



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

**February 14, 2023, 3:00 p.m.
Kootenay Learning Campus - Fernie**

Present: Chairperson Doug McPhee
Trustee Bev Bellina (remotely)
Trustee Irene Bischler
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns

Regrets: Trustee Trina Ayling
Trustee Sarah Madsen
Trustee Wendy Turner

Staff Present: Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Innovation Diane Casault
Operations Manager Joe Tank
District Principal Student Services Darcy Verbeurgt
District Principal of Transformative Learning Jennifer Roberts
Executive Assistant to Secretary Treasurer (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chair McPhee called the February 14, 2023 regular public meeting of the Board of Education to order at 3:17 p.m.

1.2 Greeting

Chairperson McPhee acknowledged that we have gathered here in the Homelands of the Ktunaxa people.

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee opened the meeting with the following recognitions:

- The passing of Angie Turner
- The passing of Cathy Conroy

Chairperson McPhee also discussed the work on renaming of local areas around Lumberton with traditional Ktunaxa names.

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents shared a reflection of gratitude.

1.5 Consideration and Approval of Agenda

MOTION R-23-014

Moved/Seconded by Johns/Heckendorf:

THAT the agenda for the regular public meeting of the Board of Education of February 14, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

1.6 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of January 10, 2023 were approved.

MOTION R-23-015

Moved/Seconded by Bellina/Clarke:

THAT the minutes of the regular public meeting of the Board of Education of January 10, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

1.7 Receipt of Records of Closed Meetings

MOTION R-23-016

Moved/Seconded by Heckendorf/Bischler:

THAT the Board accept the closed records of the in-camera meetings of the Board of Education of January 10, January 20 and January 23, 2023.

CARRIED UNANIMOUSLY

1.8 Business Arising from Previous Minutes

1.8.1 Budget Development Timelines

MOTION R-23-017

Moved/Seconded by Johns/Heckendorf:

THAT the Board accept the Budget Development Timelines for 2023-2024 Budget.

CARRIED UNANIMOUSLY

1.8.2 Trades Funding

The Board will send another follow up to their previous letters regarding trades funding to the new Minister of Education and Child Care.

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy/Education Committee

Co-Chair Trustee Clarke reviewed the minutes of the January 23, 2023, meeting of the Advocacy/Education Committee.

MOTION R-23-018

Moved/Seconded by Clarke/Bellina:

THAT the Board write a letter expressing concern for the suggestion of allocating funds from the Annual Facilities Grant to upgrade current facilities with gender-neutral washrooms, in the Ministry of Education and Child Care's letter to the BCSTA, of October 26, 2022.

CARRIED UNANIMOUSLY

MOTION R-23-019

Moved/Seconded by Clarke/Heckendorf:

THAT the Board write a letter to the Ministry of Education and Child Care in response to their letter of November 3, 2022, to the BCSTA, to inquire at what stage of the process the Ministry is at, addressing the Universal Food Program.

CARRIED UNANIMOUSLY

MOTION R-23-020

Moved/Seconded by Clarke/Heckendorf:

THAT the Board accept the report of the Advocacy/Education Committee.

CARRIED UNANIMOUSLY

3.2 Policy Committee

Co-chair Trustee Bellina reviewed the minutes of the January 23, 2023 meeting of the Policy Committee.

MOTION R-23-021

Moved/Seconded by Bellina/Clarke:

THAT the Board approve the addition of Item 19 under Policy 2 (Role of the Board) *Additional Responsibilities*.

19. Provide direction at the commencement of a naming or renaming process and approve the naming or renaming of educational facilities and land. When naming new school facilities, the Board will only consider place-based names.

CARRIED UNANIMOUSLY

MOTION R-23-022

Moved/Seconded by Bellina/Bischler:

THAT the Board accept the report of the Policy Committee.

CARRIED UNANIMOUSLY

3.3 Student Services Committee

Co-chair Trustee Clarke reviewed the minutes of the January 23, 2023 meeting of the Student Services Committee.

MOTION R-23-023

Moved/Seconded by Clarke/Bischler:

THAT the Board accept the report of the Student Services Committee.

CARRIED UNANIMOUSLY

3.4 Finance/Operations/Personnel Committee

Co-chair Trustee Johns reviewed the minutes of the January 23, 2023 meeting of the Finance/Operations/Personnel Committee.

MOTION R-23-024

Moved/Seconded by Johns/Bischler:

THAT the Board accept the report of the Finance/Operations/Personnel Committee.

CARRIED UNANIMOUSLY

3.5 BCSTA Provincial Council

Trustee Bellina provided a verbal report on the BCSTA Provincial Council.

MOTION R-23-025

Moved/Seconded by Bellina/Clarke:

THAT the Board accept the report of the BCSTA Provincial Council.

CARRIED UNANIMOUSLY

3.6 Communications/Media Committee

Nil

3.7 Mount Baker Secondary School Replacement Committee

Trustee Johns provided a verbal update of the ongoing need for the replacement of Mount Baker Secondary School.

MOTION R-23-026

Moved/Seconded by Johns/Clarke:

THAT the Board accept the report of the Mount Baker Secondary School Replacement Committee.

CARRIED UNANIMOUSLY

3.8 Key City Theatre

Nil

3.9 Legacy of Learning

Trustee Johns reported activities for the month on behalf of the Legacy of Learning. The Legacy of Learning is:

- working on changes to Boardroom displays and photo loop
- working with Elkford in an attempt to assemble a history of Elkford schools
- processing materials in School District No. 5 Archives Room
- exploring elementary school programme with Cranbrook Quilters Guild
- considering how the “Forgotten Cranbrook” materials could be applied to a local/regional history curriculum.

The digital display photo loops in Jaffray and Kootenay Learning Centre have also been replaced.

MOTION R-23-027

Moved/Seconded by Johns/Heckendorf:

THAT the Board accept the Legacy of Learning report.

CARRIED UNANIMOUSLY

3.10 French Immersion Update

Nil

3.11 Trustee Reports/Bouquets

Trustees reported on their activities for the month.

- Trustee Bellina acknowledged and thanked all District staff
- Trustee Johns acknowledged Citizen of the Year, Sandy Zeznik

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Transportation Accountability Report - Final

Secretary Treasurer Taylor provided the follow up information to the Transportation Accountability Report as requested by the Board. (The Board had requested a further breakdown to "Other" costs in the Transportation budget expenditures.)

4.1.2 Student and Family Affordability Fund

Secretary Treasurer Taylor gave an update on the Student and Family Affordability Fund. The fund was reviewed in the Amended Annual Budget special meeting held prior to the meetings on February 14, 2023.

4.1.3 Cranbrook Ad Hoc Traffic Safety Committee

Trustee Johns and Operations Manager Tank have met with schools and the City of Cranbrook to discuss traffic concerns around Cranbrook schools. Trustee Johns also discussed the Vision Zero grant and the opportunities to apply for funding in November 2023. In addition, the Committee is still in need of a Principal/Vice Principal representative.

Operations Manager Tank will provide a written report based on data collected at the Finance Operations Personnel Committee meeting on February 27, 2023.

4.1.4 Requests for Proposals Update

Secretary Treasurer Taylor updated the Board on the status of current Requests for Proposals.

Trustee Bischler will participate in the selection panel to review proposals received from Employee and Family Assistance Plan (EFAP) providers.

4.1.5 Board Annual Work Plan Item

The Board Annual Work Plan states that the Board is to ensure all deficiencies identified in the management letter and audit report have been remediated to the satisfaction of the auditor.

- There were no deficiencies noted in the Audit Report.

4.2 Recommendations

4.2.1 BDO Canada LLP

MOTION R-23-028

Moved/Seconded by Bellina/Johns:

THAT the Board accept the Audit Tender from BDO Canada LLP for a three (3) year period beginning June 2023.

CARRIED UNANIMOUSLY

MOTION R-029

Moved/Seconded by Heckendorf/Bellina:

THAT the Secretary Treasurer's report be accepted as presented.

CARRIED UNANIMOUSLY

5. SUPERINTENDENT'S REPORT TO THE BOARD

The Framework for Enhancing Student Learning report can be found on the School District's website at www.sd5.bc.ca.

5.1 Updates

Superintendent Johnson reviewed the Superintendent's Report to the Board and answered questions from Trustees.

Other items discussed:

- The local child care providers meeting with Minister of State for Child Care, Honourable Grace Lore
- The All Superintendent's meeting in Vancouver
- Graduation requirements - all graduating students have met Indigenous content course requirements
- Radon testing in District facilities
- Spirit Work book study

Trustee Johns also suggested that Trustees consider attending the upcoming Job Fair in support of District recruitment.

5.2 Recommendations

MOTION R-23-030

Moved/Seconded by Bischler/Clarke:

THAT the Superintendent's Report be presented as presented.

CARRIED UNANIMOUSLY

6. CHAIRPERSON'S REPORT

6.1 Updates

6.1.1 Mount Baker Secondary Replacement

Chairperson McPhee reviewed the Mount Baker Secondary School information provided with the agenda package.

6.2 Board Annual Work Plan

Chairperson McPhee reviewed the Board Annual Work Plan.

6.3 Recommendations

7. NEW BUSINESS

7.1 Business Arising from Delegations

Nil

7.2 2022-2023 Amended Annual Budget

7.2.1 Annual Budget Bylaw

MOTION R-23-031

Moved/Seconded by Bellina/Heckendorf:

THAT the Board adopt the amended budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, RSBC, 1996, c.412 as amended from time to time (called the "Act").

CARRIED

MOTION R-23-032

Moved/Seconded by Johns/Bischler:

THAT the Board adopt the amended budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, RSBC, 1996, c.412 as amended from time to time (called the "Act").

CARRIED

MOTION R-23-033

Moved/Seconded by Clarke/Bischler:

THAT the Board adopt the amended budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, RSBC, 1996, c.412 as amended from time to time (called the "Act").

CARRIED

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 February 20 - Family Day Statutory Holiday

8.2 Committee Meetings - February 27, 2023 (KLC)

8.3 February 1701 Data Collection

8.4 February 16 - Board Budget Working Session

9. QUESTION PERIOD

Nil

10. CLOSING ROUND

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

11. **ADJOURNMENT**

MOTION R-23-034

Moved/Seconded by Johns/Bischler:

THAT the February 14, 2023 regular public meeting of the Board of Education adjourn at 4:40 p.m.

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?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer