



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

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**May 31, 2021, 12:30 p.m.
Meeting via Zoom**

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

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

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of May 31, 2021 was called to order at 12:50 p.m. by Co-chair Trustee Johns.

1.2 Approval of the Agenda

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of May 31, 2021, be approved as circulated.

1.3 Approval of the Minutes - April 27, 2021

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of April 27, 2021, be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 COVID-19 District Working Committee Update

Secretary Treasurer Rice noted there have been no formal meetings of the committee since the last Board meeting in May and no new updates. There will be one more meeting of the committee before the end of June. This committee will continue into the next school year.

2.2 Select Standing Committee

Co-chair Johns reported that we are waiting for a date to be set by the Legislative Assembly for the Budget 2022 Public Consultation.

2.3 Advocacy Letter - BCSTA to MoE (Safe Routes to Schools) & MoE Response

Co-chair Johns would like to refer the attached letters to items 6.1, 6.2 6.4 6.5.

RECOMMENDATION A

M/S that the Board write a letter to Minister Whiteside in support of the February 3, 2021, BCSTA letter to Ministers Fleming and Whiteside regarding safe routes to Schools.

Trustee Kitt indicated that the BCSTA letter did not address all our district needs.

2.4 Elk Valley Bus Committee Review

Secretary Treasurer Rice briefed the Board on the transportation policy recommendation the committee is focusing on. The next step will be to put together the recommendations for the administration handbook and review the needs of the Cranbrook transportation.

2.5 School Life Cycle Funding

Secretary Treasurer Rice stated that the district is in the last year of the current five-year Long Range Facility plan. The School Life Cycle Funding will be part of the five-year Long Range Facility plan which we anticipate will commence over the summer.

3. DELEGATIONS/PRESENTATIONS (10 min max)

Nil.

4. REPORTS

4.1 Stage 2 Restart Protocol Update - Secretary Treasurer

Secretary Treasurer Rice expressed that the Ministry of Education (MoE) has indicated there will be no changes to the current protocols before the end of the current school year. In the next 2-3 weeks, he expects to receive some guidance from the MoE as to the protocols for September. The MoE is indicating that the districts should plan for stage "1.5" for September.

Co-chair Johns asked about the graduation protocols. The district received a one page memo from the MoE on graduation protocols. Secretary Treasurer Rice replied that he and Superintendent Yardley have worked with the schools on their graduation plans to ensure they are within the protocols.

The Board inquired if the MoE will provide extra funding for day-time custodians in September. Secretary Treasurer Rice replied that this question has come up in budget meetings and the MoE asked that this be managed from within the district budgets. We will look at our surplus at the end of the year for any appropriations for this purpose.

4.2 Stage 2 Restart Protocol Update – Superintendent

Superintendent Yardley mentioned that schools have had pressure to lighten the protocols in place. The Ministry of Education is advising the school districts to maintain the same protocols. The secondary schools have submitted their individual plans for graduation, and they all align with the stage 2 protocols.

We will have to live with COVID-19 in our schools like we have other viruses.

We have had some pressure from the sports enthusiasts. The school districts will stay in stage 2 until September and then see where we are at.

Superintendent Yardley advised that she will be meeting with Interior Health tomorrow regarding COVID-19 vaccines for the 12 to 17 student age group. Interior Health has sent a letter home to parents that indicated students have the choice for the vaccine without parental consent. Superintendent Yardley is not comfortable with this statement and will question Interior Health about it.

Co-chair Johns asked that the graduation guidelines be forwarded to the Board along with the graduation plans for each school.

Superintendent Yardley mentioned a glitch in the Interior Health system with the recording of vaccines. She suggested if you do not receive a message from Interior Health for your second shot in the time frame you should, then contact them.

5. NEW BUSINESS

5.1 Budget Update

Secretary Treasurer Rice is working on the budget. He has had budget working sessions with the Board. The operating budget is due the end of June. The capital budget will have staggered dates with the major capital items due July 31st and the minor capital due September 30th.

5.2 MBSS Traffic Monitor Update

Co-chair Johns referred to the attachment to the agenda for information. Thank you to Kaley Wasylowich and her leadership class, Cst. Katie Forgeron, and the City of Cranbrook for their support.

5.3 Staff Yearend Celebration

Superintendent Yardley provided background information on this item. The Board has indicated they would like a way to thank the staff for the difficult past year. It was decided to arrange for staff to have the “Administration” day off on June 25, 2021. They will look at another way to thank the CUPE staff who are not scheduled to work that day.

6. ACTION ITEMS FOR FUTURE MEETINGS

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

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

Secretary Treasurer Rice reported that a follow up letter was sent to the Ministry of Transportation and Highways the end of April regarding lowering the speed limit.

6.3 Staff Travel Summary Report Review

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

6.5 Innes Avenue Development

6.6 School Site Acquisition

Secretary Treasurer Rice will include School Site Acquisition and School Life Cycle Funds in the new five year Long Range Facility plan.

7. ITEMS FOR INFORMATION

7.1 District Occupational Health and Safety Committee Minutes

7.2 Finance Report

Secretary Treasurer Rice replied that this report shows we are on track with our spending.

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of May 31, 2021, adjourned at 1:35 p.m.