



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

December 12, 2023, 3:00 p.m.

Cranbrook Board Office

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

Staff Present: Superintendent Viveka Johnson
Secretary Treasurer Nick Taylor
Director of Instruction Human Resources Brent Reimer
Director of Student Learning and Indigenous Education Jason Tichauer
Director of Student Learning and Innovation Diane Casault
Operations Manager Joe Tank
District Principal Student Services Darcy Verbeurgt
District Principal Early Learning and Child Care Laura-Lee Phillips
District Vice Principal Human Resources and Health & Safety Jaslene Atwal
Executive Assistant to Secretary Treasurer and Superintendent (recorder)
Jane Nixon

1. COMMENCEMENT OF MEETING

1.1 Call to Order

Chairperson McPhee called the December 12, 2023, regular public meeting of the Board of Education to order at 3:05 p.m.

1.2 Greeting

Chairperson McPhee acknowledged that we have gathered here on the Homelands of the Ktunaxa people.

1.3 Chairperson's Opening Remarks and Recognitions

Chairperson McPhee acknowledged the District Maintenance and Operations Department and Operations Manager Tank for the recent work during the emergency closure of Elkford Secondary School. The school was back in session on Monday, December 11.

Chairperson McPhee acknowledged the District employees who are on medical leaves of absence.

Chairperson McPhee acknowledged the celebrations of the holiday season. He also thanked the Cranbrook elementary music teachers for reintroducing the Cranbrook Elementary Children's Christmas Choir.

1.4 Opening Round

Members of the Board, District Management, District Staff and local Union Presidents shared a reflection of gratitude.

1.5 Consideration and Approval of Agenda

Additions:

3.9.1 Presentation to Legacy of Learning

5.1.3 Framework for Enhancing Student Learning

7.2 Official Community Plan (OCP) Hearing in Sparwood

MOTION R-23-201

Moved/Seconded by Johns/Turner:

THAT the agenda for the regular public meeting of the Board of Education of December 12, 2023, be approved as amended.

CARRIED UNANIMOUSLY

1.6 Election of Chairperson and Representatives

1.6.1 Election of Chairperson

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

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

Trustee McPhee accepted the nomination as designated by Trustee Turner.

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

By acclamation, Trustee McPhee will serve as Chairperson of the Board of Education for 2024.

Chairperson McPhee assumed the chair of the meeting.

There was no election of Vice Chairperson. The Trustees will act as Vice Chairperson on a rotational basis with the scheduled attached to the in-camera meeting agenda of December 12, 2023.

1.6.2 Election of BCPSEA Representative & Alternate

Chairperson McPhee 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 Turner.

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

Chairperson McPhee declared Trustee Ayling as the BCPSEA Representative.

Chairperson McPhee made the first call for nominations for the alternate Board representative for BCPSEA.

Trustee Bischler accepted a nomination as designated by Trustee Ayling.

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

Chairperson McPhee declared Trustee Bischler as the alternate BCPSEA Representative.

1.6.3 Election of BCSTA Representative & Alternate

Chairperson McPhee made the first call for nominations for a Board representative for the BC School Trustees Association (BCSTA) Provincial Council.

Trustee Bellina accepted a nomination as designated by Trustee Ayling.

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

Chairperson McPhee declared Trustee Bellina as the BCSTA Provincial Councillor.

Chairperson McPhee made the first call for nominations for an alternate Board representative for the (BCSTA) Provincial Council.

Trustee Clarke accepted a nomination as designated by Trustee Bellina.

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

Chairperson McPhee declared Trustee Clarke as the alternate BCSTA Provincial Councillor.

1.6.4 Election of Bargaining Representative - BCTF

Chairperson McPhee made the first call for nominations for the British Columbia Teachers' Federation (BCTF) Bargaining Representative.

Trustee Bischler accepted a nomination as designated by Trustee Turner.

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

Chairperson McPhee declared Trustee Bischler as the BCTF Bargaining Representative.

1.6.5 Election of Bargaining Representative – CUPE

Chairperson McPhee made the first call for nominations for the Canadian Union of Public Employees (CUPE) Bargaining Representative.

Trustee Heckendorf accepted a nomination as designated by Trustee Madsen.

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

Chairperson McPhee declared Trustee Heckendorf as the CUPE Bargaining Representative.

1.7 Approval of the Minutes

MOTION R-23-202

Moved/Seconded by Heckendorf/Bischler:

THAT the minutes of the regular public meeting of the Board of Education of November 14, 2023, be approved as circulated.

CARRIED UNANIMOUSLY

1.8 Receipt of Records of Closed Meetings

MOTION R-23-203

Moved/Seconded by Johns/Turner:

THAT the Board accept the closed records of the in-camera meeting of the Board of Education of November 14 and November 27, 2023.

CARRIED UNANIMOUSLY

1.9 Business Arising from Previous Minutes

1.9.1 Kootenay Boundary Branch (KBB) Motion Building Session

All proposed motions have been submitted to the Kootenay Boundary Branch (KBB) by Trustee Ayling. The motion building session will be held on January 20, 2024.

Trustee Ayling was recognized for her ongoing work on preparing the motions for KBB.

1.9.2 Underfunding of Special Education

MOTION R-23-204

Moved/Seconded by Johns/Turner:

THAT agenda item 1.9.2 Underfunding of Special Education be referred back to the Student Services Committee meeting of January 22, 2024.

CARRIED UNANIMOUSLY

2. RECEIVING OF DELEGATIONS/PRESENTATIONS

Nil

3. COMMITTEE REPORTS/TRUSTEE REPRESENTATIVE REPORTS

3.1 Advocacy/Education Committee

Co-chair Trustee Clarke reviewed the minutes of the November 27, 2023, meeting of the Advocacy/Education Committee.

MOTION R-23-205

Moved/Seconded by Clarke/Heckendorf:

THAT the report of the Advocacy/Education Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.2 Policy Committee

Co-chair Trustee Bellina reviewed the minutes of the November 27, 2023, meeting of the Policy Committee.

MOTION R-23-206

Moved/Seconded by Bellina/Heckendorf:

THAT Appendix D be removed from Policy 12 and Policy 13. A link to the organizational chart will be provided as Appendix D in lieu of the actual chart.

CARRIED UNANIMOUSLY

MOTION R-23-207

Moved/Seconded by Bellina/Ayling:

THAT the report of the Policy Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.3 Student Services Committee

Co-chair Trustee Ayling reviewed the minutes of the November 27, 2023 meeting of the Student Services Committee.

MOTION R-23-208

Moved/Seconded by Ayling/Bischler

THAT the report of the Student Services Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.4 Finance Operations Personnel Committee

Co-chair Trustee Johns reviewed the minutes of the November 27, 2023, meeting of the Finance Operations Personnel Committee.

MOTION R-23-209

Moved/Seconded by Johns/Bischler:

THAT the report of the Finance Operations Personnel Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.5 BCSTA Provincial Council

MOTION R-23-210

Moved/Seconded by Bellina/Clarke:

THAT the report of the BCSTA Provincial Council be accepted as presented.

CARRIED UNANIMOUSLY

3.6 Communications Media Committee

Trustee Ayling

MOTION R-23-211

Moved/Seconded by Ayling/Johns:

THAT the report of the Communications Media Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.7 Mount Baker Secondary School Replacement Committee

The District Parent Advisory Council (DPAC) is writing a letter of support advocating for the replacement of Mount Baker Secondary School.

MOTION R-23-212

Moved/Seconded by Johns/Heckendorf:

THAT the report of the Mount Baker Secondary School Replacement Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.8 Key City Theatre

MOTION R-23-213

Moved/Seconded by Ayling/Madsen:

THAT the report of the Key City Theatre be accepted as presented.

CARRIED UNANIMOUSLY

3.9 Legacy of Learning

Trustee Johns provided the report attached to the agenda package.

3.9.1 Presentation to Legacy of Learning

Trustee Bellina presented a print of the Michel School to the Board of Education. The Board of Education will donate this picture to the Legacy of Learning.

MOTION R-23-214

Moved/Seconded by Johns/Turner:

THAT the Legacy of Learning report be accepted as presented.

CARRIED UNANIMOUSLY

3.10 French Immersion Update

Trustee Heckendorf

MOTION R-23-215

Moved/Seconded by Heckendorf/Bischler:

THAT the French Immersion update be accepted as presented.

CARRIED UNANIMOUSLY

3.11 Traffic Safety Committee

Trustee Johns discussed the parameters of the Vision Zero grant. The grant will cover flashing speed control lights at two schools in 2024 (Pinewood Elementary, Kootenay Orchards Elementary) and two schools in 2025 (Highlands Elementary and TM Roberts Elementary).

Trustee Johns acknowledged the work of Elizabeth Chaney Wright in applying for the Vision Zero grant.

MOTION R-23-216

Moved/Seconded by Johns/Madsen:

THAT an application for a Vision Zero grant be approved by the Board of Education.

CARRIED UNANIMOUSLY

MOTION R-23-217

Moved/Seconded by Johns/Heckendorf:

THAT the report of the Traffic Safety Committee be accepted as presented.

CARRIED UNANIMOUSLY

3.12 Trustee Reports/Bouquets

Trustees reported on their activities for the month.

- Trustee Bellina extended bouquets to trustees for attending the Trustee Academy. She also acknowledged Trustee Madsen's organization of the Christmas activity for trustees.
- Trustee Johns acknowledged the production at the Key City Theatre (The Odd Couple). He also acknowledged the Indigenous Fair and the Christmas concert at Highlands Elementary.

4. SECRETARY TREASURER'S REPORT TO THE BOARD

4.1 Updates

4.1.1 Cranbrook School Boundaries and Catchment Areas

Secretary Treasurer Taylor provided an update on the Cranbrook boundaries and catchment area proposals. The boundaries and catchment areas of Steeples, Amy Woodland, Parkland Middle, and Laurie Middle will be discussed on January 16 at 7:00 p.m. This meeting will be held at the Board Office with a virtual option through Teams.

4.1.2 Feeding Futures Funding Advisory Group

Secretary Treasurer Taylor continues to assess the needs of schools in the District.

Third party catering is being reviewed for Cranbrook and Sparwood.

More information will be provided at the Finance Operations Personnel Committee meeting on January 22, 2024.

4.2 Recommendations

MOTION R-23-218

Moved/Seconded by Bischler/Ayling:

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

CARRIED UNANIMOUSLY

5. SUPERINTENDENT'S REPORT TO THE BOARD

The Framework for Enhancing Student Learning report can be found on the School District's website at www.sd5.bc.ca.

5.1 Updates

5.1.1 Strategic Planning Update

The Strategic Planning process is still in progress. Superintendent Johnson is taking into consideration the discussions from student input sessions.

The work on the strategic plan for the District will continue in the new year; however, the current mission, vision and values statements of the District still appear truly relevant at this time.

5.1.2 Accessibility Committee Update

District Principal Verbeurgt provided an update from the Accessibility Committee. The terms of reference for the Committee have been developed and there will be an upcoming survey regarding barriers to accessibility in schools.

5.1.3 Framework for Enhancing Student Learning (FESL)

Superintendent Johnson will meet with the provincial Framework for Enhancing Student Learning Committee on December 13. The purpose of this meeting is to review the Ministry feedback on this year's District FESL submission.

Superintendent Johnson will share the feedback at the Finance Operations Personnel in-camera meeting on January 22, 2023.

5.2 Recommendations

MOTION R-23-219

Moved/Seconded by Johns/Heckendorf:

THAT the Superintendent's Report be presented as presented.

CARRIED UNANIMOUSLY

6. CHAIRPERSON'S REPORT

6.1 Updates

6.1.1 Chairperson's Trustee Update for November

The Chairperson's Trustee update will continue to be provided to all trustees.

Chairperson McPhee shared information from a Poverty Reduction workshop he attended during the first week of December.

Chairperson McPhee reminded the public that the date of the next meeting of the Board of Education has been changed from January 9, 2024, to January 16, 2024.

6.2 Recommendations

MOTION R-23-220

Moved/Seconded by McPhee/Heckendorf:

THAT the Chairperson's Report be presented as presented.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Business Arising from Delegations

Nil

7.2 Official Community Plan (OCP) Hearing in Sparwood

Trustee Bellina attended the OCP meeting on December 5, 2023.

8. ITEMS FOR INFORMATION/CORRESPONDENCE

8.1 City of Fernie Notice of Zoning Bylaw Amendment Bylaw

8.2 Board Office Holiday Pot Luck - December 15

8.3 Board Office Gift Exchange - December 15

8.4 Winter Break - December 23 to January 5

8.5 First Day Back to School - January 8

9. QUESTION PERIOD

- CDTA representative, Shelley Balfour discussed accessibility issues in the boardroom of the Cranbrook Board Office.

10. CLOSING ROUND

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

11. ADJOURNMENT

MOTION R-23-221

Moved/Seconded by Johns/Bischler:

THAT the December 12, 2023, 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?

Doug McPhee, Chairperson

Nick Taylor, Secretary Treasurer