



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

**February 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, L. Hauptman Secretary Treasurer, R. Norum 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 District Principal/Technology, J. Roberts Sandy Gronlund, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

M/S that the public Finance/Operations/Personnel Committee meeting of February 25, 2019 was called to order at 12:50 p.m. by Co-chair Trustee Kitt.

**1.2 Approval of the Agenda**

**Additions:**

<b>4.1</b>	<b>Threat/Violence Reporting</b>
<b>4.2</b>	<b>Jaffray Letter - Jan 14, 2019</b>
<b>4.3</b>	<b>Mount Baker Secondary School (MBSS) – BC Ministry of Education Area Standards</b>
<b>4.4</b>	<b>Frank J. Mitchell Elementary School (FJMES) – PAC (Custodians)</b>
<b>4.5</b>	<b>Frank J. Mitchell Elementary School – PAC (Busing)</b>
<b>4.6</b>	<b>Budget Announcement</b>

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

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**3. DELEGATIONS/PRESENTATIONS**

**3.1 CFTA Input to the 2019-20 Budget**

Shelley Balfour and Chris Kielpinski, Co Chairs of the Cranbrook and Fernie Teachers' Association (CFTA), presented 16 recommendations to the Board for consideration.

The trustees had a chance to discuss the recommendations with Shelley and Chris.

**4. NEW BUSINESS**

**4.1 Threat Violence Reporting**

What is happening with the reporting across the District as it pertains to employees?

Mr. Tichauer explained that there are two different forms in regards to violence.

- Policy 3.2 - Violence Threat Report Form which indicates on the form who to submit the completed form to.
- Policy 2.2 - Work Place Bullying and Harassment Report Form

Trustee Johns and Mr. Tichauer will meet to discuss these Policies further.

**4.2 Jaffray Letter – January 14, 2019**

A committee is asking the Board for a letter of support in regards to lowering the speed limit from 100 km to 70 km for a stretch of Hwy 3 east of Jaffray starting at the 100 km zone sign and ending at the Sand Creek Bridge. The committee feels the safety of students is in jeopardy and listed many benefits of lowering the speed limit along this stretch of Hwy.

**Recommendation A:**

M/S that the Board authorize the Secretary Treasurer write a letter to the Transportation of Highways requesting that the 70 km speed limit on Hwy 3 east of Jaffray continue for an additional 2.5 km, and increase to 100 km after the Sand Creek Bridge.

**4.3 Mount Baker Secondary School (MBSS) – BC Ministry of Education Area Standards**

Mr. Norum distributed a package of letters of correspondence between MBSS Aboriginal Education and the Ministry of Education in regards to amending the Area Standards to accommodate physical space for a Gathering Place in the School. Mr. Norum said this would give us flexibility to position the space in the School that would work best.

**Recommendation B:**

M/S that the Board write a letter of support to the Ministry of Education asking them to amend the Area Standards to include a space at Mount Baker Secondary School designated for an Aboriginal Meeting place. Letter to be sent in a package with the past letters of correspondence.

**4.4 Frank J. Mitchell Elementary School (FJMES) – PAC (Custodians)**

Trustee Bellina shared a letter from January 9, 2019 from Robin Roszell, FJMES PAC Chair, which Mr. Norum distributed to the Board. Mr. Norum has spoke to the Operations Manager regarding concerns of custodian time in the school and will make some changes in custodial time that will work.

**Recommendation C:**

M/S that the Board refer both letters from Robin Roszell, PAC Chair, regarding the custodial time and busing concerns at Frank J. Mitchell Elementary School to the Secretary Treasurer to investigate.

**4.5 Frank J. Mitchell Elementary School – PAC (Busing)**

Mr. Norum distributed a letter dated February 8, 2019 from Robin Roszell, FJMES PAC Chair, in regards to the safety of bus students and the need for another bus added to the routes. This item has been has been referred to the Secretary Treasurer to investigate.

**4.6 Budget Announcement**

Mr. Norum distributed and reviewed the Ministry of Education 2019 Provincial Budget Overview with the Board.

We are waiting for the funding announcement expected before March 15, 2019 to determine the amount the Ministry will provide to school districts in relation to the Employer Health Tax. Mr. Norum has included this extra cost in his budget.

Mr. Norum spoke with the Manager of Capital programs last week at a meeting in Vancouver and he seemed very positive about funding for Isabella Dicken Elementary School (IDES) in Fernie.

The Capital project announcements should be coming soon.

**5. ITEMS FOR INFORMATION**

**5.1 Finance Report**

Mr. Norum reviewed the report with the Board.

**5.2 Staff Travel Summary Report**

Mr. Norum reviewed the Travel Summary report with the Board.

**6. QUESTION PERIOD**

Nil.

**7. LATE ITEMS**

Nil.

**8. ADJOURNMENT**

The public Finance/Operations/Personnel Committee meeting of February 25, 2019 adjourned at 2:10.