



**The Board of Education of
School District No.5 (Southeast Kootenay)**

MINUTES - REGULAR PUBLIC MEETING

**December 10, 2019, 3:00 p.m.
Cranbrook Board Office**

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina – by zoom
Trustee Damstrom – by zoom
Trustee Johns
Trustee Kitt
Trustee McPhee
Trustee Turner
Trustee Whalen

Staff Present Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Instruction/Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts
Executive Assistant, (recorder) Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson Lento called the December 10, 2019 regular public meeting of the Board of Education to order at 3:02 p.m.

1.2 Consideration and Approval of Agenda

Addition: **3.4 School District 5 Audit Tender**

MOTION R-19-175

M/S that the agenda for the regular public meeting of the Board of Education of December 10, 2019 be approved as amended.

CARRIED

Chair Lento turned the meeting over to Mr. Rice to act as Chair.

1.3 Election of Chairperson and Representatives

Mr. Rice assumed the Chair of the meeting as per the Procedural Bylaw policy.

1.3.1 Election of Chairperson

Policy 1.2 Procedural Bylaw

Mr. Rice made the call for nominations for the position of Board Chairperson.

Trustee Lento accepted a nomination as designated by Trustee Bellina on the condition he may be unable to travel out of district.

Mr. Rice made a second and final call for nominations and then declared nominations cease.

Mr. Rice declared Trustee Lento the Chairperson of the Board of Education.

Chairperson Lento assumed the chair of the meeting.

1.3.2 Election of BCPSEA Representative

Chairperson Lento made the first call for nominations for a Board representative for the BC Public School Employers' Association (BCPSEA).

Trustee Damstrom accepted a nomination as designated by Trustee Bellina.

Chairperson Lento made a second and final call for nominations, then declared nominations cease.

Chairperson Lento declared Trustee Damstrom as the Board representative to the BC Public School Employers' Association.

1.3.3 Election of BC Public Schools Employers' (BCPSEA) Association Alternate Representative

Chairperson Lento made the first call for nominations for the alternate Board representative to the BC Public School Employers' Association.

Trustee Bellina accepted a nomination as designated by Trustee Whalen.

Chairperson Lento made a second and final call for nominations, then declared nominations cease.

Chairperson Lento declared Trustee Bellina as the Board alternate representative to the BC Public School Employers' Association.

1.3.4 Election of BC School Trustee Association Provincial Council Representative

Chairperson Lento made the first call for nominations for a Board representative as the BC School Trustees Association Provincial Council.

Trustee Bellina accepted a nomination as designated by Trustee Johns.

Chairperson Lento made a second and final call for nominations, then declared nominations cease.

Chairperson Lento declared Trustee Bellina as the Board representative for the BC School Trustee Association Provincial Council.

1.3.5 Elections of BC School Trustee Association Provincial Council Alternate Representative

Chairperson Lento made the first call for nominations for an alternate Board representative to the BC School Trustee Association Provincial Council.

Trustee Turner declined a nomination as designated by Trustee Bellina. Trustee Ayling accepted a nomination as designated by Trustee Whalen.

Chairperson Lento made a second and final call for nominations, then declared nominations cease.

Chairperson Lento declared Trustee Ayling as the Board alternate representative to the BC School Trustee Association Alternate Provincial Council.

1.4 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of November 12, 2019.

MOTION R-19-176

M/S that the minutes of the regular public meeting of the Board of Education of November 12, 2019 be approved as circulated.

CARRIED

1.5 Receipt of Records of Closed Meetings

MOTION R-19-177

M/S to accept the closed records of the in-camera meeting of the Board of Education of November 12, 2019.

CARRIED

1.6 Business Arising from Previous Minutes

Nil.

1.7 Receiving of Delegations/Presentations

Nil.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

Co-chair Trustee Turner reviewed the minutes of the November 25, 2019 meeting of the Advocacy/Education Committee.

MOTION R-19-178

M/S that the Board provide in-kind support as well as advertising support for the BC Performing Arts Provincial Festival in Cranbrook June 2-6, 2020.

CARRIED

MOTION R-19-179

M/S that the Board accept the report of the Advocacy/Education Committee.

CARRIED

2.2 Policy Committee

Co-chair Trustee Ayling reviewed the minutes of the November 25, 2019 meeting of the Policy Committee.

MOTION R-19-180

M/S that Policy 3.14 Provision of Menstrual Products to Students be approved by the Board of Education.

CARRIED

MOTION R-19-181

M/S that the Board accept the report of the Policy Committee.

CARRIED

2.3 Student Services Committee

Co-chair Trustee McPhee reviewed the minutes of the November 25, 2019 meeting of the Student Services Committee.

MOTION R-19-182

M/S that the Board accept the report of the Student Services Committee.

CARRIED

2.4 Finance/Operations/Personnel Committee

Co-chair Trustee Kitt reviewed the minutes of the November 25, 2019 meeting of the Finance/Operations/Personnel Committee.

Recommendation A from the November 25, 2019 public Finance/Operations/Personnel Committee meeting will be ready to be forwarded to the January 14, 2020 Board meeting.

MOTION R-19-183

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

CARRIED

2.5 BCSTA /Provincial Council

Trustee Bellina attended the Provincial Council on October 25-26, 2019 and has emailed her report to the Board.

Trustee Bellina was unable to attend the BCSTA Trustee Academy on November 28-30, 2019. She asked the trustees who attended to share some of their highlights from the conference.

Trustee Whalen:

- Reported that like our own district, School District 8 is looking into installing seatbelts on school busses.
- School District 6 has the challenge of a highway closure due to upgrades and will require new bus routes in the mean time, which may not be as safe a route. They may need support from the Kootenay Boundary Districts to put forth a motion to the Ministry regarding highway closures.

- The presentations were very good. Eli Mina presented at the pre conference and he was very informative in regards to meeting governance and motions.

Trustee Ayling:

- Will put together some information from the Trustee Academy and distribute at the next meeting.

Trustee Damstrom:

- Enjoyed the Academy and appreciated the great information provided.

2.6 Communications/Media Committee

Trustee Ayling reported that she is awaiting the approval on one media item to release.

MOTION R-19-184

M/S to accept the report of the Communications/Media Committee.

CARRIED

2.7 Mount Baker Secondary School (MBSS) Replacement Committee

Trustee Johns reported that we are waiting for the report from Stantec on the building assessment completed at MBSS.

MOTION R-19-185

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

CARRIED

2.8 Key City Theatre

Trustee McPhee reported on the Annual General Meeting.

The Key City Theatre has a fundraiser - \$20 per ticket. The prize is a \$5000 travel voucher. Tickets are available at the Key City Theatre and from Ms. Tyson at TM Roberts Elementary school.

MOTION R-19-186

M/S to accept the report of the Key City Theatre.

CARRIED

2.9 Legacy of Learning

Trustee Johns distributed a detailed summary from Anna Majkowski of past projects and future projects the Legacy of Learning is working on.

Some Highlights included:

- revolving slide show in the foyer of the Cranbrook Board Office
- moving ahead with the RSA day display coming up at MBSS
- continuing to apply for grants as the Legacy of Learning is non-profit
- yearbooks on the Legacy website

Trustee Kitt reported that the Elkford Historical Society is working on exhibits that they maybe interested in displaying some Elk Valley photos from the Legacy of Learning.

Trustee Damstrom suggested the First Perk Coffee House and the community hall in Jaffray may have some space to display exhibits.

Trustee Bellina suggested the Sparwood Museum may be interested in displaying exhibits.

MOTION R-19-187

M/S to accept the Legacy of Learning report.

CARRIED

2.10 Trustee Reports

Trustees reported on their activities for the month.

3. SECRETARY TREASURER'S REPORT TO THE BOARD

3.1 2019-20 Amended Capital Budget Bylaw

The amendment to the Capital Budget Bylaw is the addition of the purchase of two school busses to replace two busses in Fernie that were wrote off by I.C.B.C.

MOTION R-19-188

M/S that the Board consent to three readings of the 2019-20 Amended Capital Project Bylaw # 2019/20-CPSD05-02.

CARRIED

MOTION R-19-189

M/S that the Board of Education read a first time, the 2019-20 Amended Capital Project Bylaw # 2019/20-CPSD05-02, the 10th day of December, 2019.

CARRIED

MOTION R-19-190

M/S that the Board of Education read a second time, the Capital Project Bylaw # 2019/20-CPSD05-02, the 10th day of December, 2019.

CARRIED

MOTION R-19-191

M/S that the Board of Education read a third time, the Capital Project Bylaw # 2019/20-CPSD05-02, the 10th day of December, 2019.

CARRIED

3.2 Statement of Financial Information Report (SOFI)

Mr. Rice reviewed the SOFI report with the Board at the November 25, 2019 Fin/Ops/Personnel committee meeting.

MOTION R-19-192

M/S that the Board approve the School District Statement of Financial Information report, fiscal year ended June 30, 2019, be submitted to the Minister of Education and to make the report available to the public.

CARRIED

3.3 Lead/Water Regulation

Mr. Rice shared a summary of the levels required by Health Canada of lead in drinking water.

In March of 2019, Health Canada lowered the lead allowed from 10 micrograms down to 5 micrograms. We are lowering our level to 5 micrograms. Signs are

posted at each water station in the district with a warning that in order to reach this safe level, the water must run for 10 seconds before drinking.

3.4 School District 5 Audit Tender

The request for proposal for audit services was advertised in the local paper and closed November 29, 2019. BDO Canada LLP was the only tender received. The contract will be for a three- year period commencing June 2020.

MOTION R-19-193

M/S that the Board accept the Audit Tender from BDO Canada LLP for a 3 year period beginning June 2020.

CARRIED

MOTION R-19-194

M/S that the December 10, 2019 Secretary Treasurer's Report to the Board of Education be accepted as presented.

CARRIED

4. SUPERINTENDENT'S REPORT TO THE BOARD

The "Pathways to Learning" report can be found on the School District's website at www.sd5.bc.ca.

Each district manager reported on their departments which can be found in the Pathways report online.

Trustee Johns would like trustees given the opportunity to attend some of the Pro-D activities.

Enrollment Report:

- Trustee Johns would like the Board to see the Student Enrollment report include the full time equivalent (FTE) number as well as the head count number. Mr. Tichauer offered to share the information at the January Committee meeting.

MOTION R-19-195

M/S that the December 10, 2019 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

5. CHAIRPERSON'S REPORT

Nil.

6. NEW BUSINESS

6.1 2020 Standing Committee Representatives

Chair Lento asked the Trustees to review the form for Standing Committee Representatives and they will discuss them at a working session before the Board meeting on January 14, 2019 to ratify.

7. TRUSTEE BOUQUETS

- Trustee Bellina for Trustee Academy attendees. The tech department for assisting her on her email issues.
- Trustee Whalen for the lovely lunch today and gift from Mrs. Yardley and Mr. Rice.
- Trustee McPhee for Mrs. Carol Kershaw, his grade 8 French teacher at Laurie Jr. Secondary School in 1968 who was a positive influence. Years later at Parkland Jr. Secondary School as a practicum teacher he met Mrs. Kershaw again. She was a counsellor and gave support by attending some of his classes and offering him tips to help in his teaching career.
- Trustee Turner for Heather Hockley teaching her how the HR system works in applying for CUPE positions so she can help others if need be. She is grateful for all the staff at this time of year.
- Trustee Ayling for the lunch and gifts, really appreciated it all.
- Trustee Johns for the lunch today and the Christmas celebration last week. He wished everyone a safe and happy break.
- Trustee Kitt for the lunch, the Elkford Secondary School prep rally. She acknowledged the Principal and Vice Principal for their participation in a basketball game against the students and the mentorship they give to the students.
- Chair Lento for the traditional pause this time of year and for the lunch provided.
- Trustee McPhee for acknowledging one of his former teachers, Carol Kershaw.
- Chair Lento for his chemistry teacher at Fernie Secondary School, Peter Caulfield, for his expectations and passion for teaching.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 Statement of Financial Disclosure – 2019

Trustees are required to submit their completed signed forms for the 2019 year to Mr. Rice before January 15, 2020.

8.2 BCPSEA AGM January 30-31, 2020

9. QUESTION PERIOD

Nil.

10. LATE ITEMS

Nil.

11. ADJOURNMENT

MOTION R-19-196

M/S that the December 10, 2019 regular public meeting of the Board of Education adjourn at 4:27 p.m.

CARRIED

Frank Lento, Chairperson

Alan Rice, Secretary Treasurer