



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

May 12, 2020, 2:15 p.m.

Meeting via Zoom

Pages

1. COMMENCEMENT OF MEETING

1.1 Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

1.2 Consideration and Approval of Agenda

M/S that the agenda for the regular public meeting of the Board of Education of May 12, 2020 be approved as [circulated / amended].

1.3 Approval of the Minutes

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M/S that the minutes of the regular public meeting of the Board of Education of April 14, 2020 be approved as [circulated/amended].

1.4 Receipt of Records of Closed Meetings

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M/S to accept the closed records of the in-camera meeting of the Board of Education of April 14, 2020 and the special in-camera meeting of April 16, 2020.

1.5 Business Arising from Previous Minutes

1.5.1 Recruitment and Retention

(HR Update - Request to move to the June Board Meeting)

1.6 Receiving of Delegations/Presentations

2. SECRETARY TREASURER'S REPORT TO THE BOARD

Reporting on finances, budget, capital projects, facilities, operations, maintenance and transportation.

2.1 Ministry Guiding Principle No. 1

Ensure a healthy and safe environment for all students, families and employees.

2.2 Budget Update

2.3 Finance Report

12

M/S that the May 12, 2020 Secretary Treasurer's report be accepted as presented.

3. SUPERINTENDENT'S REPORT TO THE BOARD

3.1 Ministry Guiding Principle No. 2

Provide the services needed to support children of our essential workers.

3.2 Ministry Guiding Principle No. 3

Support vulnerable students who may need special assistance.

3.3 Ministry Guiding Principle No. 4

Provide continuity of educational opportunities for all students.

3.4 BCPSEA/BCTF Update (Local and Provincial)

M/S that the May 12, 2020 Superintendent's Report to the Board of Education be accepted as presented.

4. CHAIRPERSON'S REPORT

5. NEW BUSINESS

5.1 Business Arising from Delegations

5.2 Aboriginal Education Department Logo

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6. TRUSTEE BOUQUETS

7. ITEMS FOR INFORMATION/CORRESPONDENCE

8. QUESTION PERIOD

9. LATE ITEMS

10. ADJOURNMENT

M/S that the May 12, 2020 regular public meeting of the Board of Education adjourn at [time].



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

MINUTES - REGULAR PUBLIC MEETING

April 14, 2020, 2:15 p.m.

Meeting via Zoom as per SA and Board Procedures Bylaw

Present: Chairperson Lento
Trustee Ayling
Trustee Bellina
Trustee Damstrom
Trustee Johns
Trustee Kitt
Trustee McPhee
Trustee Turner
Trustee Whalen

Staff Present Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Instruction/Human Resources, B. Reimer
Director of Student Learning/Aboriginal Education, J. Tichauer
Director of Instruction/Student Learning and Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts
Executive Assistant, (recorder) Sandy Gronlund

Guests: Shelley Balfour, CDTA President
Chris Kielpinski, FDTA President

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson Lento called the April 14, 2020 regular public meeting of the Board of Education to order at 2:30 p.m. and acknowledged that we have gathered here in the Homelands of the Ktunaxa people.

1.2 Consideration and Approval of Agenda

MOTION-R-20-56

M/S that the agenda for the regular public meeting of the Board of Education of April 14, 2020 be approved as circulated.

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of March 10, 2020.

MOTION-R-20-57

M/S that the minutes of the regular public meeting of the Board of Education of March 10, 2020 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION-R-20-58

M/S to accept the closed records of the in-camera meeting of the Board of Education of March 10, 2020.

CARRIED

1.5 Business Arising from Previous Minutes

Nil.

1.6 Receiving of Delegations/Presentations

Nil.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

No meeting in March.

2.2 Policy Committee

No meeting in March.

2.3 Student Services Committee

No meeting in March.

2.4 Finance/Operations/Personnel Committee

No meeting in March.

2.5 BCSTA /Provincial Council

Trustee Bellina emailed her report to the Board and reported attending a Provincial Council meeting via Zoom on Friday.

MOTION-R-20-59

M/S to accept the report of the BCSTA/Provincial Council.

CARRIED

2.6 Communications/Media Committee

Trustee Ayling reported sending one release to media on March 18, 2020 in regards to the School Board's approval of its (minor) Capital Bylaw which included renovations to the Key City Theatre for mechanical and electrical upgrades.

MOTION-R-20-60

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

CARRIED

- 2.7 Mount Baker Secondary School Replacement Committee (MBSS)**
Trustee Johns reported that he will be meeting with Secretary Treasurer Rice and Operations Manager, Joe Tank to further discuss the Stantec report on the assessment of MBSS and report back to the next Board meeting.

MOTION-R-20-61

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

CARRIED

2.8 Key City Theatre

Trustee McPhee reported that at the recent Key City Theatre Board meeting the Covid-19 pandemic was discussed. The Board will be meeting on Thursday to discuss the pandemic further and put some processes in place.

Trustee Johns announced the passing of Joyce Hagel on April 1, 2020. She volunteered for years at the Key City Theatre before becoming a member of the board of directors at the Key City.

MOTION-R-20-62

M/S to accept the report of the Key City Theatre.

CARRIED

2.9 Legacy of Learning

Trustee Johns and Anna Majkowski met with the people at the Jaffray Community Hall regarding the possibility of a historical display on one of their walls. He has not heard back from School District 6 as yet regarding their interest in becoming a partner with Legacy of Learning. Trustee Johns will follow up with the questions he received from the District of Elkford in relation to approving historical displays in their facility. They are also busy working on applying for funding through grants.

MOTION-R-20-63

M/S to accept the Legacy of Learning report.

CARRIED

2.10 French Advisory

Trustee Whalen asked Director Casault on any updates. Director Casault shared that any excess funds this year from the Federal French allocation will not roll over into next years funding.

MOTION-R-20-64

M/S to accept the French Advisory report.

CARRIED

2.11 Trustee Reports

Trustees reported on their activities for the month:

- Trustee Bellina joined a Zoom meeting with the Sparwood Early Years Committee. They had a great attendance and covered a variety of items.

- Trustee McPhee is enjoying some great alternate learning lessons he has been a part of with his grandchildren. One experience was a trip to Perry Creek and he shared the many different ways and items the children enjoyed learning.
- Trustee Johns joined a Zoom meeting with a teacher and some young students. He enjoyed seeing how the students had fun with seeing each other and interacting. He appreciates all of the behind the scenes support staff has given to teachers to help with communicating with their students virtually.
- Trustee Kitt reported that it has been very quiet in Elkford. Committees have been suspended for now.
- Trustee Turner commends our district staff for giving up their spring break and leading us through this time with the Covid-19 pandemic and the staff at the schools for their hard work.
- Trustee Damstrom reported that it has been quiet in Jaffray. She is in touch with the Principal in Jaffray to keep apprised of what is happening to support the students in their area.
- Trustee Ayling will be joining her first PAC Zoom meeting tomorrow. She is interested to know how the parents are coping with the circumstances.
- Trustee Whalen reported that many PAC meetings have been cancelled due to Covid-19. She would like to see PACs meet during this time via Zoom. She has been keeping an eye on social media to be sure everyone knows where to receive information they may be looking for. There has been many posts on social media sending kudos to the school district staff.
- Chair Lento shared that it has been 102 years since the Spanish influenza. His grandfather and name sake, Frank Lento, passed away from the Spanish influenza at the age of 32. Chair Lento commended the district staff for their strong leadership thru this pandemic.

3. SECRETARY TREASURER'S REPORT TO THE BOARD

3.1 Ministry Guiding Principle No. 1

(Ensure a healthy and safe environment for all students, families and employees)

Secretary Treasurer Rice believes this is a critical principle and shared some of the steps he and his team have completed to help ensure we are able to comply:

- ❖ developed enhanced cleaning procedures and distributed to all custodians and casual custodians
- ❖ developed protocols for safety at schools when a staff member enters a school – message is to work from home if possible
- ❖ ensure safety when outside people enter our schools; for example contractors and essential support workers(ESW) picking up and dropping off their children
- ❖ working with the CUPE and Teacher Unions regarding accessing protocols and keeping them informed

Some of the safety steps taken for school care of ESW children include:

- ❖ a checklist for a parent/guardian to complete that asks if there is any sign of illness with your child/children
- ❖ contact information of parent/guardian in the case of an emergency

- ❖ maximum of 1-4 students per care giver in a classroom and try to keep siblings together
- ❖ the least amount of furniture possible in a classroom
- ❖ an isolation area if symptoms arise during the day with any children
- ❖ ensuring social distancing takes place and washing hands

3.2 **Budget Update**

Secretary Treasurer Rice reported that the Ministry of Education confirmed they still must receive the districts 2020-21 budget by June 30, 2020. He is relieved we have completed the public consultation before the Covid-19 crisis. Our budget timeline has been adjusted and our first in depth review of the budget with the Board will be May 7th, 2020.

3.3 **Draft 2020-21 Regular Public, In-camera and Committee Meeting Dates**

MOTION-R-20-65

M/S that the Board accept the 2020-21 Regular Public, In-camera and Committee Meeting dates as presented in the agenda.

CARRIED

MOTION-R-20-66

M/S that the April 14, 2020 Secretary Treasurer's report be accepted as presented.

CARRIED

4. **SUPERINTENDENT'S REPORT TO THE BOARD**

Superintendent Yardley and the District Team recently spoke with the Minister of Education. The District Team did an outstanding job reporting on the Ministry Guiding Principles they are responsible for. The Minister replied that SD5 is very organized and ahead of things. The team met virtually with the principals this morning and discussed a variety of items including:

- ❖ teachers are busy with the learning aspects for students
- ❖ we must be assured that the learning framework is not overwhelming for the parents and students
- ❖ the younger students should have no more than 5 hours per week of school assignments

The Ministry is asking for the attendance on the students we have not been able to contact and to also monitor the attempts we have made to establish contact. Schools are asked to use a flow chart that is available and forward the chart once completed to the district office for possible follow up. Our district is also keeping a chart on the parents/guardians who are not interested in receiving learning schedules for their young children during this time.

4.1 **Ministry Guiding Principle No. 2**

(Provide the services needed to support children of our essential workers)

Director Casault provided the Board with an overview of the processes she and her team have implemented to ensure a healthy and safe environment as possible for the children of essential support workers in school care and the staff providing that care. There was discussion on what type of activities can take place during the day.

4.2 Ministry Guiding Principle No. 3

(Support vulnerable students who may need special assistance)

Superintendent Yardley is very impressed with the schedule District Principal Verbeurgt has set up of his staff showing the different expectations he has for each of them and how we best support our vulnerable students. District Principal Verbeurgt explained what has been put together for staff to support their vulnerable students. Youth Care workers or Aboriginal Education workers have been busy putting together help for families.

4.3 Ministry Guiding Principle No. 4

(Provide continuity of educational opportunities for all students)

District Principal Roberts and her team has been working with the principals and vice-principals to determine what technology families are in need of and if they have efficient Wifi.

It has been determined that approximately 200 devices will be loaned out to families for their children's use and that approximately 60 families have problems with Wifi connections which the tech department is researching how they can help with this.

Many different options are being reviewed for ways to support our students in their learning for example; templates designs, project based, outdoor activities and over the phone to name a few. Trustee Turner appreciated the support parents and staff are receiving from District Principal Roberts and her team in learning the new platforms they are using for communicating. District Principal Roberts commented that the main platforms the district is supporting is Zoom, Microsoft Teams and the Portal. The main focus is to not overwhelm the parents.

Director Tichauer discussed how some programs can continue and will receive their credits but some courses just won't be able to run virtually. The Ministry of Education will not waive the numeracy assessment but will determine a different time to complete it.

Superintendent Yardley is amazed at how the staff have been able to go so quickly from a bricks and mortar learning setting to online learning.

MOTION-R-20-67

M/S that the April 14, 2020 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

5. CHAIRPERSON'S REPORT

Chair Lento quoted "during these uncertain, difficult and challenging times, it is paramount that we maintain our relationships".

6. NEW BUSINESS

6.1 DPAC Meetings

Trustee Turner reported reaching out to a school principal and determined their school was not continuing PAC meetings at this time. She will look into whether PAC meetings continuing can be an option.

Trustee Ayling is attending a PAC meeting on Thursday and will find out what is planned.

6.2 Business Arising from Delegations

Nil.

7. TRUSTEE BOUQUETS

Trustee Bellina to all of the SD5 staff who has worked so hard to during this pandemic.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

Trustee Johns extended the invite to Trustees to attend the virtual presentations for the RSA day on April 20, 2020.

9. QUESTION PERIOD

CDTA President Balfour inquired about the protocols for essential support workers (ESW). Secretary Treasurer Rice will forward the (ESW) protocols to CDTA President Balfour.

10. LATE ITEMS

Chair Lento noted that the Board should consider postponing Community and Adhoc meetings temporarily. He also shared that the Public Board meeting agenda order of business should be temporarily adjusted on a month to month basis.

MOTION-R-20-68

M/S that the Board suspend the procedure bylaw and temporarily adjust the order of business, on a month to month basis, to focus on the four (4) guiding principles laid out by the province in response to the covid-19 pandemic.

CARRIED

11. ADJOURNMENT

MOTION-R-20-69

M/S that the April 14, 2020 regular public meeting of the Board of Education adjourn at 3:49 p.m. and reconvene the in-camera meeting.

CARRIED

Frank Lento, Chairperson

Alan Rice, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meeting

April 14, 2020 and April 16, 2020

- Exempt Compensation
- CFTA Local Ratification
- Provincial Teachers Bargaining update
- BCPSEA Representative Report

- Superintendent's Report
 - Staffing Update
 - Covid-19 protocols

A handwritten signature in black ink, appearing to read 'Alan Rice', with a stylized flourish at the end.

Alan Rice
Secretary Treasurer

Operating Budget by Program

G.L. Period Range: 202001 End Date: JULY 31, 2019 To 202011 End Date: MAY 31, 2020

| Program | Current | Year to Date | Budget | Balance | Percent |
|---|------------------|----------------------|-------------------|-------------------|--------------|
| 1 Instruction | | | | | |
| Program 02 Regular Instruction | 10,019.90 | 26,036,906.45 | 35,953,440 | 9,916,544 | 27.58 |
| Program 03 Career Preparation | 200.26 | 112,902.02 | 182,144 | 69,241 | 38.01 |
| Program 07 Library Services | 1,108.33 | 861,223.81 | 1,177,493 | 316,270 | 26.86 |
| Program 08 Counselling | 0.00 | 780,677.39 | 1,124,701 | 344,024 | 30.59 |
| Program 10 Special Education | 1,947.67 | 8,599,368.37 | 11,750,690 | 3,151,322 | 26.82 |
| Program 30 English Language Learning | 0.00 | 115,019.47 | 152,900 | 37,880 | 24.77 |
| Program 31 Aboriginal Education | 9.58 | 1,002,671.89 | 1,592,635 | 589,963 | 37.04 |
| Program 41 Administration | 208.51 | 3,630,249.48 | 4,823,611 | 1,193,367 | 24.74 |
| | ----- | ----- | ----- | ----- | ----- |
| Total For 1 Instruction | 13,494.25 | 41,139,018.88 | 56,757,614 | 15,618,611 | 27.52 |
| 4 District Administration | | | | | |
| Program 11 Educational Administration | 0.00 | 428,753.71 | 572,222 | 143,468 | 25.07 |
| Program 40 School District Govt | 0.00 | 207,898.30 | 264,410 | 56,512 | 21.37 |
| Program 41 Administration | 448.11 | 1,187,435.49 | 1,437,188 | 249,753 | 17.38 |
| | ----- | ----- | ----- | ----- | ----- |
| Total For 4 District Administration | 448.11 | 1,824,087.50 | 2,273,820 | 449,733 | 19.78 |
| 5 Operations & Maintenance | | | | | |
| Program 41 Administration | 200.11 | 289,593.20 | 352,383 | 62,791 | 17.82 |
| Program 50 Maintenance Operations | 134.92 | 3,769,619.63 | 4,891,280 | 1,121,661 | 22.93 |
| Program 52 Maintenance Of Grounds | 0.00 | 236,499.01 | 359,986 | 123,487 | 34.30 |
| Program 56 Utilities | 0.00 | 1,021,486.21 | 1,273,604 | 252,118 | 19.80 |
| | ----- | ----- | ----- | ----- | ----- |
| Total For 5 Operations & Maintenance | 335.03 | 5,317,198.05 | 6,877,253 | 1,560,057 | 22.68 |
| 7 Transportation & Housing | | | | | |
| Program 41 Administration | 0.00 | 53,051.97 | 72,964 | 19,913 | 27.29 |
| Program 70 Student Transportation | 152.43 | 1,384,848.06 | 1,782,528 | 397,682 | 22.31 |
| | ----- | ----- | ----- | ----- | ----- |
| Total For 7 Transportation & Housing | 152.43 | 1,437,900.03 | 1,855,492 | 417,595 | 22.51 |
| | ----- | ----- | ----- | ----- | ----- |
| Grand Total | 14,429.82 | 49,718,204.46 | 67,764,179 | 18,045,996 | 26.63 |

