



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

January 13, 2026, 3:00 p.m.

Cranbrook Board Office

Present: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Irene Bischler
Trustee Alysha Clarke (remotely)
Trustee Nicole Heckendorf
Trustee Chris Johns
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 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 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 January 13, 2026, regular public meeting of the Board of Education to order at 3:02 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 provided opening remarks and acknowledgements related to the recent holiday events around the District.

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-26-001

Moved/Seconded by Bischler/Clarke:

THAT the agenda for the regular public meeting of the Board of Education of January 13, 2026, be approved as circulated.

CARRIED

1.6 Approval of the Minutes

MOTION R-26-002

Moved/Seconded by Heckendorf/Johns:

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

CARRIED

1.7 Receipt of Records of Closed Meetings

MOTION R-26-003

Moved/Seconded by Turner/Johns:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of December 9, 2025.

CARRIED

1.8 Business Arising from Previous Minutes

1.8.1 Amy Woodland Elementary Update

Secretary Treasurer Taylor has received the updated business case/Project Definition Report (PDR) from Berry Architecture. The formal submission of the business case/PDR will follow.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 All Committees Public Meeting

No meetings were held in December.

3.2 BCSTA /Provincial Council

MOTION R-26-004

Moved/Seconded by Bellina/Turner:

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

CARRIED

3.3 Communications Media Committee

Trustee Ayling reviewed the Communications Media report included in the agenda package.

MOTION R-26-005

Moved/Seconded by Ayling/Turner:

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 of the Mount Baker Secondary School Replacement Committee.

MOTION R-26-006

Moved/Seconded by Johns/Bischler:

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

CARRIED

3.5 Key City Theatre

Trustee Ayling reviewed the Key City Theatre report which was included in the agenda package.

MOTION R-26-007

Moved/Seconded by Ayling/Heckendorf:

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

CARRIED

3.6 Legacy of Learning

Trustee Johns reviewed the Legacy of Learning report which was included in the agenda package.

MOTION R-26-008

Moved/Seconded by Johns/Madsen:

THAT the Legacy of Learning report be accepted as presented.

CARRIED

3.7 French Immersion Update

Trustee Heckendorf advised that a report from the French Immersion Committee will be provided to the Board following the February 5, 2026, meeting.

MOTION R-26-009

Moved/Seconded by Heckendorf/Bellina:

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

CARRIED

3.8 Traffic Safety Committee

Trustee Johns provided an update from the Traffic Safety Committee.

MOTION R-26-010

Moved/Seconded by Johns/Heckendorf:

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 provided an update on the Fernie Elementary School environmental assessment submission and overall project status.

4.1.2 Steeples Elementary Child Care

District Principal Phillips provided an update on the Child Care facility at Steeples Elementary. There will be an open house, ribbon cutting ceremony and a community engagement event in February 2026.

4.1.3 Jaffray Elementary Junior Secondary Child Care

District Principal Phillips provided an update on the Child Care facility at Jaffray Elementary Junior Secondary.

4.2 Recommendations

MOTION R-26-011

Moved/Seconded by Heckendorf/Bellina:

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 is available on the School District's website at www.sd5.bc.ca.

5.1 Framework for Enhancing Student Learning (FESL)

Superintendent Johnson reported that data collection has commenced using the Middle Years Development Instrument and the Youth Development Instrument.

Director Kelly provided additional updates related to the extension of the Provincial Assessment window, the review of literacy and numeracy assessments, and planning for the upcoming STEAM Fair and Regional Science Fair.

5.2 Updates

5.2.1 Child Care, Early Learning and Literacy

District Principal Phillips provided updates related to Child Care, Early Learning, and Literacy initiatives, including progress on the Métis Child Care facility, the grand opening and ribbon cutting ceremony at Steeples Elementary Child Care facility, upcoming StrongStart meetings, meetings with Yaqit ʔa·knuq̓i't First

Nation, professional learning related to UFLI and Acadience, and the upcoming Kindergarten registration period beginning February 2, 2026.

5.2.2 Indigenous Education Council

Superintendent Johnson advised that a meeting with the Indigenous Education Council will be held on January 19, 2026. Agenda items will include Budget 2026/2027 and the review of the Indigenous Education Support Workers CUPE job description.

5.3 Recommendations

MOTION R-26-012

Moved/Seconded by Johns/Clarke:

THAT the Superintendent's Report be accepted as presented.

CARRIED

6. CHAIRPERSON'S REPORT

6.1 Updates

Chairperson McPhee provided several updates, including a reminder that Heritage Fair registration is currently open. Chairperson McPhee also advised that 2026 is a trustee election year and that the Motion Building session will be held on January 24, 2026.

In addition, Chairperson McPhee noted that there is a recommendation to change the timing of the Kootenay Boundary Branch Annual General Meeting to Spring 2027. Budget planning for 2026/2027 will commence on February 19, 2026.

6.2 Recommendations

MOTION R-26-013

Moved/Seconded by Heckendorf/Bischler:

THAT the Chairperson's report be accepted as presented.

CARRIED

7. NEW BUSINESS

Nil

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 January 16 Yellow Friday

8.2 January 24 KBB Motion Building Session

8.3 January 26 Committee Meetings

8.4 January 27 Semester Change

8.5 February 10 Board Meetings

8.6 February 19 Board Working Session Budget 2026/27

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-26-014

Moved/Seconded by Bischler/Johns:

THAT the January 13, 2026, regular public meeting of the Board of Education adjourn at 3:47 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