



**The Board of Education of  
School District No.5 (Southeast Kootenay)  
MINUTES - FINANCE/OPERATIONS/PERSONNEL COMMITTEE (PUBLIC)**

**February 27, 2023, 1:00 p.m.  
Kootenay Learning Campus - Fernie**

Committee Members in Attendance: Co-Chair Trustee Chris Johns  
Co-Chair Trustee Irene Bischler  
Trustee Nicole Heckendorf  
Trustee Wendy Turner (remotely)

Board/District Staff in Attendance: Chairperson Doug McPhee  
Trustee Trina Ayling  
Trustee Bev Bellina (remotely)  
Trustee Sarah Madsen  
Secretary Treasurer Nick Taylor  
Superintendent Viveka Johnson  
Director of Student Learning and Innovation Diane Casault  
Director of Student Learning and Aboriginal Education Jason Tichauer  
Operations Manager Joe Tank  
District Principal of Student Services Darcy Verbeurgt  
Executive Assistant to Secretary Treasurer (recorder) Jane Nixon

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

Co-Chair Trustee Johns called the public Finance Operations Personnel Committee meeting of February 27, 2023 to order at 2:06 p.m.

**1.2 Approval of the Agenda**

Deletion:

**3.1 Speech Language Pathologists - Presentation on ASHA Conference in New Orleans**

This agenda item was moved to the Student Services Committee meeting due to time constraints.

Moved/Seconded by Heckendorf/Bischler:

THAT the agenda of the public Finance Operations Personnel Committee meeting of February 27, 2023, be approved as amended.

**1.3 Approval of the Minutes**

Approval of the minutes from January 23, 2023

Moved/Seconded by Heckendorf/Bischler:

THAT the minutes of the public Finance Operations Personnel Committee meeting of January 23, 2023, be approved as circulated/amended.

**2. BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**3. PRESENTATIONS**

Nil

**4. REPORTS**

**4.1 Secretary Treasurer**

Nil

**4.1.1 Health and Safety**

Nil

**4.2 Superintendent**

Nil

**5. NEW BUSINESS**

**5.1 April Committee Meeting Recommendation**

**RECOMMENDATION A:**

Moved/Seconded by Heckendorf/Bischler:

THAT the Board move the Committee Meetings from Monday, April 24, 2023 to Tuesday, April 25, 2023. This will allow Trustees and District Management to participate in the Regional Specialist Association (RSA) Professional Development Day. The location of the meetings will not change (Cranbrook Board Office).

**6. ACTION ITEMS FOR FUTURE MEETINGS**

Nil

**7. CORRESPONDENCE**

**7.1 District Occupational Health and Safety Committee Minutes**

Reviewed minutes attached to the agenda package.

**7.2 Finance Report**

Secretary Treasurer Taylor reviewed the financial report attached to the agenda package

The Capital Project Budget Tracking Workbook was also reviewed by Secretary Treasurer Taylor.

**7.3 Trustee Professional Development**

Secretary Treasurer Taylor reviewed the Professional Development report attached to the agenda package.

**7.4 Staff Travel Summary**

Co-chair Trustee Johns reviewed the Staff Travel Summary report.

**8. ADJOURNMENT**

Moved/Seconded by Bischler/Heckendorf:

THAT the February 27, 2023, public Finance Operations Personnel Committee meeting adjourn at 2:23 p.m.

*What services and resources did we provide to which students at what cost and resulting in what benefits?*