



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**August 28, 2023, 12:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Chris Johns
Co-Chair Trustee Irene Bischler
Trustee Wendy Turner

Regrets: Trustee Nicole Heckendorf

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina
Trustee Alysha Clarke
Trustee Sarah Madsen
Secretary Treasurer Nick Taylor
Superintendent Viveka Johnson
Director of Instruction and Human Resources Brent Reimer
Director of Student Learning and Innovation Diane Casault
Director of Student Learning and Aboriginal Education Jason Tichauer
District Principal of Student Services Darcy Verbeurgt
Operations Manager Joe Tank
Principal of Early Learning and Child Care Laura-Lee Phillips
Executive Assistant to Secretary Treasurer and Superintendent (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Johns called the public Finance Operations Personnel Committee meeting of August 28, 2023, to order at 12:25 p.m.

1.2 Approval of the Agenda

Moved/Seconded by Bischler/Turner:

THAT the agenda of the public Finance Operations Personnel Committee meeting of August 28, 2023, be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Turner/Bischler:

THAT the minutes of the public Finance Operations Personnel Committee meeting of May 29, 2023, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Select Standing Committee Presentation

K-12 Education and Child Care Report

Co-Chair Johns reviewed the School District No. 5 (Southeast Kootenay) highlights from the K-12 Education and Child Care report provided in the agenda package.

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Foods Funding and Programs

Secretary Treasurer Taylor discussed funding received this year by the District. Foods funding will be allocated to Youth Care Workers salaries, food scarcity supports, and meals for students.

Secretary Treasurer Taylor has met with various community stakeholders to determine potential partnership opportunities to provide student meals and foods programming. Principal Kelly will be working with Secretary Treasurer Taylor on this initiative across the District.

It is anticipated that this provincial funding will be ongoing with the intent of developing District programs. Ideas were shared on community harvest programs and other local initiatives for securing food for families.

4.1.2 Update on Summer Projects

Operations Manager Tank provided an update on transportation, custodial, operations and maintenance programs completed during July and August. He also provided a list of school and board office projects completed during the summer months. A copy of the list of projects will be provided to trustees.

4.2 Superintendent

Superintendent Johnson provided an update on the placement of principals and vice principals within the District. She also updated the Trustees on the principals and vice principals meetings held August 22 and 23 in Fernie and Cranbrook.

Superintendent Johnson also provided an update on the Framework for Enhancing Student Learning (FESL).

Superintendent Johnson has submitted an editorial to the local newspaper (Cranbrook Townsman) on Environmental Education, Outdoor Education and Climate Change. She also advised the Committee that School District No. 6 will host a climate change summit in May 2024 for students in the District.

5. NEW BUSINESS

5.1 BCPSEA Approved Hiring Incentives

Director Reimer provided a brief summary of the BCPSEA approved hiring incentives for teaching staff.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 District Occupational Health and Safety Committee Minutes

Operations Manager Tank discussed the standardized Health and Safety Corners created with the support of CUPE 4165 for each school.

Co-Chair Johns requested information on the employer's obligations to Work Safe BC's Working Alone or in Isolation policy. Operations Manager Tank discussed options that are currently be assessed for the safety of employees working alone in district facilities.

7.2 Trustee Professional Development

Secretary Treasurer Taylor explained changes that will be forthcoming in the 2023-2024 trustee development report attached to the agenda packages.

7.3 Staff Travel Summary

Secretary Treasurer reviewed the year end 2022-2023 Staff Travel Summary.

8. ADJOURNMENT

Moved/Seconded by Bischler/Turner:

THAT the August 28, 2023, public Finance Operations Personnel Committee meeting adjourn at 1:09 p.m.

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