



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

**February 26, 2024, 12:00 p.m.  
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Chris Johns  
Co-Chair Trustee Irene Bischler  
Trustee Nicole Heckendorf (remotely)  
Trustee Wendy Turner (remotely)

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

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Bischler called the public Finance Operations Personnel Committee meeting of February 26, 2024, to order at 12:01 p.m.

**1.2 Acknowledgement of Ktunaxa Territory**

Acknowledgement that we have gathered on the Homelands of the Ktunaxa People.

Co-Chair Trustee Bischler acknowledged that we have gathered on the Homelands of the Ktunaxa People.

**1.3 Approval of the Agenda**

Moved/Seconded by Johns/Heckendorf:

THAT the agenda of the public Finance Operations Personnel Committee meeting of February 26, 2024, be approved as circulated.

**1.4 Approval of the Minutes**

Approval of the minutes from January 22, 2024.

Moved/Seconded by Johns/Heckendorf:

THAT the minutes of the public Finance Operations Personnel Committee meeting of January 22, 2024, be approved as circulated.

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

**2.1 Trades Funding Follow Up**

No update at this time.

**2.2 Site Acquisition Charges Working Group**

Secretary Treasurer Taylor suggested that the working group meet during an upcoming budget working session.

**3. PRESENTATIONS**

**3.1 Investing in Kindergarten**

Budget presentation by Parent Advisory Committee presidents, Lisa Rodgers (Amy Woodland Elementary) and Lorelle Shortridge (Highlands Elementary). Also presenting, on behalf of the District kindergarten teachers, were Jennifer Johns and Kim Nielson. A copy of the presentation was included in the agenda package.

**3.2 Cranbrook Fernie District Teachers Association**

Budget presentation by president of the Cranbrook District Teachers Association, Shelley Balfour, and president of the Fernie District Teachers Association, Adrienne Demers.

The budget recommendations and supporting statements were distributed prior to the meeting.

**3.3 CUPE 4165 Presentation**

Budget presentation by president of CUPE 4165 Krista Napl and vice president (West) Sarah Mooy. A copy of the presentation was included in the agenda package.

**3.4 Legacy of Learning Presentation**

Budget presentation by Derryl White from the Columbia Basin Institute of Regional History.

**4. REPORTS**

**4.1 Secretary Treasurer**

No report at this time.

**4.2 Superintendent**

**4.2.1 Child Care Update**

District Management continues to work on a Letter of Understanding (LOU) with CUPE 4165 on before and after school care.

District Principal Phillips is still waiting for a response on the new spaces funding applications.

**5. NEW BUSINESS**

Nil

**6. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**7. CORRESPONDENCE**

**7.1 District Occupational Health and Safety Committee Minutes**

Discussion on the current fire watch position and the impact of the age of Mount Baker Secondary School. This item will be added to the Advocacy Education agenda (Mount Baker Secondary School Fire Suppression System).

**7.2 Finance and Capital Analysis Report**

**7.3 Trustee Professional Development**

**7.4 Staff Travel Summary**

**8. QUESTION PERIOD**

Nil

**9. ADJOURNMENT**

Moved/Seconded by Johns/Turner:

THAT the February 26, 2024, public Finance Operations Personnel Committee meeting adjourn at 1:49 p.m.

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