



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

**April 28, 2026, 3:00 p.m.  
Cranbrook Board Office**

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

Regrets: Trustee Bev Bellina

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 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 Heckendorf called the public All Committees meeting of April 28, 2026, to order at 3:09 p.m.

**1.2 Acknowledgement of Ktunaxa Territory**

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

**1.3 Approval of the Agenda**

Moved/Seconded by Bischler/Turner:

THAT the agenda of the public All Committees meeting of April 28, 2026, be approved as circulated.

**1.4 Approval of the Minutes**

Moved/Seconded by Bischler/Johns:

THAT the minutes of the public All Committees meeting of February 23, 2026, be approved as circulated.

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

**2.1 Amy Woodland Elementary Update**

The draft Project Definition Report (PDR) submission has been received back from the Ministry with comments. Work is underway to finalize the submission, including the incorporation of the outstanding energy modelling component, which was not included in the original submission. The finalized PDR is expected to be submitted to the Ministry by May 5, 2026.

Bus transportation for Amy Woodland students will continue for the 2026 to 2027 school year.

**3. PRESENTATIONS**

**3.1 French Curriculum Support Update**

Marzia Bottoni provided an update on the role of French Curriculum Support.

**3.2 District Numeracy Update**

Nicole Fulton provided an update on District Numeracy.

**4. REPORTS**

**4.1 Secretary Treasurer**

**4.1.1 Mountain View Sparwood**

Director Tank will attend Mountain View on April 30, 2026, for the handover of the facility back to the District from Elk Valley Resources. The gymnasium will be converted back to recreational space by District tradespeople.

Secretary Treasurer Taylor continues to explore potential lessees, and Treehouse Daycare will expand its operations within the facility.

#### **4.1.2 Fernie Elementary School**

Secretary Treasurer Taylor provided an update on Fernie Elementary and Child Care. He noted that the project is progressing as planned and remains on track for a projected ground breaking in July 2026.

He further advised that the environmental review process is nearing completion and that ongoing coordination continues with the Ministry of Infrastructure and project partners.

#### **4.1.3 Annual Facility Grant Analysis**

Secretary Treasurer Taylor reviewed the Annual Facilities Grant allocation included in the agenda package.

Trustee Ayling suggested that the matter be brought forward to the May Committee meeting for further discussion, including advocacy related to revisions to the funding formula and its implications.

Discussion included the Facility Condition Index and building replacement considerations, as well as the BCASBO Cost Pressure report and the importance of select standing presentations. A review of the past ten years of Annual Facilities Grant funding indicates that allocations are not aligned with current costs.

### **4.2 Superintendent**

#### **4.2.1 Indigenous Education Council (IEC)**

Superintendent Johnson and Secretary Treasurer Taylor will attend the Indigenous Education Council meeting on May 1, 2026.

Superintendent Johnson reminded the Board of Red Dress Day on May 5, 2026.

#### **4.2.2 Early Learning, Child Care and District Literacy**

District Principal Phillips reported that the District participated in Human Early Learning Partnership sessions in Fernie and Cranbrook as part of a UBC project supporting community informed decision making.

She provided an update on Early Learning, Child Care, and District Literacy, including ongoing instructional support through data analysis and training.

Upcoming initiatives include District participation in continued partnership work, Ready Set Learn events, and a visit from Adrienne Gear. A media release will be issued regarding the Métis Nation of British Columbia child care partnership at the Amy Woodland Elementary site.

#### **4.2.3 Framework for Enhancing Student Learning**

Superintendent Johnson reported that the Student Learning Survey will close on May 1, 2026. She also highlighted strong results from the recent Science Fair and noted the upcoming Heritage Fair.

Superintendent Johnson further provided updates related to the Framework for Enhancing Student Learning, including ongoing data collection and the use of provincial assessment tools to support student achievement and planning.

## **5. REPORTS FROM COMMITTEES**

### **5.1 Advocacy Education**

#### **5.1.1 DSAC Report**

Director Tichauer reported back on the District Student Advisory Council on March 31, 2026. The survey results were also included in the agenda package.

#### **5.1.2 DPAC Report**

Trustee Turner provided a DPAC report.

#### **5.1.3 Parkland Middle School EF Tour Information Package**

Superintendent Johnson reviewed the EF Tour information package included in the agenda package and responded to questions from the Board.

Additional information has been requested, including details related to curricular connections, student age groups, and contingency planning.

This item will be further discussed at the May 25, 2026, All Committees in-camera meeting.

#### **5.1.4 Letter of Support from Prince Rupert School District 52 – Addressing Child Care Funding**

##### **RECOMMENDATION**

Moved/Seconded by Johns/Clarke:

THAT a letter of support be written to Prince Rupert School District 52 in response to their letter regarding Aligning BC's Education and Child Care Funding Model to Expand Affordable, School-Based Child Care.

#### **5.1.5 Letter of Support from Prince Rupert School District 52 – Addressing Youth Vaping**

Received and filed.

### **5.2 Learning Services**

District Principal Wasylowich reported on a mock audit that is taking place in the District on April 29-30, 2026. There will be audit teams from Districts 6, 8, 10, 20 and 51 assisting in the mock audit.

### **5.3 Policy**

Nil

**5.4 Finance Operations Personnel**

Nil

**6. NEW BUSINESS**

**6.1 Sparwood Secondary Outdoor Education White Water Rafting Trip**

**RECOMMENDATION**

Moved/Seconded by Bischler/Clarke:

THAT the spring of 2026 Sparwood Secondary rafting trip be approved with the understanding that the river will be run two days prior to the students taking the trip. Furthermore, this trip is only approved if there is guaranteed and adequate emergency services available and the most experienced river rafting guides are used.

**6.2 Capital Project Submission Summary - September 2025**

Secretary Treasurer Taylor reviewed the report as requested at the April 14, 2026, meeting.

**6.3 Update from School Foods Coordinator**

Secretary Treasurer Taylor reviewed the update included in the agenda package. The key priority of the program is to scale up services across the District.

**7. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**8. CORRESPONDENCE**

**8.1 BCSTA Annual General Meeting Report**

Summary of learning submitted by Trustee Heckendorf

**8.2 District Occupational Health and Safety Committee Minutes**

District Vice Principal Boehm provided a brief update.

Director Tank has purchased equipment to support student learning during power outages in schools.

**8.3 Finance and Capital Analysis Report**

Secretary Treasurer Taylor reviewed the report included in the agenda package.

**8.4 Trustee Professional Development**

**8.5 Staff Travel Summary**

**8.6 May-June Calendar Dates**

**9. QUESTION PERIOD**

Nil

**10. ADJOURNMENT**

Moved/Seconded by Bischler/Ayling:

THAT the April 28, 2026, public All Committees meeting adjourn at 4:41 p.m.

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