



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

May 9, 2023, 3:00 p.m.  
Kootenay Learning Campus - Fernie

**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**

5

Approval of the minutes from April 11, 2023

**1.7 Receipt of Records of Closed Meetings**

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**1.8 Business Arising from Previous Minutes**

**1.8.1 Columbia Basin Environmental Education Network (CBEEN) and Wildsight**

**2. RECEIVING OF DELEGATIONS/PRESENTATIONS**

**3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS**

<b>3.1</b>	<b>Advocacy/Education Committee</b>	<b>13</b>
	Co-chair Trustee Clarke	
	<b>RECOMMENDATION A:</b>	
	THAT the Board of Education advocate for the government to recognize daycares as early learning centres.	
	<b>RECOMMENDATION B:</b>	
	THAT the Board of Education write a letter to engage with the City of Cranbrook about the concerns with the area around the Knight's Hall on King Street.	
<b>3.2</b>	<b>Policy Committee</b>	<b>18</b>
	Co-chair Trustee Bellina	
<b>3.3</b>	<b>Student Services Committee</b>	<b>21</b>
	Co-chair Trustee Clarke	
	<b>RECOMMENDATION A:</b>	
	THAT The Board of Education write a letter to the provincial government advocating for the inclusion of neuro-diverse training in the curriculum for teachers, education assistants and early childhood educators.	
<b>3.4</b>	<b>Finance/Operations/Personnel Committee</b>	<b>24</b>
	Co-chair Trustee Johns	
<b>3.5</b>	<b>BCSTA /Provincial Council</b>	
<b>3.6</b>	<b>Communications/Media Committee</b>	<b>27</b>
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<b>3.8</b>	<b>Key City Theatre</b>	<b>28</b>
<b>3.9</b>	<b>Legacy of Learning</b>	
<b>3.10</b>	<b>French Immersion Update</b>	
<b>3.11</b>	<b>Traffic Safety Committee</b>	<b>29</b>
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<b>4.</b>	<b>SECRETARY TREASURER'S REPORT TO THE BOARD</b>	
	Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)	
4.1	Updates	
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6.1	Updates	
6.2	Recommendations	
<b>7.</b>	<b>NEW BUSINESS</b>	
7.1	Business Arising from Delegations	
7.2	Annual Budget Bylaw (First Reading)	
	THAT the Board of Education read for a first time the 2023/24 Annual Budget on May 9, 2023.	
<b>8.</b>	<b>ITEMS FOR INFORMATION/CORRESPONDENCE</b>	
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	Elk Valley Dual Credit Programs	

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**

**April 11, 2023, 3:00 p.m.  
Cranbrook Board Office**

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

**Regrets:** Trustee Trina Ayling

**Staff Present:** Superintendent Viveka Johnson  
Secretary Treasurer Nick Taylor  
Director of Instruction Human Resources Brent Reimer  
Director of Student Learning and Aboriginal Education Jason Tichauer  
Director of Student Learning and Innovation Diane Casault  
Operations Manager Joe Tank  
District Principal Student Services Darcy Verbeurgt  
District Principal of Transformative Learning Jennifer Roberts  
Executive Assistant to Secretary Treasurer (recorder) Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chair McPhee called the April 11, 2023, regular public meeting of the Board of Education to order at 3:07 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**

**1.4 Opening Round**

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

**1.5 Consideration and Approval of Agenda**

Additions:

**7.2 Columbia Basin Environmental Education Network (CBEEN)/Wildsight Society**

**MOTION R-23-064**

Moved/Seconded by Heckendorf/Bischler:

THAT the agenda for the regular public meeting of the Board of Education of April 11, 2023, be approved as amended.

**CARRIED UNANIMOUSLY**

**1.6 Approval of the Minutes**

Minutes of the Public meeting of the Board of Education of March 14, 2023

**MOTION R-23-065**

Moved/Seconded by Johns/Bellina:

THAT the minutes of the regular public meeting of the Board of Education of March 14, 2023, be approved as circulated.

**CARRIED UNANIMOUSLY**

**1.7 Receipt of Records of Closed Meetings**

**MOTION R-23-066**

Moved/Seconded by Turner/Bischler:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of April 3, 2023.

**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**

No meeting in March

**3.2 Policy Committee**

No meeting in March

**3.3 Student Services Committee**

No meeting in March

**3.4 Finance/Operations/Personnel Committee**

No meeting in March

**3.5 BCSTA /Provincial Council**

Trustee Bellina provided a verbal report on the BCSTA Annual General Meeting.

**MOTION R-23-067**

Moved/Seconded by Bellina/Clarke:

THAT the Board accept the report of the BCSTA/Provincial Council.

**CARRIED UNANIMOUSLY**

**3.6 Communications/Media Committee**

Nil

**3.7 Mount Baker Secondary School Replacement Committee**

Trustee Johns provided a verbal report from the Mount Baker Secondary School Replacement Committee.

**MOTION R-23-068**

Moved/Seconded by Johns/Clarke:

THAT the Board of Education write a letter to MLA Tom Shypitka expressing appreciation for his support for the replacement of Mount Baker Secondary School in the BC Legislature on April 6, 2023.

**CARRIED UNANIMOUSLY**

**MOTION R-23-069**

Moved/Seconded by Johns/Bischler:

THAT the Board accept the report of the Mount Baker Secondary School Replacement Committee.

**CARRIED UNANIMOUSLY**

**3.8 Key City Theatre**

Nil

**3.9 Legacy of Learning**

Trustee Johns directed attention to the new display in Boardroom Two (B2) at the Cranbrook Board Office. He also provided information on new displays that will be updated in the near future. He also discussed the Legacy of Learning's request for continued funding from the Board of Education.

**MOTION R-23-070**

Moved/Seconded by Johns/Heckendorf:

THAT the Board accept the Legacy of Learning report.

**CARRIED UNANIMOUSLY**

**3.10 French Immersion Update**

Nil

**3.11 Trustee Reports/Bouquets**

Trustees reported on their activities for the month.

- Trustee Bellina acknowledged trustees, school administration and district administration for their continued diligent work.
- Trustee Turner acknowledged staff in schools as they return from spring break and continue to work with students towards the end of the school year.

**4. SECRETARY TREASURER'S REPORT TO THE BOARD**

**4.1 Updates**

**4.1.1 Cranbrook Ad Hoc Traffic Safety Committee**

Secretary Treasurer Taylor provided an update from the Cranbrook Traffic Safety Committee. The committee is currently gathering data and will meet again on of May 24, 2023, to determine and prioritize actionable items.

#### **4.1.2 Banking Proposals**

Banking proposals will be presented to the selection panel on Monday, April 17, 2023.

#### **4.2 Recommendations**

##### **MOTION R-23-071**

Moved/Seconded by Johns/Clarke:

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

**CARRIED UNANIMOUSLY**

### **5. SUPERINTENDENT'S REPORT TO THE BOARD**

#### **5.1 Updates**

Superintendent Johnson discussed upcoming District community engagement nights. She also provided information on surveys to be distributed to align district priorities. In addition, Superintendent Johnson reminded the public that child care survey summaries will be posted on the District website in the near future.

#### **5.2 Recommendations**

##### **MOTION R-23-072**

Moved/Seconded by Bellina/Heckendorf:

THAT the Superintendent's Report be presented as presented.

**CARRIED UNANIMOUSLY**

### **6. CHAIRPERSON'S REPORT**

#### **6.1 Updates**

Nil

#### **6.2 Recommendations**

Nil

### **7. NEW BUSINESS**

**7.1 Business Arising from Delegations**

Nil

**7.2 Columbia Basin Environmental Education Network (CBEEN)/Wildsight Society**

**MOTION R-23-073**

Moved/Seconded by Johns/Bellina:

THAT the Board research and write a letter in support of CBEEN/Wildsight's endeavours to restore and enhance the Columbia Basin Trust funding for environmental education for 2024 to 2034.

**8. ITEMS FOR INFORMATION/CORRESPONDENCE**

**8.1 Letter from Ministry of Education and Child Care**

**8.2 Letter from Ministry of Education and Child Care**

**8.3 Letter from Labour Market and Trades Training Policy Branch**

**8.4 April 17 Banking Requests for Proposal Review**

**8.5 April 18 Next Budget Working Session**

**8.6 April 24 RSA Day**

**8.7 April 25 Committee Day**

**8.8 April 27-30 BCSTA Annual General Meeting**

**9. QUESTION PERIOD**

**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-23-074**

Moved/Seconded by Bischler/Heckendorf:

THAT the April 11, 2023, regular public meeting of the Board of Education adjourn at 3:50 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?*

DRAFT



#### 1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

##### **In-camera Meetings:**

##### **April 11, 2023**

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

##### **April 21, 2023**

- Ad Hoc Committee Meeting
  - Personnel
  - Legal
  - Matters if in the opinion of the Board the public interest requires consideration in camera

##### **April 25, 2023**

- Secretary Treasurer's Report
  - Personnel
  - Land
  - Legal
  - 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**

**April 25, 2023, 9:30 a.m.  
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Wendy Turner  
Co-Chair Trustee Alysha Clarke  
Trustee Bev Bellina (virtually)

Regrets: Trustee Sarah Madsen

Board/District Staff in Attendance: Chairperson Doug McPhee  
Trustee Trina Ayling  
Trustee Irene Bischler  
Trustee Nicole Heckendorf  
Trustee Chris Johns  
Superintendent Viveka Johnson (virtually)  
Secretary Treasurer Nick Taylor  
Director of Student Learning and Aboriginal Education Jason Tichauer  
District Principal Student Services Darcy Verbeurgt  
Executive Assistant (recorder) Amanda Skene

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Clarke called the Advocacy Education Committee meeting of April 25, 2023, to order at 9:32 a.m.

**1.2 Acknowledgement of Ktunaxa Territory**

Co-Chair Trustee Clarke acknowledged that we have gathered on the Homelands of the Ktunaxa people.

### **1.3 Approval of Agenda**

#### **Additions:**

4.5.1 Recommendation for Childcare

5.1 Pinewood PAC Letter

Moved/Seconded by: Turner/Bellina

THAT the agenda of the Advocacy Education Committee meeting of April 25, 2023, be approved as amended.

### **1.4 Approval of Minutes**

#### **Amendment:**

2.1 Recommendation A: Rephrase "Trustee Ayling" to "The Board."

7.1.1 Recommendation B: Rephrase "Trustee Ayling" to "The Board."

7.3 Recommendation C: Rephrase "Trustee Ayling" to "The Board."

Moved/Seconded by: Turner/Bellina

THAT the minutes of the Advocacy Education Committee meeting of February 27, 2023, be approved as amended.

## **2. BUSINESS ARISING FROM PREVIOUS MEETING**

### **2.1 Scholarship Committee Volunteer**

At the recommendation of Chairperson McPhee, Trustee Ayling was appointed to the Scholarship Committee.

### **2.2 Sparwood Rafting Trip**

Superintendent Johnson advised that Principal Kelly would update The Board as the anticipated event date gets closer. The rafting trip is tentatively approved, pending the conditions at the time leading up to the event. Trustee Turner is in opposition to allowing the trip to proceed.

## **3. PRESENTATIONS – NIL**

## **4. REPORTS**

### **4.1 DSAC Report**

Trustee Bellina reported that the next DSAC meeting will be May 17, 2023, at the KLC.

### **4.2 DPAC Report**

Trustee Turner reported:

- DPAC sent out reminders for the childcare survey.
- Annual BCCPAC meeting will be held May 6-7, 2023. DPAC has one parent volunteer and is looking for a second to attend.
- DPAC hosted parent information sessions presented by Scott Rothermel.

### **4.3 Framework for Enhancing Student Learning (FESL)**

Superintendent Johnson reported that The District would host the first community engagement night at Mount Baker Senior Secondary on April 26, 2023. A second engagement night will be in Jaffray on April 27, 2023. Surveys were sent out last week to get feedback from our stakeholders to be considered in the future action plans of the Framework.

### **4.4 Childcare**

Superintendent Johnson reported on the need for childcare in all communities. Director Casault is compiling the results of the childcare survey. The District has applied for grant funding for a coordinator position to oversee third-party provider relationships, staffing and licensing. The Board would like to investigate the possibility of having the before and after-school childcare employment fall under the CUPE collective agreement. CUPE 4165 President Krista Napl volunteered to research and present to Finance-Operations Committee on Comox District No. 71, which has been running as a pilot district.

### **4.5 Trustee Professional Development**

The Board reviewed Trustee Ayling's notes and considerations from the High Ground Conference.

#### **4.5.1 Recommendation for Childcare**

##### **Recommendation A:**

Moved/Seconded by: Bellina/Turner

THAT The Board advocate for the government to recognize daycares as early learning centres.

#### **4.6 Early Learning Conference**

Trustee Ayling provided her notes from the Early Learning Conference.

### **5. NEW BUSINESS**

#### **5.1 Pinewood PAC Letter**

Trustee Ayling presented a letter from the Pinewood PAC expressing concerns with the area around the Knights Hall.

##### **Recommendation B:**

Moved/Seconded by: Bellina/Turner

THAT The Board write a letter to engage with the city about the concerns with the area around the Knights Hall.

### **6. ACTION ITEMS FOR FUTURE MEETINGS**

6.1 Meetings with the municipalities

### **7. CORRESPONDENCE**

#### **7.1 Child Care**

##### **7.1.1 Minister Lore to BCSTA**

Receive and File

#### **7.2 Student Affordability Fund**

##### **7.2.1 BCSTA to Minister Singh**

Receive and File

**7.3 Additional Funding Request**

**7.3.1 BCSTA to Minister Singh/Conroy**

Receive and File

**7.4 Transit for Teens Campaign**

**7.4.1 SD47 to Ministries**

Receive and File

**7.5 KBB Requests**

**7.5.1 BCSTA to KBB**

Receive and File

**8. ADJOURNMENT**

Moved/Seconded by: Bellina/Turner

THAT the April 25, 2023, Advocacy Education Committee meeting be adjourned at 10:19 a.m.

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



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

**April 25, 2023, 12:00 p.m.  
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Bev Bellina (remotely)  
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 (remotely)  
Superintendent Viveka Johnson (remotely)  
Secretary Treasurer Nick Taylor  
Director of Student Learning and Aboriginal Education Jason Tichauer  
District Principal Student Services Darcy Verbeurgt  
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 April 25, 2023, to order at 11:42 a.m.

**1.2 Approval of the Agenda**

Moved/Seconded by Bischler/Heckendorf:

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

**1.3 Approval of the Minutes**

Moved/Seconded by Bischler/Heckendorf:

THAT the minutes of the Policy Committee meeting of February 27, 2023, be approved as circulated.

## 2. BUSINESS ARISING FROM PREVIOUS MEETING

Nil

## 3. PRESENTATIONS

Nil

## 4. REPORTS

Nil

## 5. NEW BUSINESS

### 5.1 Administrative Procedure 208 (Draft)

District Principal Verbeurgt reviewed the draft administrative procedure on School-Based Teams. He discussed the purpose and direction of Administrative Procedure 208.

Chairperson McPhee suggested clarifying the language in the administrative procedure. The administrative procedure should clearly state that the School Based Team meeting is not an Inclusive Education Plan (IEP) meeting. CDTA President Balfour requested clarification on responsibilities of the referring teacher.

Trustee Heckendorf recognized that the numbering of this administrative procedure was incorrect. This new administrative procedure will be Administrative Procedure 208 School-Based Teams.

### 5.2 Administrative Procedure 560 (Draft)

Secretary Treasurer Taylor reviewed the draft administrative procedure on Transportation of Students.

Chairperson McPhee suggested there was ambiguity in the draft administrative procedure that should be addressed. Secretary Treasurer Taylor advised the Committee that this administrative procedure is intended to support the Transportation Department. This administrative procedure will be used across the entire District (in all communities).

Trustee Clarke suggested that the administrative procedure specify per family for the transportation assistance (i.e. \$20 per day per family).

Other discussions included:

- Safety of bus drivers (violence in the workplace)
- Behavioural and safety issues for students
- Definition of reasonable walking distance
- The division of Procedure Item 2 – this should be divided into two separate serialiations
- Consideration of play dates and unregistered riders
- Wildlife dangers in rural communities
- Definition of courtesy riders - these are specifically School District 5 (Southeast Kootenay) enrolled students
- Equipment on buses should be listed in centimetres rather than imperial
- Transportation of adult riders to/from school

- Discussion of transportation of students and adults specifically for extra-curricular and co-curricular trips

**6. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**7. CORRESPONDENCE**

Nil

**8. ADJOURNMENT**

Moved/Seconded by Heckendorf/Bischler:

THAT the Policy Committee meeting of April 25, 2023, adjourn at 12:34 p.m.

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

DRAFT



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

**MINUTES - STUDENT SERVICES COMMITTEE**

**April 25, 2023, 11:00 a.m.  
Cranbrook Board Office**

Committee Members in Attendance: Co-Chair Trustee Trina Ayling  
Trustee Alysha Clarke  
Trustee Chris Johns

Regrets: Co-Chair Trustee Sarah Madsen (regrets)

Board/District Staff in Attendance: Chairperson Doug McPhee  
Trustee Bev Bellina (virtually)  
Trustee Irene Bischler  
Trustee Nicole Heckendorf  
Trustee Wendy Turner (virtually)  
Superintendent Viveka Johnson (virtually)  
Secretary Treasurer Nick Taylor  
Director of Student Learning and Aboriginal Education Jason Tichauer  
District Principal Student Services Darcy Verbeurgt  
Executive Assistant (recorder) Amanda Skene

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Clarke called the Student Services Committee meeting of April 25, 2023, to order at 10:25 a.m.

**1.2 Approval of the Agenda**

Moved/Seconded by: Johns/Ayling

THAT the agenda for the Student Services Committee meeting of April 25, 2023, be approved as circulated.

### 1.3 Approval of the Minutes

Amendment: 2.1 Recommendation A: Rephrase “Trustee Ayling” to “The Board.”

Moved/Seconded by Johns/Ayling:

THAT the minutes of the Student Services Committee meeting of February 27, 2023, be approved as amended.

## 2. BUSINESS ARISING FROM PREVIOUS MINUTES – NIL

## 3. PRESENTATIONS – NIL

## 4. REPORTS – NIL

## 5. NEW BUSINESS

### 5.1 MANDT Training

District Principal Verbeurgt summarized the MANDT System training program used to train staff on relationship-based crisis intervention and de-escalation practices.

The Board made the following suggestions:

- Inform staff of free online training programs supporting neurodiversity
- Portal site with links to approved training and information
- Staff have the opportunity to connect with others and debrief on unsolvable scenarios
- Survey end-users on the value of the program

#### **Recommendation A:**

Moved/Seconded by: Ayling/Johns

THAT The Board writes to the provincial government advocating for the inclusion of neurodiverse training in the curriculum for teachers, education assistants and early childhood educators.

#### **Action:**

Moved/Seconded: Ayling/Johns

District Principal Verbeurgt will solicit feedback from the MANDT System's end users on whether the training provided gives them the skills necessary to feel confident and well-prepared when situations arise.

**6. ACTION ITEMS FOR FUTURE MEETINGS – NIL**

**7. CORRESPONDENCE – NIL**

**8. ADJOURNMENT**

Moved/Seconded by Ayling/Johns:

THAT the April 25, 2023, Student Services Committee meeting be adjourned at 11:33 a.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)**

**April 25, 2023, 1:00 p.m.  
Cranbrook Board Office**

Committee Members in Attendance:	Co-Chair Trustee Chris Johns Co-Chair Trustee Irene Bischler Trustee Nicole Heckendorf Trustee Wendy Turner (remotely)
Board/District Staff in Attendance:	Chairperson Doug McPhee Trustee Trina Ayling Trustee Bev Bellina (remotely) Trustee Alysha Clarke Secretary Treasurer Nick Taylor Superintendent Viveka Johnson (remotely) Director of Instruction and Human Resources Brent Reimer Director of Student Learning and Aboriginal Education Jason Tichauer Operations Manager Joe Tank District Vice Principal of Human Resources and Health & Safety Jaslene Atwal Executive Assistant to Secretary Treasurer (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 April 25, 2023, to order at 1:05 p.m.

**1.2 Approval of the Agenda**

Moved/Seconded by Bischler/Heckendorf:

THAT the agenda of the public Finance Operations Personnel Committee meeting of April 25, 2023, be approved as circulated.

**1.3 Approval of the Minutes**

Moved/Seconded by Heckendorf/Bischler:

THAT the minutes of the public Finance Operations Personnel Committee meeting of February 27, 2023 be approved as circulated.

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**3. PRESENTATIONS**

Nil

**4. REPORTS**

**4.1 Secretary Treasurer**

Nil

**4.2 Superintendent**

Nil

**5. NEW BUSINESS**

**5.1 Revision to the 2023-2024 Calendar**

National Day for Truth and Reconciliation - to be honoured on Monday, October 2, 2023.

**RECOMMENDATION A**

Moved/Seconded by Bischler/Heckendorf:

THAT the revised 2023-2024 Calendar be sent to stakeholders for review.

**6. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**7. CORRESPONDENCE**

**7.1 District Occupational Health and Safety Committee Minutes**

Nil

**7.2 Finance Report**

Secretary Treasurer Taylor reviewed the Monthly Analysis Workbook and the Capital Project Budget Tracking Workbook. Discussions included:

- Continued teacher absences resulting in higher than budgeted TTOC charges
- Viability of electric versus diesel buses
- Carbon footprint for the District

- Contract services for custodial and transportation mechanical in the Elk Valley
- Dust collection system at Mount Baker Secondary School
- Update on Project Definition Report (PDR) for Fernie Middle School

### **7.3 Trustee Professional Development**

Nil

### **7.4 Staff Travel Summary**

Discussion included:

- Compassionate Systems

## **8. ADJOURNMENT**

Moved/Seconded by Heckendorf/Bischler:

THAT the April 25, 2023, public Finance Operations Personnel Committee meeting adjourn at 1:33 p.m.

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

### **Communications/Media Report**

The following have been sent, and have been copied to print, on-line and radio media as of Monday, April 10, 2023:

- Letter to MLA Tom Shypitka, thanking him for his support in the Legislature re: MBSS.

One letter was sent to CBEEN and cc'd to concerned parties. This letter was not cc'd to media or other stakeholders at this time.

No letters were received from the Ministry of Education and Child Care.

## **Key City Theatre Society (KCTS) Report**

- The equity audit from Bakau has been provided to all Board members for review prior to going to committee for recommendations.
- KCT offered a six-week Songsmith Workshop which began May 1st. This is for aspiring songwriters aged 15+
- KCT is hosting the Mount Baker Wild Theatre production of Grease: The School Version Thursday May 11 through Saturday, May 13 @ 7:00 pm and Sunday, May 14 @ 3:00 pm. Tickets are \$20 and \$15 for children under 12 years of age.
- The Kootenay Children's Festival, which is sponsored by the KCT takes place May 12th – May 14th at Rotary Park in Cranbrook. Information and updates can be found at <https://www.facebook.com/KootenayChildrensFestival>. Be sure to share this with your PACs!
- KCT has many other events scheduled up to June 29<sup>th</sup> before closing for the summer. Shows and events will resume in September. For more information on Theatre offerings, go to <https://www.keycitytheatre.com/all-shows>
- Yearly memberships to support the theatre are encouraged. For more information, visit <https://www.keycitytheatre.com/our-memberships>.



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES – CRANBROOK TRAFFIC SAFETY COMMITTEE**

**April 5, 2023, 3:45 p.m.  
Cranbrook Board Office**

Committee Members in Attendance: Secretary Treasurer Nick Taylor  
Trustee Chris Johns  
Operations Manager Joe Tank

Staff in Attendance: Principal David Standing

Community Members in Attendance: RCMP Community Liaison Kathy Forgeron  
City of Cranbrook Representative Bryce Bostock  
DPAC Representative Elizabeth Wright

Recorder: Executive Assistant to the Secretary Treasurer Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Secretary Treasurer Taylor called the Cranbrook Traffic Safety Committee meeting of April 5, 2023, to order at 3:42 p.m.

**1.2 Approval of the Agenda**

Moved/Seconded by Wright/Tank:

THAT the agenda for the Traffic Safety meeting of April 5, 2023, be approved as circulated.

**1.3 Introductions**

Introduction of meeting attendees and discussion of the purpose and scope of the committee.

**2. NEW BUSINESS**

**2.1 Review of Cranbrook meetings with school principals**

Operations Manager Tank discussed the traffic safety concerns raised by school administrators and provided documentation to meeting attendees.

- DPAC representative Wright requested an additional item be added to the list of concerns. She requested signs for entrance and exit of the Laurie Middle School parking lot.
- City of Cranbrook representative Bostock shared information regarding upcoming safety additions to the intersection at Mount Baker Secondary (14 Avenue intersection).

## **2.2 Results of City of Cranbrook Traffic Surveys**

City of Cranbrook representative Bostock will provide traffic survey results to the Committee. The City will also share results of traffic studies done at Pinewood, TM Roberts and Steeples Elementary Schools.

Other discussions included:

- Traffic counters available to the District from the City for traffic studies
- The need for consistent 30 km/hour signs on Cobham and King Street (area around Pinewood Elementary School)
- Shared costs for reader boards

## **2.3 Vision Zero Information**

Trustee Johns discussed Vision Zero grants and suggested that all committee members review the website.

Discussions included:

- Timeline for grant application (opening and closing dates)
- How to secure success in obtaining a Vision Zero grant
- Other available grant sources such as Civil Forfeiture grants

## **2.4 Next Steps**

- City of Cranbrook representative Bostock will review and share the findings from traffic surveys and studies
- The District will order Laurie Middle School entrance and exit signs, as required
- The District will provide complete backup documentation from school administrators (as summarized on spreadsheet) to committee members
- The City will share recent traffic studies completed by the City of Cranbrook to be used by the committee to determine a prioritized list of action items
- The District will research and contact Vision Zero to clarify grant process and availability of grant funds for upcoming year

- The District will invite a representative from the RDEK to participate in future meetings

**3 ITEMS FOR INFORMATION/CORRESPONDENCE**

Next meeting is May 24, 2023 at 3:30 p.m.

**4. QUESTION PERIOD**

**5. ADJOURNMENT**

Moved/Seconded by Johns/Tank:

THAT the April 5, 2023 meeting of the Cranbrook Traffic Safety Committee adjourn at 4:35 p.m.

DRAFT

## **Trustee Report**

April 12 – 14 –Early Learning Childcare Conference

April 18 –Budget Meeting

April 19 –Pinewood PAC meeting

April 21 –Board working session, PVP

April 24 –RSA Day

April 24 –Committee Day

April 27 – 29 –BCSTA AGM

May 8 - TMRES Heritage Fair (judging)

May 8 –BCPSEA Regional Meeting

May 9 –Budget Meeting

# SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)



APRIL 2023

# A MESSAGE FROM THE SUPERINTENDENT

Spring is here, and schools are busy with field trips, outdoor activities and preparing for next year. As part of the planning process, we have begun our engagement nights in each of our District's communities. The purpose of engagement nights is to share our current priorities and goals, provide a breakdown of the District's budget and gather any feedback or suggestions that our stakeholders (you) may have for us. Schools will also present their growth plans and their focus for the upcoming year.

It is an excellent opportunity to engage in conversation and meet the District team. Babysitting is provided. There is also a link that was sent out by Amanda Skene that invites you to provide your input online. If you haven't received the link and would like to participate in the online engagement questions, please email [amanda.skene@sd5.bc.ca](mailto:amanda.skene@sd5.bc.ca) for the link. For upcoming engagement dates, please look at our [District's website](#).



A huge shout out to Jaffray Elementary Jr. Secondary School for their flexibility around the recent water issues at the school. Thank you to Joe Tank and his team, who quickly identified the issue with the well's pump and ensured that there were bottled water and porta potties available at the school so there was no disruption for students and staff while the issue was sorted out. Thank you, JEJSS, for your flexibility and for rolling with the situation at hand.

The District completed a Child Care Survey and received over 750 responses. The responses indicate a need for before and after-school care and we hope to move forward with spaces in the near future.

The Student Learning Survey deadline has been extended. This is a Ministry survey that asks you to share your student's school experiences which help us plan for around identified needs. Parents of students in grades 4,7,10, and 12 are invited to participate in the online satisfaction survey about their school experience. The survey takes approximately 30 minutes to complete and is available in multiple languages. If you have trouble accessing the survey, please reach out to your school.

Ready, Set, Learn (RSL) events are currently happening in your community. RSL is all about fostering positive connections between families, the school system and local community agencies. The event is to help families bridge the transition to Kindergarten as it is geared toward families of 3-5-year-olds. We are very fortunate to have such a dedicated group of educators that promote and foster the development of all children through the Early Learning Framework. The primary years are critical for your child's social, emotional, physical, and cognitive development. Please reach out to your catchment school for more information.

# LITERACY

## LASER NAMES

Ms. Radies' and Mrs. Dyck's grade 6 class at AWES recently took on an exciting design project that tasked them with creating custom name tags. The students could make them using a 3D design or a laser-cutting file. Using various technologies, from Tinkercad to digital art tools and file conversion resources, they explored a variety of software and tools to turn their hand-drawn art into digital files that could be printed and cut out. The students developed their design literacy skills, resulting in unique and personalized name tags showcasing their creativity and hard work. One student even made a custom keychain for Ms. Radies.

## WORDS THAT END IN ING

Students in Ms. Wurmlinger's Grade 2/3 class at RMES combined spelling with robotics. Students chose and wrote a word ending with ING and then programmed their Ozobot to perform different commands while driving through the letters of each word.

## BOOKS FOR STRONGSTART

The Ministry of Education and Child Care's Early Learning Branch has sent a beautiful set of 8 Indigenous children's literature to each district office for use in our StrongStart Centres! We have ordered additional sets for each primary school from our Equity in Action Early Years funding, along with three more Indigenous children's books.



## NEWS FROM THE DRC

### "THE BOOK THIEF"

Liesel, an orphan in Nazi Germany, learns to read from her foster parents.

Her passion for reading emboldens her to secret a book away from a Nazi bonfire. Life becomes complicated when Liesel's new family hides a young Jewish boy in their home. Explore this and many other titles on our Novel Studies Book List on the DRC Resources Menu.

### PICKLE BALL

Get outside in the spring weather! Use our paddle and ball sets at your local court or borrow one of our portable nets for practice on pavement or in the gym.

### CURIO

What a great way to access various levels of current events and news items. Find this and many other digital resources on the DRC Portal Page.

# NUMERACY

## COLLABORATIVE MATH GROUP

Kathy Conlin is thrilled to work with teams of intermediate teachers from 3 schools (EIDES, TMRES, FJMES) this Spring for 8 weeks to improve student achievement and confidence in math! They started by implementing and collaboratively marking a common assessment. Based on the results, the group decided to implement Sherry Parrish number talks in their classroom three days a week to bolster number sense, mathematical discourse, and reasoning. Number talks are a 10-minute warm-up routine that involves the teacher putting an equation on the board, students solving the equation and sharing their various strategies for reasoning through the equation. The teacher models the students thinking on the board and fosters a discussion about how strategies are the same and different. At the end of the 8 weeks, teachers will reassess students' skills. They will meet as a group to mark the assessment and debrief the process collaboratively.

$$y = mx + b$$
$$x = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a}$$

## EKRSA DAY

Two half-day sessions were offered for grade 4 – 7 teachers that focused on promoting understanding in proportional reasoning (fractions, decimals, percent). The Carole Fullerton lesson sequence we explored used Cuisenaire rods and base 10 blocks to explore different types of models (set, area, and linear). The session also highlighted the 'keyword' strategy for making vocabulary visible and how to use it as an assessment for learning tools.



## SCOPE AND SEQUENCE

Teams of grade 4-6 and 7-9 teachers came together to create a scope and sequence for the intermediate/middle school math curriculum. With support from the Ministry, they discussed how the core competencies, numeracy performance standards, curricular competencies, and content worked together. After identifying big ideas and critical concepts in the curriculum, they organized content into a suggested flow with a suggested amount of time to spend on each topic. The next step is to attach resources (lessons/vocab) to the content and identify numeracy tasks for each grade level. Identifying ways to spiral or interleave the content is a goal for the future.

# AROUND THE DISTRICT

## TECHNOLOGY FUNDING

As a result of a Canadian Microsoft Software class action suit, eight schools in SD 5 (listed below) applied for and were awarded a portion of settlement funds for being used over the next five years. These funds will facilitate access to computing devices, software, and teacher training support to improve the overall educational outcomes for students and their teachers.



STEEPLES	\$20,000
AMY WOODLAND	\$25,000
ELKFORD SECONDARY	\$25,000
PARKLAND	\$35,000
ISABELLA DICKEN	\$50,000
GORDON TERRACE	\$75,000
FJ MITCHELL	\$100,000
LAURIE MIDDLE	\$100,000

## CUSTOM ARCADE

Mrs. Kirkpatrick's grade 5 class at AWES recently dove headfirst into STEAM (Science, Technology, Engineering, Arts, Math) with a thrilling game design unit. The students began their journey with some unplugged cardboard games. At the Design Lab, they got to flex their creative muscles and experiment with different materials to create their very own carnival games using coding, Lego and other crafting materials. The pinnacle of their unit came with the task of designing a unique controller for an online game. Armed with Makey Makey kits and various crafting materials, the students created unique controllers to immerse the player in the game fully. The results were impressive, with some standout creations, including a monkey swinging game that utilized a vine for play and an airplane game controlled by a giant paper airplane.

## MAKING MUSIC WITH MAKEY MAKEYS

Students in Ms. Medcalf's grade 3/4 class, Ms. Nohels' grade 6 class, and Mr. Buck's grade 6 class at FJMES created musical instruments from conductive objects such as tin foil and Play-Doh. They used Scratch to code different instrument sounds and notes to play their musical instruments. Mr. Buck's class could play the first few musical notes from "Smoke on the Water" using their instruments.



## LEGO LIMBO

Students in Cara London's Grade 4 class at AWES embarked on an exciting project to explore animal adaptations and create adapted robotic animals. They used a Venn diagram to compare the different senses between living things and robots. This helped them understand which senses a robot could mimic. Next, they headed to the Design Lab to build a guided Lego model of a rhinoceros and code it to use its horn as a sensory tool. The students' creativity was tested when they were asked to modify their rhinoceros to become more like a giraffe, with the ability to reach up high. The class then faced their most formidable challenge, transforming their creation into a snake-like robot that could fit through a tunnel by becoming as low and long as possible. Students exercised their critical thinking and problem-solving skills in a fun and engaging way.

## RSA PROFESSIONAL DEVELOPMENT DAY

The District hosted the Regional Specialist Association (RSA Day) on April 24th at Mount Baker. The day started with keynote adventure speaker Bruce Kirkby, an acclaimed explorer, travel writer and photographer. His talk focused on the concept of grit and having a purpose with a mindset of progress over perfection. In the afternoon, the principals and vice principals had a focused session on moving trauma-informed practice and compassionate systems leadership into action at the school level while teaching and support staff enjoyed various break-out sessions from primary literacy to artificial intelligence.

## STUDENT SERVICES

Transitioning has begun for students moving from elementary school to middle school or middle school to high school. SD5 staff will work directly with students who may have difficulties with the change by taking them on a school tour and introducing them to the staff at their new school.



## NIPIKA LEADERSHIP CLINIC

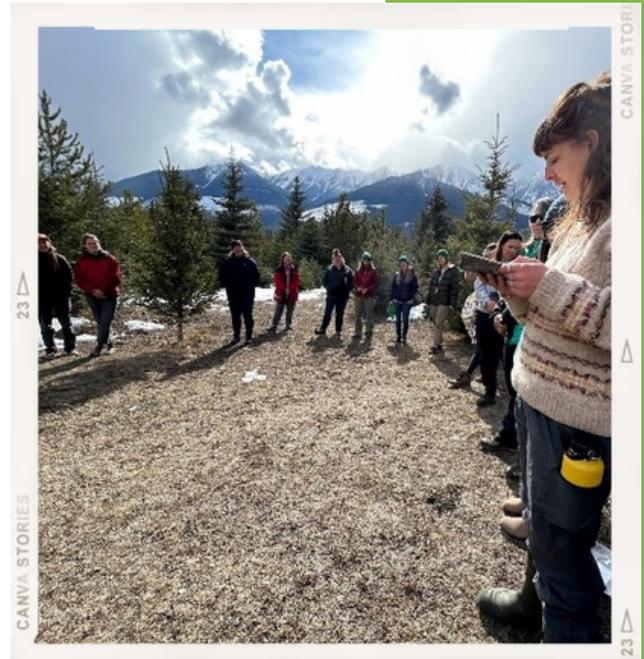
From April 14-16, nine School District 5 staff attended the annual Nipika Environmental Education Leadership Clinic to share, learn and brainstorm ideas for future Environmental Education in SD5. The team that represented SD5 included Emma Garforth-Bles and Faye O'Neil as part of the organizing committee, Janet Kuijt, also a CBEEN board member, along with other leaders in SD5 who have a passion for Outdoor Education and Place-Based Learning, including Carling Cross, Leigh Cormier, Janelle Park, Carissa Hart, Kelly Henderson and Matt Taylor.

Each educator brought different passions and experiences to the discussion. The team had the entire weekend together (without cell service or reliable internet) to share the successes with our District's support of Outdoor Learning and examine our next steps in getting more students outside for learning.

The networking and collaboration with eight other districts provided opportunities to celebrate the fabulous outdoor learning already occurring in SD5 and many 'ah-hah' moments while listening to other programming ideas that could help develop our local actions further.

Stay tuned for a summary of action items being compiled for more great Environmental Education resources, local opportunities to collaborate, and benefit from EEPSA offerings and Pro-D recommendations.

We are grateful for the support we receive to grow outdoor learning in our district. Additional thanks to SD5, CBEEN, KBEE, Wildsight, Take Me Outside, C2C and HCTF, who supported our attendance at the Nipika Leadership Clinic event.





# DISTRICT

# FRAMEWORK



SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY) RESPECTFULLY HONOURS AND ACKNOWLEDGES THAT WE LIVE, WORK AND LEARN ON THE UNCEDED TRADITIONAL TERRITORIES OF THE KTUNAXA AND THE CHOSEN HOMELANDS OF THE MÉTIS. THE FOOTPRINT OF OUR SCHOOL DISTRICT IS FULLY CONTAINED WITHIN THE KTUNAXA NATION, INCLUDING THE COMMUNITIES OF ʔAQ'AM AND YAQIT ʔA ʔNUQƏI'IT.

# What is the Framework for Enhancing Student Learning

Our Framework for Enhancing Student Learning (Framework) reflects our staff and community partners' commitment to ensuring student success. In numerous meetings with our partner groups and district staff, we have looked at student success data and created a plan to improve student learning.



## Partner Engagement

- Indigenous Community Leaders
- CUPE
- CDTA
- FDTA
- DPAC
- Parents
- DSAC

Demographics	#	%
Total Students	6,551	
Indigenous	1,184	18%
Diverse Abilities	1,028	15%
French Immersion	640	10%
International	56	1%
Youth In Care		<1%

# DISTRICT GOALS



To improve students' ability to be literate at each grade level with an initial focus on the primary years

To improve students' skills and confidence in numeracy

To improve the percentage of students feeling welcome, safe and connected to their school community

To improve the percentage of students who feel there are two or more adults in their school who care about them

Students will graduate from high school prepared for the future they choose

## Literacy & Numeracy

- Improve foundational literacy skills at the primary level
- Develop and implement a K-12 literacy plan to improve teacher efficacy
- Establish a district-wide numeracy assessment
- Develop and implement a K-12 numeracy plan
- Develop a district-wide professional learning strategy focused on Literacy and Numeracy

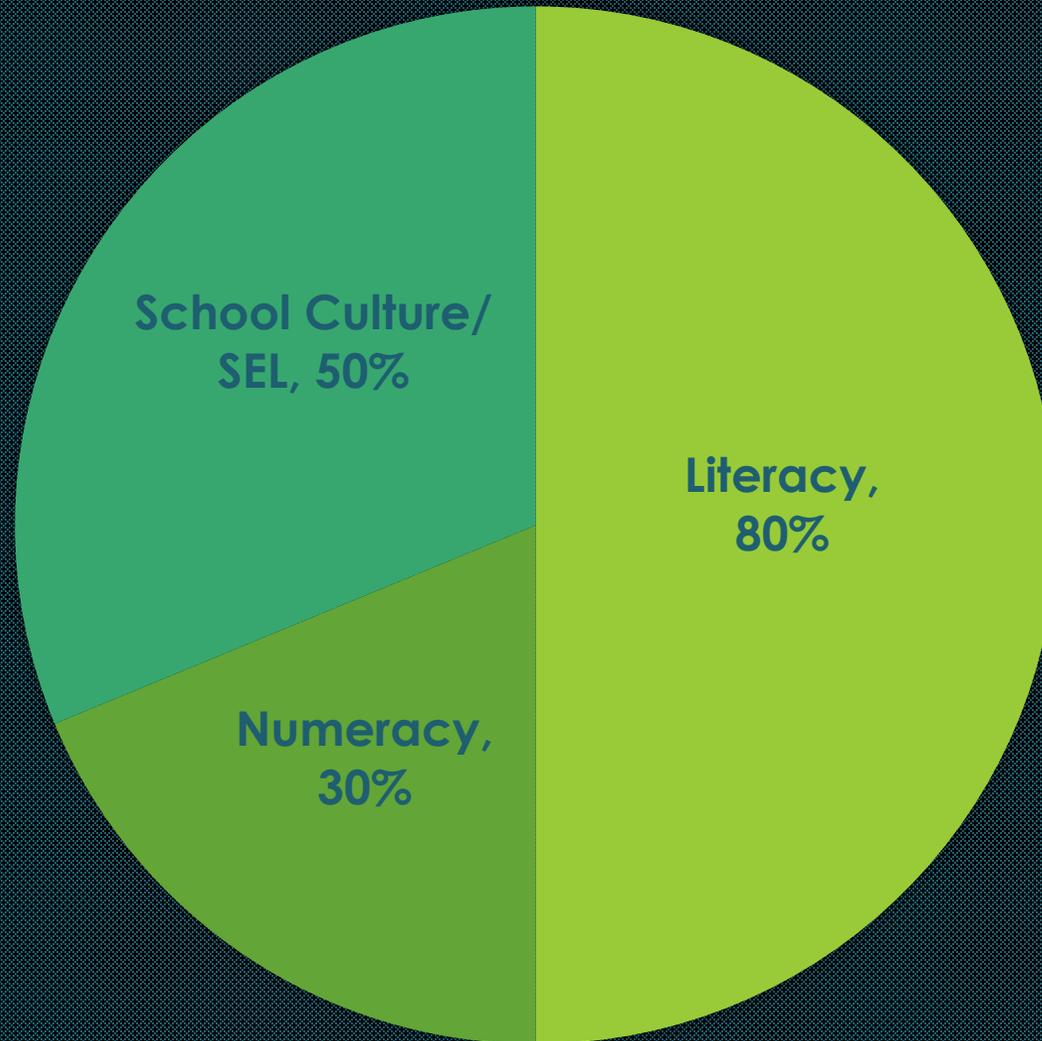
## Human & Social Development

- Improve the quality of students feeling welcome, safe and connected to their school community
- Improve the percentage of students who feel there are two or more adults in their school who care about them
- Focus on barriers to equity with our Indigenous, Children and Youth in Care and students with diverse abilities
- Develop a K-12 plan for ensuring students feel safe, welcome and connected to their school and community

## Career Development

- Develop a grade-to-grade transition plan to support students in obtaining a Dogwood Certificate
- Offer flexible programs across the district within the District
- Expand the Elders in Residence Programs throughout the District
- Continue student success meetings for our grade 9-12 ᑲᓐᓐᓐᓐ and Yaqīt ᑲᓐᓐᓐᓐᓐᓐ students
- Partner work with our Indigenous stakeholders to assess our grade-to-grade transitions

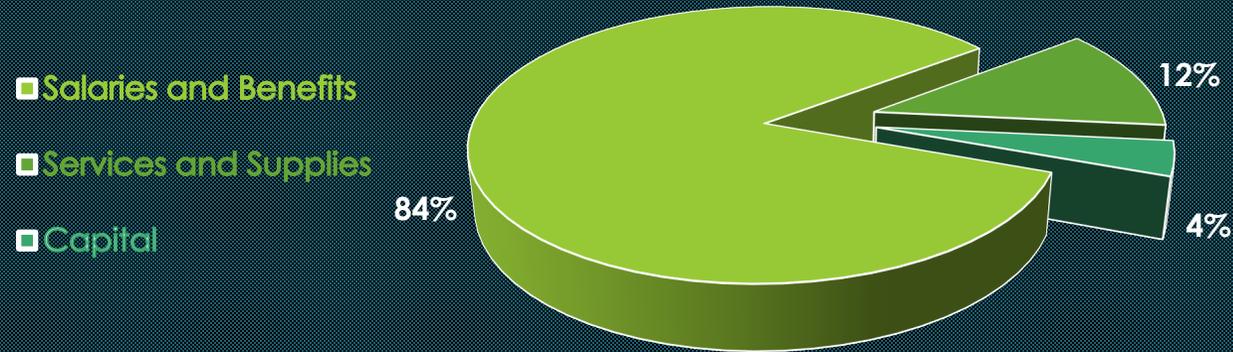
# SCHOOLS' GOALS



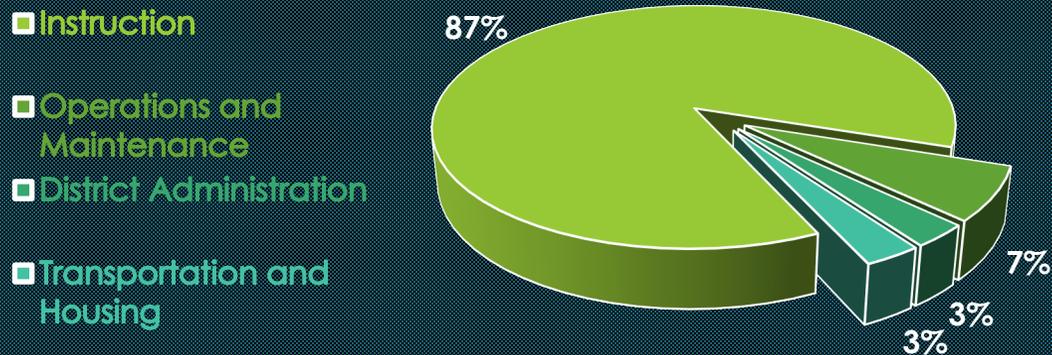
- Analyze Pre and Post Data
  - FSA, MDI, EDI, SLS
- School Budgets & Professional Development Alignment
- Reviewed Yearly

# FINANCE AND OPERATIONS

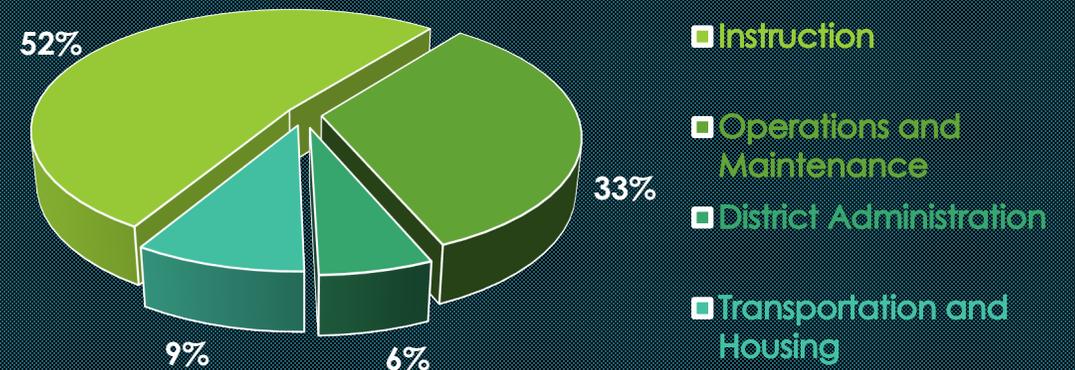
## 2022 Actual Expenses



### Salaries



### Services and Supplies



# COMMUNITY ENGAGEMENT

## WHAT ARE WE HEARING?

What attributes does the school district have that you appreciate most?

- **DESIRE TO CONSTANTLY IMPROVE**
- **ACCESS TO SUPPORT RESOURCES**
- **DISTRICT COMMUNICATION ABOUT EVENTS AND LEARNING OPPORTUNITIES**
- **FOCUS ON CHILDREN AND DIFFERENT LEARNING STYLES**
- **CLEAR MISSION VALUES & OUTCOMES WITH CLEAR METRICS**
- **DIVERSITY AND INCLUSION OF THOUGHT, CULTURE AND RACE**
- **AMAZING TEACHERS & EAS**
- **EXTRA-CURRICULAR PROGRAMS / OUTDOOR LEARNING**
- **FLEXIBILITY IN LEARNING OPTIONS**
- **PROFESSIONAL COLLABORATION**

What attributes do you think the school district is missing?

- **GRADING PROCESS**
- **A CLEAR PLAN FOR THE FUTURE**
- **ACADEMIC EXCELLENCE; TOO MUCH FOCUS ON SOCIAL ISSUES**
- **MORE SUPPORT FOR NEURODIVERSE STUDENTS**
- **COLLABORATION WITH STAFF AND COMMUNITY ON PROGRAMMING AND BUILDINGS**
- **STAFF RETENTION**
- **BEFORE AND AFTER SCHOOL CHILDCARE**
- **TOO MANY NON INSTRUCTIONAL DAYS**
- **ANTI-BULLYING SUPPORT**
- **SCHOOL SUPPORTS IN THE SMALLER COMMUNITIES**
- **STAFF SHORTAGES**

What does the ideal school district look like?

- **AMPLE SPACE, NO PORTABLES**
- **SAFE LEARNING PLACE, OPPORTUNITIES TO GROW**
- **REGULAR REPORT CARD GRADING**
- **HUB OF THE COMMUNITY**
- **MORE COLLABORATION WITH THE COMMUNITY**
- **TRANSPARENCY IN BUDGETS AND COMMUNICATION**
- **STUDENTS FEEL THEY ARE SAFE AND BELONG IN THEIR SCHOOLS**
- **TOP OF THE LINE FACILITIES AND EQUIPMENT**
- **WIDER VARIETY OF LEARNING EXPERIENCES**
- **EQUALITY AMONG THE SCHOOLS**
- **STUDENTS LEARN LIFE SKILLS**

# THANK

# YOU





April 12, 2023

Ref: 284287

Doug McPhee, Chair  
Board of Education  
School District No. 5 (Southeast Kootenay)  
**Email: [doug.mcphee@sd5.bc.ca](mailto:doug.mcphee@sd5.bc.ca)**

Dear Mr. McPhee:

I am responding to a letter dated September 29, 2022, from Nick Taylor, Secretary-Treasurer, requesting approval for the Southeast Kootenay Board of Education to underspend its targeted Indigenous Education funding amount for the 2021/22 school year. As this is targeted funding under Section 106.4 of the *School Act*, Boards of Education must request permission from the Minister of Education and Child Care to underspend their target on an annual basis. As Deputy Minister of Education and Child Care, I am pleased to respond on the Minister's behalf.

Pursuant to Section 106.4(2) of the *School Act*, approval is granted for the Board to underspend its 2021/22 school year Indigenous Education target in an amount up to \$90,809. This variation of direction is granted on the condition that these funds will be brought forward and added to the 2022/23 school year Indigenous Education targeted amount to be expended on Indigenous Education programs. I encourage you to discuss your Indigenous Education targeted funding plans with the District Indigenous Education Council or equivalent, including the Nations and Métis Chartered communities whom you serve, to ensure respectful and meaningful engagement with Indigenous Peoples on the use of these funds.

Appendix to this letter contains statistics about your school district's Indigenous student outcomes. I hope we will see you build upon these achievements and strive for strong academic results for all your students in the current and subsequent school years.

If you have any questions or require further information regarding the financial reporting of Indigenous Education expenses, please contact Ian Aaron, Director, School District Financial Reporting, Resource Management Division, by phone at (250) 415-1073 or by email at [Ian.Aaron@gov.bc.ca](mailto:Ian.Aaron@gov.bc.ca).

If you have any questions or require further information regarding how the Ministry is supporting delivery of Indigenous Education programs, please contact Stephanie Sinitsin, A/Director, Indigenous Education, Learning Division, by phone at (250) 896-4603 or by email at [Stephanie.Sinitsin@gov.bc.ca](mailto:Stephanie.Sinitsin@gov.bc.ca).

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Again, thank you for writing.

Sincerely,

A handwritten signature in black ink that reads "C.A. Zacharuk". The signature is written in a cursive, flowing style.

Christina Zacharuk  
Deputy Minister

pc: Viveka Johnson, Superintendent of Schools  
Nick Taylor, Secretary-Treasurer  
Jason Tichauer, Director of Student Learning and Aboriginal Education  
Stephanie Sinitsin, A/Director, Indigenous Education, Learning Division, Ministry of Education  
Jonathan Foweraker, Executive Director, Resource Management Division, Ministry of Education  
Ian Aaron, Director, School District Financial Reporting, Resource Management Division

## Appendix – SD05 (Southeast Kootenay) Indigenous Student Achievements

In 2021/22 on the Grade 4 Literacy assessment, 62% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 71% of Non-Indigenous students in SD05.

In 2021/22 on the Grade 4 Numeracy assessment, 36% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 53% of Non-Indigenous students in SD05.

In 2021/22 on the Grade 7 Literacy assessment, 57% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 62% of Non-Indigenous students in SD05.

In 2021/22 on the Grade 7 Numeracy assessment, 31% of Indigenous students were “On Track” or “Extending” expectations on the revised FSA compared to 51% of Non-Indigenous students in SD05.

Six-year completion rate for Indigenous students has decreased from 82.6% in 2017/18 to 75.3% in 2021/22.

Six-year completion rate for Non-Indigenous students have decreased from 96.0% in 2017/18 to 90.8% in 2021/22.

Of 75 Indigenous graduates from SD05 in 2016/17, 24 (32%) immediately transitioned to B.C. public post-secondary institutions, and 4 years after grad, 33 (44%) had transitioned into post-secondary.

Of 356 Non-Indigenous graduates from SD05 in 2016/17, 129 (36%) immediately transitioned to B.C. public post-secondary institutions, and 4 years after grad, 192 (54%) had transitioned into post-secondary.

Of 28 Indigenous non-graduates from SD05 in 2016/17, 2 (7%) immediately transitioned to B.C. public post-secondary institutions, and 4 years after grad, 3 (11%) had transitioned into post-secondary.

Of 202 Non-Indigenous non-graduates from SD05 in 2016/17, 5 (2%) immediately transitioned to B.C. public post-secondary institutions, and 4 years after grad, 13 (6%) had transitioned into post-secondary.





December 6, 2022

Ref: 250610

Frank Lento, Chair  
Board of Education  
School District No. 5 (Southeast Kootenay)  
**Email: frank.lento@sd5.bc.ca**

Dear Mr. Lento:

Thank you for your letters of September 23, 2021, and June 17, 2022, regarding the challenges facing Elk Valley students in accessing dual credit programming. Please accept my apologies for the delay in responding to your original letter.

Dual credit improves the rates at which students graduate and transition to post-secondary study, including trades training. An equitable distribution of these opportunities for students around the province is a goal we share. However, the Recognition of Post-Secondary Transition Programs for Funding Purposes policy does not allow for your specific request.

The Ministry of Education and Child Care recognizes post-secondary courses for funding purposes if they are part of the school-age students' planned program of study leading to graduation. To be funded by the Ministry, Train in Trades and other dual credit courses must adhere to the requirements of the above policy, including satisfying these three key elements:

- the post-secondary courses are an option for the student;
- those courses are consistent with the school-aged student's transition plan; and,
- the student begins taking those courses during Grade 11 or Grade 12.

If the distance to a post-secondary institution creates an insurmountable transportation challenge to participate in a dual credit program, that specific program will not be an option for the student—at least not until they are no longer in Grades 11 or 12 and also no longer of school age as defined by the *School Act*.

The Ministry's Funding and Financial Accountability Branch does welcome requests for funding under exceptional circumstances. However, an exceptional circumstance is defined as an unforeseen scheduling change or conflict that the student, school, and school district could not control, and that precludes the Grade 11 or Grade 12 student from taking a post-secondary transition program of courses leading to graduation.

The scenario you identified in your initial letter, which involves known transportation issues and would require waiving one or more of the key policy elements referenced above, does not fall within the scope of this definition and therefore, would be ineligible for funding as an exceptional circumstance.

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While this is surely not the response you were hoping for, please know that both of your letters were read with care. Your insights into the challenges facing rural and remote districts are being considered among the input informing a review and revision of the dual credit funding policy that is currently underway.

At the same time, I would like to take this opportunity to highlight the ways in which British Columbia's longstanding dual credit policies are permissive, which may empower you to meet the needs of your students:

- school districts choose their partner post-secondary institutions and determine what programs to make available;
- dual credit courses can take place on a post-secondary campus, in a high school, or online; and,
- the Ministry funds dual credit courses in the same way and at the same rate that it funds other secondary school electives, with no limit to the number of dual credit courses a school district can facilitate, or a student can take.

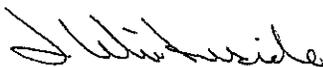
Regarding the second point above, and further to the suggestion in your letter to offer dual credit programs in the Elk Valley, I encourage you to collaborate with your post-secondary partners to explore school-based and online dual credit program options for students in these communities.

Moreover, the Province is now encouraging dual credit growth with a focus on early childhood education programs. I am pleased to report that the school district is participating in the Early Childhood Education Dual Credit Project in partnership with School District No. 6 (Rocky Mountain), School District No. 8 (Kootenay Lake), and the College of the Rockies, as well as Selkirk College.

For questions about funding and exceptional circumstances, please contact Caroline Ponsford, Director of Strategic Policy and Planning by email at [caroline.ponsford@gov.bc.ca](mailto:caroline.ponsford@gov.bc.ca). For other dual credit inquiries, please contact Rob Hicks, Director of Student Transitions by email at [rob.hicks@gov.bc.ca](mailto:rob.hicks@gov.bc.ca).

Again, thank you for writing, and for your ongoing commitment to the future success of students in the Southeast Kootenay School District.

Sincerely,



Jennifer Whiteside  
Minister

pc: Honourable Anne Kang, Minister of Advanced Education and Skills Training  
Caroline Ponsford, Director of Strategic Policy and Planning, Resource Management  
Division, Ministry of Education and Child Care  
Rob Hicks, Director of Student Transitions, Education Programs Division,  
Ministry of Education and Child Care



April 20, 2023

Ref: 288188

Doug McPhee, Chair  
Board of Education  
School District No. 5 (Southeast Kootenay)  
**Email: [doug.mcphee@sd5.bc.ca](mailto:doug.mcphee@sd5.bc.ca)**

Dear Doug McPhee:

Congratulations on your recent re-election and thank you for your letter of February 15, 2023, regarding requests for dual credit trades funding beyond graduation in Elk Valley communities.

As you noted, this issue was brought forward in letters dated September 23, 2021, and June 17, 2022, from the previous board chair, Frank Lento. I would also like to acknowledge that the former Minister of Education and Child Care, the Honourable Jennifer Whiteside, did provide a response to these letters on December 6, 2022 (attached).

Minister Whiteside's response letter outlines the criteria and guidelines for dual credit funding as prescribed by the Recognition of Post-Secondary Transition Programs for Funding Purposes Policy. As referenced in the Minister's letter, the Board's request for funding after graduation cannot be accommodated within the scope of this policy (funding non-graduated students enrolled in K-12 programs) or the exceptional circumstances process as described therein.

I would like to reiterate that Ministry policies do not limit where dual credit learning can take place and encourage you to explore additional dual credit options for Elkford, Fernie, and Sparwood students with the College of the Rockies, such as establishing in-person cohorts within the local high schools or delivering some course content online.

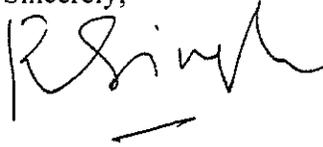
On a related note, I am pleased that the school district is part of an Early Childhood Education Dual Credit Project site receiving up to \$465,000 over three years to support students interested in serving your communities as early childhood educators. Moreover, I am pleased to share that Budget 2023 confirmed over \$1.4 billion in investments in Future Ready and B.C.'s Health Human Resources Strategy, which commit to implementing new career development initiatives and expanding dual credit programming for BC students. More information on these initiatives will be shared with school districts in the coming weeks.

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Further to this letter, Rob Hicks, Director of Student Transitions, will reach out to Superintendent Viveka Johnson to discuss potential options and opportunities to support Southeast Kootenay students through the Ministry's dual credit policy, the Early Childhood Education Dual Credit Project, and upcoming initiatives.

Again, thank you for writing, and for your shared commitment to the success of BC students.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Singh', with a horizontal line underneath the 'h'.

Rachna Singh  
Minister

Attachments: Letter, Minister Jennifer Whiteside, December 6, 2022

pc: Viveka Johnson, Superintendent, School District No. 5 (Southeast Kootenay)  
Rob Hicks, Director of Student Transitions,