



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

**January 13, 2015, 5:00 p.m.
Jaffray Elem. Jr. Secondary School**

Present:

- Chairperson Lento
- Trustee Ayling
- Trustee Bellina
- Trustee Blumhagen
- Trustee Brown
- Trustee Helgesen
- Trustee Johns
- Trustee McPhee
- Trustee Whalen
- Superintendent of Schools, L. Hauptman
- Secretary Treasurer, R. Norum
- Director of Instruction/Human Resources, B. Reimer
- Director of Instruction/Student Learning, D. Casault
- Director of Student Learning and Aboriginal Education, J. Tichauer
- District Principal/Student Services, D. Verbeurgt
- Recorder, Corinne Burns

1. COMMENCEMENT OF MEETING

1.1. Call to Order

Chairperson Lento called the January 13, 2015 meeting of the Board of Education to order at 5:00 p.m.

1.2. Consideration and Approval of Agenda

Additions: 5.8 International Student Fee
7.3 College of the Rockies

MOTION R- 15 - 1

M/S that the agenda for the regular public meeting of the Board of Education of January 13, 2015 be approved as amended.

CARRIED

1.3. Approval of the Minutes

Minutes of the Public meeting of the Board of Education of November 12, 2014.
Minutes of the Public Inaugural meeting of the Board of Education of December 9, 2014

Error: It is noted that Trustee Helgesen was not in attendance at the Public Inaugural meeting of the Board of Education of December 9, 2014.

MOTION R- 15-2

M/S that the minutes of the regular public meeting of the Board of Education of November 12, 2014 be approved as circulated.

CARRIED

MOTION R- 15 - 3

M/S that the minutes from the Inaugural meeting of the Board December 9, 2014 be approved as amended.

CARRIED

1.4. Receipt of Records of Closed Meetings

MOTION R- 15 - 4

M/S to accept the closed records of the in-camera meeting of the Board of Education of November 12, 2014.

CARRIED

1.5. Business Arising from Previous Minutes

Nil

1.6. Receiving of Delegations/Presentations

"Beyond the Hurt" program was presented at the In-camera meeting by Jaffray Student's due to transportation difficulties for students.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1. Advocacy/Education Committee

Co-chair Trustee Whalen reviewed the minutes of the November 24, 2014 meeting of the Advocacy/Education Committee.

Discussion included:

- There was a lack of advertising done for Trustee elections.
- Would like the opportunity to sit down with the City and RDEK to discuss for future elections.

MOTION R- 15 - 5

M/S that the Board amend the letter to Prime Minister Harper to include additional ccs, add a cover letter explaining our concerns and ask them to send to their stakeholders.

CARRIED

MOTION R- 15 - 6

M/S that the Board write a letter to the City of Cranbrook and the RDEK to request they undertake a review of the procedures related to all advertising with respect to the election of SD5 Trustees for the City of Cranbrook and Area C.

CARRIED

MOTION R- 15 - 7

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

CARRIED

2.2. Policy Committee

There was no Policy Committee meeting in November.

2.3. Finance/Operations/Personnel Committee

Co-chair Trustee Helgesen reviewed the minutes of the November 24, 2014 meeting of the Finance/Operations/Personnel Committee.

MOTION R- 15 - 8

M/S that the Board write a letter to the City of Cranbrook requesting a flashing pedestrian light similar to the one at Victoria Ave and 4th Ave be installed at the crosswalk from Mount Baker Secondary School to the Safeway parking lot.

CARRIED

MOTION R- 15 - 9

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

CARRIED

2.4. Student Services Committee

Co-chair Trustee Johns reviewed the minutes of the November 24, 2015 meeting of the Student Services Committee.

MOTION R- 15 - 10

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

CARRIED

2.5. Communications/Media Committee

Trustee Ayling reported that in addition to the attached report she has sent a letter to MLA Bill Bennett clarifying the content in a recent letter that was sent to MLA Bill Bennett regarding concern over Community LINK funding.

MOTION R- 15 - 11

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

CARRIED

2.6. Mt. Baker Secondary School Building Replacement Committee

Trustee Johns reported there is nothing to update at this time

MOTION R- 15 - 12

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

CARRIED

2.7. Legacy of Learning

Trustee Johns reported that the photos in the reception area of the Board office have been changed. They continue to look at another panel of photos for Board room 2.

MOTION R- 15 - 13

M/S to accept the Legacy of Learning report.

CARRIED

2.8. Trustee Reports

Trustees reported on their activities for the month.

3. SUPERINTENDENT'S REPORT TO THE BOARD

Superintendent Hauptman's report of January 13, 2015 included:
Superintendent's Activities

- Christmas Concerts
- RMES School Official Grand Opening
- Student Achievement 2014/15

Superintendent Hauptman reported that she appreciates the tremendous amount of hard work and dedication that goes into each and every Christmas concert. Although she was not able to attend them all she knows the concerts were a huge success.

Superintendent Hauptman reported that District staff has been working on the 2015/16 school calendar however there seems to be a conflict with the end of the year and provincial exams. This concern has been submitted to the Ministry.

Finance/Operations Updates

Mr. Norum reported that he has received the Funding Announcement and is currently working on Budget Preparation for 2015/16. He is also working on:

- Budget Sessions
- Purchase Cards
- Enrollment Projection

Update from Director of Instruction/Student Learning

Ms. Casault reported that My Education is moving forward and teaching staff will soon receive training and access. Mount Baker Tech rollover has been delayed until February due to server delays. She is also working on the following:

- Science Fair
- CR4YR
- Counsellors'-working group

Update from Director of Instruction/Safety/Aboriginal Education

Mr. Tichauer reported that Project Heavy Duty will be in Sparwood this year. School District No. 5 has also signed up for level 3 Erase Training.

Update from District Principal/Student Services

Mr. Verbeurgt reported after winter break there are always new families to the area. He is working on projections for the 2015/16 school year.

Update from Director of Instruction/Human Resources

Mr. Reimer reported they are continuing to interview for TTOC's for the Elk Valley and Education Assistants for the entire District. It has also been 1 year since we began working with SRB. He continues to monitor feedback and he and Mr. Norum are working together with staff to review the process of how the Accounting Department and Human Resources can continue to improve efficiencies.

Important Dates for Trustees: BCSTA AGM

Enrolment Report

Discussion included:

- Is there a timeline for My Education that can be shared with teachers?
- It was noted that the attached report states that the Student Funded FTE should read October 17, 2014 not September 30, 2013. Superintendent Hauptman explained that although the Ministry required this information later this year due to the job action they still consider September the deadline and that is the date they continue to use as will we.

MOTION R- 15 - 14

M/S that the January 13, 2015 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

4. CHAIRPERSON'S REPORT

Chairperson Lento reported there has been an interest to change the times of the Board meetings. The recommendation is:

- In-camera 1:00pm
- Public 3:30 p.m.

This may help with District staff and student presentations. CFTA and DPAC are in agreement.

MOTION R- 15 - 15

M/S that the Board of Education change their monthly Board meeting times on a trial basis to be reviewed at the end of June. The new meeting times will be as follows:

- In-camera 1:00 pm
- Public 3:00 pm

CARRIED

4.1. Trustee Committees

Chairperson Lento distributed the new Committee Schedule.

Discussion included:

- Trustee Ayling should also be listed as a Key City Representative.
- Trustee Ayling has a conflict with her schools PAC meeting, she is looking to change with someone.

4.2. Proposed Trustee Team Plan

Chairperson Lento spoke to the attached Proposed Trustee Plan. He would like to see Trustees track their goals over the next few years. He asked Trustees to submit their thoughts to him.

Discussion included:

- The Strategic Plan will be placed back on the Advocacy Agenda as a regular item.

5. NEW BUSINESS

5.1. Business Arising from Delegations

Nil

5.2. Superintendent's Report on Student Achievement 2014/2015

Superintendent Hauptman reported on the attached Superintendent's Report on Student Achievement 2014/2015. This report is a requirement every year. We are halfway through the 2014/15 school year and this is a good way to look at how we are doing. Some key points are:

- Grade 12 Graduation rates have improved.
- Highest rate for Graduation for Aboriginal students in the past 5 years.
- Improvements in all Math 10 courses.
- Early Learning - CR4YR, Sound Connections
- Children in Care

Discussion included:

- MDI - Middle Years Development Instrument could be included next year.

MOTION R- 15 - 16

M/S that the Board approve the Superintendent's Report on Student Achievement 2014/2015

CARRIED

5.3. 2014/15 Amended Annual Budget Bylaw

Mr. Norum reported that this is the final budget for the 2014/2015 fiscal year.

MOTION R- 15 - 17

M/S read a first time the 13th day of January 2015.

CARRIED

5.4. BMO Resolution Borrowing

Mr. Norum reported that he is currently in the process of changing the District's purchasing policies. Staff will use purchase cards vs. MasterCard and charging. With this change BMO requires School District No.5 to apply for an increase in their line of credit.

Discussion included:

- Will start with Board office and maintenance before going into schools.
- Businesses are paid automatically with the use of purchase cards, therefore requiring a larger line of credit.
- Purchase cards are easier to monitor.
- Insurance/Fraud risk will be looked at.
- Has not been decided how the cards will be attached to the school/person.

MOTION R- 15 - 18

M/S that the Board approve the Secretary Treasurer to enter into an agreement with the Bank to establish credit which will enable School District No. 5 to issue purchase cards to employees.

Trustee Blumhagen Opposed

Trustees Ayling, Bellina, Brown, Helgesen, Johns, McPhee and Whalen in Favour

CARRIED

5.5. City of Cranbrook Committee Selection

Superintendent Hauptman reported that the City of Cranbrook is looking for Trustees to sit on committees. The following names were put forward:

- Cranbrook in Motion - Trustee Whalen, alternate Trustee McPhee
- Family and Community Services Committee - Trustee Ayling
- Wellness and Heritage Committee - Trustee McPhee

MOTION R- 15 - 19

M/S that the Board submit to the City the names of Trustees willing to sit on the City Committees, Cranbrook in Motion, Cranbrook Family and Community Services and Cranbrook Wellness and Heritage.

CARRIED

5.6. Financial Disclosure

Mr. Norum advised Trustees the attached Financial Disclosure must be completed by all Trustees no later than January 15, 2015.

5.7. Trustee Orientation

Superintendent Hauptman will send out an email with dates for a Trustee Orientation.

5.8. International Fees

MOTION R- 15 - 20

That the Board approve an increase in International Student Fees to \$21,850 for the school year 2016/17.

CARRIED

6. TRUSTEE BOUQUETS

Trustees thanked Jaffray for hosting the meeting and the PAC for a fantastic dinner. Thank you to Mr. Tichauer and MBSS for their work with the incident at Mount Baker. Trustees thanked schools for all their hard work and dedication to the Christmas Concerts.

Trustee Helgesen thanked staff for all their hard work in the replacement of RMES.

7. ITEMS FOR INFORMATION/CORRESPONDENCE

7.1. Salvation Army

7.2. Used Vehicle Tender Summary

8. QUESTION PERIOD

- Once the Calendar is at the draft stage, there is a process for public input.

9. ADJOURNMENT

MOTION R- 15-21

M/S that the January 13, 2015 regular public meeting of the Board of Education adjourn at 7:09 p.m.

CARRIED

Frank Lento, Chairperson

Rob Norum, Secretary Treasurer