



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

**January 25, 2021, 12:30 p.m.
Meeting via Zoom**

Committee Members in Attendance: Co-Chair Trustee Kitt
Co-Chair Trustee Johns
Trustee Bellina
Trustee Damstrom

Board/District Staff in Attendance: Trustee Ayling
Chairperson Lento
Trustee McPhee
Trustee Turner
Trustee Whalen
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Instruction/Student Learning, D. Casault
Director of Student Learning/Aboriginal Education, J. Tichauer
District Principal/Student Services, D. Verbeurgt
District Principal/Technology, J. Roberts
Executive Assistant, (recorder) S. Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of January 25, 2021 was called to order at 12:38 p.m. by Co-chair Trustee Kitt.

1.2 Approval of the Agenda

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of January 25, 2020 be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of November 23, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 2021-22 Budget Update

Secretary Treasurer Rice advised that the dates for public input to the 2021-22 budget is as follows:

- February 22, 2021 at 12:30 p.m. Finance/Operations/Personnel Public Committee meeting.
- March 9, 2021 at 3:00 p.m. at the Regular Public Board meeting.

These two dates are advertised in the community paper. Contact Sandy Gronlund to present at one of these meetings or for written submissions.

Secretary Treasurer Rice and district management will review the budget recommendations from the teacher's Union at a Summit meeting.

2.2 Elk Valley/South Country Bussing

The next scheduled virtual Elk Valley Bussing Committee meeting will be tomorrow.

2.3 Statistics and Incident Summary

Director Reimer reviewed in detail each of the employee incidences on the Statistics and Incident Summary report attached to the agenda.

Director Reimer answered the Boards' questions:

- If an employee is harmed in an incident with a student, they would go through a WorkSafe process.
- To work towards avoiding these incidences moving forward, a Violence Prevention team has been assembled and have met twice so far. The team has developed a flow chart that is currently going through a check process and will be available soon.

2.4 Cranbrook Homeless Shelter

Trustee Johns shared the particulars of the webinar BC Housing presented for the proposed temporary homeless shelter across from Mount Baker Secondary School.

RECOMMENDATION A

M/S that the Board send a letter to the City of Cranbrook Council prior to their public hearing on February 1st, 2021 stating, please be advised that the Board of School Trustees, School District No 5 Southeast Kootenay has considered the proposed zoning amendment for 209 16th Avenue North to accommodate a community temporary emergency homeless shelter. It is the consensus of the Board that our MBSS educational site and school operations will not be affected with the Proponent's commitment to protocols, monitoring and staffing levels.

Chair Lento stated the importance to have this letter to council prior to the February 1st public hearing. He suspended the Procedures Bylaw, and the Board will ratify this at the next Board meeting.

3. DELEGATIONS/PRESENTATIONS (10 min max)

Nil.

4. REPORTS

4.1 Stage 2 Restart Protocol Update - Secretary Treasurer

Secretary Treasurer Rice reported on the following:

- The COVID-19 vaccine rollout plan has been released by the Province. They have based the roll out on the age of people. People under the age of 18 will not be receiving the vaccine at this time. They hope to have the rest of the population vaccinated by September 2021.
- More Hepa filters have been ordered and distributed to high traffic areas. Music and drama rooms have already received these filters.
- There was a report from a physician of a high rate of COVID-19 infections in the Elk Valley. Interior Health clarified that the rate was not that high.
- SD5 has taken the initiative to increase the “super clean” in the schools in the Elk Valley to be done every 5 days. We are waiting to hear back from an individual at Interior Health for any additional cleaning/procedures which should be done. We have sent out a notice to reiterate the policies already in place of social distance and washing hands to all schools.
- Three ply masks are being distributed to Elk Valley School employees and we will purchase more if required.
- We have many new custodians in our district and new processes for existing custodians. Custodians are not always included in school staff meetings as they may not be available to attend or they are working. A virtual meeting will be set up for the custodians that can not attend school staff meetings, so they do not miss out on new processes.
- Schools and PACs are working on putting together a Valentine’s Day that will adhere to protocols.
- We are waiting to hear back from the Ministry on ventilation when power is out.

While the province wide restrictions are in place, all meetings are recommended to be held virtually unless it is a necessity to have one in person.

4.2 Stage 2 Restart Protocol Update – Superintendent

Superintendent Yardley reported that there has not been much change in protocols. Students seem happy to be back in school. Schools are running well, and we are very proud of the work the staff and parents are doing.

Chair Lento enquired if the District has been contacted by Interior Health regarding the increased number of COVID-19 cases in Fernie that was reported by media. Superintendent Yardley reported that Interior Health has not contacted the District and that these cases have not impacted the schools. She is expecting a call/email back from an Interior Health official.

There was discussion on the concern brought forward to a trustee that Elkford Mine employees are not keeping their masks on while travelling on the mine busses up to the mines.

There was discussion on how best to address this concern, for example, a gentle reminder of the importance to the safety of the community to adhere to wearing masks. Trustee Kitt advised that each mine has their own busses and that she knows Fording has a zero tolerance regarding masks being worn on the mine busses.

5. NEW BUSINESS

5.1 2020-21 Amended Annual Budget

Secretary Treasurer Rice noted that the 2020-21 Amended Budget is due to the Ministry of Education by February 28, 2021. He reviewed the changes made to the 2020-21 budget in detail.

5.2 French Funding

Secretary Treasurer Rice reviewed the revised French budget allocations as per the Federal allocations. The current year funding amounts are committed to this year's budget. If there is input on the allocations for next year's budget, they should be brought forward to the French Committee for discussion.

Director Casault reviewed the attached French allocation funding and explained in detail where the funding is spent and allocated to.

Trustee Johns asked how this information is conveyed to the people. Director Casault sends a copy to principals, vice-principals and department head teachers for the French languages.

6. ACTION ITEMS FOR FUTURE MEETINGS

6.1 Jaffray - Ministry of Transportation (safe crossing on Hwy 3)

6.2 Jaffray - Ministry of Transportation (lower speed limit on Hwy 3)

6.3 Staff Travel Summary Report Review

6.4 Fernie - Ministry of Transportation (safe crossing on Hwy 3 and 13th St)

6.5 Innes Avenue Development

6.6 School Site Acquisition

7. ITEMS FOR INFORMATION

7.1 District Occupational Health and Safety Committee Minutes

Attached to the agenda.

7.2 Finance Report

Attached to the agenda.

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of January 25, 2021 adjourned at 1:36 p.m.

DRAFT