	205d	02/26/25	12/15/25		In Progress	98%	
84	Install Gutters and Downspouts	1d	12/15/25	12/15/25		Not Started	0%	
95	09 00 00 Finishes	50d	09/11/25	11/24/25		In Progress	86%	
103	Flooring	20d	10/27/25	11/24/25		In Progress	80%	
106	Install Rubber Baseboard	1d	11/24/25	11/24/25		Not Started	0%	Affordable Floors
107	Wall Finishes	33d	10/06/25	11/22/25		In Progress	83%	
110	Wall Tile	1d	11/22/25	11/22/25		Not Started	0%	Affordable Floors
116	22 00 00 Plumbing	192d	03/04/25	12/02/25		In Progress	89%	
122	Plumbing Finishes	14d	11/13/25	12/02/25		In Progress	80%	M+K
123	23 00 00 HVAC	72d	08/18/25	12/01/25		In Progress	86%	
131	Commissioning	2d	11/27/25	11/28/25		Not Started	0%	M+K
132	HOLD - Mechanical Field Review	1d	12/01/25	12/01/25		Not Started	0%	Mountain Ridge Eng.
133	26 00 00 Electrical	192d	03/04/25	12/02/25		In Progress	93%	
139	Electrical Finishing	31d	10/20/25	12/02/25		In Progress	90%	Kimberley Electric
141	HOLD - Electrical Field Review	0	12/02/25	12/02/25		Not Started	0%	CWC

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1.0 Contract/Project Schedule

1.1 Original Contract Schedule

Contract Type:	CCDC2
Contract Commencement Date (Site Works):	May 14, 2025
Contract Completion Date (Ready for Takeover)	December 11, 2025
Contract Duration (Site Works):	8 months (30 weeks)

1.2 Extension of Project Schedule

#	Contract Extension Description	Revised Completion Date (Ready for Takeover)
001	CO#03 – IFT to IFC exterior ramp changes (+5 days)	December 16, 2025
002	CO#04 - Delay due to discovery of drywell	February 24, 2025

1.3 Summary of Revised Project Schedule

Contract Type:	CCDC2
Revised Commencement Date (Site Works):	May 14, 2025
Revised Completion Date (Ready for Takeover):	February 24, 2026
Contract Duration (Site Works):	10 months (42 weeks)

Refer to project schedule for further details.

1.4 Progress Summary

	Contract	Current Schedule
Weeks to Completion:	12 weeks	12.5 weeks
Percentage Completion:	71%	70%
	Weeks Behind/Ahead of Schedule	0.5weeks
Schedule Risks	<ul style="list-style-type: none"> • Winter conditions • Holiday shut-down 	

1.5 Monthly look ahead

- Beginning electrical rough-in
- HVAC & plumbing rough-in ongoing
- Exterior insulation & cladding to start
- Interior insulation & vapour barrier

1.6 Upcoming Field Inspections

Project Element	Consultant/s	Site Inspection Date (Anticipated)
Plumbing Field Review	Mountain Ridge Engineering	Dec 4, 2025
Electrical Field Review	CWC	Dec 12, 2025
Insulation & Vapour Barrier Field Review	Berry Architecture	Dec 18, 2025

Site inspection dates are anticipated only. NMC will reach out to consultants 48 hours prior to inspections being required.

2.0 Design Report

2.1 Open Design Submittals/Shop Drawing Review

State	Title	Assigned To Organization	Due Date	Notes
Open	SD 014-01 – Exterior Finish Materials	Berry Architecture	Dec 3, 2025	Stamped shop drawings submitted

2.2 Open Request for Information (RFI's)

State	Subject	Assigned To Organization	Due By	Notes
Open	RFI 025 – Electrical/Architectural – Panel D Loads	CWC Consulting	Aug 6, 2025	SD5 has provided photos of labeled panels. With CWC.

2.3 Site Instructions

SI #	Title/Subject	Issued date
001	Flooring – Swap flooring finish to Polyflor Silentflor	Aug 28, 2025

3.0 Change Control

3.1 Open Proposed Change Notice

PCN #	Title/Subject	Issued date	Status
011	Elevation Change		With SD5 for signature

3.2 Change Directives

There are no open change directives currently.

3.3 Change Orders

CO#	Title/Subject	Issued date	Status
001	Crawlspace Investigations	July 4, 2025	Executed

002	New Drywell + Unsuitable Material Under Slab	July 21, 2025	Executed
003	Concrete Ramp	July 29, 2025	Executed
004	Delay Claim + HVAC Credit	August 21, 2025	Executed
005	Doors and Windows	Sept 25, 2025	Executed
006	MPI & Geotech Credit + Rim Joist Protection	Sept 29, 2025	Executed
008	Security Data Wiring	Nov 25, 2025	Needs NMC signature

4.0 Site Resources

4.1 North Mountain Construction Staff

Description	Name	Contact
Director	Gabe Tyler	gabe@northmountainconstruction.ca
Construction Director	Kerri Larson	kerri@northmountainconstruction.ca
Project Manager	Stephanie Yanev	stephanie@northmountainconstruction.ca
Site Superintendent	Otto Akkerman	otto@northmountainconstruction.ca
Project Coordinator	Michele Deluca	michele@northmountainconstruction.ca

5.0 Progress Photographs

See Appendix 1.



6.0 Schedule

See Appendix 2.

Appendix 1 – Jaffray Classroom Addition – Progress Photographs

 <p>2025-11-26, 10:46 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>	 <p>2025-11-26, 10:46 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>
Exterior view	Interior framing- office
 <p>2025-11-26, 10:46 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>	 <p>2025-11-26, 10:46 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>
Interior framing	Interior view

Appendix 1 – Jaffray Classroom Addition – Progress Photographs

 <p>2025-11-26, 10:46 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>	 <p>2025-11-26, 10:47 AM 1892 Country Land Dr East Kootenay BC V0B 1T0 Canada</p>
Interior framing	HVAC rough-in
Slab pour	Exterior stairs, slab and ramp formwork

1541 - Jaffray Addition: Master Schedule



3 Week Lookahead - Dec. 1 - Dec. 26

Task Name		Duration	Start Date	End Date	Assigned To	Nov 30							Dec 7							Dec 14							Dec 21						
						S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	<div><div></div>1541 Jaffray Elementary Addition</div>	141d	08/12/25	03/11/26																													
2	<div><div></div>01 00 00 General Conditions</div>	137d	08/18/25	03/11/26																													
3	<div><div></div>Inspections</div>	135d	08/18/25	03/09/26																													
8	Insulation Inspection	1d	12/19/25	12/19/25	RDEK	<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></d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2026/27 Preliminary Budget Development Timelines

December 2025	Request for Input from the IEC for Preparation of the 2026/27 Annual Budget
Week of January 12-16, 2026	Notice for Input to Budget Planning Process
Week of February 16-20, 2026	Trustees Working Session #1 – Budget Deliberations
February 23, 2026	Board Committee Meeting – Preliminary Budget Input from Stakeholders
March 2-4, 2026	Meet with PVP and Senior Management on enrolment forecasting and budget requests
March 10, 2026	Regular Board Meeting – Final Budget Input from Stakeholders
March/April 2026	Ministry Operating Funding Grant Announcement
Week of April 6-10, 2026	Trustees Working Session #2 – Budget Deliberations
Week of April 20-24, 2026	Trustees Working Session #3 – Budget Deliberations
Week of May 4-8, 2026	Date to be determined for Trustees Working Session #4 – Budget Deliberations, if necessary
May 12, 2026	Regular Board Meeting – First Reading of 2025/26 Budget Bylaw
June 9, 2026	Regular Board Meeting – Second, Final Reading and Adoption of 2025/26 Budget Bylaw

Board Working Session Dates Booked for 2026 Cranbrook Board Office

February 19 (9:00-4:00)

April 7 (9:00-4:00)

April 23 (9:00-4:00)

May 7 (9:00-4:00) (if determined to be necessary)

Any additional sessions will be arranged on April 23, if needed.

LEARNING TOGETHER

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Heritage Fair 2026
Elf Junior at the Key City Theatre

LEARNING TOGETHER IN SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)



As we move through November, I continue to be inspired by the ways our students, staff, and families show care for one another and for our wider community.

This came through in our Remembrance Day ceremonies. Across the District, students did a wonderful job of honouring those who have served and sacrificed. I had the honour of attending Mount Baker Secondary School's service, and it was truly an embodiment of respect and reflection. From the music and readings to the student leadership on display, it was a powerful reminder of the importance of learning our shared history and carrying those lessons forward.

In our elementary schools, parent/teacher interviews have now wrapped up. I want to thank families for taking the time to connect with classroom teachers. Those conversations are an important part of our shared responsibility in supporting each child's growth. Teachers are now turning their attention to communicating student learning, with report cards just around the corner. This is a busy time in schools, and I am grateful for the thoughtful, student-centred work that goes into reporting.

On October 24, the District hosted an incredible professional development day for CUPE staff. The day featured two keynote speakers who addressed timely and important topics: artificial intelligence (AI) and mental health. In the afternoon, participants chose from a range of engaging breakout sessions, with topics spanning from supporting academics to personal wellness. The feedback from the day has been overwhelmingly positive, and it was such a success that we are already planning to expand next year's CUPE professional learning day to include even more CUPE positions across the District. As we all know, when the adults in our system are in a good place, students are better able to thrive. Investing in the learning and wellbeing of our support staff is one of the most impactful ways we can support student success.

Due to the recent BCGEU strike, the Ministry of Education has postponed the fall graduation assessments. The new dates for the assessments are January 12 to 30. These assessments are a requirement for graduation. If you are unsure whether your student has written the required assessments, please check with your student's school, which will be able to confirm what is needed and when.

I am also reminded of our 2024 to 2028 Strategic Plan, particularly our commitment to wellbeing and culture. One of the key ideas in this area is that when we create the conditions for adults to learn, collaborate, and feel well supported, we strengthen the learning environment for every student. The Remembrance Day ceremonies, our recent CUPE professional development day, and the ongoing work around communicating student learning are all living examples of that commitment in action.

Lastly, thank you to all the coaches and volunteers who made this year's volleyball season such a success. I was able to catch a bit of the Junior Boys volleyball zones, and it was wonderful to see the enthusiasm, sportsmanship, and school spirit on display. A huge shout out to everyone who helps make our extra curricular programs possible; your time and dedication create opportunities for students to connect, grow, and excel beyond the classroom.

Thank you for your continued partnership in helping our learners grow, lead, and succeed together.

A handwritten signature in blue ink that reads "V. Johnson".

Viveka Johnson,
Superintendent



Indigenous Education

National Indigenous Veterans Day/Remembrance Day Ceremony

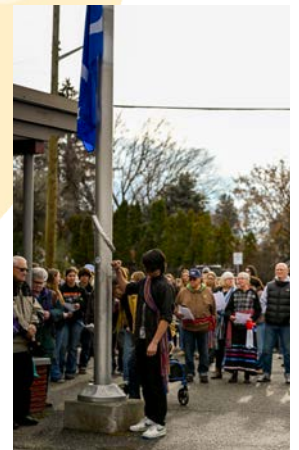
This year Laurie Middle School and ʔaḡamniḱ Elementary came together to organize a meaningful ceremony at Rotary Park in honour of National Indigenous Veterans Day and Remembrance Day. The Ceremony featured a trilingual reading of Flanders Fields in Ktunaxa, English and French, symbolizing unity and respect for the diverse cultures that make up our communities.

Maci B. read a poem written by her great aunt Anne Jimmy, honouring the memory of Indigenous veterans and their legacy. Students from ʔaḡamniḱ Elementary presented a banner created by Margaret Teneese which displayed photos of local veterans. Student read aloud the veterans' names featured on the banner. To conclude the ceremony, students from both schools laid wreaths at the cenotaph.



Métis Flag Raising at Mount Baker

The Métis flag raising was held on November 13 at Mount Baker Secondary.



JJ Guy and Gordon

Students across the District enjoyed Métis Dance and Music performances by JJ Guy and Gordon.



News from District Teachers

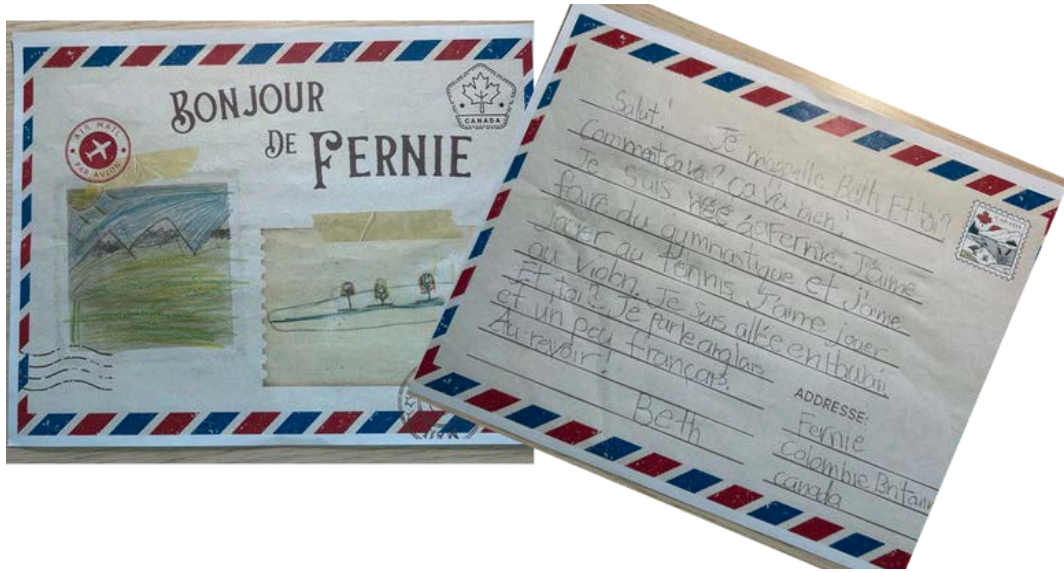


District French Immersion Teacher, Marzia Bottoni

Bonjour!

Here is what has been happening in the wonderful world of French Learning!

In grade 4, **Middle French Immersion (MFI)**, students have been writing to their French pen pals. Students have been writing letters and eagerly awaiting responses from France.



Early FI Literacy

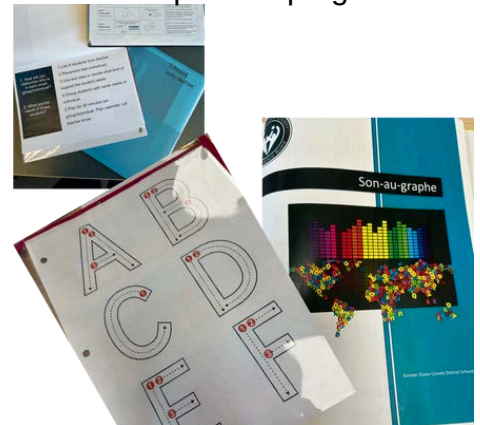
Teaching the essential literacy skills and using data-driven instruction has always been key in our classrooms. Kindergarten to grade two teachers continue training with the Acadience Reading Français literacy screener to help shape instruction and small group intervention for our French students.

Literacy Intervention 5-6

Back in MFI we are piloting a reading diagnostic assessment and push-in support for struggling readers. We are excited to try all the new tools available to us!

Professional Development

Both EFI and MFI teachers are attending workshops to learn how to use the phonics program Son-au-graphe to support students with reading proficiency.



News from District Teachers



District Numeracy Support Teacher, Nicole Fulton

Exploring Math Manipulatives

Over the past month, grade two classrooms across the District have been exploring ways to strengthen early number sense through hands-on learning. One new tool being introduced is the Rekenrek, a simple yet powerful manipulative that helps students build flexible thinking about numbers. At Isabella Dicken Elementary, grade two classes constructed their own Rekenreks and learned to use them to model counting, addition, and subtraction strategies. At Steeples Elementary and Highlands Elementary, students have been using Rekenreks to develop fluency and exploring concept circles to make mathematical connections visible and collaborative.

Research and Alignment

This fall has also included a deeper exploration of the Concrete–Representational–Abstract (CRA) model and the BC K–12 Learning Progressions to help guide numeracy support across the District. The CRA model emphasizes moving from hands-on exploration to visual and symbolic understanding, ensuring that students build meaning before memorization. The Learning Progressions provide a clear continuum of mathematical thinking from kindergarten through grade twelve, highlighting what proficiency looks like across developmental stages. Together, these frameworks are shaping how lessons are planned, how teachers are supported, and how classroom practice aligns with the BC curriculum.

Supporting Teachers

October also included an in-service for new and early-career teachers focused on using manipulatives effectively and incorporating high-yield math routines that support deep mathematical thinking. The session provided time to explore strategies, share classroom examples, and build confidence in using hands-on tools to strengthen number sense. Watch for the upcoming January workshop on division!



News from Learning Services

District Principal, Kaley Wasylowich

Inclusion Calendar

Stories from Our Schools



DIWALI

October 20, 2025

Diwali was recognized in many schools over the morning announcements and Diwali-themed learning activities. Some extended the celebration by connecting outdoor learning with what students explored about Diwali throughout the week.



REMEMBRANCE DAY

November 11, 2025

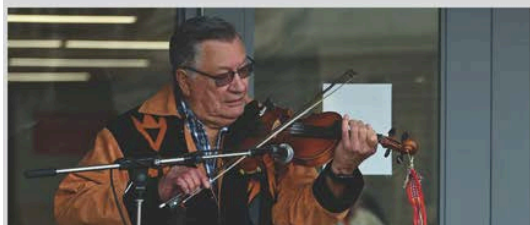
Staff and students gathered for Remembrance Day assemblies to listen to songs and poems, observe a moment of silence, and reflect on the importance of peace.



ROCK YOUR MOCS!

November 9-15, 2025

Rock Your Mocs is an annual movement where Indigenous people and supporters wear their moccasins to celebrate culture, identity, and pride.



METIS FLAG-RAISING CEREMONY

November 13, 2025

MBSS held a Metis flag-raising ceremony to recognize, honour, and celebrate Metis people and their heritage, culture, and community.



POPARD

The Provincial Outreach Program for Autism and Related Disorders (POPARD) presented to a number of schools in early November on "How AI Can Work For You".

Learning Services Teachers, Classroom Teachers, and Education Assistants attended sessions in both Fernie and Cranbrook and took some great ideas about AI and inclusion back to their school teams.



DHH Halloween Get Together

Sarah Holmes, Teacher for the Deaf and Hard of Hearing, brought students together for a "DHH Halloween Get Together" to build friendships and foster feelings of confidence and pride in their identities. It was a great day of laughter and connecting with peers who share similar experiences.



OUTDOOR AND ENVIRONMENTAL EDUCATION



Take Me Outside Day

Take Me Outside Day was enjoyed on October 22 in many schools including École Isabella Dicken Elementary and Kootenay Orchards Elementary.



Mount Baker Secondary Environmental Awareness Program

Students in the Mount Baker Environmental Awareness Program trained for and carried out a very successful 3-day canoe trip on Columbia Lake. Students enjoyed walking and camping near the Spirit trail, hearing the Ktunaxa creation story and seeing pictographs along the trail. The students showed determination and resilience facing wind and rain on the last day of the trip!





IN THE SCHOOLS



News from Schools Across the District

Fernie Secondary Athletic Arts Trip

Fernie Secondary students turned learning into a live, high-flying adventure under the Cirque du Soleil Big Top. In Calgary, grade 10-12 students experienced the mind-blowing Cirque du Soleil: ECHO, watching acrobats launch through the air, aerialists spin by their hair and teeth, and performers balance on impossibly thin wires.

It was a powerful blend of strength, movement, and live performance. It was an unforgettable experiential learning opportunity. This multidisciplinary project grew from a collaboration between the PE and Drama Departments, connecting athletics and the arts. It was the kind of learning experience that stays with students long after the curtain falls.



Exemplary Work

Delilah G at Fernie Secondary created a full diorama of building used by the three estates prior to the French Revolution.



Elementary Volleyball

Congratulations to Pinewood Elementary and Kootenay Orchards Elementary for winning the elementary volleyball tournament at the College of the Rockies..



École Isabella Dicken Elementary Grade Six Cooking Club



A Picture Says a Thousand Words...



East Kootenay Heritage Fair

Cranbrook History Centre

May 8-9, 2026



The Heritage Fair is a student-led celebration of Canadian history, designed to foster curiosity, personal connection, and pride in our shared stories. Through participation, students develop essential skills in research, communication, and critical thinking.

The District will provide bussing to the event at Royal Alexandra Hall, making the fair more accessible and ensuring that all learners from every community have the opportunity to participate.

Class registration is now open through January 30, 2026 — at no cost.

cranbrookhistorycentre.com/learn/heritage-fair



MOUNT BAKER WILD THEATRE PRESENTS

ELF Jr

the musical

BOOK BY
THOMAS MEEHAN & BOB
MARTIN

MUSIC BY
MATTHEW SKYLAR

LYRICS BY
CHAD BEGUELIN

*Dec 11th - 13th at 7pm and
Dec 14th at 3pm*

TICKETS AVAILABLE AT THE KEY CITY
THEATRE BOX OFFICE OR AT
KEYCITYTHEATRE.COM



KEY CITY
THEATRE

December 9, 2025

Child Care Update

Cranbrook

Steeples Elementary School (SES)

A subsequent planning session is set for Wednesday, December 10, 2025, involving representatives from CBAL/StrongStart, the Boys and Girls Club, and Steeples Elementary School to address transition planning, shared space arrangements, and operational considerations.

Métis Child Care Project

Shenuri Murdoch, Child Care Project Lead, is currently working on getting the geotechnical assessment completed to better understand the site's suitability for the child care building. They have also received an updated construction timeline from Freeport.

Once they receive the Geotech results and confirm the next steps, we will connect on key design considerations for the build prior to entering the BP process. The RMMA team will support this work, particularly around incorporating Métis cultural elements.

At this time, I do not have any new updates regarding ongoing conversations with ʔaqam First Nation, but I will share any information as soon as it becomes available.

Jaffray

Jaffray Elementary Secondary School (JESS)

Construction for the child care project at JESS has commenced and is projected for completion in Spring 2026. An extension request has been submitted to the Ministry to accommodate the revised project timeline.

Fernie

Fernie Elementary School (New Build)

Bi-weekly Design Meetings for the new Fernie Elementary School are ongoing, with planning progress continuing as scheduled.

Here is the link to the recent Press Release on the Fernie Child Care project: [New child care centre coming for Fernie families \(BC Gov News\)](#)

Sparwood

Mountain View (MVO)

Discussions remain ongoing with Elk Valley Resources (EVR) and Treehouse regarding potential collaboration and partnership opportunities related to school-aged care programming.

Chairperson's Report

Doug McPhee

From the Province:

School Food Programs

Feeding Futures Initiative (2023–2026)

The B.C. Government committed **\$214 million over three years** to support school food programs—the largest investment of its kind in the province.

- Funds are distributed by the **Ministry of Education and Child Care** to all school districts.
- Spending criteria and program guidance are provided by the Ministry.
- District-specific funding details are available on the **K–12 operating grants page**.

National School Food Program (2025 Onward)

In **March 2025**, B.C. and the federal government reached an agreement to access **\$39.4 million over three years** in additional funding.

- This complements Feeding Futures and aims to expand and enhance food programs in schools.

Future Commitment (2029+)

- The federal government has pledged to make the National School Food Program **permanent**, with **\$216.6 million annually** starting in 2029.
- This extends the program beyond the **\$1 billion** already committed for its first five years.

From the District

Summary of the work discussed to Public Meeting of the Board 2025-11-10

Amy Woodland Elementary School The formal building replacement proposal has been submitted to Ministry of Infrastructure. The ministry had requested that we develop three possible scenarios to replace the lost structure due to fire in July of 2024. Each case was to include the possible cost implications and the Board of Education included in that submission a strong case for a complete replacement on the current school site.

We are currently waiting for a response to our proposal.

Gender Based Violence The Board will be submitting a letter of support to further address Gender Based Violence in the work place and in the school environment. The BCSTA forwarded a letter to the government in 2023 identifying this concern, it is an issue worthy of ongoing and meaningful support.

East Kootenay Heritage Fair The fair is an opportunity for students to celebrate historic elements of the region or family history in a manner similar to the science fairs. The Board passed a request to fund bussing for this opportunity. The registration for participation is in January 2026 with judging to occur in Cranbrook at the East Kootenay History Center in early May.

Having had the honour to judge the submissions in the past, it is a great opportunity for the students to build presentation and public speaking skills. For the judges and everyone else, there is lots to learn about the true wealth of Canada, the people.

Thanks Thanks to all of the schools for the excellent Remembrance Day celebrations. We divided the collective force of the Board Office and Trustees in an attempt to cover each of the schools and the reports were that everyone was suitably impressed by the students and the programs.

Working ahead:

Nov 12 Metis Flag Raising at Mount Baker

Nov 21 Professional Development Day

Nov 24 Committee Meetings

Nov 27-30 BCSTA Trustee Academy

Dec 9 Inaugural Meeting of the Board

Dec 12 Schools not in Session

Christmas Concerts Dec 2025

School	Date	Location	Time	Column2
GTES	Dec 8th	Alliance Church	6 or 6:30pm	
HES	Dec 16th	Key City Theatre	Starts at 6:30pm	A Magical Time of Year (HES Musical)
KOES	Dec 18th	Key City Theatre	Doors open at 6pm concert starts at 6:30pm	Please let any staff/board members that would like to attend to please contact me as they will require a ticket to enter
LMS	Dec 15th	Key City Theatre	7:00pm	David Pasiverta
MBSS	Dec 3rd	Key City Theatre	7:30pm	
MBSS	Dec 11-14	Key City Theatre		ELF the Musical also running
PES	Dec 17th	Key City Theatre	7:00pm	
PMS	Dec 4th	Key City Theatre	7pm PMS Winter Band Concert	
SES	Dec 17th	SES	10:30 am & 1:15pm	
TMRES	Dec 17th	TMRES Gym	2 showtimes - 10:30am and 1pm	

ESS	Nothing			
FJMES	No Christmas	Concert	per R. Roszell	Spring concert instead per J. Adams
FSS	Dec 9th		6:30pm - 8:00 pm	
IDES	Dec 18th	IDES Gymnasium	7:00pm-7:45pm	Old Fashioned Christmas Caroling
JEJSS	Dec 10th		10:00am dress rehearsal - guests are welcome	6:00pm is full concert with school choir
RMES	Dec 10th		RMES	
SSS	Nothing			



November 25, 2025

Ref: 312810

Their Worship Nic Milligan, Mayor
City of Fernie
Email: nic.milligan@fernie.ca

Dear Mayor Milligan:

I am writing to thank you for meeting with me on September 24, 2025, at the Union of BC Municipalities Convention (UBCM) in Victoria. We appreciate your understanding as my response was delayed due to labour action.

The theme at this year's convention, *Charting the Course*, speaks to the importance of engaging with community leaders and those that work together to shape and guide progress and change. I encourage you and your council to continue to work closely with your local board of education to support children, youth and their families in your community for both childcare and education needs.

I appreciate you advocating for your community and taking the time to meet with me. Your partnership in this work is truly appreciated.

Sincerely,

Lisa Beare
Minister

cc: Viveka Johnson, Superintendent, School District No. 5 (Southeast Kootenay)
Doug McPhee, Board Chair, School District No. 5 (Southeast Kootenay)