



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

June 11, 2024, 3:00 p.m.
Cranbrook Board Office

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

1.2 Greeting

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

1.3 Chairperson's Opening Remarks and Recognitions

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents share a reflection of gratitude.

1.5 Consideration and Approval of Agenda

1.6 Approval of the Minutes

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Approval of the minutes from May 14, 2024

1.7 Receipt of Records of Closed Meetings

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THAT the Board accept the closed records of the in-camera meetings of the Board of Education of May 14 and May 27, 2024.

1.8 Business Arising from Previous Minutes

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

2.1 Introduction to Learning in the Primary Years

Presentation by Carol Johns and Maureen Dockendorf

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1	Advocacy Education Committee	17
	Co-chair Trustee Ayling	
	RECOMMENDATION A	
	THAT a letter be written by the Board of Education to the District Parent Advisory Council President and Treasurer to acknowledge the advocacy letter sent regarding Mount Baker Secondary.	
	The thank you letter will be sent to media along with a copy of the original letter; however, prior to releasing the letter to media, Trustee Ayling will research the mercury poisoning discussed.	
3.2	Policy Committee	25
	Acting Co-chair Trustee Madsen	
3.3	Student Services Committee	28
	Co-chair Trustee Bellina	
3.4	Finance Operations Personnel Committee	31
	Co-chair Trustee Johns	
	RECOMMENDATION A	
	THAT a letter be written by the Board of Education to the City of Cranbrook outlining the concerns surrounding the Knights Hall property on King Street.	
3.5	BCSTA /Provincial Council	
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4. SECRETARY TREASURER'S REPORT TO THE BOARD

Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)

4.1 Updates

4.1.1 Feeding Futures Advisory Committee

4.1.2 Grasmere Community Consultation Process

4.2 Playground Funding

4.3 Recommendations

5. SUPERINTENDENT'S REPORT TO THE BOARD

5.1 Updates

5.1.1 Child Care

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Report from District Principal Phillips

5.1.1.1 New Spaces Funding

5.1.2 Framework for Enhancing Student Learning (FESL)

5.1.3 Strategic Planning

5.1.4 Community Engagement Nights

5.1.5 Crisis Prevention Institute - Reframing Behaviour

The District will be engaging Crisis Prevention Institute through until August 2025

5.2 Recommendations

6. CHAIRPERSON'S REPORT

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6.1 Updates

Chairperson McPhee recognized the employees retiring from the District.

6.2 Recommendations

7. NEW BUSINESS

7.1 Business Arising from Delegations

7.2 Annual Budget Bylaw (Second and Third Readings)

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A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 05 (SOUTHEAST KOOTENAY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the School Act, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the Act, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 05 (Southeast Kootenay) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$98,401,263 for the 2024/2025 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2024/2025.

7.3 Dual Credit Trades Funding Models

Changes to the funding models and tuition agreements

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 Sparwood Official Community Plan Amendment

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8.2 Climate Change Accountability Report

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For information

8.3 Response from Columbia Basin Trust

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8.4 June 13 Ktunaxa Flag Raising (MBSS) 11:00 a.m.

8.5 June 13 Literacy Sharing Fair

8.6 June 13 Retirement Dinner

8.7 June 27 Elkford Graduation Commencement

8.8 June 27 Mount Baker Secondary Graduation Commencement

8.9 June 28 Fernie Graduation Commencement

9. QUESTION PERIOD

10. CLOSING ROUND

11. ADJOURNMENT

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?



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

May 14, 2024, 3:00 p.m.

Kootenay Learning Campus - Fernie

Present: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Irene Bischler (remotely)
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Wendy Turner (remotely)

Regrets: Trustee Sarah Madsen

Staff Present Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
Operations Manager Joe Tank
District Principal Early Learning and Child Care Laura-Lee Phillips
District Vice Principal Human Resources and Health & Safety Jaslene Atwal
Executive Assistant to Secretary Treasurer and Superintendent (recorder)
Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chair McPhee called the May 14, 2024, regular public meeting of the Board of Education to order at 3:05 p.m.

1.2 Greeting

Chair McPhee acknowledged that we have gathered here in the Homelands of the Ktunaxa People.

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee extended condolences to the families of Alec Rogers and Ken Payne. Chairperson McPhee also acknowledged the recent presentations from district scholarship candidates and the evaluation of Secretary Treasurer Taylor.

1.4 Opening Round

Members of the Board, District Management and District Staff shared a reflection of gratitude.

1.5 Consideration and Approval of Agenda

MOTION R-24-063

Moved/Seconded by Johns/Ayling:

THAT the agenda for the regular public meeting of the Board of Education of May 14, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.6 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of April 9, 2024

MOTION R-24-064

Moved/Seconded by Bischler/Turner:

THAT the minutes of the regular public meeting of the Board of Education of April 9, 2024, be approved as circulated.

CARRIED UNANIMOUSLY

1.7 Receipt of Records of Closed Meetings

MOTION R-24-065

Moved/Seconded by Heckendorf/Clarke:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of April 9 and April 23, 2024.

CARRIED UNANIMOUSLY

1.8 Business Arising from Previous Minutes

Nil

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy Education Committee

Co-chair Trustee Ayling reviewed the minutes of the April 23, 2024, meeting of the Advocacy Education Committee.

MOTION R-24-066

Moved/Seconded by Ayling/Clarke:

THAT the Learning Strategies Board Authorized Course be approved by the Board of Education.

CARRIED UNANIMOUSLY

MOTION R-24-067

Moved/Seconded by Ayling/Bellina:

THAT the English Language Learners Board Authorized Course be approved by the Board of Education.

CARRIED UNANIMOUSLY

MOTION R-24-068

Moved/Seconded by Ayling/Turner:

THAT a letter of concern be written by the Board of Education to the Premier and Minister of Forests regarding the proposed aerial spraying of Foray 48B over the City of Cranbrook.

CARRIED UNANIMOUSLY

MOTION R-24-069

Moved/Seconded by Ayling/ Heckendorf:

THAT a letter of support be written by the Board of Education to BCIT in support of the expansion and improvement of the program to increase trades and technical teachers in British Columbia.

CARRIED UNANIMOUSLY

MOTION R-24-070

Moved/Seconded by Ayling/Johns:

THAT the report of the Advocacy Education Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.2 Policy Committee

Co-chair Trustee Turner reviewed the minutes of the April 23, 2024, meeting of the Policy Committee.

MOTION R-24-071

Moved/Seconded by Turner/Bellina:

THAT the Generative Artificial Intelligence (AI) Policy be approved by the Board of Education.

CARRIED UNANIMOUSLY

MOTION R-24-072

Moved/Seconded by Turner/Clarke:

THAT the report of the Policy Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.3 Student Services Committee

Co-chair Trustee Ayling reviewed the minutes of the April 23, 2024, meeting of the Student Services Committee.

MOTION R-24-073

Moved/Seconded by Ayling/Bellina:

THAT the report of the Student Services Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.4 Finance Operations Personnel Committee

Co-chair Trustee Johns reviewed the minutes of the April 23, 2024, meeting of the Finance Operations Personnel Committee.

MOTION R-24-074

Moved/Seconded by Johns/Bischler:

THAT the Board continues discussion with the Cranbrook Pickle Ball Club and that District Management investigates the viability of the proposal. Information will be brought back to the Finance Operations Personnel Committee for further review.

CARRIED UNANIMOUSLY

MOTION R-24-075

Moved/Seconded by Johns/Clarke:

THAT the Board be a signatory to the letter from Saanich Board Chair, Tim Dunford.

CARRIED UNANIMOUSLY

MOTION R-24-076

Moved/Seconded by Johns/Heckendorf:

THAT the draft Board and Committee Meeting Calendar for 2024/2025 be approved.

CARRIED UNANIMOUSLY

MOTION R-24-077

Moved/Seconded by Johns/Ayling:

THAT the report of the Finance Operations Personnel Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.5 BCSTA /Provincial Council

Trustee Bellina provided a verbal report from the Provincial Council.

MOTION R-24-078

Moved/Seconded by Bellina/Turner:

THAT the report of the BCSTA Provincial Council be accepted as presented.

CARRIED UNANIMOUSLY

3.6 Communications Media Committee

Trustee Ayling reported for the Communications Media Committee.

MOTION R-24-079

Moved/Seconded by Ayling/Bellina:

THAT the report of the Communications Media Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.7 Mount Baker Secondary School Replacement Committee

Trustee Johns reported for the Mount Baker Secondary School Replacement Committee.

MOTION R-24-080

Moved/Seconded by Turner/Ayling:

THAT the report of the Mount Baker Secondary School Replacement Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.8 Key City Theatre

MOTION R-24-081

Moved/Seconded by Ayling/Johns:

THAT the report of the Key City Theatre Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.9 Legacy of Learning

Trustee Johns provided a written report from the Legacy of Learning at the meeting.

MOTION R-24-082

Moved/Seconded by Johns/Bellina:

THAT the Board accept the Legacy of Learning report.

CARRIED UNANIMOUSLY

3.10 French Immersion Update

Trustee Heckendorf

MOTION R-24-083

Moved/Seconded by Heckendorf/Clarke:

THAT the report of the French Immersion Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.11 Traffic Safety Committee

Trustee Johns will provide an update on the Vision Zero grant at a later date. He also discussed traffic concerns Laurie Middle raised by a concerned parent and employee of the District.

MOTION R-24-084

Moved/Seconded by Johns/Bischler:

THAT the report of the Traffic Safety Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.12 Trustee Reports/Bouquets

Trustees reported on their activities for the month.

Trustee Johns recognized the Neurodiversity art display at Key City Theatre sponsored by CUPE 4165. He also recognized the performance of Legally Blonde by Mount Baker Secondary students. Trustee Johns also discussed the regional science fair and Project Heavy Duty.

Superintendent Johnson recognized Directors Casault, Reimer and Tichauer for their assistance with the additional workload in the absence of the District Principal of Student Services.

Trustee Bellina recognized the sub-committee of the Mountainview Child Care Hub for their meeting and tour of the current facilities at Mountainview.

Trustee Ayling recognized the district scholarship students and the staff that supported these students through the process.

Chairperson McPhee further recognized the district scholarship students and staff.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Feeding Futures Advisory Committee

The next meeting of the Feeding Futures Advisory Committee is May 16, 2024.

Secretary Treasurer Taylor provided a brief update on the following:

- Parkland Middle School pilot lunch program
- Chef Assistant position in Fernie
- Food delivery to Sparwood

4.1.2 Grasmere Community Consultation Process

The date of this community consultation will be communicated to the Board Education by Secretary Treasurer Taylor once determined.

4.2 Recommendations

MOTION R-24-085

Moved/Seconded by Heckendorf/Ayling:

THAT the Secretary Treasurer's report be accepted as presented.

CARRIED UNANIMOUSLY

5. SUPERINTENDENT'S REPORT TO THE BOARD

The Framework for Enhancing Student Learning report can be found on the School District's website at www.sd5.bc.ca.

5.1 Updates

5.1.1 Child Care

District Principal Phillips provided a funding update on Child Care in the District. She also reported on Ready Set Learn events.

District Principal Phillips reported on Early Years projects for 2024/2025 and discussed the ChildCare BC New Spaces Funding requests.

5.1.2 Framework for Enhancing Student Learning (FESL)

Superintendent Johnson provided an update from the All Superintendent's meeting on May 10, 2024 in Vancouver.

She discussed the upcoming community engagement nights and also recognized the importance of the local events including the regional science fair and Project Heavy Duty.

5.1.3 Strategic Planning Process

Superintendent Johnson provided an update on the ongoing strategic planning process.

5.2 Recommendations

MOTION R-24-086

Moved/Seconded by Heckendorf/Johns:

THAT the Superintendent's Report be accepted as presented.

CARRIED UNANIMOUSLY

6. CHAIRPERSON'S REPORT

6.1 Updates

6.1.1 BCSTA Annual General Meeting (AGM) Report

Chairperson McPhee thanked Trustee Ayling for the preparation of the motions that were passed at the BCSTA AGM. The list of motions from the 2024 AGM was included in the agenda package.

There was further discussion from Trustees Johns and Turner regarding the importance of tracking these motions to ensure that they are not forgotten.

6.1.2 BCSTA Visit to the District

Chairperson McPhee provided a brief report on the BCSTA visit to the District on April 29, 2024. The visit included a tour of Mount Baker Secondary and a bus tour of the schools in Cranbrook.

6.2 Recommendations

MOTION R-24-087

Moved/Seconded by Ayling/Heckendorf:

THAT the Chairperson's report be accepted as presented.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Business Arising from Delegations

Nil

7.2 Annual Budget Bylaw (First Reading)

MOTION R-24-088

Moved/Seconded by Turner/Bellina:

THAT the 2024/2025 Annual Budget Bylaw be read for the first time on May 14, 2024.

CARRIED UNANIMOUSLY

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 May 14 Community Engagement Night Fernie Secondary

8.2 May 15 Community Engagement Night Jaffray Elementary Junior Secondary

8.3 May 16 Feeding Futures Advisory Committee Meeting

8.4 May 17 School Not in Session

8.5 May 20 Victoria Day

8.6 May 21 Community Engagement Night Rocky Mountain Elementary

8.7 May 23 Community Engagement Night Mount Baker Secondary

8.8 June 1 Sparwood Secondary Graduation Commencement

8.9 June 13 Retirement Dinner

- 8.10 June 27 Elkford Secondary Graduation Commencement
- 8.11 June 28 Fernie Secondary Graduation Commencement
- 8.12 June 28 Mount Baker Secondary Graduation Commencement

9. QUESTION PERIOD

Nil

10. CLOSING ROUND

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

11. ADJOURNMENT

MOTION R-24-089

Moved/Seconded by Bischler/Bellina:

THAT the May 14, 2024, regular public meeting of the Board of Education adjourn at 4:18 p.m.

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer



1.7. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings:

May 14, 2024

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

May 14, 2024 Special

- Personnel
 - Matters if in the opinion of the Board the public interest requires consideration in camera

May 27, 2024

- Secretary Treasurer's Report
 - Personnel
 - Land
 - Legal
 - Matters if in the opinion of the Board the public interest requires consideration in camera

May 27, 2024 Special

- Personnel
 - Matters if in the opinion of the Board the public interest requires consideration in camera

Nick Taylor
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

**Date: May 27, 2024, 2:30 p.m.
Location: Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Trina Ayling
Co-Chair Trustee Alysha Clarke (remotely)
Trustee Bev Bellina (remotely)
Trustee Sarah Madsen

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Irene Bischler
Trustee Chris Johns
Trustee Wendy Turner (remotely)
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Innovation Diane Casault
Director of Student Learning and Indigenous Education Jason Tichauer (in at 2:50 p.m.)
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 Ayling called the Advocacy Education Committee meeting of May 27, 2024, to order at 2:21 p.m.

1.2 Approval of Agenda

Moved/Seconded by Bellina/Madsen:

THAT the agenda of the Advocacy Education Committee meeting of May 27, 2024, be approved as circulated.

1.3 Approval of Minutes

Moved/Seconded by Bellina/Ayling:

THAT the minutes of the Advocacy Education Committee meeting of April 23, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Private School Funding Follow Up

This is an ongoing agenda item.

2.2 StrongStart Discussion

There has not been an increase in funding to StrongStart programs across the province. There were no further updates at this time on advocating for additional StrongStart funding.

2.3 Sparwood River Rafting Trip Follow Up

Superintendent Johnson reported on the Sparwood Secondary School river rafting trip on May 21, 2024. There were no incidents to report.

3. PRESENTATIONS

3.1 Project Heavy Duty

College of the Rockies representatives, Brian Conrad and Tristan Taylor, presented a video on Project Heavy Duty. They also provided a PowerPoint presentation included in the agenda package. Project Heavy Duty grants two credits towards high school graduation and a total of 24 students participate in Project Heavy Duty each year.

Project Heavy Duty requested a donation of \$5,000 from the Board of Education and also requested two commercial banners with the District name and logo.

4. REPORTS

4.1 DSAC Report

Director Casault reported on behalf of Director Tichauer that the final DSAC meeting is on Wednesday, June 5, 2024, at Rotary Park in Fernie.

4.2 DPAC Report

Trustee Turner provided a report from the District Parent Advisory Committee. She reported on the following activities for the month of May:

- Math Night at Highlands Elementary
- Track Meets across the District
- PAC flower baskets
- Book Fairs (new and used)

- Various presentations
- Bike Rodeos
- Staff appreciation
- Graduation planning

Trustee Turner also reported that the Mount Baker PAC has purchased a LED scoreboard.

4.3 Framework for Enhancing Student Learning (FESL) (Items determined by Superintendent)

Superintendent Johnson will be using the template with the data pre-populated for the next Framework for Enhancing Student Learning.

She also informed the Committee that the Transformative Learning and Itinerant teachers will be meeting in June to review and discuss the 2023/2024 FESL goals and priorities.

4.4 Child Care

District Principal Phillips reported that the playground has been ordered for Gordon Terrace Elementary School. She also invited trustees to attend the meeting at City Hall with Director, Child Care Development, Ministry of Education and Child Care, Michelle Kirby, and the City of Cranbrook on Thursday, May 30, 2024.

5. NEW BUSINESS

Nil

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 Education Funding Model Letter

Receive and file

7.2 Education Funding Model Letter - Cowichan Valley School District

Receive and file

7.3 Letter from School District No. 5 (Southeast Kootenay) DPAC

Trustee Turner recognized the advocacy letter from DPAC President, Lies Salvador and DPAC Treasurer Chris David.

RECOMMENDATION A:

Moved/Seconded by Bellina/Ayling:

THAT a letter be written by the Board of Education to the District Parent Advisory Council President and Treasurer to acknowledge the advocacy letter sent.

The thank you letter will be sent to media along with a copy of the original letter; however, prior to releasing the letter to media, Trustee Ayling will research the mercury poisoning discussed.

Receive and file

7.4 Letter from BCSTA to Vancouver Island School Trustees' Association

Receive and file

8. QUESTION PERIOD

9. ADJOURNMENT

Moved/Seconded by Bellina/Madsen

THAT the May 27, 2024, Advocacy Education Committee meeting adjourn at 3:20 p.m.

Have we continued to enhance high standards, noble expectations, elevated commitments and quality performances to support student achievement?

May 21, 2024

Parent Advisory Council - School District No. 5 (Southeast Kootenay)
Lies Salvador, Chairperson
Chris David, Treasurer
940 Industrial Road No. 1
Cranbrook, BC V1C 4C6

Hon. Rachna Singh MLA
Ministry of Education
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister,

I am writing to you regarding the lack of resources made available to School District No. 5 (Southeast Kootenay).

Our main areas of concern are:

1. Mount Baker Secondary School in Cranbrook is a 73 year old building that is insufficient to meet today's modern education goals and has environmental issues due to its age
2. The lack of proper space in other schools in our district to conduct education of children
3. The shortage of teachers within our district

All of these issues affect the children and parents in our district on a daily basis.

1. Mount Baker Secondary School Replacement

We understand that school buildings across B.C. are in need of upgrades and the ministry has limited funding. But we feel our district has fallen severely behind over the last several decades and we are advocating for more resources here.

Mount Baker is 73 years old. Public school buildings are typically replaced at 50 to 60 years and for good reason. Mount Baker is so old that School District No. 5 (Southeast Kootenay) either struggles to or cannot accommodate requests made by the ministry. For example; gender neutral bathrooms. Mount Baker does have some gender neutral bathrooms but they were retrofitted into a building designed in the 1940s, repurposing bathrooms intended for staff in the original building design.

Another example is a request made by the ministry for schools to offer better food choices to students. A school like Mount Baker cannot even begin to accommodate such a request because there are no food facilities at all. There is not even a cafeteria for students to gather and eat in. The students sit on the floor in the hallways to eat their lunch. While we agree it's a good idea to offer better food choices to students, we also think making such a request to a district with schools without any food facilities is oblivious to the state of that

district, and to parents it's frustrating. Surely you can understand that every parent wants their children to experience some level of basic equality in terms of their public school educational experience, and this would include a facility ancillary to the goal of education itself, such as the presence of a cafeteria.

The bathroom situation and the absence of a cafeteria are mentioned first because they correlate directly to requests made by the ministry which cannot be accommodated in a sufficient manner. We have other concerns too. We have two kids in wheelchairs in a building that was not designed to have elevators. There is a Garaventa lift in place, but again it's a short term retrofit and therefore a stark reminder to students that in the past people with diverse needs were not included in the Canadian educational system.

But in a more sinister direction are the environmental concerns of an aging building, and the effects that it could have on students and, well, already have had on teachers. It's well known that a group of School District No. 5 (Southeast Kootenay) teachers who were employed at Mount Baker suffered from mercury poisoning and it took them the better part of a decade to seek accountability. What other potential toxins lie within the walls of Mount Baker? Asbestos? Lead? Urea formaldehyde insulation? This is all speculation, but these things are realistic possible risks given all these materials were regularly used in construction and repair since Mount Baker was built. All it would take is a miscalculation during a single maintenance task of which more and more are required to upkeep a building that is nearly 75 years old. If we are lucky, such a mishap would be discovered before health related symptoms begin to manifest in students or other teachers besides the ones poisoned by mercury.

We also know that School District No. 5 (Southeast Kootenay) is about to spend millions of dollars in repairs that are necessary in order to continue using Mount Baker. While we realize going that direction may make sense in a pure fiscal manner, it does not make sense in terms of placing modern day students in a school that is archaic in its design.

2. Lack of space in other School District No. 5 schools

In addition School District No. 5 (Southeast Kootenay) parents and students have concerns over the lack of other resources made available to our district. For example at École Isabella Dicken Elementary School in Fernie, roughly eight portables are in use, some have been there for seven years now. These portables are too small for a classroom size of 30. The portables are an obvious stop gap to work around the fact that our school district does not have enough space to conduct education. In addition, because the portables are undersized and built from cheaper materials that tend to reflect sound when the classroom gets loud the sound pressure level increases to the point of causing hearing damage. And this is happening to our children. A teacher in a portable last year showed the class the level on a sound pressure meter while the classroom was noisy and it was well into the hearing damage range. Incidentally one of those students believes his hearing loss during that year was great enough that he notices it. The portables also have just one bathroom for 30 kids. The portables disconnect the students from the main building, as evidence of this the students at EIDES have nicknamed the portables "The Forgotten Realms". Portables make sense to buy time to pursue another solution. But they are unacceptable as being the solution to the district's lack of space.

3. Inability to hire and retain staff due to high cost of living

Another issue is School District No. 5 (Southeast Kootenay)'s inability to hire and retain staff. Two out of the last three years there has been a situation at EIDES where a classroom does not have a teacher and continues to operate with a rotation of substitute teachers that changes multiple times a month. This is unacceptable. When this happens the students are no longer held accountable for their actions neither in an educational nor behavioral sense, they become unruly, are unkind to each other, and learn next to nothing. It's a complete waste of their time, and extremely unfortunate and unfair. Teachers need to be paid wages that allow them to live in the towns they teach in. Without that, the education system begins to stop functioning. Also the lack of being able to hire and retain teachers has caused at least one French Immersion class to be taught by a teacher who doesn't know French. This is also unfair because the young mind is so much better able to develop the ability to speak a second language. If the opportunity to teach a class of eager and young French learners escapes, it is gone forever and cannot be replaced.

All of the problems cited so far have one root cause, lack of resources allocated to our district. And what is frustrating about this is knowing that a) we live in one of the most highly taxed places in the world b) we see billions of dollars per year of coal extracted from our area. Yet there's not enough coming back through to sufficiently fund our schools in neither manpower nor infrastructure.

In summary, we understand that the ministry has many risks and priorities to weigh as it decides what is the overall best path for the province to take in terms of resource allocation. We feel here in School District No. 5 (Southeast Kootenay) that we have been receiving less than our share of these resources for decades, as evidenced by the lack of Mt. Baker replacement progress, and lack of teachers, and prolific use of portables in lieu of building new schools. We understand that many other districts in the interior and near the coast have the serious and real threat of earthquakes, and that mitigation or construction of replacement buildings is required to make such buildings as safe as possible. And we understand that many schools in British Columbia are receiving less resources than they would like as well. But in the East Kootenays we have serious risks too and we are struggling with using a very old building to meet the needs of today's students and struggling with staffing and space to conduct education.

The District Parent Advisory Council of School District No. 5 (Southeast Kootenay) makes several requests of the Ministry of Education:

1. To advocate with the government for a larger share of general funds to be allocated to education.
2. To prioritize the replacement of ageing schools in BC, and specifically Mount Baker in Cranbrook, BC.
3. To prioritize the decommissioning of portable classrooms by replacing them with proper infrastructure better suited towards the education of children.
4. To prioritize better compensation for teachers so that their income is a sufficient living wage in the regions they teach, with the goal that no classroom relies upon on-call or substitute teachers for an extended period of time.

If there is anything the constituency of School District No. 5 (Southeast Kootenay) can do to advocate for the above requests please advise us. We would love the opportunity to do this.

We hope this message will persuade decision makers to prioritize these things, and we hope that in the future the Ministry is to be able to sufficiently meet the needs of all students in the beautiful province of British Columbia.

Thank you in advance for your time and assistance with this matter.

Sincerely,

Lies Salvador & Chris David

Lies Salvador, DPAC Chair
Chris David, DPAC Treasurer

Cc*: Hon. David Eby, Premier, Province of BC
Kevin Falcon, Leader, BC United Party
John Rustad, Leader, BC Conservative Party
Sonia Furstenau, Leader, BC Green Party
Tom Shypitka, MLA Kootenay East
Carolyn Broady, President, BCSTA
BCSTA for distribution to member Boards of Education
Dawn Lang, President, Kootenay Boundary Branch (KBB), for distribution KBB members
Clint Johnston, President BC Teachers' Federation
Laura Ward, President, BCCPAC
Shelley Balfour & Adrienne Demers, CFTA Co-Chairs, for distribution to staff reps
Sarah Mooy, SD5 CUPE President
Aaron Thorn, President, SD5 Administrators' Association
Chris Walker/Corey Bullock, CBC Radio
Dennis Walker, 107.5 Today FM Radio
Wylie Henderson, Rewind Radio 102.9
Jeff Johnson, Wild B104 Radio
Josiah Spyker/Ryley McCormack, 107.5 Today FM
Barry Coulter/Trevor Crawley, Cranbrook Daily Townsman
Ian Cobb, e-know Online News
Joshua Fischlin, Fernie Free Press
SD5 Trustees and District Management



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

**May 27, 2024, 1:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Wendy Turner
Trustee Sarah Madsen (*Acting Co-Chair*)
Trustee Alysha Clarke

Regrets: Co-Chair Trustee Nicole Heckendorf

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Bev Bellina
Trustee Trina Ayling
Trustee Irene Bischler
Trustee Chris Johns
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
Operations Manager Joe Tank
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

Acting Co-Chair Trustee Madsen called the Policy Committee meeting of May 27, 2024, to order at 12:52 p.m.

1.2 Approval of the Agenda

Moved/Seconded by Turner/Clarke:

THAT the agenda of the Policy Committee meeting of May 27, 2024, be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Turner/Clarke:

THAT the minutes of the Policy Committee meeting of April 23, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

3. PRESENTATIONS

Nil

4. REPORTS

Nil

5. NEW BUSINESS

5.1 Administrative Procedure 145

Director Tichauer reviewed the Personal Digital Device Restrictions Support Guide included in the agenda package. He also reviewed and explained the proposed changes to Administrative Procedure 145.

Additional discussion included:

- Support for provincial regulations
- Support for teachers and staff in dealing with the changes to the administrative procedure
- Communication of changes to the administrative procedure to the public
- Other private areas in schools to be included in the administrative procedure
- Digital literacy in the classroom setting
- Use of cell phones and digital devices outside of classrooms
- Distinction between hearing aids and ear buds
- Protection of privacy

6. ACTION ITEMS FOR FUTURE MEETINGS

6.1 Removal of Ongoing Action Items

AP 461 Casual Replacement Services for Support Staff

- Remove from list – No action

AP 172 Creating Safe Schools

- Remove from list (action at a later date)

AP 409 Workplace Bullying and Harassment

- Remove from list

AP 146 Social Media Use

- Remove from list and wait for more direction (action at a later date)

7. CORRESPONDENCE

Nil

8. QUESTION PERIOD

Cranbrook District Teachers Association President, Shelley Balfour, requested that District Management review Administrative Procedure 429 Preservice Teaching, section 1.1.

9. ADJOURNMENT

Moved/Seconded by Turner/Clarke:

THAT the Policy Committee meeting of May 27, 2024, adjourn at 1:25 p.m.

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



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

**May 27, 2024, 1:30 p.m.
Cranbrook Board Office**

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

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Alysha Clarke (remotely)
Trustee Sarah Madsen
Trustee Wendy Turner (remotely)
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Innovation Diane Casault
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Operations Manger Joe Tank
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 Bellina called the Student Services Committee meeting of May 27, 2024, to order at 1:30 p.m.

1.2 Approval of the Agenda

Addition:

5.2 Professional Development Day – June 7, 2024

Moved/Seconded by Johns/Bischler:

THAT the agenda for the Student Services Committee meeting of May 27, 2024, be approved as amended.

1.3 Approval of the Minutes

Moved/Seconded by Bischler/Ayling:

THAT the minutes of the Student Services Committee meeting of April 23, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.2 Accessibility Committee Update

Superintendent Johnson provided information on the accessibility survey that will be sent out to employees, students, staff and trustees.

This committee has not yet been officially formed, but this survey will guide the committee moving forward.

Superintendent Johnson answered questions regarding the name of the committee (Accessibility Committee) and the survey. She informed the Student Services Committee that the name is a provincial directive and cannot be changed.

3. PRESENTATIONS

3.1 Crisis Prevention Institute (CPI)

Paul Whitehouse, Territory Manager, Crisis Prevention Institute, presented (remotely) the Reframing Behaviour presentation included in the agenda package.

Discussion and questions included:

- Cost of the program \$2,500 (CAD) per school
- Program is for students from kindergarten to grade 12
- Training for schools in the District and (potentially) board office staff
- Training schedules
- Alignment with Framework for Enhancing Student Learning
- Resources currently being used by Kim Richards (Behaviour Resource Teacher)
- The advantages of having a facilitator in each school providing school-based learning
- Training module options – resource libraries, content libraries
- Speech Language Pathologist Collette Tovee felt the program would be a very good fit for the District

This item was further discussed and a motion was carried at the special in-camera meeting of May 27, 2024.

4. REPORTS

Nil

5. NEW BUSINESS

5.1 Accessible Bus Route Discussion

Superintendent Johnson provided a brief update on the accessible bus purchase in the Elk Valley. She also discussed the criteria for ridership and the determination of accessing the accessible bus in the community of Cranbrook.

There was also a brief discussion regarding a student at Amy Woodland Elementary who requires a specific harness or seat. This is being further researched.

5.2 Professional Development Day – June 7, 2024

Superintendent Johnson announced that there will be a professional development day offered to contractual educational assistants and youth care workers on June 7, 2024. This will allow these contractual employees to make up missed professional development opportunities due to sessions not being adequately planned and/or cancelled.

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

Nil

8. QUESTION PERIOD

Nil

9. ADJOURNMENT

Moved/Seconded by Johns/Ayling:

THAT the May 27, 2024, Student Services Committee meeting adjourn at 2:06 p.m.

Have we effectively addressed the needs of our most vulnerable students and their families?



**The Board of Education of
School District No.5 (Southeast Kootenay)**

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**May 27, 2024, 12:00 p.m.
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Chris Johns
Co-Chair Trustee Irene Bischler
Trustee Wendy Turner

Regrets: Trustee Nicole Heckendorf

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Alysha Clarke (remotely)
Trustee Sarah Madsen
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
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 Johns called the public Finance Operations Personnel Committee meeting of May 27, 2024, to order at 12:12 p.m.

1.2 Acknowledgement of Ktunaxa Territory

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

1.3 Approval of the Agenda

Additions:

4.12 Elkford Maintenance Requests/Concerns

Moved/Seconded by Turner/Bischler:

THAT the agenda of the public Finance Operations Personnel Committee meeting of May 27, 2024, be approved as amended.

1.4 Approval of the Minutes

Approval of the minutes from April 23, 2024

Moved/Seconded by Bischler/Turner:

THAT the minutes of the public Finance Operations Personnel Committee meeting of April 23, 2024, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Trades Funding Follow Up

Director Tichauer discussed upcoming changes to Dual Credit Trades Funding models and tuition agreements. These changes will be reviewed at the June 11, 2024, public meeting of the Board of Education.

2.2 Site Acquisition Charges Working Group Update

This was an item on the budget working session agenda on April 25, 2024. Secretary Treasurer Taylor reported that Site Acquisition Charges will not be pursued as discussed at the April 25, 2024 meeting.

2.3 Cranbrook Pickle Ball Club Proposal

District Management to investigate the viability of the proposal. Information will be brought back to the Finance Operations Personnel Committee for further review.

There is no further information to update at this time.

3. PRESENTATIONS

Nil

4. REPORTS

4.1 Secretary Treasurer

4.1.1 Feeding Futures Update

Secretary Treasurer Taylor reviewed the minutes from the Feeding Futures Advisory Committee meeting on May 16, 2024 and thanked the advisory group for their work completed during the 2023/24 school year.

Trustee Ayling requested information on the manner in which the Committee plans to deal with excess food prepared in the District. Secretary Treasurer Taylor explained that excess food from the Parkland Middle School pilot project is going back to food recovery.

4.1.2 Elkford Maintenance Requests/Concerns

Trustee Madsen reviewed the playground and school yard safety concerns raised by the Parent Advisory Committee of Rocky Mountain Elementary School.

A work order has already been input by the vice principal of Rocky Mountain Elementary.

There were further discussions on playground funding. Secretary Treasurer Taylor reiterated that there were no approvals for playgrounds for the District this year; however, some playgrounds will be updated using New Spaces Funding.

4.2 Superintendent

4.2.1 Child Care

District Principal Phillips reported on the New Spaces Funding, third party agreements and Ready Set Learn events across the District.

She discussed the following enhancements and new spaces:

- New space and new playground at Steeples Elementary
- Enhancements and playground at Gordon Terrace Elementary
- New space at Jaffray Elementary Junior Secondary
- Washroom facilities in portables at Rocky Mountain Elementary

More information will be provided at the June 11, 2024 public meeting of the Board of Education.

5. NEW BUSINESS

Nil

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

7.1 District Occupational Health and Safety Committee Minutes

No meeting in May

7.2 Finance and Capital Analysis Report

Secretary Treasurer Taylor reviewed the Finance and Capital Analysis Reports.

7.3 Trustee Professional Development

Secretary Treasurer Taylor reviewed the Trustee Professional Development sheet included in the agenda package.

7.4 Staff Travel Summary

No comments

7.5 City of Cranbrook Development Variance

Secretary Treasurer Taylor reviewed the City of Cranbrook Development Variance included in the agenda package.

Discussion included:

- High density housing in area of Parkland Middle School
- Costs of Site Acquisition
- Lack of appetite for government to require developer to pay acquisition charges
- Costs of site acquisition charges passed on to property owners
- Report will be received from Capital Branch

RECOMMENDATION A:

Moved/Seconded by Bischler/Turner:

THAT a letter be written by the Board of Education to the City of Cranbrook outlining the concerns surrounding the Knights Hall property on King Street.

RECOMMENDATION B:

Moved/Seconded by Turner/Bischler:

THAT a letter be written by the Board of Education to the provincial government outlining the concerns Site Acquisition Charges.

WITHDRAWN

8. QUESTION PERIOD

CUPE 4165 stated that the union is awaiting the Letter of Understanding on Child Care from Director Reimer.

9. ADJOURNMENT

Moved/Seconded by Bischler/Turner:

THAT the May 27, 2024, public Finance Operations Personnel Committee meeting adjourn at 12:50 p.m.

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

DRAFT

Trustee Media Report

The following was sent to media on May 24th:

- Letter of support to BCIT
- Child Care spaces media release

Key City Theatre Society (KCTS) Report, March 28

- Nothing of note to report.

March 11, 2024
Shianne Bains
Injury Prevention Lead
Interior Health Authority
Shianne.bains@interiorhealth.ca

Dear School District No.5,

Thank you for your application to the *British Columbia Vision Zero in Road Safety for Vulnerable Road Users Program*, for your project entitled, "School District No. 5 (Southeast Kootenay) School Zone Traffic Safety Enhancement Project Phase 1".

Congratulations! The committee has reviewed your proposal and will be providing you with a grant award in the amount of **\$9,870**.

The funds may be used for the following:

- Speed Radar Signs

Please be aware of the following details for your award:

1. Grant funds may only be used for the expenditures and activities listed above.
2. Projects must be completed by March 31, 2025. If a project extension is required, please let the Injury Prevention Lead know as soon as possible.
3. If funds remain at project completion or if the project is unable to be completed, the Injury Prevention Lead and you will discuss the appropriate course of action. This may include returning the funds to Interior Health.
4. The Injury Prevention Lead will connect with you before March 31 to discuss evaluation options for measuring the impact of your project.
 - At midpoint you will be required to submit a progress report. A template will be provided.
 - At project completion you will be required to submit a final evaluation report. A template will be provided.
5. You may be asked to share your findings, successes, and challenges with other grant recipients and key partners.
6. Images and documents shared with Vision Zero may be published on the Vision Zero BC website. **Please review your project summary as this information will be posted publicly on our website.** See the Project Card document included in your award email for further details.
7. You must acknowledge the Vision Zero Road Safety Grant Program in relevant publications, events, and other materials produced as part of your project.

We respectfully request that you refrain from any public/media announcements regarding your successful application to the British Columbia Vision Zero in Road Safety for Vulnerable Road Users Grant Program until we have indicated that it is appropriate to do so. We will let you know as soon as you may go ahead with public/media announcements regarding this funding.

If you accept the award terms outlined above, please sign below and return to bcinjury@bcchr.ca and shianne.bains@interiorhealth.ca by **Friday March 15th at 12pm.**

Thank you for your commitment to improving road safety in British Columbia.

Yours sincerely,



Dr. Ian Pike
Director, BC Injury Research & Prevention Unit



Katrina Lehenbauer
Manager, Healthy Communities, Interior
Health

I accept the BC Vision Zero in Road Safety Program Award and agree with the financial arrangements as stated above:

Full Name

Signature

Date

Payment Details:

Should you accept the funding, a cheque will be mailed to you. Please fill out the following information.

Cheque Payable To (this must be an organization): _____

Phone Number: _____

Street Address: _____

City & Postal Code: _____



Project Title

School District No. 5 (Southeast Kootenay) School Zone Traffic Safety Enhancement Project Phase 1

Summary

Provide a short and simple description on what your project aims to achieve.

The Traffic Safety Project for School District No. 5 (Southeast Kootenay) advocates for installing flashing speed signs in school zones in Cranbrook, BC. Prioritizing the safety of school children, caregivers, and the general community, this initiative aims to promote the establishment of safe school zones, by increasing awareness among drivers. Flashing speed signs will serve as a tangible intervention to encourage drivers to adhere to safe speeds in school zones, aligning with Vision Zero's goal to eliminate severe injuries and fatalities caused by excessive speeds. Anticipated outcomes include a reduction in traffic speed, enhanced safety for pedestrians and cyclists, and a positive shift in community awareness towards responsible road behaviour. This project marks phase one of a multi-year plan to enhance school zone safety at Cranbrook elementary schools, with the intention to extend the project to three additional elementary schools in the following years.

Project Overview

Provide a background to your project, the problem your project is working to address, the kind of road users and community members that are the focus of the work, the key action(s) being taken, the desired outcomes, and any other information relevant to your project.

The January 2023 traffic survey conducted by School District No. 5 (Southeast Kootenay) staff, the RCMP, and the City of Cranbrook found four elementary schools in Cranbrook requiring traffic safety enhancements with regard to traffic speed. The preferred solution, based on feedback from stakeholders, is the installation of flashing speed signs. With the need for targeted investment and resource allocation, Pinewood Elementary School was identified as having the most urgent need for traffic safety improvements. Flashing speed signs are an expedient and cost-effective solution to address the concerns raised by the school community. The flashing signs will also raise awareness in the community about road safety and help foster a shared responsibility for creating safer road environments.

Pinewood Elementary School is a small Cranbrook school in a socio-economically disadvantaged area in an industrial zone. Pinewood's school community has raised several concerns about traffic safety. There is direct access to Highway 3/93, and an active rail line that runs parallel to this highway, which introduces unique safety challenges. This project recognizes the need to address traffic speed concerns in a context where highway and industrial transitions intersect with the school zone. Many students walk and bike to school along the road as there are no sidewalks. Students are also bussed from outlying rural areas, and the longer commute for these students increases their exposure to unsafe traffic issues. The main access road to the school is on King Street, the former highway to the city of Kimberley. It is an unlit, variable speed commuter route that accesses industrial areas, residential areas, and rural communities. Visibility of students is a major safety concern, especially in the early winter mornings based on the limited streetlights in the area. The flashing speed signs will be installed at either end of the school zone along King Street, as this is the main road of concern for the school population. The flashing speed zones aim to slow traffic, promote visibility and awareness of the school zone, and improve traffic safety for the whole community.

Trustee Report

Bev Bellina

Sparwood

May 16th - SEY2KT

May 21st - Elkford Community Engagement Night

May 23rd - Sparwood Early Years

May 24th - FJMES Reading to the Kindergarten Class with Rudy

May 27th - Board Committee Day

May 31st - Sparwood Graduation Banquet

June 1st - Sparwood Graduation Commencement

Trustee Report

May 14 –Board meeting

May 14 –Fernie community consultation

May 16 –Fernie scholarship presentations

May 17 –Scholarship recipients meeting

May 22 –Pinewood PAC meeting

May 23 –KCTS meeting

May 25 –BCSTA leadership series workshop

May 27 –Committee meetings

May 29 – 31 –BCSTA Bargaining workshop

June 5 –TMRES PAC meeting

May Child Care Update

Cranbrook:

Amy Woodland:

- Amy Woodland has school aged care on school grounds with Community Connections Society (After school spaces)

Steeple:

- *BGC Cranbrook* (Boys and Girls Club) is licensing school aged care on school grounds 30 spaces (Before and after school care spaces)
 - New Spaces Funding \$1,199,166.61
 - New space being built on the school grounds
 - New playground equipment with funds left over

Gordon Terrace:

- *Stay n' Play Program Association* licensing GTES for school age care on school grounds 30 spaces (After school spaces to start)
- New Spaces Funding \$562,557.00
- Renovations to their multi-space/design lab attached to the library
- Tables, chairs, and storage cabinets and shelving, collapsible wall
- New playground

Fernie:

Fernie Learning Centre:

- *Bright Beginnings* has submitted their licensing request for the FLC for school aged care, and more preschool spaces. Total: 53 NEW spaces created in total
 - Side A: 24 preschool spaces, 20 school age care spaces
 - Side B: 10 preschool spaces, 19 school age care spaces

Sparwood:

Press Release: Society for Kids' Care Receives Feasibility Study Funding for the New Mountainview Child Development Hub

Sparwood, BC – In partnership with the School District No. 5, the Society for Kids' Care has received funding from Teck Resources Limited and Community Futures East Kootenay to proceed with a feasibility study to develop the Mountainview Child Development Hub. Located in Sparwood, BC, this center for early childhood learning and development will house a kindergarten to grade 3 public school, expand the existing daycare in the facility and create preschool spaces, and provide before and after school care spaces. The feasibility study will assess the viability and sizing of each of the programs proposed for the space, as well as modifications or extensions to the building.

Elkford:

Rocky Mountain Elementary School:

- *Elkford Women's Task Force Society* will be licensing Rocky Mountain Elementary School for school aged care on school grounds 24 spaces (Before and after school spaces)
- New Spaces Funding \$222,750.00
- Renovation of the portable - Bathrooms, sink, counter spaces, fridge, playground equipment/shade sail, area rugs, couch, shelving, and storage

Jaffray:

- *South Country Social Planning Committee Society* will be licensing JESS for school aged care on school grounds 30 spaces (After school spaces to start)
- New Spaces Funding \$589,107.00
- New addition to the school

For more information:

[Childcare BC New Spaces Fund guidelines](#) as successful and the facility been approved for funding.

**Please note, a project that is licensed for the proposed child care spaces or fully completed prior to a fully executed Funding Agreement is considered ineligible.

Trustee Report – Doug McPhee

May 2024

Board Meeting Held on Tuesday, May 14th, 2024, Fernie Learning Center

****From the Province****

All School Districts are engaged in similar activities at this time of the year. All the preliminary work to be done on the budget for 2024-25 has been completed and approval waits for three readings of the board before the end of June. SD5 passed the first of the three readings during the Public Board Meeting last night.

****From the District:****

In the Public Meeting the following motions were discussed and passed:

- SD5 approved Board Authorized courses on Learning Strategies and another on English Language Learner. We look forward to both courses being offered to students in the near future.
- A letter will be prepared to the ministry in support of trades programs and in support of developing additional trades teachers.
- A letter of concern will be forwarded to Premier and Minister of Forests expressing concern over the aerial spraying of Foray 48B over the City of Cranbrook
- The Board approved a policy prepared to address and direct the application of Generative Artificial Intelligence in schools.
- The Board wishes to continue discussions with the Cranbrook Pickle Ball Club in reference to their proposal of a joint use facility.
- The Board intends to extend support to a Letter prepared by the Saanich Board concerning the funding provided to lower enrollment growth districts being insufficient in addressing inflation rates and wage inflation.
- The Board approved the Board and Committee Meeting Calendar for 2024-25.

In reference to the last point, trustees want to be active participants in PAC meetings and events scheduled at schools. If possible, please avoid scheduling regular PAC meeting dates on the same night or day of the Board Meeting Dates or the Committee Meeting dates - Thank you in advance.

****Dates of Note:****

May 14 Community Engagement Night in Fernie Secondary

May 15 Community Engagement Night in Jaffray Elementary Junior Secondary

May 16 Feeding Futures Advisory Committee Meeting

May 17 School Not in Session

June 13 Flag Raising Ceremony at Mount Baker Secondary


May 20 Victoria Day


May 21 Community Engagement Night in Rocky Mountain Elementary

May 23 Community Engagement Night in Mount Baker Secondary
June 1 Sparwood Secondary Graduation
June 13 Flag Raising Ceremony at Mount Baker
June 13 Retirement Dinner
June 23 Ready Set Learn Presentation in Rotary Park
June 27 Elkford Secondary Graduation
June 27 Mount Baker Secondary Graduation
June 28 Fernie Secondary Graduation

Yours truly,

Doug McPhee, (he, him)
Trustee, School District 5 (Southeast Kootenay)

 250-489-9622

 250-426-5494

Doug.McPhee@sd5.bc.ca

Doug.McPhee@me.com

Ki?su?k kyukyit. I am honoured to work, live and play in the homelands of the Ktunaxa people. The footprint of our School District is fully contained within the Ktunaxa Nation, including the communities of ?aq'am and Yaqit ?a-knuqfi'it.

Annual Budget

School District No. 05 (Southeast Kootenay)

June 30, 2025

School District No. 05 (Southeast Kootenay)

June 30, 2025

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*NOTE - Statement 1, Statement 3, Statement 5, Schedule 1 and Schedules 4A - 4D are used for Financial Statement reporting only.

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 05 (SOUTHEAST KOOTENAY) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 05 (Southeast Kootenay) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$98,401,263 for the 2024/2025 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2024/2025.

READ A FIRST TIME THE 14th DAY OF MAY, 2024;

READ A SECOND TIME THE 11th DAY OF JUNE, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 11th DAY OF JUNE, 2024;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 05 (Southeast Kootenay) Annual Budget Bylaw 2024/2025, adopted by the Board the 11th DAY OF JUNE, 2024.

Secretary Treasurer

School District No. 05 (Southeast Kootenay)

Statement 2

Annual Budget - Revenue and Expense
Year Ended June 30, 2025

	2025 Annual Budget	2024 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	5,967,000	5,835,825
Adult	2,625	4,125
Total Ministry Operating Grant Funded FTE's	5,969,625	5,839,950
Revenues		
	\$	\$
Provincial Grants		
Ministry of Education and Child Care	92,582,394	82,812,722
Other	68,000	178,164
Federal Grants	103,074	
Other Revenue	1,377,424	1,474,395
Rentals and Leases	200,000	200,000
Investment Income	125,000	95,000
Amortization of Deferred Capital Revenue	3,440,477	3,318,467
Total Revenue	97,896,369	88,078,748
Expenses		
Instruction	79,401,558	70,474,601
District Administration	3,056,835	2,745,949
Operations and Maintenance	12,845,008	12,031,245
Transportation and Housing	2,396,289	2,390,282
Debt Services	26,000	
Total Expense	97,725,690	87,642,077
Budgeted Surplus (Deficit), for the year	170,679	436,671
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	170,679	436,671
Budgeted Surplus (Deficit), for the year	170,679	436,671

School District No. 05 (Southeast Kootenay)

Annual Budget - Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget	2024 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	80,955,416	77,423,840
Operating - Tangible Capital Assets Purchased	92,952	39,612
Special Purpose Funds - Total Expense	12,619,903	6,224,208
Special Purpose Funds - Tangible Capital Assets Purchased	262,621	262,621
Capital Fund - Total Expense	4,150,371	3,994,029
Capital Fund - Tangible Capital Assets Purchased from Local Capital	320,000	800,000
Total Budget Bylaw Amount	98,401,263	88,744,310

Approved by the Board

Signature	DRAFT	Date
Signature	DRAFT	Date
Signature	DRAFT	Date

School District No. 05 (Southeast Kootenay)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2025

	2025 Annual Budget \$	2024 Annual Budget \$
Surplus (Deficit) for the year	<u>170,679</u>	<u>436,671</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(355,573)	(302,233)
From Local Capital	(320,000)	(800,000)
From Deferred Capital Revenue	(6,234,982)	(3,208,652)
Total Acquisition of Tangible Capital Assets	<u>(6,910,555)</u>	<u>(4,310,885)</u>
Amortization of Tangible Capital Assets	4,124,371	3,994,029
Total Effect of change in Tangible Capital Assets	<u>(2,786,184)</u>	<u>(316,856)</u>
Acquisitions of Prepaid Expenses	(200,000)	(150,000)
Use of Prepaid Expenses	200,000	150,000
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(2,615,505)</u></u>	<u><u>119,815</u></u>

School District No. 05 (Southeast Kootenay)

Schedule 2

Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2025

	2025 Annual Budget \$	2024 Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	80,374,870	77,106,057
Other	68,000	68,000
Federal Grants	103,074	
Other Revenue	722,424	809,395
Rentals and Leases	200,000	200,000
Investment Income	80,000	80,000
Total Revenue	<u>81,548,368</u>	<u>78,263,452</u>
Expenses		
Instruction	66,809,085	64,277,823
District Administration	3,053,835	2,742,949
Operations and Maintenance	8,696,207	8,012,786
Transportation and Housing	2,396,289	2,390,282
Total Expense	<u>80,955,416</u>	<u>77,423,840</u>
Net Revenue (Expense)	<u>592,952</u>	839,612
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(92,952)	(39,612)
Local Capital	(500,000)	(800,000)
Total Net Transfers	<u>(592,952)</u>	<u>(839,612)</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 05 (Southeast Kootenay)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2025

	2025 Annual Budget	2024 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	78,879,535	77,556,846
ISC/LEA Recovery	(340,061)	(341,145)
Other Ministry of Education and Child Care Grants		
Pay Equity	457,171	457,171
Student Transportation Fund	361,459	361,459
Support Staff Benefits Grant	106,661	106,661
FSA Scorer Grant	8,187	8,187
Labour Settlement Funding		946,380
Enrollment and Other Adjustments	901,918	(1,989,502)
Total Provincial Grants - Ministry of Education and Child Care	80,374,870	77,106,057
Provincial Grants - Other	68,000	68,000
Federal Grants	103,074	
Other Revenues		
Other School District/Education Authorities	345,363	431,250
Funding from First Nations	340,061	341,145
Miscellaneous		
Miscellaneous	10,000	10,000
Health Promoting Schools	27,000	27,000
Total Other Revenue	722,424	809,395
Rentals and Leases	200,000	200,000
Investment Income	80,000	80,000
Total Operating Revenue	81,548,368	78,263,452

School District No. 05 (Southeast Kootenay)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2025

	2025 Annual Budget	2024 Annual Budget
	\$	\$
Salaries		
Teachers	32,353,270	31,836,572
Principals and Vice Principals	5,634,904	4,933,947
Educational Assistants	7,411,954	7,189,606
Support Staff	7,428,302	6,922,925
Other Professionals	2,844,719	2,487,646
Substitutes	2,500,021	2,382,066
Total Salaries	58,173,170	55,752,762
Employee Benefits	14,616,145	14,001,486
Total Salaries and Benefits	72,789,315	69,754,248
Services and Supplies		
Services	2,217,276	2,035,928
Student Transportation	142,556	141,968
Professional Development and Travel	923,023	844,804
Rentals and Leases	148,607	118,660
Dues and Fees	75,450	74,700
Insurance	208,800	171,300
Supplies	3,185,389	3,022,232
Utilities	1,265,000	1,260,000
Total Services and Supplies	8,166,101	7,669,592
Total Operating Expense	80,955,416	77,423,840

School District No. 05 (Southeast Kootenay)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2025

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	26,644,852	1,567,591		574,406	62,029	1,425,486	30,274,364
1.03 Career Programs							-
1.07 Library Services	731,378			139,184		34,983	905,545
1.08 Counselling	996,188					47,972	1,044,160
1.10 Inclusive Education	3,755,952	164,391	6,563,064	22,928	766,195	680,536	11,953,066
1.30 English Language Learning	64,320						64,320
1.31 Indigenous Education	160,580	120,157	848,890		146,532	9,224	1,285,383
1.41 School Administration		3,625,797		1,173,373		132,862	4,932,032
Total Function 1	32,353,270	5,477,936	7,411,954	1,909,891	974,756	2,331,063	50,458,870
4 District Administration							
4.11 Educational Administration		156,968			295,142	40,000	492,110
4.40 School District Governance				355,612	146,545		502,157
4.41 Business Administration					1,000,671	6,107	1,006,778
Total Function 4	-	156,968	-	355,612	1,442,358	46,107	2,001,045
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				84,404	296,409	792	381,605
5.50 Maintenance Operations				3,767,910		89,395	3,857,305
5.52 Maintenance of Grounds				113,808		1,700	115,508
5.56 Utilities							-
Total Function 5	-	-	-	3,966,122	296,409	91,887	4,354,418
7 Transportation and Housing							
7.41 Transportation and Housing Administration					131,196		131,196
7.70 Student Transportation				1,196,677		30,964	1,227,641
Total Function 7	-	-	-	1,196,677	131,196	30,964	1,358,837
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	32,353,270	5,634,904	7,411,954	7,428,302	2,844,719	2,500,021	58,173,170

School District No. 05 (Southeast Kootenay)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2025

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2025 Annual Budget	2024 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	30,274,364	7,301,536	37,575,900	2,636,469	40,212,369	37,885,322
1.03 Career Programs	-	-	-	100,750	100,750	91,336
1.07 Library Services	905,545	231,190	1,136,735	123,762	1,260,497	1,390,646
1.08 Counselling	1,044,160	253,124	1,297,284	3,000	1,300,284	1,501,563
1.10 Inclusive Education	11,953,066	3,108,567	15,061,633	455,230	15,516,863	15,713,369
1.30 English Language Learning	64,320	16,080	80,400	7,300	87,700	255,733
1.31 Indigenous Education	1,285,383	360,401	1,645,784	375,805	2,021,589	1,845,947
1.41 School Administration	4,932,032	1,232,502	6,164,534	144,499	6,309,033	5,593,907
Total Function 1	50,458,870	12,503,400	62,962,270	3,846,815	66,809,085	64,277,823
4 District Administration						
4.11 Educational Administration	492,110	92,780	584,890	129,200	714,090	609,990
4.40 School District Governance	502,157	6,474	508,631	122,200	630,831	266,340
4.41 Business Administration	1,006,778	330,136	1,336,914	372,000	1,708,914	1,866,619
Total Function 4	2,001,045	429,390	2,430,435	623,400	3,053,835	2,742,949
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	381,605	91,107	472,712	170,200	642,912	565,961
5.50 Maintenance Operations	3,857,305	1,124,435	4,981,740	1,381,427	6,363,167	5,768,233
5.52 Maintenance of Grounds	115,508	34,620	150,128	275,000	425,128	418,592
5.56 Utilities	-	-	-	1,265,000	1,265,000	1,260,000
Total Function 5	4,354,418	1,250,162	5,604,580	3,091,627	8,696,207	8,012,786
7 Transportation and Housing						
7.41 Transportation and Housing Administration	131,196	28,731	159,927	8,144	168,071	154,225
7.70 Student Transportation	1,227,641	404,462	1,632,103	596,115	2,228,218	2,236,057
Total Function 7	1,358,837	433,193	1,792,030	604,259	2,396,289	2,390,282
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	58,173,170	14,616,145	72,789,315	8,166,101	80,955,416	77,423,840

School District No. 05 (Southeast Kootenay)

Annual Budget - Special Purpose Revenue and Expense
 Year Ended June 30, 2025

	2025 Annual Budget \$	2024 Annual Budget \$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	12,207,524	5,706,665
Other		110,164
Other Revenue	655,000	665,000
Investment Income	20,000	5,000
Total Revenue	12,882,524	6,486,829
Expenses		
Instruction	12,592,473	6,196,778
District Administration	3,000	3,000
Operations and Maintenance	24,430	24,430
Total Expense	12,619,903	6,224,208
Net Revenue (Expense)	262,621	262,621
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(262,621)	(262,621)
Total Net Transfers	(262,621)	(262,621)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 05 (Southeast Kootenay)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year				386,339					
Add:									
Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	287,051	279,298	5,000	650,000	128,000	26,950	155,187	419,328	166,163
Other			20,000						
Investment Income									
	287,051	279,298	25,000	650,000	128,000	26,950	155,187	419,328	166,163
	287,051	279,298	25,000	650,000	128,000	26,950	155,187	419,328	166,163
	-	-	816,506	386,339	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	287,051	279,298	5,000	650,000	128,000	26,950	155,187	419,328	166,163
Other Revenue			20,000						
Investment Income									
	287,051	279,298	25,000	650,000	128,000	26,950	155,187	419,328	166,163
Expenses									
Salaries									
Teachers									
Educational Assistants		217,853						116,524	
Support Staff								178,600	
Substitutes								1,900	40,700
Employee Benefits								78,900	42,200
Services and Supplies	24,430	61,445						27,500	12,000
	24,430	279,298	25,000	650,000	128,000	26,950	48,787	27,776	111,963
	24,430	279,298	25,000	650,000	128,000	26,950	155,187	419,328	166,163
Net Revenue (Expense) before Interfund Transfers	262,621	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(262,621)								
	(262,621)								
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 05 (Southeast Kootenay)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2025

	Classroom Enhancement Fund - Staffing	Student & Family Affordability	Feeding Futures Fund	TOTAL
	\$	\$	\$	\$
Deferred Revenue, beginning of year		150,000	100,000	1,452,845
Add: Restricted Grants				
Provincial Grants - Ministry of Education and Child Care	9,724,168		771,379	11,957,524
Other				655,000
Investment Income	9,724,168	-	771,379	12,632,524
Less: Allocated to Revenue	9,724,168	150,000	871,379	12,882,524
Deferred Revenue, end of year	-	-	-	1,202,845
Revenues	9,724,168	150,000	871,379	12,207,524
Provincial Grants - Ministry of Education and Child Care				655,000
Other Revenue				20,000
Investment Income	9,724,168	150,000	871,379	12,882,524
Expenses				
Salaries				
Teachers	7,584,868			7,738,392
Educational Assistants				436,453
Support Staff			445,000	485,700
Substitutes				15,328
Employee Benefits	7,584,868	-	445,000	8,675,873
Services and Supplies	2,139,300	150,000	121,000	2,445,745
Tangible Capital Assets Purchased	9,724,168	150,000	305,379	1,498,285
Net Revenue (Expense) before Interfund Transfers	-	-	-	262,621
Interfund Transfers				
Tangible Capital Assets Purchased	-	-	-	(262,621)
Net Revenue (Expense)	-	-	-	-

School District No. 05 (Southeast Kootenay)

Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2025

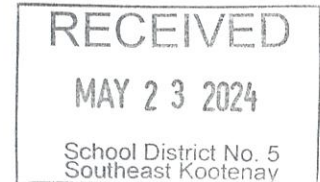
	2025 Annual Budget			2024 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		25,000	25,000	10,000
Amortization of Deferred Capital Revenue	3,440,477		3,440,477	3,318,467
Total Revenue	3,440,477	25,000	3,465,477	3,328,467
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	4,124,371		4,124,371	3,994,029
Debt Services				
Capital Lease Interest		26,000	26,000	
Total Expense	4,124,371	26,000	4,150,371	3,994,029
Net Revenue (Expense)	(683,894)	(1,000)	(684,894)	(665,562)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	355,573		355,573	302,233
Local Capital		500,000	500,000	800,000
Total Net Transfers	355,573	500,000	855,573	1,102,233
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	320,000	(320,000)	-	
Principal Payment				
Capital Lease	122,000	(122,000)	-	
Total Other Adjustments to Fund Balances	442,000	(442,000)	-	
Budgeted Surplus (Deficit), for the year	113,679	57,000	170,679	436,671



May 22, 2024

Sent Via: Mail
File No: Bylaw 1328 & 1329

BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 05 (SOUTHEAST KOOTENAY)
940 INDUSTRIAL ROAD 1
CRANBROOK BC V1C 4C6



To Whom it May Concern,

RE: Joint Public Hearing for Official Community Plan Amendment Bylaw 1328, 2024 & Zoning Bylaw Amendment 1329, 2024
Subject Property: 1500 Sparwood Heights Drive

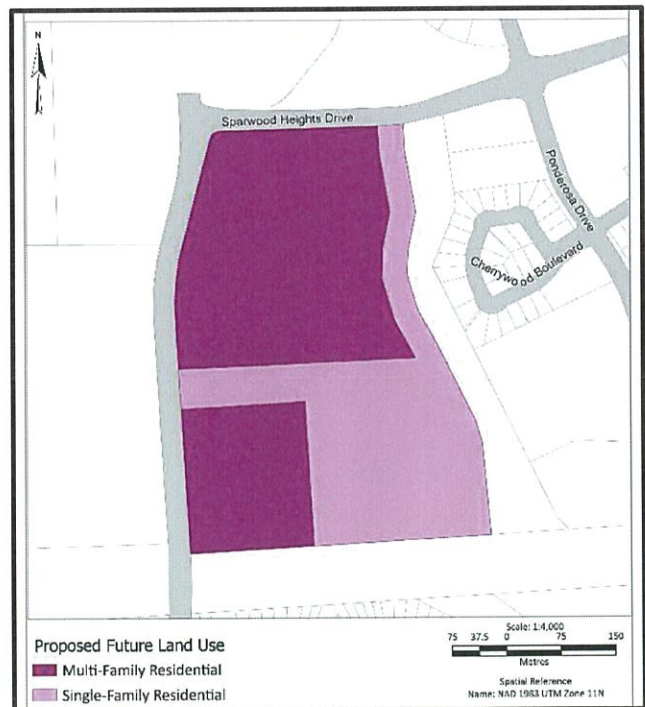
NOTICE IS HEREBY GIVEN that a joint public hearing by the Council for the District of Sparwood will be held on **Tuesday, June 4, 2024, at 6:00 pm** in Council Chambers, 136 Spruce Avenue, Sparwood, to provide third reading to the Official Community Plan Amendment Bylaw 1328, 2024 and the Zoning Amendment Bylaw 1329, 2024.

SUBJECT PROPERTY: 1500 Sparwood Heights Drive
LEGAL DESCRIPTION: LOT 1 DISTRICT LOT 4135 KOOTENAY DISTRICT PLAN 15167

PURPOSE: The amendment to the Official Community Plan (OCP) involves updating Schedule B: Future Land Use map to accommodate expanded multi-family residential land use on the subject property. Additionally, Schedule M: Form and Character Development Permit Area map would be revised accordingly. The multi-family area designated in the OCP is proposed to be rezoned as R-3 (High Density Residential) in the Zoning Bylaw, while the single-family area would be zoned as R-1S (Small Lot Low Density Residential).

Copies of the Amendments can be viewed at the Municipal Office, 136 Spruce Avenue, Sparwood, B.C., during regular office hours of 8:30 a.m. – 4:00 p.m. local time, Monday to Friday from May 23, 2024, to June 4, 2024.

All persons who believe that their interest is affected by the proposed amendments shall be afforded a reasonable opportunity to be heard in person, by a representative, or by written submission on the matters contained within amendments described above at the Joint Public Hearing.



DISTRICT OF SPARWOOD

Box 520, Sparwood, British Columbia V0B 2G0

P: 250.425.6271 F: 250.425.6277 sparwood@sparwood.ca
www.sparwood.ca

Written submissions may be sent to the District of Sparwood, Box 520, Sparwood, BC V0B 2G0. Electronic submissions by email should be sent to sparwood@sparwood.ca. Please note that due to potential email issues, all submissions sent by email should be confirmed by phone at the number listed below. These submissions must be received by no later than 4:00 p.m. on June 4, 2024, to ensure their availability to Council at the Informal Hearing.

All submissions must include your name and street address and are considered public information, pursuant to the Freedom of Information and Protection of Privacy Act. Additional information may be obtained by contacting the Planning Department at 136 Spruce Avenue, 250.425.6271, or by email at sparwood@sparwood.ca.

Yours truly,



Jessica Wheeler
Planning Technician



DISTRICT OF SPARWOOD

Box 520, Sparwood, British Columbia V0B 2G0

P: 250.425.6271 F: 250.425.7277 E: sparwood@sparwood.ca



School District No. 5 (Southeast Kootenay)

2023 PSO Climate Change Accountability Report

Emissions Reduction Report

Declaration Statement

This PSO Climate Change Accountability Report (CCAR) for the period January 1, 2023 to December 31, 2023, summarizes the greenhouse gas (GHG) emissions profile, the total offsets to reach net-zero emissions and the actions School District No. 5 (Southeast Kootenay) (the District) has taken in 2023 to reduce the GHG emissions and the plans to continue reducing emissions in 2024 and beyond.

By June 30, 2024, the District's final CCAR Report will be posted to the website at www.sd5.bc.ca.




Overview

The District has continued to work towards reducing emissions this year. The District has been working towards the goal of carbon neutrality.

All departments continue to be in the mindset of reducing unnecessary emissions by removing inefficient printers and purchasing energy saving appliances. The District believes the goal of collaborating with staff and students to become more energy wise has paid off and will continue to pay off in the years to come.

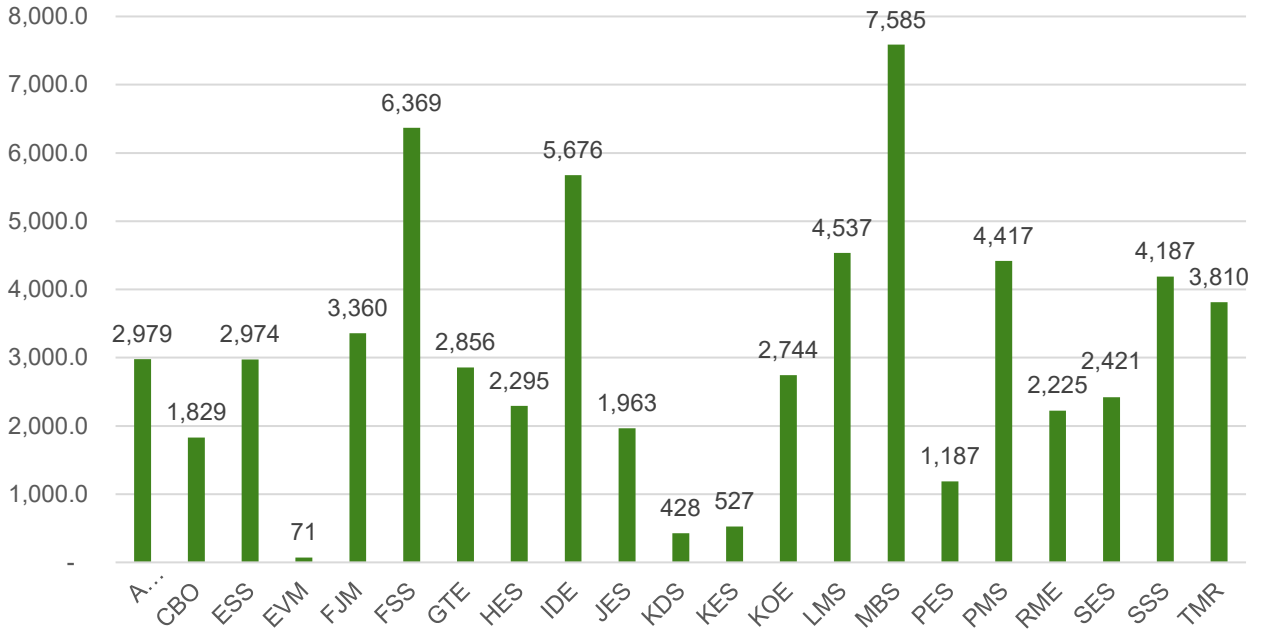
Technology

The District has now moved forward with the revised Five-Year Technology Plan. This plan involves replacing older computers, photocopiers and projectors with new, more efficient ones.

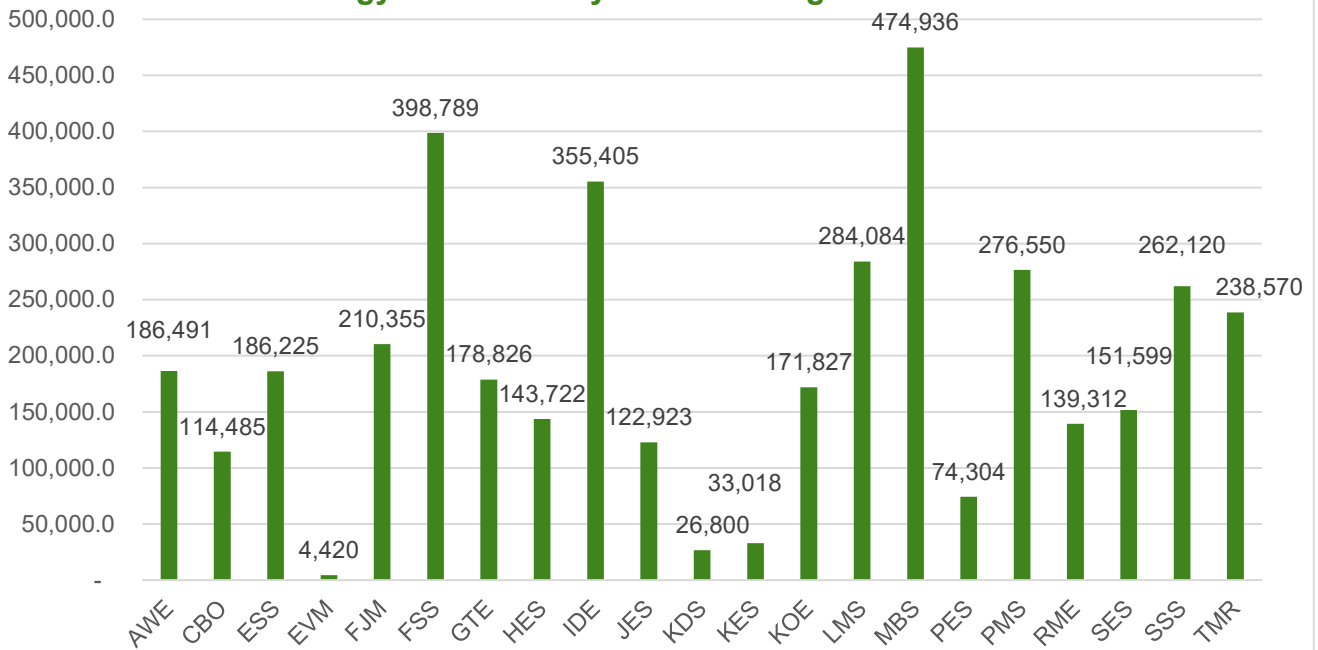
-  The District is using Paper Cut software to reduce the amount of printing and paper output.
-  The District is using on-line forms to reduce paper sent home to families.
-  The District is also encouraging online meetings with platforms such as Teams to cut down on travel emissions.

The following charts summarize the District printer environmental impact:

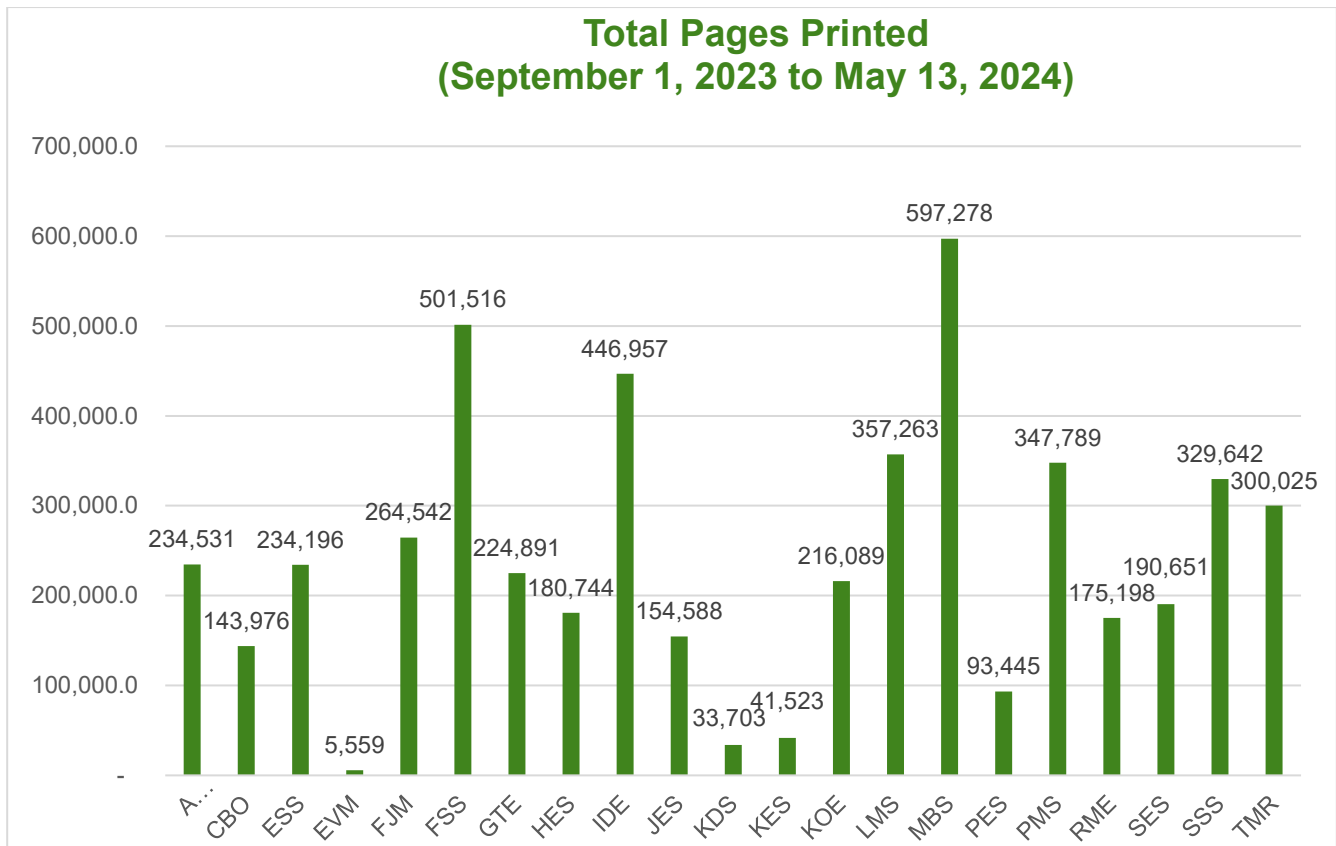
C0₂ Produced
(September 1, 2023 to May 13, 2024)
The amount of greenhouse gases releed in the production
of the paper



Equivalent Bulb Hours
(September 1, 2023 to May 13, 2024)
The manufacturing energy used to produce the paper, represented as
the energy consumed by a standard light bulb in hours






Total Pages Printed (September 1, 2023 to May 13, 2024)



Electrical

The District has now completed the replacement of older light fixtures with LED lights and kits in all of the schools. This reduces the use of KWH by an average of 40%.

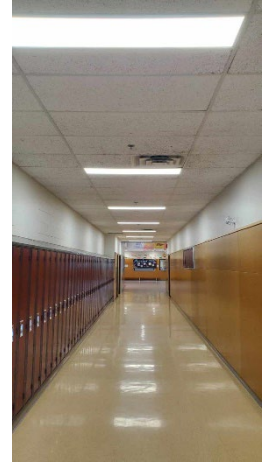
Fernie Secondary School

-  Fernie Secondary School. (FSS) lighting replacement has now been completed.
-  Changed to LED technology from older fluorescent lighting. The LED technology includes dimming switches in all the classrooms allowing the teachers to lower the light levels as needed.
-  The response we received from the staff has been positive as well as lowering the overall energy costs.
 - The new lighting brightened up the rooms and the hallways.
 - The new lighting allows staff to see students better and encourages better behaviour.

Rocky Elementary School

The District has now completed changing the ballasts and putting in LED tubing throughout the entire school.

Pictured below are images of the new lighting:



HVAC

We had no major HVAC upgrades this last year.

Transportation

The District continues to use our two electric buses on daily bus routes to reduce diesel emissions. The district saved 11,991 litres of diesel, and 41,788 kg of CO2 by using these two electric buses in place of combustible engines.

The District has received capital funds to support an electrical infrastructure upgrade to accommodate future charging stations and electric vehicles in our fleet. The district commissioned Prism Engineering Limited (Prism) to assess the district's current fleet, identify fleet electrification options and develop an Electric Vehicle Ready Fleet Plan. This plan can be used to help guide future vehicle purchasing decisions and facilitate strategic electric vehicle selection and fleet decarbonization efforts.



The following chart summarizes the environmental impact of electric buses in the District:

Year	Month	Number of buses	Total Distance Travelled (km)	GHG emissions - Diesel Bus Equivalent (kg CO2-e)
2023	January	2	1,900	2,850.30
2023	February	2	1,871	2,806.65
2023	March	2	1,362	2,043.15
2023	April	2	2,238	3,356.25
2023	May	2	2,605	3,907.50
2023	June	2	1,485	2,227.20
2023	July	1	0	N/A
2023	August	1	0	N/A
2023	September	2	4,281	6,420.90
2023	October	2	3,491	5,235.90
2023	November	2	5,005	7,507.50
2023	December	2	3,622	5,433.00
2023	Total		27,859	41,788.35

The District has engaged a consultant to review the Transportation Department and provide recommendations for improving overall efficiency. Following this review, the District has purchased new transportation software which will be implemented in the next school year. The goal is to enhance the efficiency of bus routes and reduce fossil fuel emissions.

Five Year Plan



The District's five-year plan will include continued replacement of older boiler systems within the schools. The new boiler systems are more energy efficient.

The District continues to use an energy monitoring company to watch over the use of the energy systems. Prism Engineering provides an overview for year-to-date performance immediately through a customizable dashboard. This can clearly identify utility spending and savings among multiple sites.

The District continues to explore Geo-field. We are also looking into some solar initiatives and considering heat pumps wherever possible.

The District continues to consider electric vehicle options when replacing aging fleet vehicles.

The District is investing more in technology:













-  More video conferencing using Teams helping to decrease mileage and travel cost throughout the District.
-  Share-Ed Remote Resources will increase remote learning resources helping to decrease the need for paper-based resources and transportation of physical resources.





































Our Schools









































The District has invested in a Foodcycler (indoor composter that works overnight) for the Board Office and a few pilot schools across the district to reduce food waste volume. The District is supporting schools with garden beds, greenhouse projects and planting of trees to reduce environmental impacts.

The following are some of the initiatives the schools have taken during the year:








School	Contact	Carbon Footprint
Amy Woodland Elementary	Scott Holt	<ul style="list-style-type: none">  Recycling bins in the school hallways, classrooms and common spaces.  Grade 6 leadership group does all of the recycling  Maximize the number of students on school bus trips.  Walk to swimming pool and skating rink {weather permitting)  Motion sensor light switches have been added
Elkford Secondary	Thomas Skelton	<ul style="list-style-type: none">  Recycling bins in the school hallways, classrooms and common spaces  Maximize the number of students on school bus trips  Students ride bikes daily  Earth Day – students participated in garbage clean up  Filtered water fountains to encourage students to bring their own bottles  Motion activated lights  Idle Free Zones  Scrap paper re-use programs  Walk to School days  Go by Bike days
Fernie Secondary	Nicole Neufeld	<ul style="list-style-type: none">  Students ride bikes daily  Resource room students collect recyclable bottles on a daily basis. Bins are placed in hallway  Earth Day – Community Clean Up, school awareness and recognition, classroom resources provided.  Cafeteria uses all biodegradable one-use containers (will be exploring options in future)  Motion activated lights and heat  Disposed old, inefficient refrigerators  Filtered water fountains encourage students to bring their own bottles  Paper recycling  Pencil/pen recycling program (Staples)  Walking field trips all over the community  Gardening and food security program  Hydroponics systems for Science and foods using LED lights  Environmental Science Education for Grade 11

FJ Mitchell Elementary	Renee Maccormack	<ul style="list-style-type: none">  Paper/cardboard recycling program  Foods to Farm program – each class puts food scraps in after lunch. Buckets are collected and sent off to a local farm to feed the animals  Filtered water fountains  Motion activated lights and dimmer switches  Ride your bike or walk to school initiative (active transportation) – many students bike, walk or scooter to school  Staff carpool  Encourage students to bring own refillable water bottles  Walk vs bus to swimming and skating (weather permitting)  Marker recycling program  Promotion of garbage free lunches  Participation in Community clean-up  Growing own plants that students take home over the summer  Battery recycling
Gordon Terrace Elementary	David Martin	<ul style="list-style-type: none">  A recycling program for both refundable and non-refundable materials  Composting program that grade 3 is responsible to manage  School Garden that we harvest and make soup/meals  Many students bike to school  Recycling bins in all classrooms  Idle Free signs /zones  Marker recycling program  Battery recycling program  Walking field trips as much as possible  When busses are needed for field trips, we only book when we need and can fill them
Highlands Elementary	Kaley Wasylowich	<ul style="list-style-type: none">  Maximize the number of students on school bus trips  Multiple garbage pickup days throughout the year.  Rotary “We Bike” participation  Motion activated room lights  Filtered water fountain (reduced use of plastic water bottles)  Idle-free zones  Encourage students and staff to walk or bike to school  Scrap paper re-use bins.  Walking field trips to Idlewild and Community Forest  Greenhouse in the courtyard.  BC Agriculture Harvest Bin participation  Recycling bins in school hallways, classrooms, and common spaces

Isabella Dicken Elementary	Janet Kuijt	<ul style="list-style-type: none">  Yearlong Recycling Program – grade six  Yearlong Composting Program - grade four  Earth Day "Remote" Clean Up's - promoted by teachers for interested families  School yard Clean Up - April (and yearlong with various classes)  Water Walker Protectors Project- Ms. Murray's grade 2 class  Filtered water fountain stations  Encouraging personal water bottles vs single use in all classes (has created a significant reduction in bottle recycling according to Gr 6 classes!)  Many grades walk to outings (swimming pool, skating, library, arts station)  Garden Boxes made from school recycled stairs wood & grew pumpkins (that were ready last fall!!)  Many classes grow plants from seeds for family gifts  Lots of staff bike & walk to school (especially during Bike to Work Week. This year is a bit different but lots of "Green" commuting to work)  Bike Road-rodeo & biking activities (ex: to tennis courts for grade six students)  Planting more trees in the playground
Jaffray Elementary Junior Secondary	Bill Johnson	<ul style="list-style-type: none">  School wide recycling program  Composting grade 3/4  Boxed garden project  Earth Day - school yard and community cleanup  Recycling bins in the school hallways, classrooms and common spaces  Concession – no single use plastics  Motion activated room lights  Filtered Water Fountains  Reuseable lunch bags distributed at Earth Day
Kootenay Orchards Elementary	Judi Poole	<ul style="list-style-type: none">  Composting for the school garden · students gather compostable materials weekly in buckets  Encourage biking to school (participate in “WE Bike” yearly)  Encourage walking to field trips  Filtered water fountains  Grade six recycling program  LED lighting installed  Participate in Earth Day – ‘Spring Spruce Up’ the community  School garden  Use of water bottles  Classroom recycling
Laurie Middle	Aaron Thorn	<ul style="list-style-type: none">  Recycling - early stages of greater buy in  Cardboard, paper and plastics refundable (sold to support an African school project)  Composting - started last year -beginning stages of promoting awareness  Battery recycling

		<ul style="list-style-type: none">  Career Ed and Science 7 classes – promoting reduction, social awareness, whole school buy in  Garden boxes - herbs & flowers  LED low lighting pilot project  Band class Community Garbage Clean-Up in conjunction with Tim Hortons – garbage trucks are called in to deal with the waste from this neighborhood clean up  Ride Your Bike to Work Week  Increasing classroom recycling
Mount Baker Secondary	Dave Hill	<ul style="list-style-type: none">  Earth Day - cleaning garbage around the community.  Bee garden in our courtyard to encourage bees.  Ride your Bike to Work week.  Idle-free zones.  Leadership students are doing a reusable straw campaign  Green Alliance Club  Mason Bees and our indigenous pollinator
Parkland Middle	Brenda Tyson	<ul style="list-style-type: none">  Recycling bins in the school hallways, classrooms and common spaces.  Recycling program for both refundable and non-refundable materials  Food-Savers in 3 locations to collect and compost food waste/scraps  Students ride bikes, scooters, and walk daily  Students use public transportation system  Ride your bike to school initiative  Filtered water fountains encourage students to bring their own bottles  LED lighting installed  Motion activated lights  Battery recycling  Used pen, highlighter, white board marker recycling  Spring Spruce Up – neighbourhood clean up  Concession – no single use plastics  Hot Lunch – no single use plates or cutlery  Solar power feasibility study
Pinewood Elementary	Jill Carley	<ul style="list-style-type: none">  Recycling program  Filtered water fountains encourage bring your own bottle  Idle-free zones  School yard and community clean up – Earth Day  Pen recycling  Battery recycling  Composting
Rocky Mountain Elementary	Jennifer Adams	<ul style="list-style-type: none">  Paper recycling program  Milk and juice container recycling program  encourage bring your own bottle-do not sell juice boxes for events  Filtered water fountains  Motion activated lights

		<ul style="list-style-type: none">  Walking field trips as much as we can  When busses are needed for field trips, we only book when we need and can fill them (with cohorts)  Greenhouse  Earth Day school yard clean up days  Idle free zones  Many classes grow plants  Many staff and students ride bikes or walk when possible  LED lights installed
Sparwood Secondary	Erin Hay	<ul style="list-style-type: none">  Earth Day – school yard clean up  Refundable and non-refundable recycling  Hydroponics - science students grow food for the foods classes  Recycling toner cartridges for photocopier  Avoiding single use cutlery and dishes with staff events  Teachers carpool to work  Motion light sensors in classrooms.  Changing lights to LED  Walking to the swimming pool and skating rink  Bring your own water bottle  Water-bottle filling station to reduce single use water bottles  Hot meals lunch program to reduce food packaging waste  Bus sharing for trips with Elkford and Fernie  Earth Science 11  New energy efficient appliances
Steeple Elementary	Erin Boehm	<ul style="list-style-type: none">  “Keepers of the Earth” (on-going school grounds clean-up)  Battery recycling  Photocopier supplies recycling  Walking to fieldtrips/events whenever possible  Recycling program for both refundable and non-refundable items  Courtyard garden  Worm composting  Motion-activated, LED lighting  Filtered water fountain  Non-food/drink product recycling bins in classrooms and common spaces
TM Roberts Elementary	Carlene Lochrie	<ul style="list-style-type: none">  Reuse scrap paper  Earth Day clean-up  Garden beds for food; expansion of garden  Some classes do composting  Cardboard and Paper Recycling and recycling bins in common spaces and classrooms  Garden Club, to teach students how to grow their own food  Students ride bikes, scooters, and walk daily  Many teachers teach students to plant food

		<ul style="list-style-type: none">  Students encouraged to bring water bottles and use the filtered water refilling stations and drinking fountain  Students discouraged from bringing juice boxes  Kindergarten learning about different ways to grow food  Ink cartridge, pen and battery recycling  Walking for field trips when possible  Motion-activated, LED lighting  Filtered water fountain refilling stations
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Conclusion

The District is working to reduce the use of energy and save resources where possible. In the future, the District will become more energy efficient to reduce our consumption even more.

School District No. 5 (Southeast Kootenay) 2023 GHG Emissions and Offset Summary Table

School District No. 5 (Southeast Kootenay) 2022 GHG Emissions and Offsets Summary	
GHG emissions for the period January 1, 2023 to December 31, 2023	
Total BioCO ₂	19.9
Total Emissions (tCO ₂ e)	3,081
Total Offsets (tCO ₂ e)	3,101
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	0
Grand Total Offsets for the 2022 Reporting Year	
Grand Total Offsets to be Retired for 2023 Reporting Year (tCO ₂ e)	2,637
Offset Investment (\$)	2,637 x \$25 = \$65,925






Retirement of Offsets

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, the District is responsible for arranging for the retirement of the offsets obligation reported above for the 2023 calendar year, together with any adjustments reported for past calendar years.









The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days, the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.


Public Sector Leadership

Climate Risk Management

-  Currently the District has not engaged in conducting a climate risk assessment to understand the organization's risk exposure. We are looking at forming a committee in the coming years.
-  The District is investigating future opportunities to invest in thermal and solar energy.
-  In terms of operational and infrastructure changes in preparation for future climate impacts, the District has been investing in energy efficient boilers and hot water tanks in older schools to improve efficiency and reduction in GHG emissions. The District also plans to start electrical infrastructure upgrades to accommodate future charging stations and electric vehicles in our fleet.
-  The District now has an Electric Vehicle Ready Fleet Plan
-  In 2021 the region was slightly impacted by the heat wave. Not enough for the District to incur any extra costs or update the services being delivered to students and staff.

Other Sustainability Initiatives

-  As indicated in the report above, the District has small sustainability initiatives in the District schools and at the board office. These initiatives include the following:
 -  Teams meetings rather than travelling;
 -  Carpooling when travelling for meetings;
 -  Placement of recycling bins in classrooms and common areas;
 -  Using reusable water bottles and lunch bags;
 -  Walking/cycling for field trips;
 -  Using E-forms and E-Docs to reduce paper printing;
 -  Continuing to investigate utilizing hybrid and electric vehicles for the white fleet.

-  By the end of 2023, the District has completed ~~most~~ of the lighting projects in various schools and at the board office. The new energy saving lighting helped with decreasing wattage use. The staff also feel that the lighting in the hallways encourages students to be better behaved.

Executive sign-off

Signature:



Date

May 28, 2024

Name: Nick Taylor

Title: Secretary Treasurer

May 29, 2024

Doug McPhee
Board Chair, School District #5
940 Industrial Road #1
Cranbrook, BC V1C 4C6

VIA EMAIL

Dear Mr. McPhee,

On behalf of Columbia Basin Trust (Trust), I would like to thank School District 5 for our historic partnership in delivery of environmental education initiatives to students in the Southeast Kootenay region. Although Trust programs evolve over time, historic partnerships help inform the creation and launch of new initiatives for the benefit of Basin residents. Thank you once again for your collaboration.

As acknowledged in your letter of May 23, 2024, the Trust has launched a renewed *Columbia Basin Management Plan* establishing a roadmap for our areas of focus in the coming years. While we expect to further engage with Basin residents on certain areas of development work consistent with this plan, there is no initiative for dedicated consultation with School Districts in the Basin region at this time. Should this change in future, we would be sure to include School District 5 in any such discussions.

Mr. McPhee – thank you once again for your outreach. Should there be any further questions please do not hesitate to contact me direct.

Sincerely,



Johnny Strilaeff
President and Chief Executive Officer
Columbia Basin Trust

cc: Jocelyn Carver, Board Chair, Columbia Basin Trust

/encl.



SCHOOL DISTRICT 5

S O U T H E A S T K O O T E N A Y

May 23, 2024

Columbia Basin Trust
Suite 200, 445 13 Avenue
Castlegar, BC V1N 1G1

ATTENTION: JOCELYN CARVER (Chair)
JOHNNY STRILAEFF (President)

Dear Ms. Carver and Mr. Strilaeff:

We are writing to follow up on our letter dated February 28, 2024. As you know, District No. 5 (Southeast Kootenay) is a proud supporter of the Columbia Basin Trust (CBT). Over the years, our students, staff, and schools have greatly benefited from the educational programs that CBT has generously supported.

As active stakeholders, we would like to invite you to collaborate with the District on enhancing environmental stewardship for our students. We propose forming a working group that will delve into creating an action plan. This plan will seek opportunities to enhance and achieve success in environmental education, aligning with CBT's commitments to Relationships, Communities, and the Natural Environment.

Given the District's role as one of the largest stakeholders in our communities, we are eager to work together to foster mutual goals and objectives. We aim to explore joint ventures that support ongoing environmental education and stewardship programming within the District.

We look forward to your positive response to our request. We firmly believe that without proper stewardship of our environment, there can be no sustainable social or economic future for our children.

If you have any questions or to set up a collaborative session, please email Superintendent Viveka Johnson Viveka.johnson@sd5.bc.ca.

Thank you.

Sincerely,

Doug McPhee
Chairperson

Doug McPhee (Chair) • Trina Ayling • Bev Bellina • Irene Bischler
• Alysha Clarke • Nicole Heckendorf • Chris Johns • Sarah Madsen • Wendy Turner