



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

November 10, 2020, 3:00 p.m.
Cranbrook Board Office

Pages

1. COMMENCEMENT OF MEETING

1.1. Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

1.2. Consideration and Approval of Agenda

M/S that the agenda for the regular public meeting of the Board of Education of November 10, 2020 be approved as [circulated / amended].

1.3. Approval of the Minutes

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M/S that the minutes of the regular public meeting of the Board of Education of October 13, 2020 be approved as [circulated/amended].

1.4. Receipt of Records of Closed Meetings

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M/S to accept the closed records of the in-camera meeting of the Board of Education of October 13, 2020.

1.5. Business Arising from Previous Minutes

1.5.1. Elkford Bus Update

1.5.2. Employee Thank you Letters - Sept 8/9th and Sept 18th Presentations

1.6. Receiving of Delegations/Presentations

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1. Advocacy/Education Committee 15

RECOMMENDATION A

M/S that the Board consider writing a press release to celebrate Graduation success rates.

RECOMMENDATION B

M/S that FESL becomes a standing item on the Advocacy/Education committee meeting.

M/S that the Board accept the report of the Advocacy/Education Committee.

2.2. Policy Committee 20

RECOMMENDATION A:

M/S that a new policy template to be presented at Policy Committee Meeting on November 23, 2020.

M/S that the Board accept the report of the Policy Committee.

2.3. Student Services Committee 24

M/S that the Board accept the report of the Student Services Committee.

2.4. Finance/Operations/Personnel Committee 30

RECOMMENDATION A

M/S that the Board purchase a wreath from each of our SD5 communities as a donation to the Veterans on Remembrance Day as done in the past years.

RECOMMENDATION B

M/S that the Board approve the Secretary Treasurer to spend up to \$30,000 to obtain a detailed study for each of the three options for Mount Baker Secondary School: a full replacement, a partial replacement, and a major renovation.

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

2.5. BCSTA /Provincial Council

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

2.6. Communications/Media Committee

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

2.7. Mount Baker Secondary School Replacement Committee

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

2.8. Key City Theatre

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

2.9. Legacy of Learning

M/S to accept the Legacy of Learning report.

2.10. French Advisory Committee

2.11. Trustee Reports

35

3. SECRETARY TREASURER'S REPORT TO THE BOARD

Reporting on (finances/budget, capital projects, facilities, operations/maintenance/transportation)

3.1. Stage 2 Restart Protocol Update - Secretary Treasurer

3.2. Federal Restart Funding Committee Recommendations

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that the Board approve the Secretary Treasurer to move forward with Human Resources related items from the recommendations from the Federal Restart Funding Committee.

M/S that the November 10, 2020 Secretary Treasurer's report be accepted as presented.

4. SUPERINTENDENT'S REPORT TO THE BOARD

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The Pathway's report can be found on the School District's website at www.sd5.bc.ca.

M/S that the November 10, 2020 Superintendent's Report to the Board of Education be accepted as presented.

5. CHAIRPERSON'S REPORT

6. NEW BUSINESS

6.1. Business Arising from Delegations

6.2. Superintendent Evaluation Approval

That the Board approve the Superintendent evaluation report as constructed during the evaluation workshop of October 28, 2020 as an accurate accounting of the Superintendent's performance for the period August 14, 2019 to August 13, 2020 and further that the Board authorize the Chair to make any required technical edits and to sign the report on the Board's behalf.

6.3. Secretary Treasurer Evaluation Approval

That the Board approve the Secretary-Treasurer's evaluation report as constructed during the evaluation workshop of October 29, 2020 as an accurate accounting of the Secretary-Treasurer's performance for the period April 1, 2019 to August 14, 2020 and further that the Board authorize the Chair to make any required technical edits and to sign the report on the Board's behalf.

6.4. Board Evaluation Approval

That:

1. The Board approve the Board evaluation report as developed at the externally facilitated Special Governance Meeting of October 28, 2020.
2. The Board Chair and Vice Chair be authorized to make any required technical edits.
3. The Chair monitor the priorities and directions agreed to and bring items forward for Board consideration as deemed appropriate during the 2020-2021 year.

6.5. Leadership Practices Approval

That the leadership practices roles of the Superintendent as per Policy 1.18 and the Secretary-Treasurer as per Policy 1.19 be evaluated in 2021 and; furthermore, that Leroy Sloan, PhD, President, Sloan Consultants Ltd. be designated and retained by the Board to conduct the leadership performance evaluations.

6.6. Policy Amendment

That the Boards' Evaluation Policy of the Superintendent (1.18) and the Secretary-Treasurer (1.19) be amended to reflect that the role 'Leadership Practices' will be assessed once in a trustee term of office.

7. TRUSTEE BOUQUETS

8. ITEMS FOR INFORMATION/CORRESPONDENCE

BCSTA Trustee Academy November 27 & 28, 2020 (virtual) (Trustees & Sr. Management registered)

BCPSEA AGM January 28, 2021

BCSTA Provincial Council Meeting February 20, 2021

BCSTA AGM April 17, 2021

9. QUESTION PERIOD

10. LATE ITEMS

11. ADJOURNMENT

M/S that the November 10, 2020 regular public meeting of the Board of Education adjourn at [time].



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

MINUTES - REGULAR PUBLIC MEETING

**October 13, 2020, 3:00 p.m.
Kootenay Learning Campus - Fernie**

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

Staff Present Superintendent, S. Yardley – by Zoom
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 – by Zoom
Executive Assistant, (recorder) Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson Lento called the October 13, 2020 regular public meeting of the Board of Education to order at 3:06 p.m. and acknowledged that we have gathered here in the Homelands of the Ktunaxa people.

Chair Lento asked the Board to take a moment to acknowledge the passing of two of our retired colleagues. Gary Nonin who worked at TM Roberts Elementary as a teacher and Dan Havens who worked as a foreman in the maintenance department at the board office.

1.2 Consideration and Approval of Agenda

Addition: 6.2 Business Arising from Delegations

MOTION R-20-109

M/S that the agenda for the regular public meeting of the Board of Education of October 13, 2020 be approved as amended.

CARRIED

1.3 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of September 15, 2020.

MOTION R-20-110

M/S that the minutes of the regular public meeting of the Board of Education of September 15, 2020 be approved as circulated.

CARRIED

1.4 Receipt of Records of Closed Meetings

MOTION R-20-111

M/S to accept the closed records of the in-camera meeting of the Board of Education of September 15, 2020.

CARRIED

1.5 Business Arising from Previous Minutes

Trustee Johns asked for an update on the following three items:

- Temperature checks at the schools
- Secretary Treasurer Rice will follow up with Interior Health and report back to the Board.
- Sound improvement for the Kootenay Learning Campus room (KLC) and the Cranbrook Board room
- A consultant is scheduled to look at the sound system at the KLC and the Cranbrook Board Room and report back with a plan to improve the system.
- Development on Inness Ave in Cranbrook
- Secretary Treasurer commented that he received a response letter from the City of Cranbrook and will share the letter at the October 26th committee meeting.

1.6 Receiving of Delegations/Presentations

1.6.1 Fernie Secondary School Extra-Curricular Activities – Parents

Chair Lento introduced Nicole Heckendorf and Tanya Malcolm, parents of students at Fernie Secondary and Isabella Dicken Elementary.

Nicole and Tanya distributed a handout and showed a short power point presentation to the Board providing their plan to have mixed-cohort practices at Fernie Secondary for volleyball by maintaining the 2 m social distancing.

They explained their interest in having the SD5 schools return to school sports and follow the BC School Sport (BCSS) guidelines.

We feel their needs...the Board shared their enthusiasm for the importance of school sports to students and thanked them for their presentation.

2. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

2.1 Advocacy/Education Committee

Co-chair Trustee Whalen reviewed the minutes of the September 28, 2020 meeting of the Advocacy/Education Committee.

MOTION R-20-112

M/S that the Board, upon the formation of government, send an updated letter to the Ministry of Education regarding the Boards' concerns around administering the FSA in our District.

CARRIED

MOTION R-20-113

M/S that the Board accept the report of the Advocacy/Education Committee.

CARRIED

2.2 Policy Committee

Co-chair Trustee Turner reviewed the minutes of the September 28, 2020 meeting of the Policy Committee.

MOTION R-20-114

M/S that Policy 3.18 Scholarships/Awards be forwarded to the Board for approval with amendments.

CARRIED

Amend: change the wording high schools to secondary schools

MOTION R-20-115

M/S that the Board accept the report of the Policy Committee.

CARRIED

2.3 Student Services Committee

Co-chair Trustee McPhee reviewed the minutes of the September 28, 2020 meeting of the Student Services Committee.

MOTION R-20-116

M/S that the Board accept the report of the Student Services Committee.

CARRIED

2.4 Finance/Operations/Personnel Committee

Co-chair Trustee Kitt reviewed the minutes of the September 28, 2020 meeting of the Finance/Operations/Personnel Committee.

MOTION R-20-117

M/S that the Board refer the draft letter to BCSTA regarding school site land acquisition to the October Board meeting.

CARRIED

MOTION R-20-118

M/S that the Board accept the report of the Finance/Operations/Personnel Committee.

CARRIED

2.5 BCSTA /Provincial Council

Trustee Bellina reported that the following meetings will be presented via Zoom:

October 15th Board Chair Meeting
October 24th Provincial Council Meeting
November 27th and 28th Trustee Academy

MOTION R-20-119

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

CARRIED

2.6 Communications/Media Committee

Trustee Ayling reported on the following Board letters:

- Foundation Skills Assessment (FSA) to the Minister of Education will be sent once the new government has been formed.
- The School Site Acquisition (SSA) letter will be sent to Mike Roberts.

MOTION R-20-120

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

CARRIED

2.7 Mount Baker Secondary School (MBSS) Replacement Committee

Trustee Johns reported that a meeting is scheduled for October 15th with himself, Secretary Treasurer Rice and the SD5 Operations Manager to discuss the Stantec Assessment Report conducted on MBSS and report back to the Board.

MOTION R-20-121

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

CARRIED

2.8 Key City Theatre

Trustee McPhee reported that the Key City Theatre Building Committee will be meeting to review the improvements at the theatre.

The Key City Theatre AGM will be held on October 19th at 7:00 p.m. via Zoom.

MOTION R-20-122

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

CARRIED

2.9 Legacy of Learning

Trustee Johns distributed the October 2020 Legacy of Learning report drafted by Anna Majkowski, Executive Director at the Columbia Basin Institute of Regional History. The report gives an update on the latest school yearbooks that have been uploaded for public viewing on their website. If you would like to visit their Facebook page search Columbia Basin Institute or go to the link in their website at www.basininstitute.org.

Chair Lento reported that an anonymous donor has come forward with a donation to purchase a monitor for displaying community information at the Kootenay Learning Campus in Fernie.

MOTION R-20-123

M/S to accept the Legacy of Learning report.

CARRIED

2.10 French Advisory Committee

Director Casault reported that the committee is waiting to receive the French Federal funding. Once they receive this funding the committee will meet.

2.11 Trustee Reports

Trustees reported on their activities for the month.

3. SECRETARY TREASURER'S REPORT TO THE BOARD

3.1 Stage 2 Restart protocol Update - Secretary Treasurer

Secretary Treasurer Rice reported on the following:

- An explanation on the replacement procedures of custodial was discussed making sure each absence is covered.
- Principals will monitor on a weekly basis what, when and where cleaning is completed. Interior Health will be asking for a report of this if a Covid-19 case is reported.
- The restart protocols have been implemented for some time now and it is time to review the protocols. The District Occupational Health and Safety Committee will ask for the input of each school's Joint Occupational Health and Safety Committee.
- The first Federal funds committee meeting went well with input from district management and DPAC on where the funds can be best utilized. The next meeting will be October 15th.
- The UV wands and hand sprayers have arrived and been distributed to schools.
- The draft sports protocols document has been distributed to principals for their review.
- The Elkford bus has been running late. This could be due to the extra Covid-19 protocols that bus drivers must complete before and after a bus run. Secretary Treasurer Rice will examine some ideas with Operations Manager Tank to rectify this.

3.2 Finance Report

Item for information attached to the agenda.

3.3 2020/21 Amended Annual Five-Year Capital Plan

We received \$65,000 for the installation of an electric charging station for the electric bus.

MOTION R-20-124

That the Board approve first reading of the amended Annual Five-Year Capital Plan Submission for Capital Plan bylaw No. 2020/21-CPSD05-02, to accommodate the additional CNCP funds being provided as supplementary funding associated with electric bus.

CARRIED

MOTION R-20-125

That the Board approve second reading of the amended Annual Five-Year Capital Plan Submission for Capital Plan bylaw No. 2020/21-CPSD05-02.

CARRIED

MOTION R-20-126

M/S that the Board of Education read a second time, the 2020-21 Amended Capital Project Bylaw # 2020-21-CPSD05-02, the 13th day of October 2020.

CARRIED

There was unanimous consensus of the Board to allow a third and final reading at this meeting of Capital Bylaw No. 2020/21-CPSD05-02.

MOTION R-20-127

That the Board approve third reading of the amended Annual Five-Year Capital Plan Submission for Capital Plan bylaw No. 2020/21-CPSD05-02.

CARRIED

The electric bus pilot project will be based in Cranbrook as they have the longest runs and Bill Graham, who is overseeing the project, is based out of Cranbrook. If the charging station comes in under the \$65,000 the remainder will go against the cost to purchase the bus.

Trustee Johns asked Secretary Treasurer Rice for the dollar amount spent on Mount Baker Secondary School (MBSS) repairs and maintenance in the past 10 years as information for their October 15th meeting regarding replacement of MBSS.

3.4 Election - Use of Schools Update

There is no requirement by the election process to use our schools for voting in October.

MOTION R-20-128

M/S that the October 13, 2020 Secretary Treasurer's report be accepted as presented.

CARRIED

4. SUPERINTENDENT'S REPORT TO THE BOARD

The Pathway's report can be found on the School District's website at www.sd5.bc.ca. Superintendent Yardley will begin emailing the Pathway's report to parents and staff each month along with posting to the website.

Superintendent Yardley reported on the hard work the schools have been doing. They are sending in examples of the amazing projects and activities they are working on. Each of the District Managers presented an update on their departments to the Board.

MOTION R-20-129

M/S that the October 13, 2020 Superintendent's Report to the Board of Education be accepted as presented.

CARRIED

5. CHAIRPERSON'S REPORT

5.1 Board Letter to BCSTA – School Site Land Acquisition

MOTION R-20-129

M/S That the Board the drafted letter to the BCSTA re: school site land acquisition.

CARRIED

6. NEW BUSINESS

6.1 Draft a Thank You Letter for September 18th Pro-D day

Chair Lento suggest that on behalf of the Board, a thank you letter be sent to the SD5 employees, with a copy in their personnel files, who were involved in the District Health & Safety School Start-up presentation to all SD5 staff on September 8th and 9th and those who were involved with the District Indigenous Professional Development day on September 18th, 2020.

MOTION R-20-130

That the Board send a thank you letter to the employees who worked to make the District Health & Safety Start-up presentation at the start-up of the 2020/21 school year and the District (Aboriginal) Professional Day such a success.

CARRIED

6.2 Business Arising from Delegations

The Board discussed the proposed return to extra-curricular activities in the schools.

The discussion included:

- The need for adjustments to be considered for the return of school sports.
- Look at a plan for all schools in our district.
- The Board must look at all programs in the schools for e.g. concert band, drama productions, Christmas concerts...
- Director Tichauer reported that in stage 2 physical distancing of 2 m must be maintained in extra-curricular, which is not just sports.

Director Tichauer indicated that with the help of Secretary Treasurer Rice they could take the lead on reviewing plans submitted by SD5 groups. The plans must adhere to the SD5's strict Health & Safety protocols and have been approved by their school administration first.

MOTION R-20-130

That the Secretary-Treasurer and Director of Student Learning continue to follow the provincially-mandated Extracurricular Activity and Health & Safety Protocols for all school-based extracurricular sports and activities and that they work with stakeholders to discuss possible ways to adapt school-based extracurricular

sports and activities to adhere to those protocols.

CARRIED

7. TRUSTEE BOUQUETS

Trustee McPhee is hopeful that Chair Lento and Secretary Treasurer Rice will receive the 3rd and final reading of the rezoning bylaw for the property in Fernie at the council meeting tonight.

Trustee Turner for Gary Nonin who used a portion of his science time to teach the core hunter program and allowed them to write their exam for their certificate. We will remember him fondly.

Trustee Bellina for district management and district staff for their extra work and for Chair Lento for representing the Board.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

Nil.

9. QUESTION PERIOD

Nil.

10. LATE ITEMS

Nil.

11. ADJOURNMENT

MOTION R-20-131

M/S that the October 13, 2020 regular public meeting of the Board of Education adjourn at 5:33 p.m.

CARRIED

Frank Lento, Chairperson

Alan Rice, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings for

October 23, 2020

- Exempt Compensation
- BCPSEA Representative Report
- Personnel
- Childcare
- Federal Funding committee

- Superintendent's Report
 - Staffing Update
 - School sports/activities/PE classes

A handwritten signature in black ink, appearing to read 'Alan Rice'. The signature is fluid and cursive, with the first name being the most prominent.

Alan Rice
Secretary Treasurer



**The Board of Education of
School District No.5 (Southeast Kootenay)
Minutes - Advocacy/Education Committee**

**October 26, 2020, 9:30 a.m.
Kootenay Learning Campus - Fernie**

Committee Members
In Attendance:

Trustee Whalen (Co-Chair) (by Zoom)
Trustee Turner (by Zoom)
Trustee Ayling (by Zoom)
Trustee Bellina (by Zoom)

Regrets:

Board/District Staff in
Attendance:

Trustee McPhee
Trustee Johns (by Zoom)
Trustee Damstrom (by Zoom)
Trustee Kitt
Trustee Lento
Silke Yardley, Superintendent
Jason Tichauer, Director, Student Learning (by Zoom)
Diane Casault, Director, Student Learning
Jennifer Roberts, District Principal (by Zoom)
Alan Rice, Secretary Treasurer
Gail Rousseau, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

I want to acknowledge that we have gathered here in the Homelands of the Ktunaxa people.

The Advocacy/Education Committee Meeting of October 26, 2020 was called to order at 9:35 a.m. by Co-Chair Whalen.

1.2 Approval of Agenda

M/S that the agenda of the Advocacy/Education Committee meeting of October 26, 2020 is approved as circulated.

1.3 Approval of Minutes

M/S that the minutes of the Advocacy/Education Committee meeting of September 28, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

Thank you letter to September 18, 2020 Indigenous Day organizers will be sent out soon.

3. DELEGATIONS/PRESENTATIONS (10 min maximum)

3.1 Tracking of Grade 12s March to June, 5 year grad rate by school and district - Jason Tichauer

Director Tichauer was asked to present results of how the graduating class of 2020 did during the Pandemic. He reported as follows:

- an unofficial data package was put together for district management at the end of June
- graduation information was pulled from MyEd school by school with help from Director Casault
- 6 year completion rates are still to come from the Ministry of Education (MOE)
- very consistent results across the district; one outlier from these results is KES; this is very reflective of a traditional year; roughly 50 kids at KES made it through and some will get through by attending an adult program this year
- all of our secondary schools were well aware of the students at risk from graduating; all of those students were at risk prior to the Pandemic

Comments and discussion from Trustees/District Management included:

- top item on the BCSTA conference call last week was student learning and the loss of hours, quality time, quality of learning, relationships etc. through the Pandemic
- we need to look at this as a district if we continue in the Pandemic
- very high grad rate for the schools; we looked at those at-risk students and Director Tichauer met with principals to talk about making sure these students graduated; we did not want them to not graduate because there was a Pandemic; schools worked hard with those at-risk students to find out what they needed to graduate
- going to be a process and going to take time; everyone doing their best
- this is good News; a press release should be done as the public would like to hear this
- need to recognize extra effort put in and celebrate success of staff
- concerns were shared around the quarter system; it does allow for students to progress rapidly but does leave some kids behind; particularly difficult for kids in math in quarter 2,3 and 4 – keep an eye on these students; maybe extra help and provisions put in place to help them succeed

Recommendation A –M/S that the Board consider writing a press release to celebrate Graduation success rates.

4. REPORTS

- ### 4.1 DSAC Report – nothing to report this time; still on hold; there are some of our middle/secondary schools starting leadership classes but nothing on a district level

4.2 DPAC Report

- consistent participation at PAC meetings so far
- Zoom is helping make that happen and shape meetings
- full executive this year for the most part
- good discussion on sports and schools; very factual and considerate
- thank you Trustee Johns for coming to the last meeting
- relayed motion that the Board passed on school sports protocols and it was well received; thanks to Director Tichauer, Secretary-Treasurer Alan Rice and Superintendent Yardley for their work on this

5. NEW BUSINESS

5.1 Framework for Enhancing Student Learning (FESL) Implementation Approach

Superintendent Yardley presented the new Framework for Enhancing Student Learning Policy along with the Enhancing Student Learning Reporting Order. This was a draft last year and districts were supposed to get new information from the Ministry of Education (MOE) last spring but COVID hit. The School Act has been modified to reflect these new requirements.

Each year, a board must prepare and submit to the Minister a report regarding student performance, including outcomes and measures, completed in accordance with the order between June 30 and September 30. The Board is also tasked with writing a strategic plan for the district. We will be gathering data using Sharepoint as well as the FSA results for Grades 4 and 7, the literacy exam for Grade 10, data from the numeracy exam, results from the Student Learning Survey and data on how our Indigenous students are doing. We will also be using some of our own school data. Some of the data is hard to find (i.e., transitions to post-secondary) but Superintendent Yardley will contact the MOE for help. The new plan is not to exceed 10 pages in length.

Comments/suggestions:

- literacy for high school students very important; like the way this is going
- can we include all placements for students seeking volunteer hours? We should recognize these students as well; we have some leeway to make it work for our district
- will the postponement of the FSA impact this? If the FSA does happen in Jan/Feb 2021 we will have data for the end of June; we are asking teachers to put data into MyEd three times a year now so we will be able to use this data as well
- strategic plan includes an annual operations plan, IT plan etc., - these will all fit into strategic plan; we are asking for school growth plans by mid December; school plans need to include how we are improving student learning
- MOE encouraging us to include all partner groups in developing our strategic plan i.e., students, community members, Indigenous peoples, teachers, principals, district staff etc.;
- need common vision; what does evidence say and what do we need to improve on?
- have to choose 3, 4 or 5 year strategic plan; strategic plan and individual school plans need to align with other district plans, i.e., IT, operations, etc.;

- it is legislated for the board to have continuous achievement on student learning from now on; policy, vision, reasons, purpose, guiding principles - we will draft a policy that incorporates all of this and send to partner groups; this is huge but doable; gives us good direction, ties into a strategic plan; implementation guide document itself is almost laid out as policy
- framework – view through a lens of providing equity for all students
- concern about using the transition to post-secondary as the only success indicator – members of society and life-long learners –look at other measures of success i.e., employment
- timeline is tight lots of work to be done to bring groups together
- Superintendent and Secretary-Treasurer will work on this together; District Management will start looking at creating a plan with partner groups; like the idea to put it in policy
- will work on this January-March and hope to have a draft to the board at the June board meeting; lots of other plans need to happen first
- a 4-5 year plan seems doable; bring to board once a year;
- we have a lot of assessment and evaluation going into system through MyEd
- best assessment of student learning comes from the classroom; highlighting that portion of it and making sure loop is complete is the best indicator
- might make more sense for a 3 year plan while in the Pandemic
- develop a template with all stakeholders – policy vision; intellectual development, human and social development and career development; follow through in logistical order then decide on 3,4,or 5 year plan; get feedback from people; let our staff go do the work and report back from time to time with progress reports along the way
- do the policy work part way through or in conjunction with and perhaps have this as a standing item on the Advocacy/Education committee meeting agenda

Recommendation B –M/S that FESL becomes a standing item on the Advocacy/Education committee meeting

6. RECOMMENDED ACTIONS - APPENDIX A

- 6.1 DSAC Initiative - Vaping strategies, approaches**
- 6.2 Annual School Fees**
- 6.3 District Initiatives - Climate Action**
- 6.4 EDI Comparisons - this item will be on the November agenda**
- 6.5 Early Learning Fernie Best Practises – this item will be on the November agenda**

7. ITEMS FOR INFORMATION/CORRESPONDENCE

- 7.1 FSA**
 - 7.1.1 SD 69**
Receive and file.
- 7.2 Federal Funding**

7.2.1 MOE to BCSTA

Receive and file.

7.3 Mental Health in Schools

7.3.1 Letter from MOE

Receive and file.

7.4 Exempt Salary Freeze

7.4.1 SD 72

Receive and file.

8. ADJOURNMENT

The Advocacy/Education Committee meeting was adjourned at 10:32 a.m.



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

**October 26, 2020, 11:30 a.m.
Kootenay Learning Campus - Fernie**

Committee Members in
Attendance:

Co-Chair Trustee Turner (by Zoom)
Co-Chair Trustee Ayling (by Zoom)
Trustee McPhee
Trustee Whalen (by Zoom)

Board/District Staff in
Attendance:

Chairperson Lento
Trustee Bellina (by Zoom)
Trustee Damstrom (by Zoom)
Trustee Johns (by Zoom)
Trustee Kitt
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Student Learning/Aboriginal Education, J. Tichauer
(by Zoom)
Director of Student Learning/Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts (by Zoom)
Executive Assistant, J. Nixon (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The Policy Committee meeting of October 26, 2020 was called to order at 11:30 a.m. by Co-Chair Ayling.

1.2 Approval of the Agenda

M/S that the agenda for the Policy Committee meeting of October 26, 2020 be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the Policy Committee meeting of September 28, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MEETING

2.1 Revised Policy 3.42 and 3.42R Students Registered for Distance Education and Continuing Education

Director of Student Learning/Innovation Diane Casault reviewed Policy 3.42 and 3.42R. Mrs. Casault informed the Policy Committee (“the committee”) that there will be upcoming policy framework structure and revisions. Future work on all School District 5 (Southeast Kootenay) policies will include definitions that apply to the specific policy and guidelines. This work will be on going and the actual policy structure and framework will be not be completed for this October 26 meeting.

Director of Student Learning/Aboriginal Education, Jason Tichauer queried if more information was required for this specific policy.

Chairperson Lento thanked Mr. Tichauer for his work and definitions on Policy 3.42 and 3.42R. The information within the policy may be approved however it may look different within the new policy framework. Policy 3.42 will be brought forward at a future date once the policy framework restructuring has been finalized.

Chairperson Lento discussed the policy working session held on October 22 at the Fernie Learning Centre. He explained that the School District 5 (Southeast Kootenay) policy manual is being updated to reflect new headings and subheadings. The concept is that policies within the manual will look consistent and reflect the vision of the Board. Chairperson Lento also advised that he will be seeking policy template ideas from outside sources including Dr. Sloan and Mike Roberts.

Director of Student Learning/Innovation Diane Casault discussed the importance of cross-over and cross-referencing of policies. Mrs. Casault used the example of the cross-referencing of policies such as Distance/Distributed Online Learning, Cross-Enrollment.

Trustee McPhee suggested as the new template is developed for policy, that there be community involvement in the revisions. He also suggested as new policies are developed and revised that acronyms and jargon should be removed and that all language within the policies should be concise and comprehensive.

Trustee McPhee also queried if there were any policies that required immediate attention or if all pending policies could be added to Appendix A. It was further suggested that Appendix A should be listed in order of priority.

Further discussions ensued regarding the Ministry of Education’s direction regarding childcare and the attached policy that will need to be created. Trustee Bellina read a heartfelt message regarding Mountain View Elementary School and daycare centre.

Chairperson Lento acknowledged that a childcare policy will be created and stated that information is already being gathered within the School District 5 (Southeast Kootenay) communities. Mrs. Casault advised that the BCSTA will provide a draft preliminary policy for the committee and noted that a review of community needs has been started.

Superintendent Yardley discussed the importance of the childcare program policy and district assessment policy but reminded the committee that both policies would tie into the framework of student learning.

Trustees Kitt and Ayling inquired if a standing committee needed to be formed for childcare and/or if this is an agenda item for another committee meeting. After further discussion, it was decided that childcare would be added to the Advocacy agenda for future meetings.

Superintendent Yardley agreed that childcare does not necessarily belong as a topic in this committee. Secretary Treasurer Rice advised the group that childcare was on the agenda for the in-camera meeting.

Chairperson Lento reminded the committee that the magnitude and scope of the childcare program policy is large and that the committee needs to be patient with the process that will involve legislation and other authorities

The development of the childcare policy will be prioritized accordingly on Appendix A for the Policy Committee.

Trustee McPhee reiterated that the new policy template must be decided upon before the committee can move forward to revise and approve any more policies. Trustee McPhee requested that a template be available for the committee meeting of November 23, 2020.

More information regarding the new Policy Index and Policy Framework has been detailed under Agenda Item 6 - Recommended Actions.

RECOMMENDATION A:

New policy template to be presented at Policy Committee Meeting on November 23, 2020.

3. PRESENTATIONS

4. REPORTS

4.1 Policy 3.18 Scholarships/Awards

This policy will be sent to the BCSTA for posting.

5. NEW BUSINESS

5.1 Policy 3.21 Adult Education

5.2 Policy 3.41 Students Registered for Homeschooling

5.3 Policy 3.34 Cross Enrolment

Policies 3.21, 3.41 and 3.34 will be added to Appendix A pending new policy templates and framework.

6. RECOMMENDED ACTIONS - APPENDIX A

Appendix A will be listed in order of Policy Committee priorities for the November 23 Committee Meeting.

7. ADJOURNMENT

The meeting adjourned at 11:58 a.m.

DRAFT



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

MINUTES – STUDENT SERVICES MEETING

October 26, 2020, 10:30 a.m.
Kootenay Learning Campus – Fernie

Committee Members in Attendance:

Co-Chair Trustee McPhee
Co-Chair Damstrom (by Zoom)
Trustee Johns (by Zoom)
Trustee Kitt

Board/District Staff in Attendance:

Chairperson Lento
Trustee Ayling (by Zoom)
Trustee Bellina (by Zoom)
Trustee Turner (by Zoom)
Trustee Whalen (by Zoom)
Superintendent, S. Yardley
Secretary Treasurer, A. Rice
Director of Student Learning/Aboriginal Education, J. Tichauer (by Zoom)
Director of Student Learning/Innovation, D. Casault
District Principal/Student Services, D. Verbeurgt
District Principal/Transformative Learning, J. Roberts (by Zoom)
Executive Assistant, L. Giesbrecht (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Student Services meeting of October 26, 2020 was called to order at 10:42am by Co-Chair McPhee

1.2. Approval of the Agenda

M/S that the agenda for the Student Services Committee Meeting of October 26, 2020 be approved as amended.

1.3. Approval of the Minutes

M/S that the minutes for the Student Services Committee Meeting of September 28, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1. Full Audit Report

Secretary Treasurer Rice to present full audit report as released by Ministry of Education (not yet available)

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/resource-management/compliance-program/2019-20>

Concern was over COVID and funding and how this would affect our students. Secretary Treasurer, Alan Rice reached out to the ministry in regards to the finance report. Unfortunately, he was told it probably won't be released until after the election. The link provided will take you directly to the report. Alan will follow up and let the trustees know when it's available.

2.2. Social Emotional Learning Centre

2.2.1. Program evaluation criteria

Student Director of Learning and Innovation, Diane Casault and District Principal of Student Services, Darcy Verbeurgt, went through the program evaluation criteria for 2020/21. They looked at the student referrals as part of the criteria that helped to determine the fine tuning of the program. Much of data collected on the SELC program was qualitative. Quantitative is being incorporated moving forward. This will further be presented as data is collected.

Trustee, Katherine Kitt asked if there was parental or caregiver support as it would be preferred. How do we make this long term for these kids? How are we tracking the kids that were in the program last year? Mrs. Casault likes the idea of continuous tracking after they've left the program. Currently, parents are quite involved in the program, which includes parent information nights. Parents are involved to the point where we even have grandparents commenting. We did not include a parental evaluation in the handout. Parental involvement and feedback is exceptional. Mr. Verbeurgt said that parental involvement could be minimal at times, often resulting in a students' referral to this program. Parents have been invited to evening sessions and communication between parents and teacher happens at least once per week and there is ongoing communication with parents.

Trustee, Krista Damstrom asked about the program evaluation criteria in regards to students' goals. What are the ages of the children in the

SELC program, how are they able to identify their own personal strengths and abilities? Mr. Verbeurgt replied that personal value linked to personal esteem and the student should identify this on their own. The goals provided by the student and their parent/caregiver are long term goals, not necessarily incoming goals. This program builds emotional wealth and stability as well as self-esteem and self-worth. Mrs. Casault stated that it ties in to the core competencies. The SELC program provides support at the Gr. 1, 2 and 3 levels. Trustee, Wendy Turner stated that a child's self-esteem is linked to their personal skill building, can be qualitatively combined. Trustee, Krista Damstrom suggested that given how this is written, it would be nice to add the blurb, "How do these skills add to the child's toolkit?"

2.2.2. Proposal for current academic year (2020-2021)

As a result of COVID, we've had to change the mix of things. For example, how to deliver instruction, how to get kids in and support their cohorts. The first cohort started at HES. At the beginning of Nov. we'll have our second group identified for the next term. Student Services Coordinator, the Behaviour Support Teacher, Principals and Vice Principals along with Darcy Verbeurgt and Itinerants will assist in identifying students and selecting the next school. Once the school has been selected, there will be a week to go over, summarize and prepare for the next session. The group running the SELC is very intuitive and able to shift as things change. Trustee Kitt inquired as to the room currently being used at HES. Do other schools have a room to use for the SELC program? Currently, there will be no bussing kids between schools. SELC does have an exterior door. Keeping in mind that we can't mix cohorts, what is the potential of having the next SELC group access this room if there is no room at the next school? We don't want to limit the school when they don't have space to use. SELC Teacher, Tanya Meijer, is working on strategies and taking measure of that. For example, GTES who has no room, could still benefit from the program.

2.2.3. Evaluation of qualitative data from cohort (2019-2020)

Trustee Johns likes the way the report is being presented. In our vision were thinking about the budget coming up and wants to continue with this dedicated program. These kids can get lost in the throes of the regular school setting. Here, we have opportunity to make significant improvements. Given the circumstances, he feels it's an unmitigated success. The SELC staff have had to change things mid-stream, but they are a quality addition to our schools. In reference to the Social Emotional Learning Centre Summary, the comments were found to be very illuminating. We don't want to see this work get lost as this is a valuable service to our kids. This year there will be more quantitative data in addition to the qualitative data.

2.3. Inclusive Education Working Group

2.3.1. Role of Student Services Teacher

Report back on meeting held in October with CFTA regarding role of Student Services Teacher in School District 5

Superintendent Silke Yardley reported that they aren't quite there yet. Mrs. Yardley and Brent Reimer, Director of Instruction/Human Resources recently worked on 2 job descriptions. The package for this job description was just rolled out. Mrs. Yardley and Mr. Reimer are making good progress on this. They hope to have this ready for next meeting. Mr. Reimer is actively working on recruiting TTOCs to the valley.

2.4. Speech Language Pathologist Allocation Update

2.4.1. Review of SLP allocations

Factors used to determine allocation of SLP time in schools

We could use a precise explanation that we could use going forward. Mrs. Casault included the FTE allocation of all SLP, schools, etc. A chart was used to determine those placements. This chart used school population from previous year as well as current years' enrollment. SLPs have focused primarily on Kindergarten to Grade-3 in the past. A lot of screening is involved. Assessment is done at a Kindergarten level. We then look at the number of students with IEPs, # of students that are physically dependent and use the vulnerability index. All Kindergarten classrooms in the district have participated in the EDI. This was well received when we look at those indexes. We look at the CHEQ questionnaire as well. What kids had access in their development. There was conversation with SLPs in allocating schools. We also looked at who was assigned to that school in the previous year as they can speak to nuances in those schools in previous years.

2.4.2. Speech Language Pathologist Data

Chairperson Lento liked the spreadsheet, very rewarding and informational. This information must be kept internally. He would like to see this data for all the schools in the district. We need more of a consistent answer from the SLPs. Mrs. Casault

requested feedback on what the board would like to see as collecting the data without understanding what is being looking for is difficult. Not all SLPs narrow down their work load to the same level. For example, we get more specific data from some vs.others. Do we want total numbers or change that happens from one year to another? Chairperson Lento asked what exactly their role encompasses. He likes the SLA listed in the report and feels more comfortable seeing the data. If we give the SLPs the chart, they can select the answer themselves for each of the questions we are asking.

Trustee Kitt inquired as to SLP, Carolyn Norton? Even though Carolyn lives in Fernie, Cranbrook is her work base. She accepted a job posting in Cranbrook when she started with the district. Her largest job is at SES, 3 days per week, then JESS one day/week.and middle/secondary schools in the Elk Valley for the remainder. She was originally full time in Cranbrook, as there weren't enough SLPs when she started. Lesley Runzer only works with preschool aged children. She helped out one year at RMES while we were filling the role. Co-Chair McPhee requested addition information through FINOPS at the in camera meeting. Mrs. Casault feels we could get a template of the data that will be requested for the November meeting with a summary for early next year. Chairperson Lento would like to get list to discuss what's on it. Co-Chair McPhee feels it could be opportunity to celebrate the success.

2.5. Behaviour Resource Teacher Update

Mr. Verbeurgt reported that the district still has a posting out for a 0.5 in the Elk Valley. We've had one applicant since we've posted across Canada. We continue to post and he monitors the responses. We had one candidate interested, but she took a position as a full time counsellor with our district instead. Our other Behaviour Resource Teacher (BRT), who is currently full time, will be moving to Grade 2 position at TMRES that she acquired over the summer. She's continuing in the BRT role until the end of the 2020/21 school year. In the meantime, we will post for the 0.5 in the Elk Valley and will post for the FTE 1.0 in January for a September 2020 start.

3. DELEGATIONS/PRESENTATIONS

No delegations or presentations

4. REPORTS

No reports

5. NEW BUSINESS

5.1. Shelley Moore Series Summary

Feedback included – we tried to collect, unfortunately not a lot of response to our feedback questionnaire. We've included what we received. In discussion with district staff and without the ability to pull teachers, EAs and Principals from schools this year, we've cancelled the Shelley Moore series. We will look at the series going forward. With any type of in service, we are hindered by amount of staff we can release at one time. Trustee Kitt asked if there could be an opportunity of pro-d with Shelley Moore. Mr. Verbeurgt replied that Shelley Moore books a year or more in advance. We did check dates with her and she's not available for any of our pro-d dates this year. Schools start to work on their own plans for professional development days early in the year. We'd have to plan over a year out for something district wide like this.

6. RECOMMENDED ACTIONS - APPENDIX A

6.1. Updates on Social Emotional Learning Centre

6.2. Prevalence Model Discussions

6.3. Inclusive Education Working Group Updates

6.4. SLP data

7. CORRESPONDENCE

8. ADJOURNMENT

The meeting was adjourned at 11:28 am



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

MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)

**October 26, 2020, 12:30 p.m.
Kootenay Learning Campus - Fernie**

Committee Members in Attendance:	Trustee Kitt (Co-chair) Trustee Johns (Co-chair) – by Zoom Trustee Bellina – by Zoom Trustee Damstrom – by Zoom
Board/District Staff in Attendance:	Trustee Ayling – by Zoom Chair Lento Trustee McPhee Trustee Turner – by Zoom Trustee Whalen – by Zoom Superintendent, S. Yardley Secretary Treasurer, A. Rice Director of Instruction/Human Resources, B. Reimer – by Zoom Director of Student Learning/Aboriginal Education, J. Tichauer – by Zoom Director of Student Learning and Innovation, D. Casault District Principal/Technology, Jennifer Roberts – by Zoom District Principal/Student Services, D. Verbeurgt Sandy Gronlund, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1 Call to Order

The public Finance/Operations/Personnel Committee meeting of October 26, 2020 was called to order at 12:12 p.m. by Co-chair Trustee Kitt.

1.2 Approval of the Agenda

M/S that the agenda of the public Finance/Operations/Personnel Committee meeting of October 26, 2020 be approved as circulated.

1.3 Approval of the Minutes

M/S that the minutes of the public Finance/Operations/Personnel Committee meeting of September 28, 2020 be approved as circulated.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Innes Avenue Development

Secretary Treasurer Rice reviewed the response he received from the City of Cranbrook on October 1, 2020 regarding his letter of September 23, 2020 requesting an update on the progress of the development at 804 Innes Avenue. His letter referenced the presentation Trustee Johns made on behalf of the SD5 Board at the February 19, 2020 City of Cranbrook Public Hearing.

Secretary Treasurer will put together relevant material and arrange to meet with Trustee McPhee and Trustee Turner to discuss a follow up plan and write a letter to the City of Cranbrook.

The Committee will provide information to the City of Cranbrook to ensure they are meeting their responsibilities with respect to School Site Acquisitions to meet the long-term needs of the residents.

2.2 Information re: temperature checks in schools

Secretary Treasurer Rice received a response back from the Ministry of Health and Safety regarding the use of temperature check tools in schools. The Provincial Health Officer (PHO) and the BC Center for Disease Control (BCCDC) do not recommend temperature checks at schools, therefore it is not part of the BCCDC guidance for K-12.

There is a shorter health check list to replace the long list of the more common symptoms that came out in September. Secretary Treasurer Rice will include the check list with for the Health and Safety Committee to review along with more information we receive.

3. DELEGATIONS/PRESENTATIONS (10 min max)

Nil.

4. REPORTS

4.1 Stage 2 Restart Protocol Update - Secretary Treasurer

Secretary Treasurer Rice has formed a Federal Funding Committee with the majority of the members joining from the Health and Safety Committee that came up with the district's COVID-19 Safety Plan. This committee will collect requests from the schools, district, and stakeholders to review and decided which requests are eligible to be covered by the Federal Funds the district will receive to help with COVID-19 costs.

The committee will reach out to the Joint Operations Health and Safety Committees (JOHSC) at the schools as they will be familiar with the needs of their schools.

4.2 Stage 2 Restart Protocol Update – Superintendent

Superintendent Yardley stated that the district's absence dispatch is finding it difficult to find enough TTOCs interested in working in the schools. She is planning to meet with the PVP Pro-D group to look at the professional learning money of \$120,000 approved for a two-year period that may not be fully utilized this year because of COVID-19 restrictions. A small group is creating criteria on how this money could be best spent. They are using a template from the Teacher Union and once this template is complete, they will role it out to the Teacher and CUPE unions.

5. NEW BUSINESS

5.1 2020-21 Budget Update

Secretary Treasurer Rice will be focused on working on the amended budget in November. He commented that we are still monitoring the student enrolment and have maintained staffing levels with the hope of homeschooled students returning to our brick and mortar schools.

BCSTA has indicated that the Ministry of Education is watching all school districts reserves and that districts should be bracing for cost reductions with the impending Provincial deficit

5.2 Federal Fund Committee Update

Secretary Treasurer Rice distributed a list of requests the Federal Funding committee has received in the district. This committee has had three meetings to date. The process has involved reaching out to all stakeholders asking for a list of their requests. The committee reviewed the items to determine if they were budget items or COVID-19 needs.

The committee will be looking for Board approval on any additional employee temporary time increases and temporary hires requested. The requests received to date total over the two million dollars that the district could received over the two-years.

Secretary Treasurer Rice reviewed each request in detail with the Board and answered questions. He will continue to keep the Board updated with the progress of the committee.

5.3 Salvation Army Christmas Hamper Program

The Board discussed the yearly donation the district makes to the Cranbrook and Fernie Salvation Army at Christmas time on behalf of each of the schools in the communities in lieu of a gift for each staff member at the schools.

The Board recognizes and appreciates that the Salvation Army is instrumental in supporting the school meals program and of the great work they do in their communities. However, we want to ensure all communities are reached, which is

currently not happening. The Fernie Salvation Army focuses primarily on the City of Fernie, and Sparwood and Elkford are not serviced.

Action Item:

Secretary Treasurer Rice will bring forward a recommendation to the November 10, 2020 public Board meeting of donation amounts to the communities.

5.4 Remembrance Day Wreaths

Remembrance Day Ceremonies are either cancelled or private and will look very different this year because of COVID-19. The Board will donate as they have in the past to the Veterans by purchasing a wreath from each of our district's communities.

RECOMMENDATION A

M/S that the Board purchase a wreath from each of our SD5 communities as a donation to the Veterans on Remembrance Day as done in the past years.

5.5 Mount Baker Secondary School (MBSS) Renovation/Repairs Update

Secretary Treasurer Rice met with Trustee Johns to discuss the options for MBSS. The three options are a full replacement, partial replacement, or a major renovation.

Secretary Treasurer Rice and Operations Manager Tank have reached out to a few architects regarding the costing of the three options and they indicated the information the district requires should not cost more than \$30,000.

RECOMMENDATION B

M/S that the Board approve the Secretary Treasurer to spend up to \$30,000 to obtain a detailed study for each of the three options for Mount Baker Secondary School: a full replacement, a partial replacement, and a major renovation.

Discussion included:

- All information is required from Stantec for a project identification report.
- Must be sure the study conducted is on three options.
- What is the 10-year costing of Annual Facility Grants spent on MBSS.
- The ministry looks at life cycle costing. What is the cost of the lifespan of the project?

5.6 Dog Waste Dispensers - Steeples Elementary School

Trustee Whalen reported that the Steeples PAC brought forward a problem with dog waste in their school fields. The PAC feels a dog waste station with baggies and a garbage bin would help with this problem. If the waste station is on school property, the school is responsible for the upkeep of the station and if it is on City property, the City would be responsible for this upkeep.

Discussion included:

- seems to be a problem at only some schools
- Sparwood Secondary has signage posted which seems to help

Action Item:

The Board asked the Secretary Treasurer to purchase “pick up after your dog” signage to be posted outside at Steeples Elementary school.

It was also a suggestion that the PAC could reach out to the City of Cranbrook about installing dog waste station with waste bags and a garbage bin with the City being responsible for the upkeep.

5.7 Public Sector Exempt Compensation (PSEC) Report

The PSEC report is a requirement by the Ministry of Education for school districts to report the employees who received over \$125,000/year.

Secretary Treasurer Rice explained that the PSEC report must disclose salaries over \$125,000 and the Statement of Financial Information (SOFI) report must disclose salaries over \$75,000. The Board’s policy is to disclose all salaries in excess of \$100,000.

Secretary Treasurer Rice will retrieve an updated version showing total compensation on the PSEC report.

6. RECOMMENDED ACTIONS - APPENDIX A

6.1 Elk Valley/South Country Bussing

6.2 Jaffray - Ministry of Transportation (safe crossing on Hwy 3)

6.3 Jaffray - Ministry of Transportation (lower speed limit on Hwy 3)

6.4 Staff Travel Summary Report Review

6.5 Fernie - Ministry of Transportation (safe crossing on Hwy 3 at 13th St)

7. ITEMS FOR INFORMATION

7.1 District Occupational Health and Safety Committee Minutes

7.2 Finance Report

8. ADJOURNMENT

The public Finance/Operations/Personnel Committee meeting of October 26, 2020 adjourned at 1:54 p.m.

Trustee Turner Report

September and October 2020:

Sept. 1- DPAC

Sept. 8 & 9- Phase 2 Restart

Sept. 14- Kootenay Orchard PAC

Sept. 15- SD5 Board Meeting

Sept. 16- CDTA and DPAC

Sept. 18- Pro D.

Sept. 21- Board Meeting

Sept. 28- SD5 Committee Meetings

Sept. 30- Gordon Terrace PAC

Oct. 5- Kootenay Orchard PAC

Oct. 7- CDTA

Oct. 13- SD5 Board Meeting

Oct. 14- DPAC

Oct. 26- SD5 Committee Meetings

Oct. 28 & 29- Board Meetings

**Federal Funding Restart Committee
Stakeholder Input
October 6, 2020**

Fall 2020 Funding	\$	1,008,678
Spring 2020 Funding	\$	1,008,678
Total Funding Request	\$	2,017,356
Requested	\$	2,218,849
Available		\$201,493
Government Holdback (10%)		\$201,736
Variance		\$243

Stakeholder	Requests	Estimated Cost/Item	Items	Aggregate Cost	
Maintenance	Carpets (entrances)	1.00 \$	130,000	\$ 130,000	
CDTA	Custodial/Cleaning	21.00 \$	5,519	\$ 115,899	Potential issue filling
District Management	Masks, Face Shields, Barriers, cleaning equipment	1.00 \$	150,000	\$ 150,000	
CDTA	NHS	12.00 \$	5,030	\$ 60,360	Potential issue filling
Cranbrook Elementary Music Teachers	Purifiers	175.00 \$	600	\$ 105,000	All music rooms and additional for requests
CDTA - MBSS	Sanitation - UV Wands	20.00 \$	150	\$ 3,000	5 requests to date
CDTA	Secretarial Support	10.00 \$	6,608	\$ 66,080	Potential issue filling
Restart Committee	Supplies	5,556.50 \$	20	\$ 111,130	Allocated at \$20/FTE to each school for use
District Management	Amplification systems	6.00 \$	2,500	\$ 15,000	
District Management	EA's - in excess of student enrolment	7.00 \$	39,500	\$ 276,500	
PVP	Gym Equipment	1.00 \$	2,500	\$ 2,500	
District Management	Teacher - in excess of student enrolment	9.00 \$	104,000	\$ 936,000	
District Management	YCW	1.00 \$	45,000	\$ 45,000	
Restart Committee	YCW	15.00 \$	5,420	\$ 81,300	
Transportation Coordinators	Bus Driver time (ongoing)	24.00 \$	5,045	\$ 121,080	
				<u>\$ 2,218,849</u>	

Items for Discussion

Carpet replacement	To be determined on a request basis and out of AFG
Sick Leave	For discussion and presentation to the Board
Ramp (MBSS/AWES)	AFG

**Federal Funding Restart Committee
Stakeholder Input
October 6, 2020**

HR Items (from summary sheet)	Unit	\$/Unit	Total	Unit
Custodians	21.00 \$		5,519 \$	115,899 Hours
NHS	12.00 \$		5,030 \$	60,360 Hours
Secretarial Support	10.00 \$		6,608 \$	66,080 Hours
EA's - in excess of student enrolment	7.00 \$		39,500 \$	276,500 FTE
Teacher - in excess of student enrolment	9.00 \$		104,000 \$	936,000 FTE
YCW	1.00 \$		45,000 \$	45,000 FTE
YCW	15.00 \$		5,420 \$	81,300 FTE
Bus Driver time (ongoing)	24.00 \$		5,045 \$	121,080 Hours
			<u>\$ 1,702,219</u>	

SOUTHEAST KOOTENAY PATHWAYS TO LEARNING



Wilderness Wednesday - Amy Woodland Elementary Students

NOVEMBER, 2020





School District 5 (Southeast Kootenay)

PATHWAYS TO LEARNING

Vision	Mission	Values
Students love to learn here, staff love to work here, families love to gather here	Our students will graduate with dignity, purpose and options	Respect, Vision, Fairness, Collaboration, Integrity, Inclusion

Engaging All Learners

Goal: To inspire all learning partners to create and contribute to an engaging, personalized educational experience for our learners.

- Provide a safe, supportive environment that fosters continued growth in a rapidly changing environment
- Honour all pathways to graduation
- Acknowledge deeper learning opportunities based on individual strengths and abilities

Advocacy

Goal: Advocate for specific needs in our District and for public education in general.

- Encourage governments to fully fund public education
- Advance the replacement of aging schools through Ministry and community partnerships
- Provide a forum for the development and celebration of innovative practices



Effective Communication

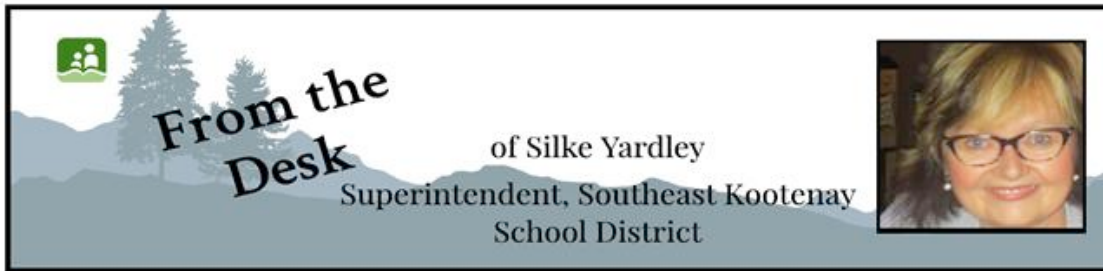
Goal: Continue to foster two-way, ethical communication between the District and all learners, students, staff, parents and community in a timely, concise and inclusive manner.

- Ensure information is current
- Provide user-friendly platforms
- Create opportunities for meaningful dialogue

Inclusive Partnerships

Goal: Cultivate opportunities for shared community awareness, engagement and resources to enhance student learning.

- Engage community participation in providing meaningful student learning opportunities
- Promote educational partnerships that enhance student learning and are beneficial to the community
- Advance active community engagement in real-world learning opportunities for students



Halloween has come and gone and we are now in November! Hard to believe that we are already heading into the December season. Schools are busy places right now, students have learned the routines and staff are busy teaching the students all the great learning the renewed curriculum has to offer. I received a list from the schools on the virtual Remembrance Day assemblies. Contact your school if you would wish to attend! It is nice to see the creativity each school is doing in order to continue to have this very important assembly.



District staff have been busy as well. We met with all of the principals and vice principals on the professional development day and district staff shared their vision for the coming year and how to support staff in professional learning. Pre-COVID, the district team was looking at data and ways in which to support our schools. From that data, directors and district principals shared their learning plans with the Board with the intention of implementing the plans for the 20/21 school year. We will have to make some adjustments as it is challenging to get coverage for day time events. Please stay tuned for different learning sessions that are going to be provided during the day and also after school.

The Ministry of Education has shared with us the new [Framework for Enhancing Student Learning](#). Included in this is the new [Enhancing Student Learning Reporting Order](#). We will be doing some initial planning in the next month and then will be looking for feedback and input from all of our partner groups between January and March. We will be keeping our Board informed along the way with the hope of having this completed by the June 15th board meeting.

You will see that we have clear targets and data points that will need to be met. We will also be working with different groups to look at local data and how we can incorporate that into our plan. While there are sometimes questions around using data, and the validity of it, the key really is to see how our students are doing and then look at ways in which we can support.

Even when the world is continuing to struggle with “the COVID” my hope for you all is to find joy in your day to day lives. Get outside, go for a walk, stand under a beautiful tree and admire the birds, look out your window at our majestic mountains, hug your kids and play a game. It is the little things that bring us joy. I still find it difficult sometimes to understand the situation we find ourselves in and will never forget the fear that we felt in March. I am very proud of all the work that our students, staff and parents are doing to keep everyone safe.

Please be diligent, be careful, be safe, follow the [safety protocols](#) now more than ever and remember we will get through this together.

Take care of yourselves,



Silke Yardley

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Engaging All Learners

Professional Development - MANDT Training

Staff continued to recertify their Mandt skills this month, with 64 staff refreshing their skills through Mandt's online platform. Other groups are getting ready to start their initial Mandt training throughout the month of November. Though it'll look very different from other years, our staff will get the training they need to keep our students and themselves safe.

Professional Development - Sound Connections

Our October 23rd professional development day saw a number of teachers, Speech Language Pathologists and assistants take Sound Connections training at the Kootenay Learning Campus. Sound Connections programs can be used with all students whether they have identified learning needs or not. Instructors use toys and attractive resources that appeal to children but also help them to learn using a multi-sensory approach. Sound Connections provides a unique blend of specialist speech language and literacy expertise. In an effort to allow more teachers access to this training we will be hosting another session the first week of November in Cranbrook.



GEOCACHING

Let's go geocaching! Students in Fernie, Sparwood, and Elkford have been connecting to the outdoors and learning about numbers, mapping and coordinates through geocaching. This activity was done with students of all ages (from kindergarten to grade 8) in approximately 11 different classes.

In the month of November, more classes will be participating including Grades 11 and 12. Thank you to all the teachers and EAs that have been supporting this activity to get kids outdoors and exploring their local communities.

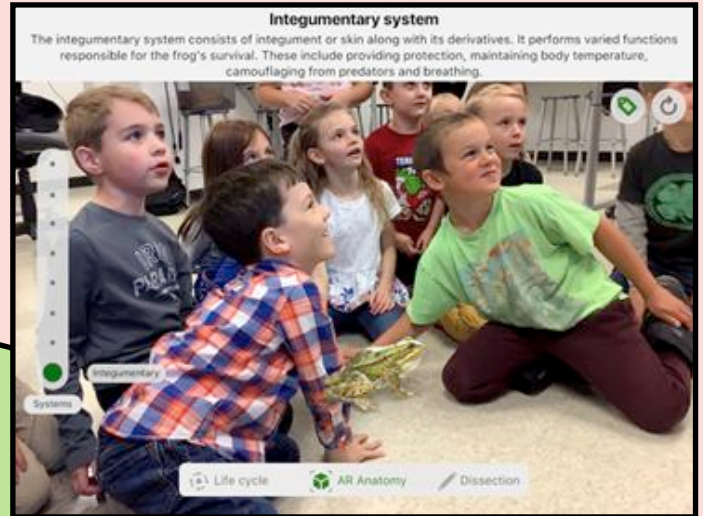


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The Frogs Are Still Hopping

One of the most popular activities at the design lab is a day exploring frogs and robots. Students get to explore the frog habitat in virtual reality (VR) and then build their own robot frog using the Lego WeDo kits at the Design Lab. By lunchtime, there are hopping droids all over the floor. New this year, we're able to show different animals and other artifacts in augmented reality (AR) and merge the real world and the virtual world together with great excitement.



Virtual Experiences - Real Writing

We've had to modify how we are using some equipment this year but that doesn't mean it gets to sit on the shelf. Small groups of students have been using virtual reality to practice and inspire their writing. Students at Kootenay Orchards learned how to use the Office Dictate tools which allow them to speak their writing and then listen to it with the built-in immersive reader tools. So far, students have visited the International Space Station, gone deep into the ocean, and been to Antarctica using the Oculus Quest VR systems. Once they complete their mission then they write about their experiences.



Both Design Labs are OPEN! Book your session by emailing Kim.Froehler@sd5.bc.ca in the valley and Ryan.Mckenzie@sd5.bc.ca in the Cranbrook area.

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Engaging All Learners

The Technology Support Plan is to **SUPPORT ALL** of our staff by enhancing student learning either directly or indirectly.

New audio-visual equipment is being installed at the Kootenay Learning Centre and at the Cranbrook Board Office.

TEAMS

There has been a lot of uptake with online platforms this fall. Teams and the Portal are two of the ways many teachers are choosing to organize their classes. These tools can be used for both remote learning and as a day-to-day hub for in-class organization of learning resources and communications. The Transformative Learning Team is committed to supporting district approved tools like these and is here to help with things like how to take classroom polls, hand out assignments, and have parent-teacher meetings online.



- [SD5 All Staff Team – MS Teams Support Channel](#)
- [Parent Information for Teams](#)
- [Teacher Information for Teams](#)
- [Microsoft Support Teams](#)
- [Instructor led training \(free\)](#)
- [On-demand video series](#)

Please welcome our new IT Systems Specialist, Pete Leibel. Pete will be working the Help Desk and doing equipment repairs.

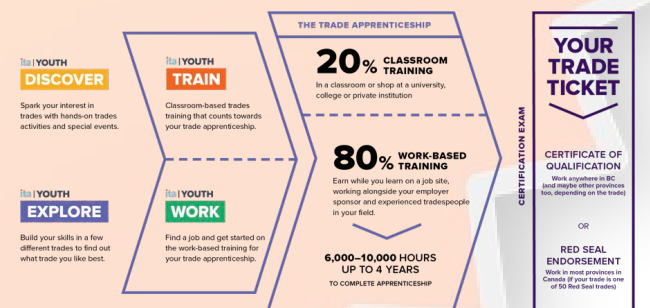


Youth Train in Trade Results

We have recently received and reviewed all of our 2019/20 Youth Train in Trade (formerly ACE-IT) student results. We had 33 students start a foundational trade program in September and then another 7 who started programs in February. These 40 students were enrolled in one of electrical, welding, carpentry, cook training, millwrighting, auto service technician, hairstyling or heavy duty mechanics programs.

Last year was obviously a very difficult year for students to work in a practical, hands on, post-secondary dual credit program. Most programs were moved online in the spring, but we are pleased that all students were able to complete enough of the program to achieve their secondary school graduation.

Unfortunately, 8 of the 40 students did not complete their foundational year with the required 70% that is necessary to move on to the next year in the program. They were still able to use these courses to finish their K-12 schooling with us, though!



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ADVOCACY

The CBEEN [Outdoor Learning Store](#) has new resources.



Thank you, School District 5 for the Sit Seats purchased from the CBEEN [Outdoor Learning Store](#) for all students in K-6! These Sit Seats are being utilized in a variety of ways - indoors and outdoors.



We are pleased to report that over 3,000 School District 5 students are registered for the 2020-2021 Take Me Outside for Learning Challenge. We are up by over 540 students compared to last year!

Please remember to send photos of your students learning outdoors to Jane Nixon



Take me outside at IDES

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ADVOCACY

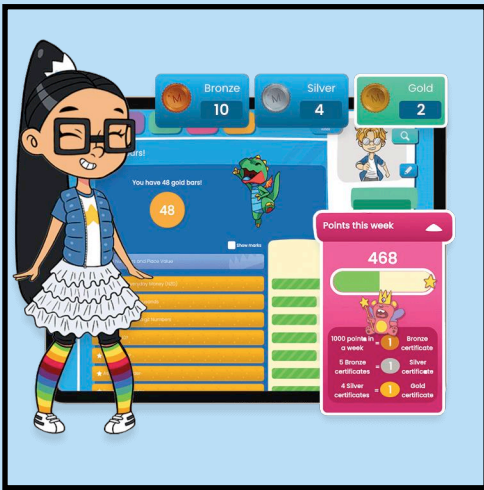
Since the start of the 2020/2021 school year, we have posted 173 teacher postings. This is 27 more than the previous year. In addition, we posted 161 CUPE postings and, with some new postings on the way to handle the COVID demands, it is likely we will exceed last years' postings which topped out at 196 in July 2020. We have also been recruiting to increase our casual pools and new hires. We have added 28 new teachers, 29 new TTOC's as well as approximately 50 CUPE employees. We will continue to increase our TTOC and casual pools and advertise for new employees in order to meet the growing demands of our district.

In July, we started recruiting for our first ever bus driving training program. This initiative, developed by Human Resources, was designed to address the growing demands for casual and new bus drivers. Recruiting for bus drivers has always been a challenge due to the low hours of work each day and the difficulty in interested applicants receiving the correct training for a Class 2 drivers licence. The nearest training facility is in Castlegar, BC. We accepted two applicants into the initial program and both applicants were extremely impressed with the program and the learning environment we provided to them. We are happy to report that we will have one of the drivers take over his own run and the other driver is working on a date for his road test. Both will be a great addition to our casual pool! This is a program that we would like to see continued in order to attract more casual bus drivers to our district.



September and October have been busy transition months at the District Resource Center. Here are some ways we have been supporting our district:

- Mathletics/Mathseeds - We are so excited to be able to launch and support this program district wide. We have created accounts for almost 1900 students and have had 20 teachers attend the Mathletics launch webinar. The inclusive K-12 curriculum of Mathletics aligned with the BC curriculum means that we are able to serve all of our grade levels and are pleased to be providing this program to 12 of our district schools.
- The DRC continues to offer Reading Eggs to our district's elementary schools. Reading Eggs is an online program that supports students in their reading journey through interesting and engaging online activities and games. It has been a helpful resource for teachers providing remote instruction and we are excited to have 900 students and 70 teachers utilizing this program.
- Our resource librarian has provided programming for digital investigation to Grade 4 and 5 classes at Kootenay Orchards Elementary school. Offering instruction in use of digital resources for research during the process of inquiry was well received by 40 students and their teachers.



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Inclusive Partnerships

Mrs. Henderson's class enjoyed the Wildsight Apple Capture program. The Steeples students had a fabulous time learning about apples and making apple juice.

Mrs. Henderson's and Mrs. Wilson's classes have gone out several times together to do inquiries in the nearby forest and in the community garden. The students have looked at life cycles, trees/comparing leaves/importance of trees/types of trees living around us, patterning, adopting a tree, scavenger hunts, living and non-living things, just to name a few.



Students at Steeples also learned about wildfires and wrote letters to firefighters. They hiked to the fire hall to deliver the letters and on the way home enjoyed some time playing in the leaves. The students also learned about June Heskett, the artist from Fort McMurray, who collected charcoal from the fires and created artwork. Students worked on their charcoal pictures outside.



Safe Schools Coordinator Meeting

This past week all Safe Schools Coordinators in the province met for an annual information meeting. This remote meeting saw presentations and discussions on many informative topics. Chiefly, amongst those topics, was a lengthy presentation on current online trends. There is an acknowledgment that the Pandemic has led to even a more extensive online presence for many of our youth. With this, there has been an increased monitoring provincially of online behaviours, both positive and negative. This ability to stay informed of online usage, language and platform usage is invaluable to district teams across the province.

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Inclusive Partnerships

“Growing Innovation in Rural Sites of Learning was conceptualized in 2011 by the Rural Education Advisory (REA) group and is founded on the assumption that rural schools and communities are both the sites of, and benefit greatly from, innovation. In designing the initiative, the REA defined innovation as **“a unique local response to a local need, problem or interest”**. The REA, which includes participants from school districts, BC universities, and the Ministry of Education, is delighted to support and promote your innovations. To date, the initiative has supported numerous projects which reflect the diversity across our communities and schools in rural BC.

Please go to www.ruralteachers.com website and have a look at past projects.

Proposals put forth by SD5 for the 2020/21 school year include;

- A Movable & Organic Classroom at Kootenay Orchards Elementary School
- Join the Circle at Sparwood Secondary School
- Sparwood Secondary School Sawmill

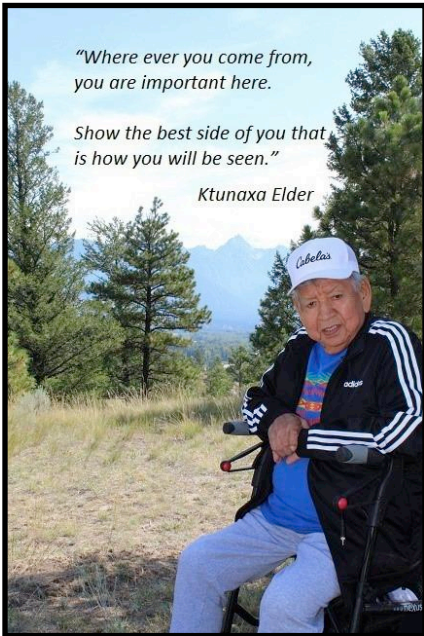
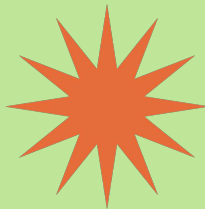


Practicum placements and College of the Rockies (COTR)

As always, we are pleased to be in partnership with the COTR and the East Kootenay Teacher Education Program (EKTEP). Not only do we support beginning teachers, but are fortunate to also work with the COTR and their Education Assistant program. We have teacher and EA candidates from U Vic, U of L, Lethbridge College and the West Kootenay Teacher Education Program (WKTEP). This would not be possible without the great mentor teachers in our District.

Thank you for your time and expertise!

Year 3 Fall Practicum runs Nov. 23 –Dec. 11 with 23 students.



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Ministry of Education Update

School-Based Immunization Clinics: See this [letter from the Provincial Health Officer](#) for information on the delivery of school-age immunization clinics during the 2020/21 school year, in alignment with COVID-19 health and safety protocols for K-12 schools. Health authorities are also seeking after hours use of larger school spaces (e.g. gymnasiums) for community vaccination clinics, and would cover additional cleaning costs. Local public health officials will be contacting superintendents and principals directly to discuss planning for these school-based clinics.



Remembrance Day Assemblies: The [School Regulation](#) requires principals to ensure school assemblies are held at least 3 times each school year, including the school day immediately preceding Remembrance Day. Principals should determine assembly options that align with the requirements outlined in the School Gathering and Events section (p.13) of the [Provincial COVID-19 Health & Safety Guidelines for K-12 Settings](#). Considerations may include holding virtual assemblies or separate assemblies for each learning group in the school.



Public Health Guidance for Child Care Settings: The BC Centre For Disease Control has updated their document on [Public Health Guidance for Child Care Settings during the COVID-19 Pandemic](#) as of Sept. 25, 2020. This document provides updated guidance for childcare providers to prevent the transmission of COVID-19 and maintain safe and healthy environments for children and staff during the pandemic.

Active School Travel Pilot Opportunity: A new Active School Travel Pilot Program is being launched by BC Healthy Communities Society. The program will run from Nov. 2020 - Dec. 2021. Selected schools will receive funding, resources and capacity-building supports towards projects that promote walking and cycling.

Changes to Federal Travel Restrictions for K-12 International Students: Immigration, Refugees and Citizenship Canada has confirmed that British Columbia has met the necessary requirements for including all B.C. K-12 school districts and independent schools, which have signed Confirmation of Readiness to Receive International Student forms, on the Designated Learning Institutions (DLI) list. As such, as of Oct. 20, 2020, international students who meet all federal requirements for travel will be able to enter the country. More details on these [changes to federal travel restrictions for K-12 International students](#) are provided for your reference.



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Schools



live morning announcements at JEJSS



French 11-12 students learning CPR in French at SSS



wilderness Wednesday at AWES

Mrs. Mac and Miss Jones' classes at FJMES combined Math and PE outside



nature names at FJMES



Metis flag raising at MBSS

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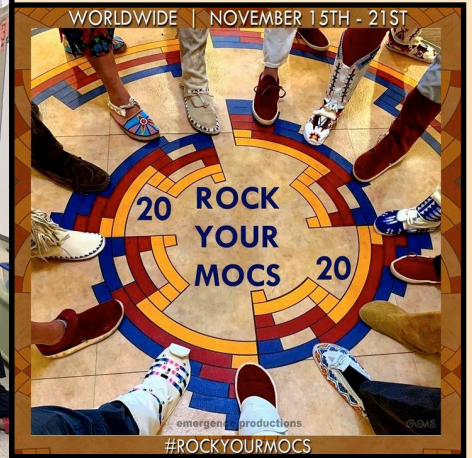
Schools



Mrs. Mac's class at FJMES



New Wolf Pack members at FJMES!



Bonnie Harvey presenting the Aquimmi Legend of Baker Mountain to the Compass Class at LMS



Design lab video - Oct. 2020



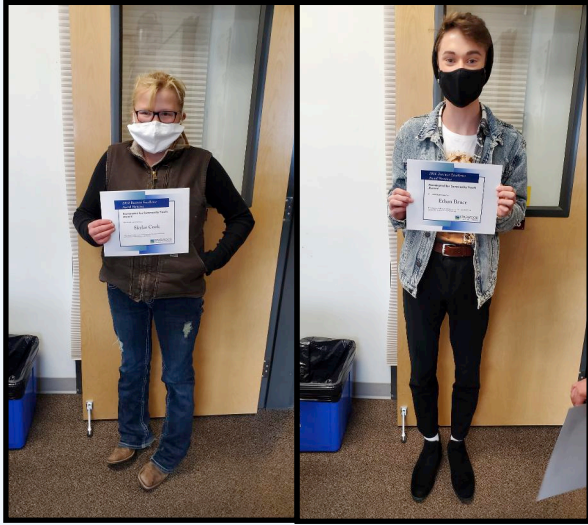
Here is a picture of a rocket stove that Kayden built. It is difficult to see but it really works. The air is drawn in from the hole at the bottom and feeds the fire. Fuel is fed by gravity through the angled piece on the side. These are very efficient and hot burning stoves.



Thank You Paul Duczek! What a beautiful gift for the Aboriginal Education Department!

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Schools



Congratulations to Sparwood Secondary School for being nominated as the Not for Profit nominee! Sparwood Secondary was in the top three! Mrs. Atwal was nominated for citizen of the year and nominated for outstanding customer service.

Thank you to all community members that have recognized all the great work our youth and staff are doing!



Halloween 2020



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Southeast Kootenay - Nov. 4, 2020

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Jaffray Elem-Jr Secondary	17	21	20	25	18	19	30	15	18	20	18	0	0	221
Isabella Dicken Elementary	72	88	62	72	54	71	61	0	0	0	0	0	0	480
Frank J Mitchell Elementary	55	63	50	48	54	48	55	0	0	0	0	0	0	373
Rocky Mountain Elementary	34	36	40	36	38	42	29	0	0	0	0	0	0	255
Mount Baker Secondary	0	0	0	0	0	0	0	0	0	0	257	204	231	692
Laurie Middle School	0	0	0	0	0	0	0	115	132	99	0	0	0	346
Amy Woodland Elementary	31	34	36	36	42	39	40	0	0	0	0	0	0	258
T M Roberts Elementary	47	52	41	45	51	57	48	0	0	0	0	0	0	341
Gordon Terrace Elementary	33	37	36	37	41	45	49	0	0	0	0	0	0	278
Highlands Elementary	24	30	25	29	36	36	35	0	0	0	0	0	0	215
Pinewood Elem - Cranbrook	16	20	13	18	13	27	22	0	0	0	0	0	0	129
Steeples Elementary	26	28	23	19	30	30	32	0	0	0	0	0	0	188
Kootenay Orchards	37	20	28	36	22	31	43	0	0	0	0	0	0	217
Kootenay Learning Campus	0	0	0	0	0	0	0	0	0	0	0	4	74	78
Parkland Middle School	0	0	0	0	0	0	0	152	135	141	0	0	0	428
Elkford Secondary	0	0	0	0	0	0	0	40	31	34	31	25	27	188
Fernie Secondary	0	0	0	0	0	0	0	66	68	59	54	64	67	378
Sparwood Secondary	0	0	0	0	0	0	0	60	45	51	40	36	34	266
Kootenay Educational	0	0	0	0	0	0	0	0	0	0	22	27	66	115
Kootenay Discovery School	14	10	16	11	10	22	8	12	18	29	14	23	62	249
Total	406	439	390	412	409	467	452	460	447	433	436	383	561	5695