



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

**January 23, 2023, 12:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Bev Bellina (remotely)
Co-Chair Trustee Nicole Heckendorf
Trustee Trina Ayling
Trustee Irene Bischler

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Alysha Clarke
Trustee Chris Johns
Trustee Sarah Madsen
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Aboriginal Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
District Principal Student Services Darcy Verbeurgt
Executive Assistant (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Bellina called the Policy Committee meeting of January 23, 2023 to order at 11:41 a.m.

1.2 Approval of the Agenda

Additions:

Moved/Seconded by Ayling/Heckendorf:

THAT the agenda of the Policy Committee meeting of January 23, 2023 be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Ayling/McPhee:

THAT the minutes of the Policy Committee meeting of October 24, 2022 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

3. PRESENTATIONS

4. REPORTS

5. NEW BUSINESS

5.1 Policy 2 - Role of the Board

The Committee reviewed the letter written on January 13, 2023, by Superintendent Johnson and Secretary Treasurer Taylor (attached to the agenda package).

RECOMMENDATION A:

Moved/Seconded by Ayling/Bellina:

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.

5.2 Administrative Procedure 520

Director Tichauer discussed District Management's proposed changes to Administrative Procedure 520.

- The Committee suggested the addition of the Secretary Treasurer and/or Superintendent for approval under Item 6.

5.3 Administrative Procedure 525

Director Tichauer reviewed District Management's proposed changes to Administrative Procedure 525. Under Item 2.4, consultation is required with Superintendent and Secretary Treasurer.

- The Committee suggested the addition of school principal under this item.

5.4 Administrative Procedure 260

Director Tichauer reviewed District Management's proposed changes to Administrative Procedure 260.

Discussions included:

- private vehicles versus District (CUPE) bussing
- responsibilities of schools and coaches
- non-athletic travel
- high-risk activity consent

The Committee requested that District Management review the terminology in 6.3.1 (“inspection of the vehicle by the Principal for obvious safety concerns”).

6. ACTION ITEMS FOR FUTURE MEETINGS

6.1 Ongoing update of terminology in Board Policy Handbook and Administrative Procedures

7. CORRESPONDENCE

8. ADJOURNMENT

Moved/Seconded by Ayling/Heckendorf:

THAT the Policy Committee meeting of January 23, 2023 adjourn at 12:46 p.m.

Have we channelled our data driven policies in directions that are positive, productive and equitable through our employees to our students?