



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

January 22, 2024, 12:00 p.m.

Cranbrook Board Office

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

Regrets: Co-Chair Trustee Chris Johns

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Alysha Clarke
Trustee Sarah Madsen (remotely)
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
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 January 22, 2024, to order at 12:15 p.m.

1.2 Acknowledgement of Ktunaxa Territory

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 Turner/Heckendorf:

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

1.4 Approval of the Minutes

Moved/Seconded by Heckendorf/Turner:

THAT the minutes of the public Finance Operations Personnel Committee meeting of November 27, 2023, 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

No update at this time.

2.3 Strategic Planning Facilities Requests

Operations Manager Tank provided an update to the items discussed by students at the Strategic Planning session in Fernie.

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Steeples Washroom Renovation

Operations Manager Tank provided an update on the Steeples washroom renovation. It is expected that the washroom will be functioning by the end of January.

4.2 Superintendent

4.2.1 Child Care Update

Superintendent Johnson reviewed the report from District Principal Phillips attached to the agenda package. She also informed the Committee that a Letter of Understanding has been received from CUPE 4165.

5. NEW BUSINESS

5.1 Frank J Mitchell Elementary Parking

Operations Manager Tank provided a brief update after discussions with the administrator at Frank J Mitchell Elementary. These concerns will be addressed during the summer.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 District Occupational Health and Safety Committee Minutes

Nil

7.2 Finance and Capital Analysis Report

Nil

7.3 Trustee Professional Development

Nil

7.4 Staff Travel Summary

Nil

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Turner/Heckendorf:

THAT the January 22, 2024, public Finance Operations Personnel Committee meeting adjourn at 12:28 p.m.

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