



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

January 11, 2022, 3:00 p.m.

Virtual Meeting as per SA and Board Procedures By-law

Pages

1. COMMENCEMENT OF MEETING

1.1. Call to Order

1.2. Greeting

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

1.3. Chairperson's Opening Remarks and Recognitions

1.4. Opening Round

1.5. Consideration and Approval of Agenda

THAT the agenda for the regular public meeting of the Board of Education of January 11, 2022 be approved as [circulated/amended].

1.6. Approval of the Minutes

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THAT the minutes of the regular public meeting of the Board of Education of December 14, 2021 be approved as [circulated/amended].

1.7. Receipt of Records of Closed Meetings

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THAT the Board accept the closed records of the in-camera meeting of the Board of Education of December 14, 2021.

1.8. Business Arising from Previous Minutes

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1. Advocacy/Education Committee

No meeting in December.

3.2. Policy Committee

No meeting in December.

3.3. Student Services Committee

No meeting in December.

3.4. Finance/Operations/Personnel Committee

No meeting in December.

3.5. BCSTA /Provincial Council

THAT the Board accept the report of the BCSTA/Provincial Council.

3.6. Communications/Media Committee

THAT the Board accept the report of the Communications/Media Committee.

3.7. Mount Baker Secondary School Replacement Committee

THAT the Board accept the report of the Mount Baker Secondary School Replacement Committee.

3.8. Key City Theatre

THAT the Board accept the report of the Key City Theatre.

3.9. Legacy of Learning

THAT the Board accept the Legacy of Learning report.

3.10. French Advisory Committee

THAT the Board accept the French Advisory Committee report.

3.11. Trustee Reports/Bouquets

4. SECRETARY TREASURER'S REPORT TO THE BOARD

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

4.1. Updates

4.1.1. Long Range Facility Plan

4.1.2. 2022-23 Preliminary Budget Timeline

4.1.3. Communicable Disease Plan

4.2. Recommendations

THAT the Secretary Treasurer's report be accepted as presented.

5. SUPERINTENDENT'S REPORT TO THE BOARD

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

5.1. Updates

5.1.1. COVID/Omicron

5.2. Recommendations

THAT the Superintendent's Report to the Board of Education be accepted as presented.

6. CHAIRPERSON'S REPORT

6.1. Updates

6.2. Recommendations

7. NEW BUSINESS

7.1. Business Arising from Delegations

8. CLOSING ROUND

9. ITEMS FOR INFORMATION/CORRESPONDENCE

9.1. Upcoming Events

BCPSEA AGM January 27-28, 2022

BCSTA Provincial Council Meeting February 11, 2022

BCSTA AGM April 21-24, 2022

10. QUESTION PERIOD

11. ADJOURNMENT

THAT the January 11, 2022 regular public meeting of the Board of Education adjourn at [time].

What have we done at this meeting to help our students become more interested in school and to support them in their personal learning journey?



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

MINUTES - REGULAR PUBLIC MEETING

**December 14, 2021, 3:00 p.m.
Cranbrook Board Office**

Present: Vice-chair Wendy Turner
Trustee Trina Ayling
Trustee Bev Bellina (remotely)
Trustee Krista Damstrom
Trustee Chris Johns
Trustee Kathryn Kitt (remotely)
Trustee Doug McPhee
Trustee Patricia Whalen

Regrets: Chairperson Frank Lento

Staff Present: Superintendent Silke Yardley
Secretary Treasurer Nick Taylor
Director of Instruction/Human Resources Brent Reimer
Director of Student Learning and Aboriginal Education Jason Tichauer
District Principal/Student Services Darcy Verbeurgt
District Principal of Transformative Learning Jennifer Roberts
Executive Assistant (recorder) Sandy Gronlund

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Vice-chair Trustee Turner called the December 14, 2021 regular public meeting of the Board of Education to order at 3:06 p.m.

1.2 Greeting

Vice-chair Trustee Turner acknowledged that we have gathered here in the Homelands of the Ktunaxa people.

1.3 Chairperson's Opening Remarks and Recognitions

Our thoughts are with our Chairperson, Frank Lento and we are looking forward to having him back very soon.

1.4 Opening Round

Members of the Board, District Management and local Union Presidents shared reflections of gratitude.

1.5 Consideration and Approval of Agenda

MOTION R-21-192

Moved/Seconded by Kitt/Bellina:

THAT the agenda for the regular public meeting of the Board of Education of December 14, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

1.6 Election of Chairperson and Representatives

1.6.1 Election of Chairperson

Secretary Treasurer Taylor called for nominations for the position of Chairperson of the Board of Education.

Trustee Lento accepted a nomination via a "Note" as designated by Trustee Bellina.

Secretary Treasurer Taylor made a second and final call for nominations.

Secretary Treasurer Taylor declared Trustee Lento elected by acclamation as Chair of the Board of Education until December 2022.

Vice-chair Trustee Turner resumed chairing the meeting.

1.6.2 Election of BCPSEA Representative

Vice-chair Trustee Turner made the first call for nominations for a Board representative for the BC Public School Employers' Association (BCPSEA).

Trustee Ayling accepted a nomination as designated by Trustee Damstrom.

Vice-chair Trustee Turner made a second and final call for nominations, then declared nominations cease.

Vice-chair Trustee Turner declared Trustee Ayling as the Board representative to the BC Public School Employers' Association.

1.6.3 Election of BCPSEA Alternate Representative

Vice-chair Trustee Turner made the first call for nominations for the alternate Board representative to the BC Public School Employers' Association.

Vice-chair Trustee Turner accepted a nomination as designated by Trustee Ayling.

Vice-chair Trustee Turner made a second and final call for nominations, then declared nominations cease.

Vice-chair Trustee Turner declared herself as the Board alternate representative to the BC Public School Employers' Association.

1.6.4 Election of BCSTA Representative

Vice-chair Trustee Turner made the first call for nominations for a Board representative as the BC School Trustees Association Provincial Council.

Trustee Bellina accepted a nomination as designated by Trustee Ayling.

Vice-chair Trustee Turner made a second and final call for nominations, then declared nominations cease.

Vice-chair Trustee Turner declared Trustee Bellina as the Board representative for the BC School Trustee Association Provincial Council.

1.6.5 Election of BCSTA Alternate Representative

Vice-chair Trustee Turner made the first call for nominations for an alternate Board representative to the BC School Trustee Association Provincial Council.

Trustee Kitt accepted a nomination as designated by Trustee Bellina.

Vice-chair Trustee Turner made a second and final call for nominations, then declared nominations cease.

Vice-chair Trustee Turner declared Trustee Kitt as the Board alternate representative to the BC School Trustee Association Alternate Provincial Council.

1.7 2022 Standing Committee Representatives

Vice-chair Trustee Turner asked how the Board would like to proceed with the 2022 Standing Committee Representatives.

MOTION R-21-193

Moved/Seconded by Kitt/Johns:

THAT the Board agreed to roll over the 2021 Standing Committee Representatives to 2022.

CARRIED UNANIMOUSLY

1.8 Approval of the Minutes

Minutes of the Public meeting of the Board of Education of November 9, 2021.

MOTION R-21-194

Moved/Seconded by Bellina/Johns:

THAT the minutes of the regular public meeting of the Board of Education of November 9, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

1.9 Receipt of Records of Closed Meetings

MOTION R-21-195

Moved/Seconded by Whalen/Damstrom:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of November 9, 2021.

CARRIED UNANIMOUSLY

1.10 Business Arising from Previous Minutes

1.10.1 Select Standing Committee

Trustee Johns referred to recommendation number 107 – 114 in the 2022 Provincial Budget Consultation report and asked that a letter be sent from the Board reiterating K-12 and that a status report be provided on where these recommendations fit into the budget of 2022.

MOTION R-21-196

Moved/Seconded by Johns/Bellina:

THAT the Secretary Treasurer write a letter on behalf of the Board to the Ministry of Education asking them to provide an update on recommendations #107 to #114 provided to the Legislative Assembly on page 75 of the Report on the Budget 2022 Consultation.

CARRIED UNANIMOUSLY

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

2.1 Bachelor of Science Nursing (BSN) COTR Practicum Students in Schools

Candice Spears from the College of the Rockies introduced herself to the Board and presented the Board with the benefits of having (BSN) Practicum students in schools.

- Tuesdays and Wednesdays are the (BSN) students' practical hours.
- A third year nursing student is in an elementary school and is benefiting the students. The nursing student went into classrooms to discuss hand washing, body image, ways to control anxiety, diabetes, allergies, just to name a few.
- Candice explained that her (BSN) students could also bring benefits to the middle schools and high schools.
- The College of the Rockies has a placement programmer who contacts the school principals by email in March each year to place students for September.

Candice provided answers to the Board questions:

- Students have been placed in schools in the Elk Valley along with Cranbrook.
- Criminal record checks are up to date on all (BSN) students.
- Very clear regarding confidentiality with no names being shared.
- There are currently 32 seats for (BSN) students and will be going up to 40 seats in September.
- All (BSN) students are fully vaccinated for COVID-19.

Vice-chair Trustee Turner thanked Candice for her presentation and advised that Director Casault would be the contact person in School District 5. Sandy Gronlund will forward Director Casault's contact information to Candice.

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy/Education Committee

Co-chair Trustee Bellina reviewed the minutes of the November 22, 2021 meeting of the Advocacy/Education Committee.

MOTION R-21-197

Moved/Seconded by Bellina/Whalen:

THAT School District 5 submit an expression of interest in becoming a Provincial Online Learning School.

CARRIED UNANIMOUSLY

MOTION R-21-198

Moved/Seconded by Bellina/Whalen:

THAT the Board accept the report of the Advocacy/Education Committee.

CARRIED UNANIMOUSLY

3.2 Policy Committee

Co-chair Trustee Turner reviewed the minutes of the November 22, 2021 meeting of the Policy Committee.

MOTION R-21-199

Moved/Seconded by Turner/McPhee:

THAT the Board accept the report of the Policy Committee.

CARRIED UNANIMOUSLY

3.3 Student Services Committee

Co-chair Trustee McPhee reviewed the minutes of the November 22, 2021 meeting of the Student Services Committee.

Update the Student Service Minutes to refer item 2.2 with Trustee Johns request for the report in writing for the next Committee meeting as opposed to Board meeting.

MOTION R-21-200

Moved/Seconded by McPhee/Johns:

THAT the Board accept the report of the Student Services Committee.

CARRIED UNANIMOUSLY

3.4 Finance/Operations/Personnel Committee

Co-chair Trustee Johns reviewed the minutes of the November 22, 2021 meeting of the Finance/Operations/Personnel Committee.

MOTION R-21-201

Moved/Seconded by Johns/Ayling:

THAT the grant amount for Legacy of Learning increase to cover the yearly rental for the room at the Union Labour building at 105 9th Ave S to safely store School District 5 artifacts.

CARRIED UNANIMOUSLY

Trustee Johns clarified what is classified as an artifact. This includes a large range of items. He referred to School District 5 policy 4.3 and 4.3R (Administrative Procedure 159) and has asked Deryll White, Volunteer Historian at the Columbia Basin Institute, to review these policies.

MOTION R-21-202

Moved/Seconded by Johns/McPhee:

THAT the Board accept the report of the Finance/Operations/Personnel Committee.

CARRIED UNANIMOUSLY

3.5 BCSTA /Provincial Council

Trustee Bellina provided a verbal report.

She gave a brief update on the BCSTA Trustee Academy she attended in Vancouver December 2-4, 2021, along with Trustee Turner and Trustee Ayling.

MOTION R-21-203

Moved/Seconded by Bellina/Whalen:

THAT the Board accept the report of the BCSTA/Provincial Council.

CARRIED UNANIMOUSLY

3.6 Communications/Media Committee

Trustee Ayling reported having sent out the completed motions from the November 9, 2021 Public Board meeting.

MOTION R-21-204

Moved/Seconded by Ayling/Johns:

THAT the Board accept the report of the Communications/Media Committee.

CARRIED UNANIMOUSLY

3.7 Mount Baker Secondary School Replacement Committee

Trustee Johns is waiting for the Stantec report before moving forward.

MOTION R-21-205

Moved/Seconded by Johns/McPhee:

THAT the Board accept the report of the Mount Baker Secondary School Replacement Committee.

CARRIED UNANIMOUSLY

3.8 Key City Theatre (KCT)

Vice-chair Trustee Turner provided a verbal update:

- They have been busy applying for various grants.
- Drapes will be installed in the next two weeks.
- Sioban Staplin, Marketing Director at the Key City Theatre is resigning. This position will be difficult to replace.
- Hoping the City of Cranbrook will agree to a 5 year agreement with the KCT.

MOTION R-21-206

Moved/Seconded by Turner/Damstrom:

THAT the Board accept the report of the Key City Theatre.

CARRIED UNANIMOUSLY

3.9 Legacy of Learning

Trustee Johns reported the Legacy of Learning has been busy at the Kootenay Learning Campus in Fernie setting up a screen to display historical items and community related information.

MOTION R-21-207

Moved/Seconded by Johns/Whalen:

THAT the Board accept the Legacy of Learning report.

CARRIED UNANIMOUSLY

3.10 French Advisory Committee

Trustee Whalen was unable to attend the last meeting. She will provide the Board with an update of that meeting at the January Board meeting.

MOTION R-21-208

Moved/Seconded by Whalen/Damstrom:

THAT the Board accept the French Advisory Committee report.

CARRIED UNANIMOUSLY

3.11 Trustee Reports/Bouquets

- Trustee McPhee sent his condolences on the passing of Archie Dianna, a beloved custodian in Sparwood and Yvonne Yeager, who taught school for 30 years in Cranbrook before retiring at Parkland Middle School.
- Trustee Turner appreciated the Christmas letter sent to SD5 staff from our Superintendent.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Financial Disclosure Statement - 2021

Trustees to provide a completed, signed copy of the Financial Disclosure Statement for 2021 to the Secretary Treasurer between January 1 – 15, 2022.

4.2 Recommendations

4.2.1 Statement of Financial Information Report (SOFI)

MOTION R-21-209

Moved/Seconded by Johns/McPhee:

THAT the Board of Education approve the School District 5 Statement of Financial Information report (SOFI) of June 30, 2021, be submitted to the Ministry of Education and to make the report available to the public.

CARRIED UNANIMOUSLY

4.2.2 2022-2023 School Calendar

MOTION R-21-210

Moved/Seconded by Bellina/Johns:

THAT the Board of Education approve the 2022-2023 School Calendar.

CARRIED UNANIMOUSLY

MOTION R-21-211

Moved/Seconded by Johns/McPhee:

THAT the Secretary Treasurer's report be accepted as presented.

CARRIED UNANIMOUSLY

5. **SUPERINTENDENT'S REPORT TO THE BOARD**

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

- Thank you to Gail Rousseau and the District Management team for their work on the Pathway reports.
- The Directors and District Principals each reported on their departments.

5.1 Updates

- Scott MacDonald, Deputy Minister at the Ministry of Education is retiring. Christina Zacharuk will take on the role of Deputy Minister.

5.2 Recommendations

Nil.

MOTION R-21-212

Moved/Seconded by Ayling/Damstrom:

THAT the Superintendent's Report to the Board of Education be accepted as presented.

CARRIED UNANIMOUSLY

6. **CHAIRPERSON'S REPORT**

6.1 Updates

Nil.

6.2 Recommendations

Nil.

7. **NEW BUSINESS**

7.1 Business Arising from Delegations

Sandy Gronlund will forward Director Casault's contact information to Candice Spears.

7.2 Trustee Technology

Secretary Treasurer Taylor reviewed the Trustee Technology form with the Board.

8. CLOSING ROUND

Trustees, District Management and local Union Presidents were offered an opportunity to share a final comment on the meeting.

9. ITEMS FOR INFORMATION/CORRESPONDENCE

9.1 Upcoming Events:

- BCPSEA AGM January 27-28, 2022
- BCSTA Provincial Council Meeting February 11, 2022
- BCSTA AGM April 21-24, 2022

9.2 FOIPPA Amendments 2021

Attached to the agenda for information.

10. QUESTION PERIOD

Nil.

11. ADJOURNMENT

MOTION R-21-213

Moved/Seconded by Johns/McPhee

THAT the December 14, 2021 regular public meeting of the Board of Education adjourn at 4:34 p.m.

CARRIED UNANIMOUSLY

Trustee Wendy Turner, Vice-chair

Nick Taylor, Secretary Treasurer



1.4. RECEIPT OF RECORDS OF CLOSED MEETINGS

In-camera Meetings:

December 14, 2021

- Exempt Compensation
- Teacher Bargaining Update
- BCPSEA Representative Report
- Secretary Treasurer's Report
 - Personnel
 - Land
- Superintendent's Report
 - Staffing Update

A handwritten signature in black ink, appearing to read 'NT'.

Nick Taylor
Secretary Treasurer

2022/23 Preliminary Budget Development Timelines

January 11, 2022	Notice for Input to Budget Planning Process
Week of February 14, 2022	First Team Working Sessions – Budget Deliberations
February 22, 2022	Board Committee Meeting – Preliminary Budget Input from Stakeholders
March 1-3, 2022	Meet with PVP and Senior Management on enrolment forecasting
March 8, 2022	Regular Board Meeting – Final Budget Input from Stakeholders
March/April 2022	Ministry Funding Announcement
Week of April 19, 2022	First Team Working Session – Budget Input
May 10, 2022	Regular Board Meeting – First Reading of 2022/23 Budget Bylaw
Week of May 24, 2022	First Team Working Session – Budget Review
Week of May 31, 2022	First Team Working Session – Budget Review (if required)
June 14, 2022	Regular Board Meeting – Second, Final Reading and Adoption of 2022/23 Budget Bylaw