



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

MINUTES - INAUGURAL MEETING

November 8, 2022, 3:00 p.m.

Cranbrook Board Office

Present: Chairperson Doug McPhee
Trustee Trina Ayling
Trustee Bev Bellina
Trustee Irene Bischler
Trustee Alysha Clarke
Trustee Nicole Heckendorf
Trustee Chris Johns
Trustee Sarah Madsen
Trustee Wendy Turner

Staff Present Secretary Treasurer Nick Taylor
Superintendent Viveka Johnson
Director of Student Learning and Aboriginal Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
District Principal Student Services Darcy Verbeurgt
District Principal Transformative Learning Jennifer Roberts
Executive Assistant (Recorder) Jane Nixon

1. Call to Order - Acting Chair, Secretary Treasurer

Secretary Treasurer Taylor called the meeting to order at 3:13 p.m.

1.1 Traditional Territory Acknowledgement

Nasu?kin (Chief) Joe Pierre acknowledged the Homelands of the Ktunaxa people.

1.2 Confirmation of Oath

Secretary Treasurer Taylor confirmed the election results and had trustees affirm their Oath of Office.

1.3 Introduction of Board of Education

The Trustees introduced themselves to the public.

2. Election of Chairperson

As per Policy 7 – Board Operations (Section 2. Inaugural Board Meetings and Subsequent Annual Meetings)

Secretary Treasurer Taylor made the call for nominations for the position of Board Chairperson.

- Trustee McPhee accepted a nomination as designated by Trustee Ayling
- Trustee Bellina accepted a nomination as designated by Trustee Bischler

Secretary Treasurer Taylor made a second and final call for nominations then declared that nominations cease.

Secret ballot conducted and counted by Secretary Treasurer Taylor, Superintendent Johnson and Accountant Kaushal.

Trustee McPhee was elected as Chairperson of the Board of Education.

Chairperson McPhee assumed the chair of the meeting.

MOTION-R-22-157

Moved/Seconded by Johns/Ayling:

THAT the ballots be destroyed.

CARRIED UNANIMOUSLY

There was no election of Vice Chairperson. The Trustees will act as Vice Chairperson on a rotational basis with a schedule to be determined at the working session on November 21, 2022.

3. Election of BC School Trustees Association Provincial Councilor and Alternate (BCSTA)

Chairperson McPhee made the first call for nominations for a Board representative as the BC School Trustees Association Provincial Councilor.

Trustee Bellina accepted a nomination as designated by Trustee Johns.

Chairperson McPhee made a second and final call for nominations, then declared nominations cease.

Chairperson McPhee declared Trustee Bellina as the BC School Trustee Association Provincial Councilor.

Consensus of the Board was that the position of BC School Trustee Association Alternate Provincial Councilor would be discussed at the working session on November 21, 2022.

4. Election of BC Public School Employers' Association Representative and Alternate (BCPSEA)

Chairperson McPhee made the first call for nominations for a Board representative for the BC Public School Employers' Association.

Trustee Ayling accepted a nomination as designated by Trustee Turner.

Chairperson McPhee made a second and final call for nominations, then declared nominations cease.

Chairperson McPhee declared Trustee Ayling as the BC Public School Employers' Association Representative.

Consensus of the Board was that the position of BC Public School Employers' Association Alternate Representative would be discussed at the working session on November 21, 2022.

5. Election of CUPE Bargaining Team Representative

Chairperson McPhee made the first call for nominations for CUPE Bargaining Team Representative.

Trustee Ayling accepted a nomination as designated by Trustee Johns.

Chairperson McPhee made a second and final call for nominations, then declared nominations cease.

Chairperson McPhee declared Trustee Ayling as the CUPE Bargaining Team Representative.

6. Appointment of Time and Place for Meetings

6.1 Board Meeting Schedule

MOTION-R-22-158

Moved/Seconded by Turner/Bellina:

THAT the Board adopt the schedule of the time and place for meetings as attached to the Agenda.

CARRIED UNANIMOUSLY

7. Appointment of Signing Officers

MOTION-R-22-159

Moved/Seconded by Johns/Ayling:

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.

CARRIED UNANIMOUSLY

8. Trustee Standing Committees and School Assignments

8.1 Trustee Standing Committees

Chairperson McPhee requested that Trustees look at all of the committees that are available and submit to him which ones they would like to represent. This will be discussed at the working session on November 21, 2022.

9. Board Orientation Working Session

9.1 Roles and Responsibilities

Items to be covered at the working session on November 21 include:

- Trustee standing committee representative assignments
- School assignments
- Vice chair rotation
- Alternate Representative for BC School Trustees Association Provincial Councilor (BCSTA)
- Alternate Representative for BC Public School Employers' Association (BCPSEA)

9.2 Board Policy Handbook and Administrative Procedures

MOTION-R-22-160

Moved/Seconded by Johns/Bellina:

THAT the Board engage the services of Dr. Leroy Sloan to cover the topic of Board Governance including the Board Policy Handbook and the Administrative Procedures.

CARRIED UNANIMOUSLY

10. Adjournment

MOTION-R-22-161

Moved/Seconded by Turner/Johns:

THAT the Inaugural public meeting of the Board of Education of November 8, 2022 be adjourned at 3:45 p.m.

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer