



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

**September 15, 2020, 3:00 p.m.  
Cranbrook Board Office**

Present: Chairperson Lento  
Trustee Ayling  
Trustee Bellina - Zoom  
Trustee Damstrom - Zoom  
Trustee Johns  
Trustee Kitt - Zoom  
Trustee McPhee  
Trustee Turner  
Trustee Whalen

Staff Present Superintendent, S. Yardley  
Secretary Treasurer, A. Rice  
Director of Instruction/Human Resources, B. Reimer  
Director of Student Learning/Aboriginal Education, J. Tichauer  
Director of Instruction/Student Learning and Innovation, D. Casault  
District Principal/Student Services, D. Verbeurgt  
Executive Assistant, (recorder) Sandy Gronlund

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Chairperson Lento called the September 15, 2020 regular public meeting of the Board of Education to order at 3:07 p.m.

Chairperson Lento asked for a moment of silence for the passing of some class acts.

Peter Caufield – Fernie Secondary School  
Bart Stevenson – Parkland Middle School  
Nick Turchniak – Mount Baker Secondary School  
Sharon Duthie – T.M. Roberts Elementary School

**1.2 Consideration and Approval of Agenda**

Additions: **6.3 Innes Avenue Development**

**MOTION R-20-93**

M/S that the agenda for the regular public meeting of the Board of Education of September 15, 2020 be approved as amended.

**CARRIED**

**1.3 Approval of the Minutes**

Minutes of the public meeting of the Board of Education of June 9, 2020.

**MOTION R-20-94**

M/S that the minutes of the regular public meeting of the Board of Education of June 9, 2020 be approved as circulated.

**CARRIED**

**1.4 Receipt of Records of Closed Meetings**

**MOTION R-20-95**

M/S to accept the closed records of the in-camera meeting of the Board of Education of June 9<sup>th</sup>, 17<sup>th</sup>, 23<sup>rd</sup> and July 21<sup>st</sup>, 2020.

**CARRIED**

**1.5 Business Arising from Previous Minutes**

Trustee Johns clarified item 2.3 of the June 9, 2020 regular public minutes that all options are still on the table for replacement/renovations on Mount Baker Secondary School.

Trustee Johns asked for a follow up on item 3.1 in the June 9, 2020 regarding temperature checks at the schools. Secretary Treasurer Rice replied the district is following the advice of public health and safety as well as the Ministry of Education who have advised that we should not be conducting temperature checks.

Secretary Treasurer Rice will share the information he has received on temperature checks in schools with the Board.

**1.6 Receiving of Delegations/Presentations**

Nil.

**2. TRUSTEE REPRESENTATIVE REPORTS**

**2.1 Advocacy/Education Committee**

No meeting in August.

**2.2 Policy Committee**

No meeting in August.

**2.3 Student Services Committee**

No meeting in August.

**2.4 Finance/Operations/Personnel Committee**

No meeting in August.

**2.5 BCSTA /Provincial Council**

Trustee Bellina enjoyed the encouraging message from Stephanie Higginson, President of BCSTA, published in a recent BCSTA Weekly News.

The BCSTA Provincial Council meeting on October 24, 2020 will be held via Zoom with final submissions of motions on September 18, 2020.

Trustee Bellina asked the Board if they had any emergent motions they would like to submit at this time. They did not.

**MOTION R-20-96**

M/S to accept the report of the BCSTA/Provincial Council.

**CARRIED**

**2.6 Communications/Media Committee**

Trustee Ayling shared the following letters and releases with the Board that have been sent to media.

- Letter of appreciation to Director Reimer, Heather Hockley and Jill MacDonald for their work on the “HR Recruitment” report
- Media releases for the principal and vice-principal hires at Mount Baker Secondary School
- Media release for the new district admin hire at the Kootenay Learning Campus/District Learning Centre
- Media release on the Budget/SSCFGS Select Standing Committee on Finance and Government Services
- Message to the School District 5 Community

**MOTION R-20-97**

M/S to accept the report of the Communications/Media Committee.

**CARRIED**

**2.7 Mount Baker Secondary School Replacement Committee**

Trustee Johns clarified item 2.3 of the June 9, 2020 regular public minutes that all options are still on the table for replacement or renovations to Mount Baker Secondary School (MBSS). His plan is to meet with Secretary Treasurer Rice and Operations Manager Tank in the near future to discuss these options.

**MOTION R-20-98**

M/S to accept the report of the Mount Baker Secondary School Replacement Committee.

**CARRIED**

**2.8 Key City Theatre**

Trustee McPhee shared that the Key City Theatre Society will be meeting this Thursday, September 17, 2020. He discussed the municipal taxation on the Key City Theatre and Secretary-Treasurer Rice will provide an update once he receives additional information.

Trustee Ayling reported having been on the Board of the Key City Theatre for the maximum six years allowed come December and we will need another SD5 Board member to replace her.

**MOTION R-20-99**

M/S to accept the report of the Key City Theatre.

**CARRIED**

## **2.9 Legacy of Learning**

Trustee Johns reviewed the September 15, 2020 Legacy of Learning report with the Board. The Legacy is looking to purchase a community board to display at the Kootenay Learning Campus in the amount of \$400-\$500. Trustee Johns suggested that trustees ask around in their communities to see if there was some interest in advertising on the board.

### **MOTION R-20-100**

M/S to accept the Legacy of Learning report.

**CARRIED**

## **2.10 French Advisory Committee**

No meeting.

## **2.11 Trustee Reports**

Trustees reported on their activities for the month.

- Trustee Turner will be attending a PAC meeting tonight and also attended a PAC meeting at Kootenay Orchard last night. PACs are looking at ways to safely hold events for the students such as orange shirt day, photo day etc.
- Trustee McPhee appreciates this is a busy time of the year but would like to see school web pages updated with meeting dates etc. as soon as possible.
- Trustee Johns reported that a date for the Mount Baker Secondary School PAC meeting will be announced soon and the Highlands Elementary School PAC will set a date in October.
- Trustee Kitt reported that with the discussions she and Secretary Treasurer Rice have had with the District of Elkford around parents safely dropping off students at the Rocky Mountain Elementary school, the District of Elkford has now approved the school to use the road out front of the school for the times parents are dropping and picking up students.
- Trustee Damstrom reported that after having discussions with the Principal of Jaffray School she feels Covid-19 related protocols are going well.
- Trustee Bellina reported that she will be attending a PAC meeting tonight and that she chaired a Sparwood Library Board meeting via Zoom.

## **3. SECRETARY TREASURER'S REPORT TO THE BOARD**

### **3.1 Stage 2 Restart Protocol Update - Secretary Treasurer**

Secretary Treasurer Rice reported on the two successful Health and Safety instruction Live Teams events on September 8<sup>th</sup> and 9<sup>th</sup> with all SD5 employees. The health and safety question & answer session will be posted on the SD5 website shortly.

He expressed his gratitude to the staff working on the health and safety committee. There has been a significant amount of additional work for them.

There was concern on the ability to sanitize manipulatives such as toys and equipment. Secretary Treasurer gave an explanation on the devices that are on order that will make sanitizing more effective and easier to use. One of these devices has the potential to be available in every classroom. There are questions coming in with relation to Covid symptoms from the Ministry of Education. Secretary Treasurer Rice is hopeful that the guiding information we receive will be more helpful. We need to be

very sure we communicate out information to staff and parents and to ensure everyone understands the information.

The district will be receiving Federal funds from the Ministry of Education. These funds will have criteria for spending attached that must be adhered. There is a possibility of additional funds in the future. Secretary Treasurer Rice will put together a committee with representatives from SD5 staff and partner stakeholders to come up with a plan for spending this funding and bring this plan to the Board for their approval. Secretary Treasurer Rice will update the Board further at the September 28<sup>th</sup> committee meeting.

Secretary Treasurer Rice distributed the SD5 Covid-19 Mandatory Protocol Procedures for the School Board Office to the Board.

Trustee Johns asked about how staff will be receiving flu shots due to Covid protocols. Secretary Treasure Rice will follow up on this item and report back.

### **3.2 June 30, 2020 Financial Statement Audit**

Secretary Treasurer Rice reported that the district has received a clean financial audit by BDO Canada for the 2019-20 year and asked the Board for their approval of the Audited Financial Statements.

#### **MOTION R-20-101**

M/S that the Board accept and approve the 2019/2020 BDO Canada Audited Financial Statements.

**CARRIED**

Secretary Treasurer Rice will have a copy of the financial statements posted on the website and attach at copy to the public meeting for any questions that may arise.

### **3.3 Finance Report**

Attached to the agenda for information. Secretary Treasurer Rice will give an update on the student enrollment at the September 28<sup>th</sup> committee meeting.

#### **MOTION R-20-102**

M/S that the Board of Education accept the Secretary Treasurer's report of September 15, 2020 as presented.

**CARRIED**

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

### **4.1 Stage 2 Restart Protocol Update – Superintendent**

Superintendent Yardley reported on the start up of schools.

The district team along with our stakeholder partners started back to work August 6<sup>th</sup> to formulate a stage 2 return to school plan to be submitted to the Ministry of Education (MoE). We are being advised that Covid-19 could be here to stay. Our principals and vice-principals have been working hard at the schools to find ways to ensure the Covid-19 safety protocols work in their schools. High schools and middle schools have had to redo their timetables in order to accommodate the learning groups in their schools. They worked closely with their district directors and have had to tweak their plan many times as new information comes in from the MoE. Schools will continue to adjust their

safety plans as information comes down from MoE. Superintendent Yardley feels we are in a good place at this time.

Student enrollment numbers could be a concern. Superintendent Yardley distributed a report showing each schools enrolment along with student absences over the last week. The absentee numbers that are accounted for are students that are feeling unwell, some staying home because of the smoke in the air and some parents are undecided as yet where their children will obtain their schooling. District staff are currently focusing on students that are unaccounted for.

We currently have continuing education and district learning with 160 k-9 full time students with approximately 145 coming out of our brick and mortal schools. There is currently 24 grade 10-12 full time students from brick and mortal schools.

Great information is being shared on our SD5 Facebook page. Our student messenger will be set up soon as another option for communicating with parents.

Superintendent Yardley expressed how proud she is of the work the health and safety committee has accomplished. She complimented both Larry Dureski and Secretary Treasurer Rice for their delivery of the health and safety presentation to the SD5 staff.

District Principal Verbeurgt reported that the student services enrolment is close to what was budgeted for. The student services department is doing well and in a good place.

District Principal Roberts has stated the audio set up in the Board room and the Kootenay Learning Campus requires an update. This is a high priority and the SD5 tech department is working on a plan.

#### **4.2 Pro-D Day (Sept 18)**

Director Tichauer explained what the District Indigenous Professional Development Day will look like this Friday. Sophie Pierre and the Honourable Senator Murray Sinclair will join us as keynote speakers via "Microsoft Live Teams" for our district Indigenous Education Professional Development Day September 18, 2020.

The theme for the day is "*Truth and Reconciliation: Continuing OUR Journey*"

We also welcome two presenters for our afternoon sessions from the College of the Rockies Indigenous Education Team. Joann Smith presenting on Reconciliation & Indigenizing Practice and Karen Smith presenting on Incorporating Indigenous Content & Perspective into the K-12 Curriculum. Both presentations again via "Microsoft Live Teams".

All SD5 staff are invited to watch these "Live Teams" sessions including our casual employees. Director Tichauer thanked everyone who worked so hard to put this event together.

#### **MOTION R-20-103**

M/S that the Board of Education accept the Superintendent's report of September 15, 2020 as presented.

**CARRIED**

**5. CHAIRPERSON'S REPORT**

Chair Lento thanked the Superintendent and Secretary Treasurer for all of their hard work in taking the lead, along with the Directors and District Principals and offered a report card on the Superintendent and Secretary Treasurer Covid leadership: A for accepting, A for assessing, A for addressing, A for acting, A for adjusting and an A for adapting. Six A's – not bad for anybody's report card. Chair Lento appreciated the Health and Safety orientation and presentation delivered to all SD5 staff by Larry Dureski. Larry also gets an "A"!! A heartfelt thanks! He also noted the special effort by Sarah Jones with her help on the Health and Safety team.

Chair Lento would like to find a safe way for our students to be able to get back into playing team sports. For some students, this is a very important part of school.

**5.1 2020-21 Meeting Locations of the Board Schedule Revised**

**MOTION R-20-104**

M/S that the Board of Education approve the revised locations as presented for the 2020-21 Board Meeting Schedule.

**CARRIED**

**5.2 Committee Meeting Agenda Formats – Revised**

The Board met on August 31, 2020 with Superintendent Yardley and Secretary Treasurer Rice and the Executive Assistants to discuss and revise the Advocacy, Policy, Student Services, Finance/Operation/Personnel public and in-camera committee agenda formats.

**MOTION R-20-105**

M/S that the Board of Education approve the changes in the revised committee meeting agendas.

**CARRIED**

**6. NEW BUSINESS**

**6.1 Business Arising from Delegations**

Nil

**6.2 Draft Annual School Calendars 2021/2022 and 2022/2023**

**MOTION R-20-106**

M/S that the Board of Education approve the 2021/2022 and 2022/2023 draft annual school calendars be distributed to our stakeholder partners for the required 30-day public consultation process.

**CARRIED**

**6.3 Innes Avenue Development**

On February 19<sup>th</sup> Trustee Johns presented at a City of Cranbrook council meeting. The district has received no response back from the city regarding the presentation. He suggested an SD5 working committee evaluate the impact the development could potentially have on our school sites and report back at the next Board meeting.

**MOTION R-20-107**

M/S that the Secretary Treasurer write a letter to the City of Cranbrook requesting information on the status of the proposed Inness Avenue development and the status of the City's response to the comments made by SD5 at the public consultation of February 19<sup>th</sup>, 2020, regarding the development.

**CARRIED**

**7. TRUSTEE BOUQUETS**

- Trustee Turner for the resilience SD5 has shown in working with partners and staff on the protocols of the safety towards Covid issues.
- Trustee Bellina for all SD5 staff and trustees for working so hard on a safety plan for the students return back to school in these Covid-19 times.

**8. ITEMS FOR INFORMATION/CORRESPONDENCE**

**9. QUESTION PERIOD**

Thank you to Sarah Jones for her work with the Health and Safety Team.

**10. LATE ITEMS**

Nil.

**11. ADJOURNMENT**

**MOTION R-20-108**

M/S that the September 15, 2020 regular public meeting of the Board of Education adjourn at 4:40 p.m.

**CARRIED**

---

Frank Lento, Chairperson

---

Alan Rice, Secretary Treasurer