



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

**January 26, 2026, 3:00 p.m.
Cranbrook Board Office**

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

Regrets: Trustee Irene Bischler
Trustee Nicole Heckendorf
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
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 Clarke called the public All Committees meeting of January 26, 2026, to order at 3:04 p.m.

1.2 Acknowledgement of Ktunaxa Territory

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

1.3 Approval of the Agenda

Moved/Seconded by Turner/Bellina:

THAT the All Committees public agenda of January 26, 2026, be approved as circulated.

1.4 Approval of the Minutes

Moved/Seconded by Johns/McPhee:

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

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Mountainview Sparwood

Secretary Treasurer Taylor provided an update on the anticipated timing for Elk Valley Resources to vacate the Mountainview building and advised that a meeting has been arranged with the Mayor and staff of the District of Sparwood and Trustee Bellina and staff on January 27, 2026, to discuss the potential future of the facility.

4.1.2 Fernie Elementary School

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

4.2 Superintendent

4.2.1 Indigenous Education Council (IEC)

Superintendent Johnson reported on the Indigenous Education Council meeting on January 19, 2026, during which the District's Indigenous Education Support Worker job description was reviewed. The next meeting with the Indigenous Education Council is scheduled for February 27, 2026.

Superintendent Johnson also advised that an Indigenous Education Support Worker meeting will take place on January 27, 2026, which will include a review of the Indigenous Education Council Terms of Reference.

4.2.2 Early Learning Child Care and District Literacy

District Principal Phillips presented the District Childhood Experiences Questionnaire (CHEQ) data for 2025 and provided an update on Literacy initiatives supporting early literacy instruction, screening, and intervention.

She also reported on Early Learning and Early Childhood Learning and Care activities, including transition to kindergarten initiatives, StrongStart programming, and collaboration with community partners.

District Principal Phillips invited the public to the grand opening of the Steeples StrongStart and Child Care Facility on February 3, 2026.

4.2.3 Framework for Enhancing Student Learning

Director Kelly provided an update on student data collection activities currently underway to support district planning and decision making.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

No report

5.1.2 DPAC Report

Trustee Turner provided a report. A review is underway of the District Parent Advisory Council's (DPAC) constitution and bylaws. It was also reported that the DPAC Treasurer has resigned.

5.1.3 Student Travel to the USA

Vice Principal Sinclair presented a request for a Mount Baker Secondary student to travel to Oregon to participate in a Track and Field competition. It was noted that the student would be competing under Mount Baker Secondary; however, the trip is not a school-sponsored event and is being arranged by the family.

Secretary Treasurer Taylor advised that there are no liability concerns associated with the proposed travel. Superintendent Johnson noted that requests of this nature are considered on a case-by-case basis.

RECOMMENDATION

Moved/Seconded by Ayling/Johns:

THAT the Board of Education authorize travel of a Mount Baker Secondary student to Oregon. This trip is not a school-sponsored event.

5.1.4 Board Authority/Authorized Course - Strength, Conditioning, Leadership & Performance 10

RECOMMENDATION

Moved/Seconded by Ayling/Turner:

THAT the Board Authority/Authorized Course - Strength, Conditioning, Leadership & Performance 10 be approved.

5.1.5 Board Authority/Authorized Course - Teen Development and Caregiving 12

RECOMMENDATION

Moved/Seconded by McPhee/Turner:

THAT the Board Authority/Authorized Course - Teen Development and Caregiving 12 be approved.

5.1.6 Expansion of Canada Student Loan Forgiveness Program

RECOMMENDATION

Moved/Seconded by Bellina/McPhee:

THAT a letter of support be written to School District 60 regarding the request to include educational assistants in the Canada Student Loan Forgiveness Program.

5.2 Learning Services

District Principal Wasylowich reported on supports for students with complex learning and behavioural needs, including work underway to build staff capacity in supporting student regulation, engagement, and inclusive learning practices. This work supports consistent strategies across schools, early intervention, and improved student outcomes.

An update was provided on professional learning related to the use of Artificial Intelligence within Learning Services. Staff are exploring the use of AI tools to support the development of Individual Education Plans, adapted and replacement curriculum, and student support planning.

It was also reported that the District is working under a shared contract with Rocky Mountain School District 6 to provide Orientation and Mobility specialist services for students with visual impairments. The specialist supports student independence and safety through assessment and instruction related to movement and navigation in school and community environments.

5.3 Policy

Director Tichauer reviewed the new and revised administrative procedures.

5.3.1 Administrative Procedure 167 Unexpected Health Emergencies

For information only

5.3.2 Administrative Procedure 168 Planned Health Emergencies

For information only

5.3.3 Administrative Procedure 358 Classroom Placement

For information only

5.3.4 Administrative Procedure 375 Graduation Celebrations

For information only

5.4 Finance Operations Personnel

Nil

6. NEW BUSINESS

6.1 School District Calendar 2026-2027

RECOMMENDATION

Moved/Seconded by Turner/Bellina:

THAT the Draft 2026-2027 School District Calendar be submitted for public consultation.

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

8.2 Finance and Capital Analysis Report

8.3 Trustee Professional Development

8.4 Staff Travel Summary

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Johns/Ayling:

THAT the January 26, 2026, public All Committees meeting adjourn at 4:14 p.m.

Board Reflection

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