



The Board of Education of
School District No.5 (Southeast Kootenay)
AGENDA - REGULAR PUBLIC MEETING

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

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

1.2 Consideration and Approval of Agenda

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

1.3 Election of Chairperson and Representatives

Procedural Bylaw Policy

2.3 The Secretary-Treasurer shall call for nominations for Board Chairperson (seconding is not necessary) and conduct a vote by ballot in which that person receiving a clear majority shall be elected Board Chairperson for the ensuing year. If no person receives a clear majority (five or more votes) further ballots shall be taken until the same is achieved or, if, after a second ballot, a tie shall occur, the election shall be decided by drawing of lots. A vote by ballot will not be required if only one candidate is nominated for the position of Board Chairperson.

2.4 The Chairperson so elected shall assume the chair for the remainder of the meeting.

1.3.1 Election of Chairperson

1.3.2 Election of BCPSEA Representative

1.3.3 Election of BCPSEA Alternate Representative

1.3.4 Election of BCSTA Representative

1.3.5 Elections of BCSTA Alternate Representative

1.4 Approval of the Minutes 5

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

1.5 Receipt of Records of Closed Meetings 11

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

1.6 Business Arising from Previous Minutes

1.7 Receiving of Delegations/Presentations

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee 12

RECOMMENDATION A

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.

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

2.2 Policy Committee 17

RECOMMENDATION A

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

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

2.3 Student Services Committee 20

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

2.4 Finance/Operations/Personnel Committee 23

RECOMMENDATION A

M/S that the Jaffray School bussing concerns in the South Country be forwarded to the review process on bussing in the Elk Valley/South Country that is currently in the works and report back to the January 14, 2019 Board meeting.

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

2.5 BCSTA /Provincial Council

2.6 Communications/Media Committee

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

2.7 Mount Baker Secondary School Replacement Committee

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

2.8 Key City Theatre

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

2.9 Legacy of Learning

M/S to accept the Legacy of Learning report.

2.10 Trustee Reports

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3. SECRETARY TREASURER'S REPORT TO THE BOARD

Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)

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

3.1 2019-20 Amended Capital Budget Bylaw

29

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

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

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

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

3.2 Statement of Financial Information Report (SOFI)

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.

3.3 Lead/Water Regulation

4. SUPERINTENDENT'S REPORT TO THE BOARD 34

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

5. CHAIRPERSON'S REPORT

6. NEW BUSINESS

6.1 2020 Standing Committee Representatives 54

7. TRUSTEE BOUQUETS

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 Statement of Financial Disclosure - 2019

Trustees to complete after December 31, 2019 and submit by January 15, 2020 to the Secretary Treasurer.

8.2 BCPSEA AGM January 30-31, 2020

9. QUESTION PERIOD

10. LATE ITEMS

11. ADJOURNMENT

M/S that the December 10, 2019 regular public meeting of the Board of Education adjourn at [time].



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

MINUTES - REGULAR PUBLIC MEETING

**November 12, 2019, 3:00 p.m.
Cranbrook Board Office**

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina - Zoom
Trustee Damstrom - Zoom
Trustee Johns
Trustee Kitt
Trustee McPhee
Trustee Whalen

Regrets: Trustee Turner

Staff Present Superintendent, S. Yardley
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 November 12, 2019 regular public meeting of the Board of Education to order at 3:02 p.m.

MOTION R-19-156

M/S that the Board under section 69 (4) of the School Act appoint Mrs. Yardley the responsibilities of the Secretary Treasurer in his absence at this meeting.

CARRIED

1.2 Consideration and Approval of Agenda

MOTION R-19-157

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

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of October 8, 2019.

MOTION R-19-158

M/S that the minutes of the regular public meeting of the Board of Education of October 8, 2019 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION R-19-159

M/S to accept the closed records of the in-camera meeting of the Board of Education of October 8, 2019.

CARRIED

1.6 Receiving of Delegations/Presentations

1.6.1 Lois Ehman and Nicole Neufeld - Australia

Lois Ehman, Principal at Frank J. Mitchell Elementary and Nicole Neufeld, Principal from Isabella Dicken Elementary had the chance to travel to Australia this past July to attend the LEAP 2019 International Symposium.

Three principals from BC joined 3 principals in Australia. Lois and Nicole shared a power point presentation with the Board and shared ideas they learned from other schools in Australia and are planning to incorporate into their own schools.

Some Highlights and Take Aways:

- High School Students shared their academic courses participated in staff meetings.
- Lois and Nicole spent some time teaching about Fernie and Canada.
- Aboriginal Education Week was on while they were there.
- A "Fathering Project" to get fathers more involved in the schools.

They were both grateful to be able to attend this conference and thanked the Board.

Trustee McPhee inquired about students with special needs in the Australian schools.

Lois reported:

- work with special needs students in Australia are a bit behind us
- they have special classes for the students
- they do not have the inclusion that we have here
- they are looking at heading in the same direction as us but the process is slow

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

Co-chair Trustee Whalen reviewed the minutes of the October 28, 2019 meeting of the Advocacy/Education Committee.

MOTION R-19-160

M/S that the Board form a working group to work with DPAC/PACs to increase their support and function.

CARRIED

The first session will be tomorrow night during the DPAC meeting at the Board Office if any Trustees are available to attend the meeting.

MOTION R-19-161

M/S that the Board examine what climate action initiatives the School District is currently undertaking and whether or not a policy needs to be put in place.

CARRIED

MOTION R-19-162

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

CARRIED

2.2 Policy Committee

Co-chair Trustee Whalen reviewed the minutes of the October 28, 2019 meeting of the Policy Committee.

MOTION R-19-163

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 October 28, 2019 meeting of the Student Services Committee.

MOTION R-19-164

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 October 28, 2019 meeting of the Finance/Operations/Personnel Committee.

MOTION R-19-165

M/S that the Board have School District 5 Management look into the feasibility of reopening the Grasmere School.

CARRIED

MOTION R-19-166

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

CARRIED

2.5 BCSTA /Provincial Council

Trustee Bellina sent her report on the BC Provincial Council AGM she attended on October 25th and 26, 2019.

MOTION R-19-167

M/S that the Board accept the report of the BCSTA/Provincial Council.

CARRIED

2.6 Communications/Media Committee

Trustee Ayling reported the Board has a media release regarding Isabella Dicken Elementary School that will be sent to media once Mr. Rice has ensured the Ministry of Education has reviewed it.

MOTION R-19-168

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

CARRIED

2.7 Mount Baker Secondary School Replacement Committee

Trustee Johns reported that Stantec has visited Mount Baker Secondary School (MBSS) and is now in the process of completing the assessment report on MBSS which will hopefully help Mount Baker Secondary School be scheduled for replacement.

MOTION R-19-169

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

CARRIED

2.8 Key City Theatre

Trustee McPhee gave an up date on the renovations at the Theatre.

MOTION R-19-170

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

CARRIED

2.9 Legacy of Learning

Trustee Johns reported they are still working towards gathering historical information on other schools who they were named after.

MOTION R-19-171

M/S to accept the Legacy of Learning report.

CARRIED

2.10 Trustee Reports

Trustees reported on their activities for the month.

Trustee Whalen attended the Board Chair's meeting and Partner Liaison meeting in Vancouver as a delegate for Chair Lento and gave an update to the Board.

Trustee Bellina attended the Remembrance Day Assembly at Sparwood Secondary School and was impressed on how respectful the students were.

Trustee Johns thanked Joanne Lees the time she spent to help him get his wireless printer working with his laptop.

Trustee McPhee attended the Remembrance Day Assembly at Parkland Middle School and noted the phenomenal job they did.

3. SECRETARY TREASURER'S REPORT TO THE BOARD

Mr. Rice was absent from this meeting.

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.

Mrs. Yardley and District Management shared their highlights from the "Pathways to Learning" report.

MOTION R-19-172

M/S that the November Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

5. CHAIRPERSON'S REPORT

Chair Lento received a copy of the BCTF magazine and noticed with great delight that Larry Hayes, a past Burnaby School District Trustee, had a one page article on his "favorite teacher" from his school days.

Chair Lento would like the Trustees to come up with a page of their own, sharing one of their favorite teachers.

6. NEW BUSINESS

6.1 Christmas Hamper Program - Salvation Army

MOTION R-19-173

M/S that the Board donate to the Salvation Army's Christmas Hamper program in the amount of \$1500 in Cranbrook and \$1050 in Fernie. This represents a donation of \$150 on behalf of each of the School District No. 5 (Southeast Kootenay) schools in lieu of a gift to the staff of each school.

CARRIED

Chair Lento would like to see the Donation Letters to the Salvation Army be from SD5 staff, students, and trustees as opposed to him signing them.

7. TRUSTEE BOUQUETS

Trustee Bellina for Mrs. Yardley for visiting all of the schools and for Principal Sopko and staff for the Remembrance Day Ceremony at Sparwood Secondary School.
Trustee Johns for the presentation by Principal Ehman and Neufeld today.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 Remembrance Day -Laying the Wreath at Cenotaph

Cranbrook - Trustee McPhee
Fernie - Chairperson Lento
Sparwood - Trustee Bellina
Elkford - Trustee Kitt

9. QUESTION PERIOD

Shelley Balfour introduced her colleagues that were in attendance wearing red shirts as a silent protest for the lack of funding in BC Schools and the on going bargaining. They will continue to attend Board meetings until an agreement has been reached.

10. LATE ITEMS

Nil.

11. ADJOURNMENT

MOTION R-19-174

M/S that the November 12, 2019 regular public meeting of the Board of Education adjourn at 4:05 p.m.

CARRIED

Frank Lento, Chairperson

Alan Rice, Secretary Treasurer

DRAFT



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting November, 2019

- Finance/Operations/Personnel Committee report
 - Exempt Compensation
 - Bargaining Update
 - Personnel
 - Bussing
- BCPSEA Representative Report
- Pathways to Learning Report
 - Staffing Update

Alan Rice
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

**November 25, 2019, 9:30 a.m.
Cranbrook Board Office**

Committee Members
In Attendance:

Trustee Bellina (by zoom)
Trustee Turner
Trustee Ayling

Regrets:

Trustee Whalen

Board/District Staff in
Attendance:

Trustee McPhee
Trustee Johns
Trustee Kitt
Trustee Damstrom
Trustee Lento
Silke Yardley, Superintendent
Jason Tichauer, Director, Student Learning
Diane Casault, Director, Student Learning
Jennifer Roberts, District Principal
Alan Rice, Secretary Treasurer
Darcy Verbeurgt, District Principal
Gail Rousseau, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

The Advocacy/Education Committee Meeting of November 25, 2019 was called to order at 9:33 by Trustee Turner.

1.2 Approval of Agenda

M/S that the agenda of the Advocacy/Education Committee meeting of November 25, 2019 is approved as circulated.

1.3 Approval of Minutes

M/S that the minutes of the Advocacy/Education Committee meeting of October 28, 2019 be approved as circulated.

2. PRESENTATIONS

2.1 COTR Research - Place Based Learning - COTR Practicum Students

Tina Sandhu and Kyla Patton, 4th year nursing students from the College of the Rockies presented their research and their personal observations/recommendations from a nursing perspective on the benefits and challenges of conscious place-based education.

Observations:

- location of school and funding either worked well or it did not
- the higher the grade level the less engagement
- safety was another barrier; teachers were not feeling comfortable taking students outside without first aid training
- place-based education has the environmental piece which connects with health and the environment
- connecting mental health with the environment is very important; helps to build fundamentals in children at a young age

Recommendations:

- effective planning key
- place-based workshops for teachers
- help build community in schools; bouncing ideas off each other/collaborating with other teachers
- first aid courses for teachers
- flexible timetabling to allow longer lunch hours to access community
- opportunities for place-based learning in urban community as well
- place-based learning very broad; important to define barriers

2.2 Performing Arts BC Festival - Gail Brown and Corinna Robinson

Corinna Robinson, representative from the East Kootenay Performing Arts Festival presented information on the BC Performing Arts Provincial Festival coming to Cranbrook June 2-6, 2020.

Highlights included:

- 2400 visitors over 4 days; 650 plus children and youth performers across the region including our students
- encouraging SD5 students/staff to attend concerts/events
- opportunity to showcase the East Kootenays promoting return visitors and perhaps relocations
- will increase the awareness of the Arts in our region
- various venues around the region have already committed to holding events/concerts/practises
- budget of \$65,000 – looking for partnership with SD5, support, in-kind donations, sponsorships, use of SD5 facilities, Key City Theatre days
- Local community keeps 25% of the proceeds

Director Tichauer met with Gail Brown and has secured pianos for practises at two schools (SES and AWES). Key City Theatre days will be donated but

can not be determined until closer to year end. The use of SD5's facilities for practises will also be donated.

A discussion took place as to other venues in the Elk Valley which could be utilized. The provincial board is encouraging visitors to stay around and explore the Cranbrook area. A letter of support will be drafted from the Superintendent's office for the Provincial Festival. Trustee Johns will work with Gail Brown on the walkable map project.

Recommendation A – 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.

2.3 September 20 Pro-D Survey Results - Jason Tichauer

Director Tichauer gave a brief summary of the district day survey. Highlights included:

- 97 responses
- great comments on the physical space at both venues and how things were set up
- few negative comments about sitting all day vs. interactive or moving around
- some teachers thought this day was going to provide more tools/resources/teaching strategies for reconciliation
- this day was not supposed to be a workshop type of a day but more overarching; was not meant to be researched based

A discussion took place on how to improve this day. Director Tichauer met with ?aq'am last week and they discussed co-planning the next Indigenous focussed professional development day with us. This is great news. District Management will be looking at which specific day next year will be Indigenous focussed and will discuss who should be attending this day. We are now ready to move forward with the planning. Buy-in from all staff, management and the community is evident due to the great work we are doing in Aboriginal education.

3. ITEMS FORWARDED FROM PREVIOUS MEETING

3.1 Board DPAC/PAC Working Group - update (carried at Board meeting Nov. 13)

Trustee Ayling reported there is now a full DPAC executive. It is still very important for Trustees to advocate for new DPAC members. Superintendent Yardley connected the DPAC with a strong parent representative from Vernon to offer some ideas.

3.2 Review of Climate Action Initiatives - update (carried at Board meeting Nov. 13)

The Committee would like the Secretary-Treasurer to provide a list of what is currently being done, areas to improve on and whether or not a policy should be

in place. This item will be brought back to the January Advocacy/Education Committee meeting.

4. CORRESPONDENCE AND/OR NEW ITEMS

4.1 DSAC Report

The next DSAC meeting will be held in Fernie on January 9, 2020. Climate action will be put on agenda for the students to discuss along with vaping i.e., how they would inform their peers on the harms of vaping and how to handle it in their schools.

4.2 DPAC Report

This item was covered under item 3.1 above.

4.3 Draft Advocacy Plan - Kathryn Kitt

This item was deferred to the next First Team session.

5. BCSTA LETTERS

5.1 Vaping – Director Tichauer outlined initiatives that the Ministry of Education, Ministry of Health and our district are currently undertaking to combat the vaping crisis. The information will be presented by district management at the January Advocacy/Education Committee meeting. It was also suggested to gather students for a discussion and/or the DSAC look at this issue at their meeting in January. Parents also need to be educated so once this information is presented we should look at sharing with DPAC/PACs.

5.1.1 Letter to BCSSA from MLA Kamloops

Receive and file.

5.1.2 SD 42

Receive and file.

5.1.3 SD 73

Receive and file.

5.1.4 SD 78

Receive and file.

5.1.5 SD 19

Receive and file.

5.2 School Site Land Acquisitions

5.2.1 SD 42

This letter was referred to Public Finance Operations today. Receive and file.

5.3 Menstrual Products

5.3.1 Ministry of Finance response to BCSTA

Receive and file.

5.4 Funding Distribution Model – refer to public finance ops

5.4.1 BCSTA to MOE

This letter was referred to Public Finance Operations today. Receive and file.

5.4.2 SD 72

Receive and file.

5.5 MSP for International Students

5.5.1 BCSTA to Minister of Health

Receive and file.

5.6 Communities On the Move Declaration

5.6.1 SD 52

Receive and file.

5.7 Education Governance Structure

5.7.1 CSBA to Leader of People's Alliance Party

Receive and file.

5.7.2 CSBA to Liberal Party

Receive and file.

5.7.3 CSBA to Green Party

Receive and file.

5.7.4 CSBA to Premier of NB and MOE NB

Receive and file.

6. ADJOURNMENT

The Advocacy/Education Committee meeting was adjourned at 11:17 a.m.



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes – Policy Committee**

**November 25, 2019, 11:30 a.m.
Board Office**

**Committee Members
In Attendance:**

**Co-Chair Trustee Ayling
Trustee McPhee
Trustee Turner**

Regrets:

Trustee Whalen

**Board/District Staff in
Attendance:**

**Chairperson Lento
Trustee Bellina (by Zoom)
Trustee Damstrom
Trustee Johns
Trustee Kitt
Silke Yardley, Superintendent of Schools
Alan Rice, Secretary Treasurer
Diane Casault, Director of Student Learning/Innovation
Brent Reimer, Director of Instruction/Human Resources
Jason Tichauer, Director of Student Learning/Aboriginal Education
Janice Paetz, Executive Assistant (Recorder)**

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Policy Committee meeting of November 25, 2019 was called to order at 12:08 p.m. by Co-Chair Trustee Ayling.

1.2. Approval of the Agenda

POL-2019-13

M/S that the agenda for the Policy Committee meeting of November 25, 2019 be approved.

1.3. Approval of the Minutes

POL-2019-14

M/S that the minutes of the Policy Committee meeting of October 28, 2019 be approved as circulated.

2. POLICIES APPROVED BY THE BOARD SINCE LAST MEETING

Nil

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Draft Policy – Provision of Menstrual Products to Students

Feedback from partner groups was shared.

Discussion included:

- this item was on the recent counsellors' meeting agenda
- it was slated for the next DSAC meeting as well, but that meeting was cancelled
- a student survey has been created and will be reviewed by counsellors prior to sending it out to students (starting at Grade 7)
- the survey will ask students what products they currently access as well as what products would they like access to
- products have always been available to students – major change in the district will be it is mandatory that products are available in all washrooms, which currently isn't the case
- regulations/procedures will be developed going forward.

Recommendation A

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

4. CORRESPONDENCE AND/OR NEW ITEMS

Nil

5. INFORMATION ITEMS

Nil

6. ADJOURNMENT

The meeting adjourned at 12:11 p.m.

THE BOARD OF EDUCATION OF SCHOOL DISTRICT 5 (SOUTHEAST KOOTENAY)

POLICY 3.14

**PROVISION OF MENSTRUAL
PRODUCTS TO STUDENTS**

SECTION

The Board of Education of School District 5 (Southeast Kootenay) is committed to providing menstrual products to students who may require them.

The Board will:

- ensure menstrual products are made available to students of all gender identities or expressions in a manner that protects student privacy;
- provide for barrier free, easily accessible menstrual products at no cost to students;
- provide menstrual products in school washrooms; and,
- consider student feedback with respect to the provision of menstrual products.



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - STUDENT SERVICES MEETING**

**November 25, 2019, 10:30 a.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Damstrom
Co-Chair Trustee McPhee
Trustee Johns
Trustee Kitt

Board/District Staff in Attendance: Chairperson Lento
Trustee Ayling
Trustee Bellina (by Zoom)
Trustee Turner
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Student Learning/Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts
Executive Assistant, J. Nixon (Recorder)

Regrets: Trustee Whalen

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Special Education Student Services meeting of November 25, 2019 was called to order at 11:28 by Co-Chair McPhee.

1.2 Approval of the Agenda

M/S that the agenda for the Special Education Student Services Meeting of November 25, 2019 be approved as amended.

Additions:

2.2 LMS Update

3.1 Prevalence Model

1.3 Approval of the Minutes

M/S that the minutes of the Special Education Student Services meeting of October 28, 2019 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Social Emotional Learning Centre ("SELC") Update

Director of Student Learning, Diane Casault reviewed the update. Mrs. Casault also further updated the Committee that students will be in attendance at the SELC starting on December 2. Logistics yet to be finalized including the role of the Administrator at Highlands Elementary School, how attendance will be taken in MyEd and unique replacement TTOC's.

Mrs. Casault also answered questions from the Trustees regarding the referral and selection process of the eight students for the first 16 week cohort at the SELC.

Trustee Kitt questioned if the SELC staff were considered part of the Highlands Elementary School team and how the student designation funding would be shared and distributed between the SELC and the student home school.

Trustee Turner asked if support programs will be available to the parents of the children selected. District Principal, Darcy Verbeurgt explained that there will be regular communication between the parents and the SELC staff and that training sessions for families will be offered.

Superintendent Silke Yardley discussed the importance of measuring success of the program and how we will track the data to determine success.

Trustee Johns suggested that the Student Services Committee have a tour of the SELC. This will be organized for a future date in 2020.

Chairperson Lento advised that he would like to meet with the staff to follow up and analyze the program after the 16 week cohort.

2.2 Laurie Middle School Update

Director of Instruction, Brent Reimer and Director of Student Learning, Jason Tichauer gave a brief update on the Academic Options program at Laurie Middle School.

Mr. Tichauer discussed a partnership formed between Alternate Education program at Kootenay Educational Services and Academic Options program at Laurie Middle School.

The remainder of Item 2.2 was deferred, with respect, to the In Camera meeting of November 25.

3. CORRESPONDENCE AND/OR NEW ITEMS

3.1 Prevalence Model

Trustee Johns requested that the Prevalence Model be added to the Student Services Committee January 2020 Agenda. Trustee Johns encouraged the Trustees to review the funding model proposal to assess the impact this model would have on School District 5.

4. INFORMATION ITEMS

5. ADJOURNMENT

The meeting was adjourned at 12:02 pm.

DRAFT



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

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**November 25, 2019, 12:30 p.m.
Cranbrook Board Office**

Committee Members in Attendance:	Trustee Johns (Co-chair) Trustee Kitt (Co-chair) Trustee Bellina – by Zoom Trustee Damstrom
Board/District Staff in Attendance:	Trustee Ayling Chairperson Lento Trustee McPhee Trustee Turner Superintendent, S. Yardley Secretary Treasurer, A. Rice Director of Instruction/Human Resources, B. Reimer Director of Student Learning/Aboriginal Education, J. Tichauer Director of Student Learning and Innovation, D. Casault District Principal/Student Services, D. Verbeurgt Sandy Gronlund, Executive Assistant (Recorder)
Regrets:	Trustee Whalen

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of November 25, 2019 was called to order at 12:16 p.m. by Co-chair Trustee Kitt.

1.2 Approval of the Agenda

Additions: 4.5 Funding Model Update
4.6 School Site Land Acquisition from BCSTA

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of November 25, 2019 be approved as amended.

1.3 Approval of the Minutes

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of October 28, 2019 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Grasmere School Update

Mr. Rice looked into the Baragar software to view information within the Grasmere area and found that it would cost the district to have the parameters for Grasmere school area reset.

The population of the Grasmere area can be found in our MyEducationBC system but may not be the complete picture. We are currently gathering information in order to review options before any decisions are made in regards to opening the Grasmere school again. The consultant the school district appoints to review the bus routes in the Elk Valley/South Country will be able to supply valuable information also.

2.2 City of Cranbrook - Flashing Lights

Mr. Rice distributed the notes from a meeting with the City of Cranbrook on September 25, 2019 regarding the need for flashing lights in front of both Steeples Elementary School and Amy Woodland Elementary School.

RECOMMENDATION A

M/S that the Secretary Treasurer, Trustee McPhee and Trustee Whalen continue to pursue the issue of installing flashing speed zone lights with the City of Cranbrook in front of Steeples Elementary School and Amy Woodland Elementary School. And further; that the notes from the September 25, 2019 meeting with the City of Cranbrook be forwarded to the council members.

Mr. Rice will confirm with the City of Cranbrook on the overview of the meeting notes prior to Recommendation A going forward to the December Board meeting for approval.

Trustee Kitt asked if the school district paid for the flashing lights who is responsible for the upkeep.

3. DELEGATIONS/PRESENTATIONS

Nil.

4. NEW BUSINESS

4.1 Statement of Financial Information (SOFI)

Mr. Rice reviewed the SOFI report with the Board. He explained employees listed are those who earned over \$75,000 in the 2018/2019 school year and vendors listed are those paid over \$25,000 in the 2018/19.

4.2 Jaffray and Elk Valley Bussing

Mr. Rice reported that the spare bus for Jaffray has arrived. There is currently another posting out for a bus driver. Human Resources is looking at other possibilities to try make the position more attractive.

We are currently waiting on a proposal from a company to conduct an in depth review on the bussing routes in the Elk Valley/South Country. Mr. Rice is also looking into other possible ideas for these routes to be reviewed.

4.3 Mount Baker Secondary School (MBSS) Replacement Update

Mr. Rice reported that we are waiting for the MBSS building assessment report from Stantec. He will update the Board at the December 10, 2019 Board meeting.

4.4 Amended Budget Update

Mr. Rice is to working on the Amended Annual Budget and will forward to the Board as soon as possible. Mr. Rice will need three readings to approve the Amended Annual Budget before February 2020.

4.5 Funding Model Update

Trustee Johns would like to know where we are at with the funding model and requested that Mr. Rice share updates from BCASBO, BCSTA and BCPSEA for the December 10, 2019 Board meeting.

4.6 School Site Land Acquisition from BCSTA

Trustee Kitt reviewed information from the BC School Trustees Association (BCSTA) regarding issues and solutions to school site land acquisitions.

This item will be brought forward for discussion at the January 27, 2019 Fin/Ops/Personnel Committee meeting.

5. ITEMS FOR INFORMATION

5.1 District Occupational Health and Safety Committee (DOHSAC) Minutes

Mr. Reimer reported:

- This committee is a high functioning group that meets every 3 months.
- Each school in the district has a safety committee that completes a monthly safety checklist of their schools and grounds.
- The school committees forward these safety checklists to the DOHSAC.

Trustee Johns asked how the threat violence reporting is handled at the district level.

- The “Threat/Violence” form is used for an employee to notify their employer if they feel threatened at work.
- Mr. Tichauer reported that every threat/violence form received is investigated.
- Trustee Johns would like an overview of the “Threat /Violence” reports shared with the Board. Mr. Tichauer will follow up with this but will protect the confidentiality of each report.
- If a student is involved, Mr. Tichauer and Mr. Reimer will look to see if there is a plan in place for the student and review it, if no plan is in place, the school based team will build one.

Conclusion:

- Mr. Reimer will provide information on the WorksafeBC reports after each DOHSAC meeting and bring forward to each Fin/Ops/Personnel Committee meeting.
- Mr. Tichauer will provide a high level statistics of threat/violence reporting on a monthly basis at the Finance/Operations/Personnel Committee meetings.

5.2 Finance Report

Mr. Rice reported that we are on track with our expenditures for the year.

5.3 Letter - District of Elkford

Mr. Rice sent a letter to the District of Elkford in regards to School District 5 obtaining an access agreement to use a parcel of land owned by the District of Elkford. He thanked Trustee Kitt, the Principal of Elkford Secondary and Rocky Mountain Elementary for their input in the letter.

6. QUESTION PERIOD

Nil.

7. LATE ITEMS

Nil.

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of November 25, 2019 adjourned at 1:23 p.m.

Trustee Bellina's Report for November 2019

November 12th - Board of Education Meetings

November 14th - Sparwood Early Years meeting

November 18th - Board Zoom Meeting

November 25th - Committee Meetings

November 28-30th (*BCSTA TRUSTEE ACADEMY - REGRETFULLY UNABLE TO ATTEND*)

Trustee Turner's Report for November 2019

Nov. 4th- Gordon Terrace PAC Meeting, Kootenay Orchard PAC Meeting

Nov. 6th- COTR Presentation

Nov. 9th- Kootenay Orchards Remembrance Day Ceremony

Nov. 18th- Trustee Working Session

Nov. 25th- SD5 Board Committee Meetings



November 27, 2019

Ref: 216916

To: Secretary-Treasurer and Superintendent
School District No. 5 (Southeast Kootenay)

Capital Plan Bylaw No. 2019/20-CPSD05-02

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2019/20

This is an amendment to the letter sent on March 1, 2019 (Ref: 208254) in response to your School District’s 2019/20 Annual Five-Year Capital Plan submission, submitted to the Ministry prior to June 30, 2018 and provides direction for advancing supported and approved capital projects.

This amendment changes your BUS project approval as reflected in the MINOR CAPITAL PROJECTS table below. The change is due to vehicle accidents involving two existing buses which require immediate replacement to maintain continuity of transportation services in your school district.

The Ministry has reviewed all 60 school districts’ Annual Five-Year Capital Plan submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

Please note that all school districts are required to keep project approval information confidential until after the Province has issued News Releases to the public on March 6th. Additionally, school districts receiving approval and funding specifically from the Playground Equipment Program (PEP) are required to keep that project information confidential until further written notice from the Ministry of Education.

**Ministry of
Education**

Capital Management Branch
Resource Management
Division

Mailing Address:
PO Box 9151 Stn Prov Govt
Victoria BC V8W 9H1

Location:
5th Floor, 620 Superior St
Victoria BC V8V 1V2

Below you will see the major capital projects supported to proceed with Project Definition Reports (PDRs) as well as minor capital projects from the Ministry's 2019/20 annual capital programs that are approved for funding and are able to proceed to procurement.

MAJOR CAPITAL PROJECTS (SMP, EXP)

New Projects

Project #	Project Name	Project Type	Next Steps
127790	Isabella Dicken Elementary	Addition	Submit draft PDR to Planning Officer by Oct. 1, 2019.

Note: A PDR should normally be expected to be finalized within two months following the draft PDR deadlines noted above. After a draft PDR is submitted to the Ministry, follow-up meetings will be scheduled by your respective Regional Director or Planning Officer to confirm scope, schedule, and budget details and the terms of project approval for the projects listed above. Also note that Capital Project Funding Agreements (CPFA) are not issued until after PDRs and all other required supporting documentation is received, reviewed and approved for funding by the Ministry.

All projects that the Ministry expects to be under PDR development, and have not already been received, are listed above – if a project is not listed, then the Ministry is not supporting the project and is not expecting a PDR.

MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)

New projects for SEP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Fernie Secondary	SEP - Building Enclosure Upgrades - Roof Upgrade/Replacement	\$650,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Fernie Secondary	SEP - Mechanical Upgrades - Upgrade Mechanical System	\$746,000	Proceed to design, tender & construction. To be completed by March 31, 2020.
Isabella Dicken Elementary, T.M. Roberts Elementary,	CNCP - Lighting - LED Lighting Upgrade	\$187,976	Proceed to design, tender & construction. To be completed by March 31, 2020.

Gordon Terrace Elementary			
Isabella Dicken Elementary	PEP - New - Universally Accessible Playground Equipment	\$105,000	Proceed to design, tender & construction. To be completed by March 31, 2020.

New projects for BUS

Existing Bus Fleet #	New Bus Type	Amount Funded by Ministry	Next Steps & Timing
5056	D (80+RE) with 0 wheelchair spaces	\$175,311	Proceed to ordering the school bus(es) between March 15, 2019 and April 30, 2019 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
ADDED - 9053	D (80+RE) with 0 wheelchair spaces	\$148,161 (with an additional \$27,150 provided from SPP Automobile Statement of Damage – SPP File # 229790)	Proceed to ordering the school bus(es) prior to March 31, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org
ADDED - 7059	D (80+RE) with 0 wheelchair spaces	\$136,890 (with an additional \$38,421 provided from SPP Automobile Statement of Damage – SPP File # 229625)	Proceed to ordering the school bus(es) prior to March 31, 2020 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at http://www.astsbc.org

Note: An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Routine Capital projects for the 2019/20 fiscal year as listed above.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Plan Bylaw No. provided at the beginning of this

document) for its approved 2019/20 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>

The Capital Bylaw and the APFA must be signed, dated and emailed to Ministry Director Michael Nyikes at Michael.Nyikes@gov.bc.ca as soon as possible. At this time the Ministry will issue Certificates of Approvals as defined in the APFA.

With the 2019/20 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2020/21 Annual Five-Year Capital Plan submission process (with supplementary intake spreadsheets) will be provided within the next few weeks. These plans are to be submitted to the Ministry no later than June 30, 2019.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any questions regarding this Capital Plan Response Letter or the Ministry's capital plan process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joel Palmer', with a large, sweeping flourish above the name.

Joel Palmer, Executive Director
Capital Management Branch

pc: Michael Nyikes, Director, Capital Programs Unit, Capital Management Branch

CAPITAL BYLAW NO. 2019/20-CPSD05-01

CAPITAL PLAN 2019/20

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 05 (Southeast Kootenay) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2019/20 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated November 27, 2019, is hereby adopted.
- 2. This Capital Bylaw may be cited as Southeast Kootenay Capital Bylaw No.2019/20-CPSD05-02.

READ A FIRST TIME THE 10th DAY OF December 2019;
READ A SECOND TIME THE 10th DAY OF December 2019;
READ A THIRD TIME, PASSED THE 10th DAY OF December 2019.

CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original Southeast Kootenay Capital Bylaw No. 2019/20-CPSD05-02 adopted by the Board the 10th day of December 2019.

Secretary-Treasurer

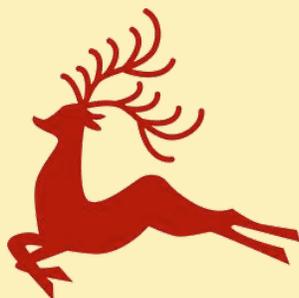
Enrolment - December 2019

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Jaffray Elem-Jr Secondary	23	19	25	18	19	32	18	19	18	17	13	0	0	221
Isabella Dicken Elementary	82	66	73	55	71	57	69	0	0	0	0	0	0	473
Frank J Mitchell Elementary	74	53	52	65	51	50	65	0	0	0	0	0	0	410
Rocky Mountain Elementary	32	40	34	42	48	28	42	0	0	0	0	0	0	266
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	243	270	269	782
Laurie Middle School	0	0	0	0	0	0	0	146	110	124	0	0	0	380
Amy Woodland Elementary	31	36	31	42	41	40	47	0	0	0	0	0	0	268
T M Roberts Elementary	50	44	43	50	59	50	58	0	0	0	0	0	0	354
Gordon Terrace Elementary	37	37	38	40	44	49	27	0	0	0	0	0	0	272
Highlands Elementary	28	26	30	39	40	38	40	0	0	0	0	0	0	241
Pinewood Elem - Cranbrook	18	12	17	13	28	24	17	0	0	0	0	0	0	129
Steeples Elementary	37	29	18	29	31	34	27	0	0	0	0	0	0	205
Kootenay Orchards	20	29	37	26	33	42	32	0	0	0	0	0	0	219
Kootenay Learning Campus	0	0	0	0	0	0	0	0	0	0	0	2	53	55
Parkland Middle School	0	0	0	0	0	0	0	137	158	155	0	0	0	450
Elkford Secondary	0	0	0	0	0	0	0	28	37	33	31	26	30	185
Fernie Secondary	0	0	0	0	0	0	0	76	73	61	63	73	45	391
Sparwood Secondary	0	0	0	0	0	0	0	48	54	40	41	37	42	262
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	13	38	51	102
Kootenay Discovery School	0	0	1	0	2	0	1	0	5	3	4	10	74	100
Total	434	391	399	419	467	444	443	454	455	433	408	456	564	5765

SOUTHEAST KOOTENAY PATHWAYS TO LEARNING



Ms. Murray's Grade 2 class at EIDES



December, 2019





School District 5 (Southeast Kootenay)

PATHWAYS TO LEARNING

Vision	Mission	Values
Students love to learn here, staff love to work here, families love to gather here	Our students will graduate with dignity, purpose and options	Respect, Vision, Fairness, Collaboration, Integrity, Inclusion

Engaging All Learners

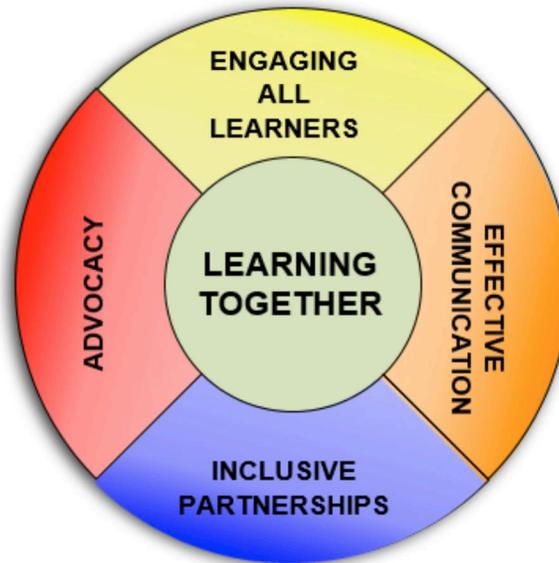
Goal: To inspire all learning partners to create and contribute to an engaging, personalized educational experience for our learners.

- Provide a safe, supportive environment that fosters continued growth in a rapidly changing environment
- Honour all pathways to graduation
- Acknowledge deeper learning opportunities based on individual strengths and abilities

Advocacy

Goal: Advocate for specific needs in our District and for public education in general.

- Encourage governments to fully fund public education
- Advance the replacement of aging schools through Ministry and community partnerships
- Provide a forum for the development and celebration of innovative practices



Effective Communication

Goal: Continue to foster two-way, ethical communication between the District and all learners, students, staff, parents and community in a timely, concise and inclusive manner.

- Ensure information is current
- Provide user-friendly platforms
- Create opportunities for meaningful dialogue

Inclusive Partnerships

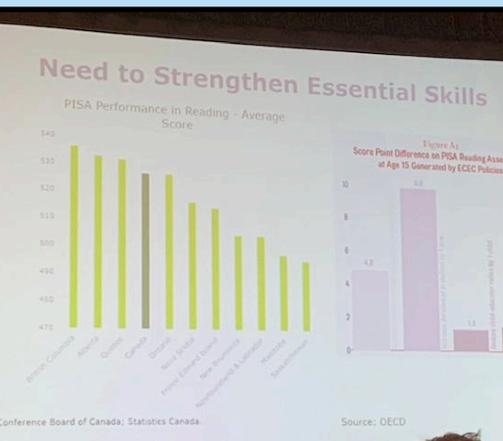
Goal: Cultivate opportunities for shared community awareness, engagement and resources to enhance student learning.

- Engage community participation in providing meaningful student learning opportunities
- Promote educational partnerships that enhance student learning and are beneficial to the community
- Advance active community engagement in real-world learning opportunities for students

Out and About



Thank you to all the schools for organizing very memorable Remembrance Day assemblies. District staff were very impressed with each one that they attended. I attended Sparwood Secondary Remembrance assembly where both Sparwood Secondary and Frank J. Mitchell Elementary students came together. You could have heard a pin drop during the assembly, the students were very respectful and engaged in the presentations that were organized. Trustee Bev Bellina was also in attendance.



ECE Prepares Children For Life

- Education is the great enabler. Weak educational outcomes especially prevalent for children from disadvantaged families.
- Children attending ECE programs develop stronger essential skills (e.g. literacy/numeracy). Also develop better self regulation and personal interaction skills.
- More likely to complete high school, which greatly lowers unemployment rates and raises income prospects. More likely to attend college or university.
- Empirical analysis reveals that children who attend ECE programs are more productive and have higher incomes later in life compared with children who don't attend.

Early Years Transition & Special Educational Needs (EYTSEN)
(Sammons et al, 2003)

HOME KIDS	2 YEARS OF ECE
• 51% at risk for cognitive development	• 21% at risk for cognitive development
• 44% at risk for reading	• 23% at risk for reading
• 37% at risk for math	• 16% at risk for math
• 51% at risk for social struggles	• 21% at risk for social struggles

November was a very busy time for district staff as the Ministry of Education requires superintendents and district staff to attend a variety of learning sessions. November 8th Secretary Treasurer Alan Rice and I, along with teacher Carol Johns, attended the Early Years Summit. The Minister of Education Rob Fleming shared important information that many Canadians have inadequate literacy skills for the high skilled positions that are available. While British Columbia does have the highest PISA performance score in reading, we still have work to do. We also learned that Early Childhood Education (ECE) prepares our children for life. There is a new Early Years Framework that has come out that we will be implementing and supporting our early years teachers in the coming years.

[https://www.sd5.bc.ca/learning/EarlyLearning/Pages/default.aspx?login=-259506733#/=](https://www.sd5.bc.ca/learning/EarlyLearning/Pages/default.aspx?login=-259506733#/)

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Out and About

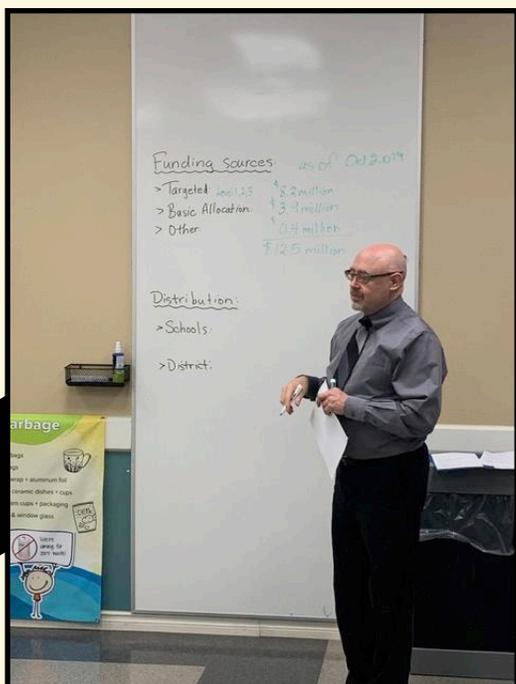


At the same time that Alan and I were at the Early Years Conference, Director of Instruction for Human Resource Brent Reimer and Trustee Krista Damstrom were at the BCPSEA special meeting in Vancouver.

I was invited to the Highland's Elementary School PAC meeting where I participated in a very well run PAC meeting with many enthusiastic, committed parents and staff. Here is a picture of a wonderful gingerbread display created by students in a primary classroom.



We had our first Inclusive Education working group session where we had parents, CUPE, teachers, special education teachers, principals and district staff who came together to look at our model of supporting our vulnerable learners. Each group who attended will be sharing out the minutes and information of their different groups. District Principal Darcy Verbeurgt leading us through the funding sources.



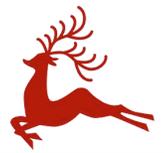
I headed to Vancouver to learn with other new superintendents as well as participate in two days of learning with teachers and leaders from around the province. One of the presentations was on Listening and Leading for Equity. Shane Safir who wrote the book "The Listening Leader" shared a powerful video that is worth a watch called "The Danger of a Single Story." Her message is that every person has their own story, and not a single narrative.

https://www.ted.com/talks/chimamanda_ngozi_adichie_the_danger_of_a_single_story



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Out and About



At our board committee meetings we had 4th year nursing students share their research on the “Benefits to Engagement in Place-based Education” which was very well received.

JoAnne Lees held a learning session for board office staff on how to use One Note which was very appreciated by all who attended.



We have also been meeting with a group of principals and vice principals who are planning professional learning session for after Christmas on a variety of topic areas to support their practice. All of the principals and vice principals have shared their personal professional growth plans with district staff in the last week and we will be visiting schools and meeting with the principals and vice principals to support them with their professional learning goals. Check out the matching shirts of some of our principals and vice principals!

The trustees, Alan and I just got back from the annual Trustee Academy. We had a great few days of learning together with Trustee Patricia Whalen, Trustee Krista Damstrom and Trustee Trina Ayling.



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Out and About



Christmas decorating was fun!! Board office staff came together to decorate for Christmas! Many hands made light work and we were finished quickly as people were looking forward to sharing food and visiting together.



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Out and About



I also enjoyed watching the grade 7, 8 and 9 band from Laurie Middle School perform. The students were really enjoying themselves.



Enjoy the busy days before the holidays with your students, staff and each other. These are magical times for our students with Christmas concerts, performances and the bustle of the preholiday busyness. Remember to take time for yourself to recharge and take time to enjoy the simple things in life.

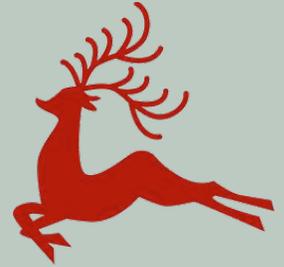
All the best for the New Year!

**Silke Yardley
Superintendent**



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ENGAGING ALL LEARNERS



Professional Development

On Friday, December 6, there was a professional development opportunity for Education Assistants and Youth Care Workers in Fernie and in Cranbrook. There was a keynote speaker at each location and break out sessions in the afternoon.

On Thursday, December 5, Student Services teachers met at Jaffray School for a workshop entitled, "What Does Current Research Say about FASD". Topics of this session will include:

- What is FASD from a brain based perspective
- Diagnosis and Designation
- Supporting and Strategies (the 8 Keys and Get Ready, Do Done)

PE 8 and 9 Wilderness Unit with Mr. Gulyas The wilderness unit began in the classroom, with students researching the nutrition needed for long local adventures. They also researched appropriate clothing, and basic survival practices. Kori Vernier, a local professional forester joined the class outside and shared information about careers in the forest industry and other forestry related topics. Students asked questions and discussed their observations while being out in the environment.



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ENGAGING ALL LEARNERS

In November, students in Madame Wolchuk's grade 8 French class at Elkford Secondary became "French travel agents". Madame Wolchuk created a project where students collaborated and chose a French speaking country and researched a popular tourist spot. Using tools from Google Maps/Earth, students wrote out the directions in French to get from the airport to the desired location. They wrote a simple script and then were filmed in front of green screen with the chosen location as the background image. Students will continue to work on this project with the creation of a tourist brochure. As a culmination to the project, each student will then get to "visit" the location using the Wander app on the Oculus Quest headset. By the end of the project, students will have "travelled" to Paris, Nice, Montreal, Quebec City, Tahiti, and even Madagascar!



Students in Mrs. King's Environmental Science 11 at Elkford Secondary have been studying various ecosystems. As part of a larger project, they used the Oculus Quest VR to "experience" their chosen place. One group studying Chernobyl were able to "tour" the site safely. The group stated that after "touring" Chernobyl, it made them more curious about what happened there and they would like to visit it in person. Other groups toured a rainforest, a desert and other diverse ecosystems.

Physical Literacy for Math Workshop:

Bring Movement into your Classroom while teaching Math-

Physical Literacy in the classroom introduces students to an interactive and exploratory style of learning. Applying the whole body and mind to explore math concepts is a creative and healthy approach to learning.

1. Intro to Physical Literacy in K-4 - Sandi
2. How can PL be incorporated into a primary classroom, specifically in Math? -Candis
3. Intro to Movement in the Classroom Kit -Sandi & Candis
 - Using and Agility Ladder with "Power of 10" Resources
 - Using Foam Dice
 - Using Uno Cards
 - Using Task Cards



There will be a draw and 9 lucky participants are going to leave with a Movement in Math kit worth over \$130!

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EFFECTIVE COMMUNICATION

Technology

The Technology Department, as well as the Teachers of Transformative Learning team, have been investigating applications for teachers, schools and the district to better communicate and notify our parents. As we no longer have the ability to use Bloomz, Remind or Sangha, the department is searching for an application that will provide functionality as well as convenience and ease of use. We are currently looking at Kaizala which is an Office 365 platform and School Messenger. Our research has shown that School Messenger has excellent functionality and ease of use as well as the Safe Arrival attendance feature. Stay tuned!!!



District Professional Development Day Survey - September 20, 2019

The theme of our District day on September 20, 2019 was "the Classroom as a Vehicle to Reconciliation". As a follow-up, we designed a survey to get feedback not only on the day, but also to advise our planning for days in the future. This day, which is embedded in the BC Tripartite Agreement between the Province, the Federal gov't and FNEC, was an incredibly valuable opportunity to help us on our journey to Reconciliation.

We had 97 staff members complete the survey. Different parts of the day across our two sites were viewed as positives. In general, a summary is included of staff perceptions of the day:

3. The Theme of the day was "Our Classrooms as Vehicles to Reconciliation". How well did the agenda match the intended theme?

- Completely 20
- Mostly 30
- Somewhat 28
- Not as well as intended 18



4. How well did the event set up and physical space match the intended theme?

- Completely 44
- Mostly 35
- Somewhat 10
- Not as well as intended 7



5. How well did the keynote speakers match the intended theme?

- Completely 28
- Mostly 27
- Somewhat 28
- Not as well as intended 13



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INCLUSIVE PARTNERSHIPS

On December 4, 2019 our HR Coordinator visited the KES office on Baker Street in Cranbrook to meet with prospective employees, 18-24 year olds that participated in an employment workshop hosted by the LEAD Program Facilitator. We will be promoting opportunities in custodial, educational assistants, secretarial, Aboriginal Education and youth care worker vacancies.

The HR Coordinator will be travelling to Elkford on December 5 to meet with residents of Elkford and Sparwood to showcase the many employment opportunities that are available within the School District. All residents and anyone interested in pursuing opportunities with SD5 were encouraged to stop by the Elkford Public Library between 10:00 and 1:00 to meet with our HR department and drop off a resume.

Schools in the Elk Valley have been provided with a colourful advertisement to be included in the latest newsletter with the opportunities that are available for them at SD5.

ERAC ITK12 Conference November 14-15, 2019

Jennifer Roberts, the SD5 Technology Department and the teachers of Transformative Learning attended the ERAC IT4K12 Conference. This is a unique conference as it has an educational technology strand as well as an IT strand for K-12 education. The goal of this event was to provide a platform to network, collaborate and share ideas with colleagues from around the province. Kim Froehler and Ryan McKenzie presented a session on Micro:bits, while Jennifer Roberts gave a presentation on Developing Your Toolkit for Consent. Ken Miller was part of a panel discussion for end point and security scanning.

Local Education Agreement Meeting

This week saw the start of the Local Education Agreement process between our school district and ʔaq'am. Provincially, local education agreements are educational agreements between a school district and a local Band. In addition, the need to update LEAs is engrained within the BC Tripartite Agreement. While we do have an existing Local Education Agreement, it is a dated document and doesn't accurately reflect the current positive working relationship between band and district.

We have had a series of LEA meetings and discussions over the past few years and we look forward to reconvening our teams to keep these important conversations moving forward!

Mandt training continues to be offered throughout the school year. The focus of the Mandt System is on building healthy relationships between all the stakeholders in human service settings in order to facilitate the development of an organizational culture that provides the emotional, psychological, and physical safety needed in order to teach new behaviors to replace the behaviors that are labeled "challenging".

School District 5 continues to welcome new ELL students. English Language Learning teachers, Patricia Michael and Richard Algajer continue to monitor and assess new students entering the district.



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INCLUSIVE PARTNERSHIPS

District Resource Center

School District 5 District Librarian, Maxine Malmberg, invites staff to an upcoming webinar that will give teachers extra tools in the toolbox:

Ebsco - Searching for that perfect magazine article - Thursday December 5, 2019 (4:15-5:15)

Learn to use the Ebsco database to research topics from bugs to robots to manatees. Great for teachers teaching grades 6+. Let me know if you are interested or register here: <https://bcerac.ca/webinars/>

Webinars are hosted by ERAC (Educational Resource Acquisition Consortium). SD5 along with almost all school districts in BC subscribe to BC ERAC. Through our membership we are able to access many digital resources including Canoe Kids and Ebsco at a much lower rate because of the buying power of all of these districts together. There are many resources available to our staff at the District Resource Centre.

Environmental Education

In advance of the winter weather, CBEEN and KBEE have updated their websites with Winter Outdoor Learning Resources. Check it out! We look forward to updating and reporting on activities in School District 5.

[CBEEN Wildvoices](#)

TOP 10 COMMUNITY RESOURCES FOR TAKING YOUR LEARNING OUTSIDE IN WINTER

- Check out WBEED's 20 ideas to get Outdoors in Winter! Location: school. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check WBEED's Winter Zero! Plan 4! Learning for your staff through CBEEN has funds to support these workshops. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check a Winter A&E (You) Program with Columbia Outdoor to host A&E programs offered to local Forest Ecology, Wildlife and Biodiversity, Parks and Recreation, Population Dynamics, Horticulture, Skiing, Snowboarding, Ski and snowboarding, and more! <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check a Wildlife Winter Explorer program. It's a safe activity! Discover the uses of winter, how plants and animals adapt to it, and why it is so important for our local ecosystems. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Take part in WBEED's monthly activities, its learning outdoor activities and other skills target <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Contact with other community organizations in your area that can support your outdoor learning through CBEEN's Community Organization Directory. Select your school (SD5), select "K-12" and click on "Winter", and proceed <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check a 500+ ideas for Kids, Winter Field Study! Winter programs include: Tracks, Mats & Mitten, Winter Safety & Survival Skills, and Avalanche Skills. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Play the Canadian Wildlife Federation's Winter Survival Game. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check out Avalanche Canada's winter safety resources. They have a wide range of material aimed at students K-12, created for in-class and outside the classroom. <http://education.ca/20-ideas-to-get-outdoors-in-winter>
- Check out Evergreen Canada's Outdoor Play and Learning Winter Video Series. <http://education.ca/20-ideas-to-get-outdoors-in-winter>

Logos: HCTF Education, Outdoor, Wildlife, Wildlife BC, cbeen.org, kbee, KbeesAnimals, 51

[KBEE Winter](#)

Wild Voices for Kids
Connecting classrooms to communities!
Winter Programs!

For every paid program you book, receive \$25 off an additional paid program for this school year!

- Animal Speak/Les Pistes D'Animaux**
 - full day field study (\$350)
 - intermediate-middle/SD8, 10, 20
- Animal Survival Instincts**
 - half or full day field study (\$250/\$350)
 - intermediate-high school/SD5, 6
- Avalanche Skills**
 - in class (~1 hr)(\$150), half or full day field study (\$250/\$350)
 - primary-middle/SD5, 6, 8, 10, 19, 20
- Essential Survival Skills/La Survie Sauvage**
 - half or full day field study (\$250/\$350)
 - middle/SD8, 10, 20
- True Survival Experts: Animals in Winter**
 - half or full day field study (\$250/\$350)
 - primary-middle/SD8, 10, 20
- Tracking and the Art of Seeing**
 - outdoors (~1.5 hrs) (\$150)
 - primary/SD5
- Winter Safety and Survival Skills**
 - half or full day field study (\$250/\$350)
 - primary-high school/SD8, 10, 20

cbeen.ca/wildvoices-programs/

Wildvoices is a program of the Columbia Basin Environmental Education Network (CBEEN)

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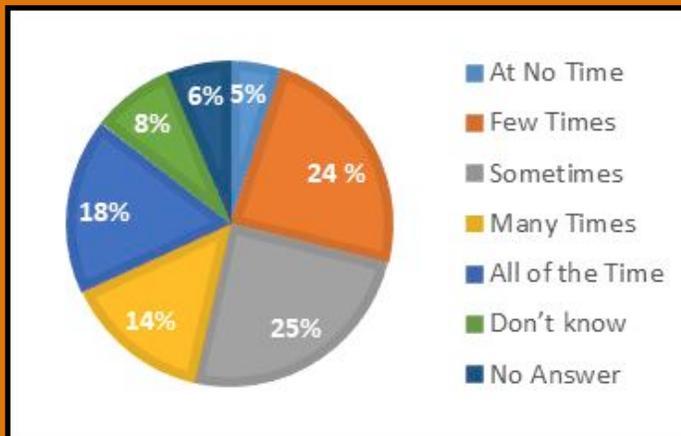
INCLUSIVE PARTNERSHIPS

Place-Based Learning - Two nursing students from the COTR / U of Vic program have just completed their Nursing 431, Engaging in Leadership, field guide practicum with Jennifer Roberts. Tina and Kyla looked at the benefits and barriers of place-based learning specific to SD5. During their practicum placement they observed place-based learning in a number of classes at a variety of schools throughout our district. They also looked at data provided to them from our student satisfaction survey and take me outside for learning participation. As part of their final project they presented their research, completed a literature review and created a pamphlet on place based learning for our district.

Research from SD5 Student Satisfaction Survey

I go outside regularly for learning as part of my school day

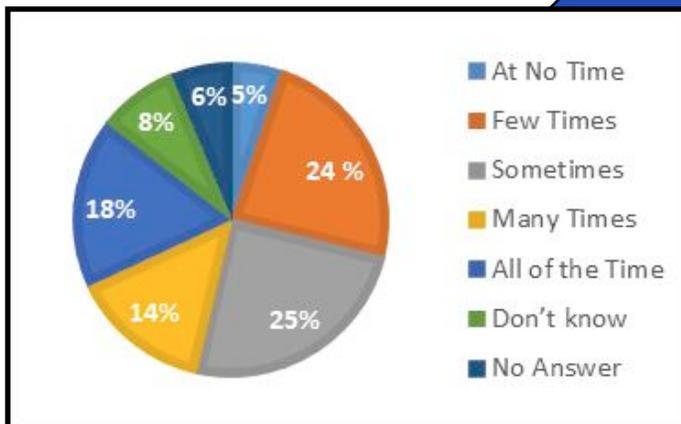
Grade 4



Barriers:

- Funding
- Time
- Location
- Transportation

Grade 10



Themes:

- Critical Analysis
- Citizenship
- Connected/interconnectedness
- Engagement and Academia

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INCLUSIVE PARTNERSHIPS

The following Professional Development opportunities were made available for staff on Dec 6th.



EASE is not a program, rather a collection of evidence-informed anxiety management and resilience-building classroom strategies for use with students in grades K-7. These stand-alone activities align with B.C. curriculum and are designed to benefit all children by fitting into existing classroom routines and practices. EASE anxiety literacy workshops and classroom strategies were co-created by the Ministry of Children and Family Development and Anxiety Canada – and with a lot of help from educators!

You are invited to attend an EASE Workshop!

Join us for a day of hands on learning and discussion to:

- Learn about anxiety and how it presents at school
- Discover ways to integrate anxiety prevention tools into regular classroom routines
- Get hands-on strategies to help students:



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INCLUSIVE PARTNERSHIPS



British Columbia Primary Teachers' Association
of the British Columbia Teachers' Federation

Create

Play

Imagine

Wonder

Explore



The Cranbrook Primary Teachers' Association offered a morning of Professional Development with Maureen Dockendorf. Through her work as an Early Learning Consultant for the Ministry of Education, she is leading the [Changing Results for Young Children](#) initiative and supporting the implementation of BC's Early Learning Framework. Maureen has always been a strong advocate for developmentally appropriate practice and brings with her a wealth of experience and expertise. We are fortunate to have her working on our behalf provincially!

The workshop focussed on [BC's Early Learning Framework](#), supporting rich early learning experiences for children, and [Play Today](#), a handbook of high quality play based learning experiences. All attendees will receive complimentary copies of both documents.

Social Emotional Learning Centre update

Eight students started at the Social Emotional Learning Centre on December 2, 2019. The students are mostly in Grade 3 and from TM Roberts, Highlands and Steeples Elementary Schools.

An in-service was provided for the classroom teachers that have students attending the afternoon program. This was lead by Behaviour Specialist teacher, Megan Stasiuk.

The first cohort of students will attend the Social Emotional Learning Centre until spring break. Following this, there is a possibility of a mini program in the spring.



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MINISTRY OF EDUCATION UPDATE

Provincial Graduation Assessments

<http://www.bced.gov.bc.ca/bulletin/20191018/assessment-handout.pdf>



New Vaping Regulations to protect youth

Student Mental Health

A \$2-million province-wide investment in school-based student mental health will help ensure kids can access support when they need it and that they feel safe and connected at school. [Read more.](#)



2019/20 Provincial Scholarships Program: Applications are being accepted until February 28, 2020 for the [BC Excellence](#) and the [Pathway to Teacher Education](#) Scholarships. For additional scholarships information see [Updates to the Provincial Scholarships Program.](#)

Child Care in B.C. Survey

Complete the survey: <https://feedback.engage.gov.bc.ca/678234?lang=en>

2019 Premier's Awards: Ministry staff and several key partners attended the 15th Annual Premier's Awards on Nov. 26, where B.C.'s K-12 Curriculum Transformation was honoured as a provincial finalist for the Innovation award. This award recognizes groups, teams or organizations within the BC Public Service that have developed and transformed new ideas into tangible initiatives, programs or projects. [Watch the Premier's Awards video for the K-12 Curriculum Transformation.](#)

SCHOOL-POLICE PARTNERSHIPS - [Student safety increased through school-police partnerships](#)



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COMMUNITY

After learning all about water, I read to our class a book called "The Water Walker," by Joanne Robertson. This book tells the determined story of an Ojibwe grandmother (nokomis), Josephine Mandamin, and her great love for nibi (water). Nokomis walks to raise awareness of our need to protect nibi for future generations and for all life on the planet.

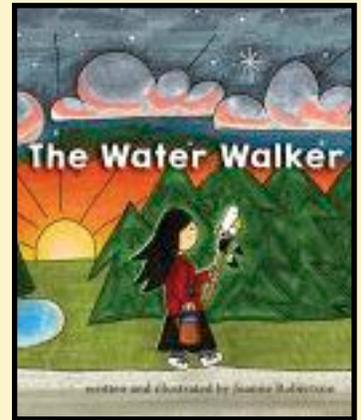
https://books.google.ca/books/about/The_Water_Walker.html?id=GN-wAQAAACAAJ&source=kp_cover&redir_esc=y

<https://www.youtube.com/watch?v=g7f3w41PqZc>

After we found out that Josephine Mandamin is a real person, we were inspired by a group of Ontario students who decided to keep up Josephine's mission to protect our water. Our class formed a club called "The Junior Water Walkers" and our mission is to protect our local waterways by picking up garbage. See video for further info:

<https://www.youtube.com/watch?v=g7f3w41PqZc>

On Friday of last week, Madame Murray's class filled 2 extra large garbage bags with trash and we filled a blue recycle bag with recyclable plastics. It was super fun afternoon and we all felt empowered and proud of our actions.



Community Connections Early Year's Drop in program

COMMUNITY CONNECTIONS

Play and Learn Program
Free family drop-in for families with children 0-6

Tuesday 11am-2pm
Pacioli Hoopack
629 6th St NW Cranbrook, BC
(access through top level)

Wednesday 10am-12pm
Pinewood Elementary School Gym
40 Pinewood Ave

Thursday 1pm-3pm
Kootenay Child Development Centre
(lower level)
16 - 12th Ave N
(Access from Saffway)

Snack Provided. Transportation subsidies available.

Contact:
Gina 250-426-2542
Ekins1@ccconnections.com

Funded by the Province of British Columbia

KTUNAXA NATION
We acknowledge that we are on Ktunaxa Territory, the territory of the Ktunaxa people.

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SCHOOLS

A little taste of Christmas from the MBSS recording studio.



Principal Bill Johnson of Highlands Elementary School got to wear a duct tape outfit for a day after the students raised \$1079 for the Terry Fox Foundation.



TM Roberts Teacher Librarian Mrs. Mayer is counting down the days until Christmas by revealing a book a day. Students (and staff) can't wait to see what books will be unwrapped!

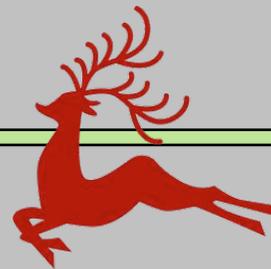


Last year MBSS partnered with Columbia Outdoor School's Joseph Creek restoration project where students went out to Idlewild Park and planted trees.



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SCHOOLS



Elkford Secondary School Gym Grand Opening



Poppy Art from Ms Spergel's Kindergarten class at Isabella Dicken Elementary School



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SCHOOL DISTRICT No. 5 (SOUTHEAST KOOTENAY)

2020 TRUSTEE STANDING COMMITTEES

POLICY COMMITTEE		Diane Casault
FINANCE/OPERATIONS/PERSONNEL COMMITTEE		Alan Rice
ADVOCACY/EDUCATION COMMITTEE		Jason Tichauer
STUDENT SERVICES COMMITTEE		Diane Casault

The Board Chair will attend as many meetings as possible.

The Superintendent will be ex-officio Administrative Representative for all Committees.

The Chairperson will be ex-officio Trustee Representative for all Committees.

AD HOC	TRUSTEE REPS	ALTERNATE
Aboriginal Council on Education		
B.C.P.S.E.A.		
B.C.S.T.A. Provincial Council		
CFTA Bargaining Support Team		
CFTA Grievances		
Chamber of Commerce (Cranbrook)		
Communications/Media Committee		
CUPE Bargaining Support Team		
CUPE Grievances		
DPAC		
DSAC		
Early Years Committee (Cranbrook)		
Early Years Committee (Elkford)		
Early Years Committee (Ferne)		
Early Years Committee (Sparwood)		
Ferne Leisure Services		
Humanity Network		
Key City Theatre		
Legacy of Learning		
MBSS Building Replacement		
Safe Communities Cranbrook		
Trustee/Board Evaluation		

FRIENDLY REMINDERS

- Trustees wear two hats; their constituency hat (Cranbrook, Elkford, South Country, Sparwood, Fernie) and their Board hat. All voting at the Board table requires Trustees to wear their Board hat.
- As always, it is governance by majority and Trustees agree to respect the decision of the majority.
- Attending Board and Committee meetings regularly requires a commitment of time, effort and energy.
- Trustees have the responsibility, power and obligation of someone else's money (taxpayers) that requires complete trust, good faith and total honesty.
- Trustees must hold high expectations of themselves before they can hold them for others.
- Differences among Trustees on issues are not only to be respected but encouraged.
- Trustees should agree or disagree with motions – not with people.
- Standing and Ad Hoc Committees of the Board recommend or advise the Board.
- Asking questions will challenge the status quo. The better the questions we ask, the better the answers we will get.
- Direct, Indirect or Potential Land, Legal or Personnel matters must not be reacted to on Social Media. The appropriate forum as always is to get clarification at In Camera sessions.
- How Trustees choose to represent themselves through Social Media as a Public Trustee is important to the Board, the Corporation and the District.
- All School District meeting agendas (Board, Committee, District, School, PAC) should have the following thought prior to Adjournment:

“What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?”

2020 VICE CHAIRPERSON

**BOARD OF TRUSTEES
SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY**

January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY
TRUSTEES
2019/20 SCHOOL ASSIGNMENT

CRANBROOK	Amy Woodlands	Trina Ayling
	TM Roberts	Trina Ayling
	Highlands	Chris Johns
	Mount Baker	Chris Johns
	Pinewood	Doug McPhee
	Alternate Programs (KES/KDS)	Doug McPhee
	Parkland	Doug McPhee
	Gordon Terrace	Wendy Turner
	Kootenay Orchards	Wendy Turner
	Laurie	Patricia Whalen
	Steeple	Patricia Whalen
FERNIE	Isabella Dicken	Frank Lento
	Fernie Secondary	Frank Lento
	Kootenay Discovery: DL	Frank Lento
	Fernie Learning Campus	Frank Lento
SOUTH COUNTRY	Jaffray Elem. Jr. Secondary	Krista Damstrom
SPARWOOD	Frank J. Mitchell	Bev Bellina
	Sparwood Secondary	Bev Bellina
ELKFORD	Rocky Mountain	Kathryn Kitt
	Elkford Secondary	Kathryn Kitt

*The Chairperson will attempt to visit all schools.