



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

**August 31, 2026, 3:00 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
Trustee Chris Johns
Chairperson Doug McPhee
Trustee Sarah Madsen (remotely)
Trustee Wendy Turner

Board/District Staff in Attendance: Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
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

Chairperson McPhee called the public All Committees meeting of August 31, 2026, to order at 3:01 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

Amendment

5.3 Policy

The items under Policy were tabled.

5.3.1 Policy 2 Role of the Board

5.3.2 Policy 7 Board Operations

5.3.3 Policy 11 Board Delegation of Authority

5.3.4 Policy 12 Role of the Superintendent

5.3.5 Policy 13 Role of the Secretary Treasurer

5.3.6 Amendments to the Child Care Ministerial Order

Moved/Seconded by Johns/Turner:

THAT the All Committees public agenda of August 31, 2026, be approved as amended.

1.4 Approval of the Minutes

Moved/Seconded by Johns/Ayling:

THAT the minutes of the public All Committees meeting of May 25, 2026, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Amy Woodland Elementary Update

The final Project Definition Report was submitted to the Ministry of Infrastructure. There is no known timeline for the decision at this time.

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Mountain View Sparwood

Secretary Treasurer Taylor provided an update of lessees at the Mountain View facility.

4.1.2 Fernie Elementary School and Child Care

Secretary Treasurer Taylor provided an update on the Fernie Elementary School and Child Care project. He discussed the contract review with Chandos (contractor) however the building permit is still in process with the City of Fernie.

District Principal Phillips provided an update on operators for the Child Care.

4.1.3 Traffic Safety Concerns and Responses

Secretary Treasurer Taylor provided a brief update on traffic safety templates for schools to tailor to school traffic safety issues. PAC representatives at the schools have been working with school administrators to ensure safe school zones.

RCMP will be touring around school zones over next few weeks. They will also help create resources for schools.

School PACs will be looking into grants to support ongoing traffic safety initiatives.

4.2 Superintendent

4.2.1 Indigenous Education Council (IEC)

Superintendent Johnson provided an update from the IEC.

She also reviewed the shape of the day for the September 18 Indigenous Professional Development Days.

Non-school based staff will be working with Erin Boehm on the Four Seasons of Truth and Reconciliation.

There is year end reporting due October 1, 2026.

4.2.2 Child Care

District Principal Phillips provided a report on Child Care. She reported on revised space at Mountain View, the licencing of 30 before and after care spaces and renovations at TM Roberts Elementary.

Kootenay Orchards is still in planning stages for before and after care spaces.

The Métis Nation of British Columbia child care project on the Amy Woodland Elementary school site is planned for Spring 2027.

4.2.3 Framework for Enhancing Student Learning

Superintendent Johnson discussed the submission of the Framework for Enhancing Learning Interim Progress Report.

4.2.3.1 Literacy Screening Schedule

District Principal Phillips reviewed the Literacy Screening schedule included in the agenda package.

5. REPORTS FROM COMMITTEES

5.1 Advocacy Education

5.1.1 DSAC Report

Trustee Bellina reported that there was no DSAC meeting in June.

5.1.2 DPAC Report

Trustee Turner provided a DPAC report regarding the meeting dates for 2026/2027 school year.

5.1.3 Letter from Minister Lisa Beare

Superintendent Johnson discussed the letter from Minister Lisa Beare included in the agenda package.

5.2 Learning Services

District Principal Wasylowich provided a verbal report regarding school start up for Learning Services. She reported that every elementary school in the District is supported by a dedicated 1.0 FTE Speech Language Assistant. There are two new Speech Language Pathologists in the District and that the expanded services will now include support for students using Augmentative Alternative Communication (AAC) systems in both middle and secondary schools as well as support for KDS students.

5.3 Policy

5.3.7 Administrative Procedure 550 Facilities

Trustees Ayling and Bellina discussed revisions that were noted and amended accordingly.

5.4 Finance Operations Personnel

Nil

6. NEW BUSINESS

Nil

7. ACTION ITEMS FOR FUTURE MEETINGS

Nil

8. CORRESPONDENCE

8.1 District Occupational Health and Safety Committee Minutes

District Vice Principal Boehm discussed the threat violence reporting process and acknowledged District-wide barriers to reporting.

She provided an overview of the new safety procedures presented by Director Tichauer at the principals and vice principals meeting on August 28, 2026.

District Vice Principal Boehm reported that identification badges are being developed as part of the District's safe school procedures. Trustees will also receive identification badges.

She also provided an update regarding encampments in the vicinity of Mount Baker Secondary School. Director Tank reported on additional lighting that has been installed as a deterrent, and permanent fencing along 2nd Avenue is planned once approval is received from the City of Cranbrook.

8.2 Finance and Capital Analysis Report

No report

8.3 Trustee Professional Development

Final report for the 2025/26 school year.

8.4 Staff Travel Summary

Final report for the 2025/26 school year.

8.5 Report on the Budget 2027 Consultation

Trustee Johns provided a brief report on the Budget 2027 consultation. Trustee Ayling commended Trustee Johns on his presentation.

Trustee Ayling suggested that the incoming Board consider submitting new motions for consideration at the Annual General Meeting.

8.6 Ombudsperson British Columbia Report

Superintendent Johnson reviewed the Ombudsperson British Columbia report included in the agenda package.

9. QUESTION PERIOD

Nil

10. ADJOURNMENT

Moved/Seconded by Johns/Clarke:

THAT the August 31, 2026, public All Committees meeting adjourn at 3:42 p.m.

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