



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

September 26, 2022, 11:00 a.m.

Cranbrook Board Office

Members

Krista Damstrom

Doug McPhee

Chris Johns

Kathryn Kitt

Pages

1. COMMENCEMENT OF MEETING

1.1. Call to Order

1.2. Approval of the Agenda

1.3. Approval of the Minutes

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Approval of the minutes from August 29, 2022.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1. Recruitment - Darcy Verbeurgt

2.1.1. Speech Language Pathologists

2.1.2. School Psychology

2.1.3. District Behaviour Support Teacher

2.1.4. Education Assistants update

3. PRESENTATIONS

4. REPORTS

5. NEW BUSINESS

6. ACTION ITEMS FOR FUTURE MEETINGS

7. CORRESPONDENCE

8. ADJOURNMENT

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 - STUDENT SERVICES MEETING**

**August 29, 2022, 11:00 a.m.
Cranbrook Board Office**

Committee Members in Attendance:	Co-Chair Trustee Krista Damstrom Co-Chair Trustee Doug McPhee Trustee Chris Johns Trustee Kathryn Kitt
Board/District Staff in Attendance:	Chairperson Frank Lento Trustee Trina Ayling Trustee Bev Bellina (remotely) Trustee Wendy Turner (regrets) Trustee Patricia Whalen Superintendent Viveka Johnson Secretary Treasurer Nick Taylor Director of Student Learning and Innovation Diane Casault District Principal of Transformative Learning Jennifer Roberts Director of Student Learning and Aboriginal Education Jason Tichauer District Principal of Student Services Darcy Verbeurgt Executive Assistant (recorder) Laurel Giesbrecht

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Student Services Committee meeting of August 29, 2022 was called to order at 10:00 a.m. by Trustee Damstrom.

1.2 Approval of the Agenda

Moved/Seconded by McPhee/Johns:

THAT the agenda for the Student Services Meeting of August 29, 2022 be approved as circulated.

1.3 Approval of the Minutes

Moved/Seconded by Johns/McPhee

THAT the minutes of the Student Services meeting of May 30, 2022 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

3. PRESENTATIONS

4. REPORTS

5. NEW BUSINESS

5.1 Staffing

5.1.1 Recruitment, post, and fill

5.1.1.1 Speech Language Pathologists

This continues to be a difficult posting. We have budgeted for 6.5 full-time equivalent (FTE) but currently only have 5.0 SLP. Recent resignation of 1.0 FTE. This has been posted as well as 0.5 FTE left over from last year. SLP school distribution was complete prior to the resignation and will need to be redone. The complexity of schools, Early Development Instrument (EDI) data, Childhood Experience Questionnaire (CHEQ) data, and the social services index helps to determine where SLP's are placed. Every school will get service. Distribution will change as staff is hired.

5.1.1.2 School Psychology

We have budgeted for 2.0 FTE School Psychologists. Trina Anderson continues in a 0.9 FTE position, and we have hired an additional continuing 1.0 FTE position who is on maternity leave. We have interviewed a School Psychologist for a part time term position only due to lack of available day care. As a result, School Psychology will be reduced this year.

5.1.1.3 District Social Emotional Learning Teacher

We had seven applicants with only one that has met the criteria set out in the posting.

5.1.2 Education Assistant placement - June/July

We have an agreement with CUPE local to place permanent EA's at schools by request rather than the previous bumping system. By July 15th, 105 EA's with permanent contracts went through the process and were placed in schools. All but one got their choice in placement. We have budgeted for 161 EA's and 7 specialized.

5.1.3 Additional Education Assistant postings

We have 40 qualified EAs that are being group interviewed tomorrow. These 40 are included in the 168. We will have approximately 28 casual staff at the beginning of Sept. We were at 174 mid-year last year. We are in good shape and will not be without support.

5.2 School and Classroom support planning as of June 15th

We look at two factors when determining support; kids identified in levels 1 to 3 and the workload on Student Services Teachers in each building. Then, we look at whether to adjust for educational assistant support. Some schools were a little tight in their planning but are compliant as far as classroom size limits. Remedy is not in play until Oct. 1, but principals are mindful of the complexity of their classrooms. Some classes will always be in Remedy.

Budget appropriations were slimmer moving into this year. It will be difficult to support beyond the budgeted level right now. Funds went to support extra educational support staffing for more complex students.

June 15 captured the number of students with needs that our district budget is predicted to support. Schools have been asked to work to the best of their abilities with the staff they have. The student numbers will change as the year moves on and support staffing will be adjusted.

5.3 Social Emotional Learning (SEL) update

Recommendation was made in spring 2022 to move away from a centre approach in Cranbrook serving grades 1-3 only and move to a district social emotional teacher serving kindergarten to grade 12. As a result, we no longer have a centre where students will go.

6. ACTION ITEMS FOR FUTURE MEETINGS

Address all staffing shortfalls from this meeting.

7. CORRESPONDENCE

8. ADJOURNMENT

The meeting of the Student Services Committee was adjourned at 10:28 a.m. by Trustee Damstrom.