



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

**AGENDA - INAUGURAL MEETING**

Swearing-in: 3:00 p.m.

Meeting: 3:15 p.m.

November 8, 2022

Cranbrook Board Office

**Pages**

1. Call to Order - Acting Chair, Secretary Treasurer
  - 1.1. Acknowledgement of Ktunaxa Territory

Nasu?kin (Chief) Joe Pierre

    - 1.1.1. Ktunaxa Flag Song
  - 1.2. Swearing-In/Affirming of Trustees
    - 1.2.1. Oath of Office
    - 1.2.2. Oath of Allegiance (optional)
  - 1.3. Introduction of Board of Education
2. Election of Chairperson
3. Election of BC School Trustees Association Provincial Councilor and Alternate (BCSTA)
4. Election of BC Public School Employers' Association Representative and Alternate (BCPSEA)
5. Appointment of CUPE Bargaining Team Representative
6. Appointment of Time and Place for Meetings
  - 6.1. Board Meeting Schedule
7. Appointment of Signing Officers

**7.1. Signing Officers for School District No. 5 (Southeast Kootenay)**

THAT the Chairperson of the Board, in conjunction with the Secretary Treasurer, be authorized as the signing officers for the School District, and in the event of the absence of the Chairperson, the Vice Chairperson is duly appointed as alternate signing authority, and further, that in the event of the absence of the Secretary Treasurer, the Superintendent of Schools is duly authorized as signing authority.

**8. Trustee Standing Committees and School Assignments**

**8.1. Trustee Standing Committees Discussion**

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**9. Board Orientation**

**9.1. Roles and Responsibilities**

Superintendent, Secretary Treasurer and Board Chair review Roles and Responsibilities

**9.2. Board Policy Handbook and Administrative Procedures**

Dr. Leroy Sloan (Sloan Consultants Ltd.) to review current Board Policy Handbook and Administrative Procedures

**10. Adjournment**

Social and light appetizers to follow



## Meetings of the Board of Education of School District 5 Southeast Kootenay

### REGULAR PUBLIC, REGULAR IN-CAMERA AND STANDING COMMITTEES

#### 2022-2023

<b><u>2022</u></b>	<b>August 29</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>September 13</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>Cranbrook</b>
	<b>September 26</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>October 11</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>Cranbrook</b>
	<b>October 24</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>November 8</b>	3:00 p.m.	Inaugural Board Meeting	<b>Cranbrook</b>
	<b>November 21</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>December 13</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>KLC - Fernie</b>
<b><u>2023</u></b>	<b>January 10</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>Cranbrook</b>
	<b>January 23</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>February 14</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>KLC - Fernie</b>
	<b>February 27</b>	9:30 a.m.	Committee Meetings	<b>KLC - Fernie</b>
	<b>March 14</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>KLC - Fernie</b>
	<b>April 11</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>Cranbrook</b>
	<b>April 24</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>May 9</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>KLC - Fernie</b>
	<b>May 29</b>	9:30 a.m.	Committee Meetings	<b>Cranbrook</b>
	<b>June 13</b>	1:00 & 3:00 p.m.	Board Meetings*	<b>Cranbrook</b>

**\*In-camera Board meetings will begin at 1:00 p.m.**

**\*Public Board meetings will begin at 3:00 p.m.**

Other special public or in-camera meetings will be at the call of the Chair as per the Procedural Bylaws. The location of each meeting is to be determined by the Chairperson.

#### **Committee Meeting Schedule – Cranbrook School Board Office and KLC-Fernie**

9:30 a.m. – 11:00 a.m.	Advocacy/Education
11:00 a.m. – 12:00 p.m.	Student Services
12:00 p.m. – 12:30 p.m.	Policy
12:30 p.m. – 1:00 p.m.	Lunch
1:00 p.m. – 2:00 p.m.	Public Finance/Operations/Personnel
2:00 p.m. – 3:00 p.m.	In-camera Finance/Operations/Personnel

**SCHOOL DISTRICT No. 5 SOUTHEAST KOOTENAY  
2023 TRUSTEE STANDING COMMITTEES**

<b>POLICY COMMITTEE</b>		Jason Tichauer
<b>FINANCE/OPERATIONS/PERSONNEL COMMITTEE</b>		Nick Taylor
<b>ADVOCACY/EDUCATION COMMITTEE</b>		Diane Casault
<b>STUDENT SERVICES COMMITTEE</b>		Darcy Verbeurgt

*The Board Chair will attend as many meetings as possible.  
The Superintendent will be ex-officio Administrative Representative for all Committees.  
The Chairperson will be ex-officio Trustee Representative for all Committees.*

<b>AD HOC</b>	<b>TRUSTEE REPS</b>	<b>ALTERNATE</b>
Aboriginal Council on Education		
B.C.P.S.E.A.		
B.C.S.T.A. Provincial Council		
CFTA Bargaining Support Team		
CFTA Grievances		
Chamber of Commerce (Cranbrook)		
Communications/Media Committee		
Cranbrook in Motion		
Cranbrook Wellness & Heritage		
CUPE Bargaining Support Team		
CUPE Grievances		
DPAC		
DSAC		
Early Years Committee (Cranbrook)		
Early Years Committee (Elkford)		
Early Years Committee (Ferne)		
Early Years Committee (Sparwood)		
Ferne Leisure Services		
French Language		
Humanity Network		
Key City Theatre		
Legacy of Learning		
MBSS Building Replacement		
Safe Communities Cranbrook		
Trustee/Board Evaluation		

Reminders:

- ❖ The purpose of all meetings is to help students.
- ❖ Trustees are encouraged to keep abreast of what's happening in our schools and look for opportunities to lend a helping hand.
- ❖ Committees must not take on the role of the Board. (Just as the Board must not act like a Committee.)
- ❖ The public's perception of our actions will be just as important as the action itself.
- ❖ Trustees and Committee members should agree or disagree with motions or ideas – not with people.
- ❖ Committees recommend or advise.

DRAFT

**2023 VICE CHAIRPERSON**

**BOARD OF TRUSTEES  
SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY**

January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

**SCHOOL DISTRICT 5 SOUTHEAST KOOTENAY  
TRUSTEES  
2022/2023 SCHOOL ASSIGNMENT**

<b>CRANBROOK</b>	Pinewood	
	Amy Woodland	
	Alternate Programs (KES/KDS)	
	Parkland	
	Gordon Terrace	
	Kootenay Orchards	
	TM Roberts	
	Highlands	
	Mount Baker	
	Laurie	
	Steeples	
<b>FERNIE</b>	Isabella Dicken Fernie Secondary Kootenay Discovery Kootenay Learning Campus	
<b>SOUTH COUNTRY</b>	Jaffray Elementary Junior Secondary	
<b>SPARWOOD</b>	Frank J. Mitchell Sparwood Secondary	
<b>ELKFORD</b>	Rocky Mountain Elkford Secondary	

\*The Chairperson will attempt to visit all schools.