



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

**May 29, 2023, 12:00 p.m.
Cranbrook Board Office**

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

Board/District Staff in Attendance: Chairperson Doug McPhee
Trustee Alysha Clarke
Trustee Chris Johns
Trustee Wendy Turner
Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Student Learning and Innovation Diane Casault
District Principal Student Services Darcy Verbeurgt
District Vice Principal of Human Resources and Health & Safety
Jaslene Atwal (in at 12:43)
Executive Assistant to Secretary Treasurer (recorder) Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Co-Chair Trustee Bellina called the Policy Committee meeting of May 29, 2023, to order at 12:18 p.m.

1.2 Approval of the Agenda

Moved/Seconded by Ayling/Heckendorf:

THAT the agenda of the Policy Committee meeting of May 29, 2023, be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Heckendorf/Bischler:

THAT the minutes of the Policy Committee meeting of April 25, 2023, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Administrative Procedure 560 - Transportation of Students

Secretary Treasurer Taylor reviewed the changes made to draft Administrative Procedure 560 as discussed at the previous Policy Committee meeting.

There was a brief discussion regarding band instruments on district buses.

This Administrative Procedure is now final and will be posted on the District website.

2.2 Administrative Procedure 208 - School Based Teams

District Principal Verbeurgt reviewed the changes made to draft Administrative Procedure 208 as discussed at the previous Policy Committee meeting.

Discussion included:

- selection of chairperson
- invitees to the School Based Team
- inclusion of education assistants at the School Based Team meetings
- LIF funding to pay for overtime hours if required to attend School Based Team meetings

District Principal Verbeurgt will make the small changes to Administrative Procedure 208 as requested by the Policy Committee.

3. PRESENTATIONS

Nil

4. REPORTS

Nil

5. NEW BUSINESS

Nil

6. ACTION ITEMS FOR FUTURE MEETINGS

Nil

7. CORRESPONDENCE

Nil

8. ADJOURNMENT

Moved/Seconded by Ayling/Bischler:

THAT the Policy Committee meeting of May 29, 2023 adjourn at 12:45 p.m.

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