

## SCHOOL DISTRICT NO. 6 (ROCKY MOUNTAIN)

**MINUTES** of the **REGULAR MEETING** of the Board of Education of School District No. 6 (Rocky Mountain) held via virtual meeting at Kimberley, Golden and Invermere locations, B.C., - **FEBRUARY 9, 2021.**

Present:	Amber Byklum	Chairperson
	Jane Fearing	Vice-Chairperson
	Sandra Smaill	Vice-Chairperson
	Ronald McRae	Trustee
	Scott King	Trustee
	Ryan Stimming	Trustee
	Rhonda Smith	Trustee
	Jane Thurgood Sagal	Trustee
	Betty-Lou Barrett	Trustee
	Karen Shipka	Superintendent of Schools
	Dale Culler	Secretary Treasurer

Members of Senior Management  
General Public

### 1. CALL TO ORDER

Chairperson Byklum called the meeting to order at 19:07 hours.

### 2. ACKNOWLEDGEMENT OF TERRITORY

Chairperson Byklum acknowledged that this meeting is being held on the shared traditional territory of the Ktunaxa and Secwepemc people.

### 3. APPROVAL OF AGENDA

**M/S SMAILL / MCRAE**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve the agenda as circulated.

CARRIED

### 4. APPROVAL OF THE MINUTES OF THE PRIOR MEETINGS

4.1 Regular Meeting: 2021.1.12

**M/S FEARING / MCRAE**

**THAT** the minutes of the Regular Meeting of the Board of Education of School District No. 6 (Rocky Mountain) held on January 12, 2021 be approved as presented.

CARRIED

4.2 Synopsis of In-Camera Meeting: 2021.1.12

4.2.1 Property Matters Nil

4.2.2 Legal Matters Nil

4.2.3 Personnel Matters:

4.2.3.1 The Personnel Report – Pending Board Approval. The Board approved a personal leave of absence request for an Aboriginal Education Support Worker in the Golden Zone and a personal leave of absence request for an Education Assistant in the Windermere Zone as presented.

4.2.3.2 The Personnel Information Report was received and filed as circulated.

4.2.3.3 The Labour Relations Information Report was received and filed as circulated.

4.2.4 Student Matters: Nil

5. **PRESENTATIONS** Nil

6. **MATTERS ARISING FROM THE MINUTES** Nil

7. **STRATEGIC AND POLICY ISSUES**

7.1 Policy Development:

7.1.1 Third Reading: Karen Shipka

7.1.1.1 Policy 3600, Transportation of Students on Regular School Bus Routes

7.1.1.2 Policy 5010, Student Placement

7.1.1.3 Policy 5500, Student Records

7.1.1.4 Policy 6800, Fees for Educational Programs

Ms. Shipka presented the Board with the proposed amendments for the above four (4) policies for third and final reading. Ms. Shipka indicated that all the proposed amendments include feedback received since the last reading to correct minor grammatical errors. The Policy Committee is recommending that the Board consider third and final reading of all four (4) policies at this meeting.

**M/S THURGOOD SAGAL / SMITH**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of the following policies at this meeting:

- Policy 3600, Transportation of Students on Regular School Bus Routes;
- Policy 5010, Student Placement;
- Policy 5500, Student Records; and
- Policy 6800, Fees for Educational Programs.

CARRIED

7.1.2 Second Reading: Nil

7.1.3 First Reading:

7.1.3.1 Policy 4104, Departing Exempt Employee Compensation Karen Shipka

Ms. Shipka reported that the Board had requested her to prepare and present a policy to address annual salary increases for exempt employees that have announced their retirement or resignation prior to being entitled to the increase. The Policy Committee is recommending that the Board consider first reading of the policy at this meeting.

**M/S SMAILL / STIMMING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of Policy 4104, Departing Exempt Employee Compensation at this meeting.

CARRIED

7.1.3.2 Policy 4950, Service Recognition Karen Shipka

Ms. Shipka presented the Board with proposed changes to the service recognition policy. She indicated that the proposed changes are to better align the language for length of service and retirement. The Policy Committee is recommending that the Board consider first reading of the policy at this meeting.

**M/S KING / FEARING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of Policy 4950, Service Recognition at this meeting.

CARRIED

**8. OPERATIONAL ISSUES**

8.1 Budget Utilization Summary January 2021 Dale Culler

Mr. Culler presented the Board with the January 2021 budget utilization summary. Mr. Culler reminded the Board that this would be the last report using budget amounts from the 2020-21 Annual Budget; all subsequent reports will include amounts from the 2020-21 Amended Annual Budget. Mr. Culler reported that the current variances in the Instruction function are primarily attributable to decreases in transportation, travel and homestay fees due to COVID-19 and the reduced international student program. Increases in the Administration function are primarily attributable to increases in salaries resulting in covering leaves and redeployment of international staff. Reduction in the Operations and Maintenance function are primarily attributable to decreases of supplies, utilities and equipment costs that have been shifted from the operating fund to the two (2) new special purpose funds; one Provincial and one Federal. The small increase in the Transportation function are primarily attributable to increases in services and supplies relating to bus maintenance. Mr. Culler responded to questions and the Chairperson thanked him for his presentation.

8.2 2020-21 Amended Annual Budget Dale Culler

Mr. Culler presented the Amended Annual Budget for the fiscal year 2020/2021. Mr. Culler indicated that the Board is required to prepare and submit an Amended Annual Budget to the Ministry of Education by February 28, 2021. Mr. Culler indicated that the proposed budget was reviewed in detail with the Finance and Audit Committee; and he presented the Operating, Special Purpose, and Capital schedules in detail for the Board. Mr. Culler indicated that the proposed budget included a proposed appropriation of surplus to balance the budget. The schools are planning to use their internally restricted surplus to fund specific school based initiatives and capital replacements; the international program requires district funding to remain operational during the COVID-19 pandemic due to student travel

restrictions; and the Information Technology department is purchasing technology infrastructure consistent with the life cycle replacement plan. Mr. Culler reported that these uses of surplus are consistent with Board policy and that this appropriation will still leave the District in a strong financial position. The Finance and Audit Committee is recommending the board consider all three readings of the 2020-21 Amended Annual Budget at this meeting.

**M/S MCRAE / SMAILL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of the Amended Annual Budget for the fiscal year 2020/2021 at this meeting.

CARRIED

**M/S SMAILL / MCRAE**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of the Amended Annual Budget for the fiscal year 2020/2021 at this meeting.

CARRIED

**M/S SMAILL / STIMMING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of the Amended Annual Budget for the fiscal year 2020/2021 at this meeting.

CARRIED

**M/S SMAILL / STIMMING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of the Amended Annual Budget for the fiscal year 2020/2021 at this meeting.

CARRIED

8.3 Five and Six Year Dogwood Completion Rates

Steve Wyer

Mr. Wyer presented the Board with the results of the five and six year dogwood completion rates for information purposes. Mr. Wyer explained that the completion rates allow the District to compare its rates over time and against Provincial rates. Mr. Wyer reported that the District data requires a correction for students participating in the International program that do not intend on graduating from our district. Mr. Wyer indicated that the data will be used to gain insight into the overall success rate for different learners. Mr. Wyer responded to questions and the Chairperson thanked him for his presentation.

8.4 School Calendar 2022-23, 2023-24

Steve Wyer

Mr. Wyer reported that the Board previously approved a motion to accept a change to the process for approving calendars by approving the upcoming year calendar and to approve two additional calendars in principle. Mr. Wyer presented the results of the survey information indicating that participants were largely in favour of leaving the Winter break as it has always been. Mr. Wyer also indicated the majority of respondents were not in favour of aligning our breaks with School District No. 5 (South East Kootenay). Mr. Wyer responded to questions and the Chairperson thanked him for his presentation.

**M/S KING / FEARING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve in principle the calendars for the 2022-23 and 2023-24 school years as presented.

CARRIED

8.5 Employee and Family Assistance Program Update Steve Wyer

Mr. Wyer provided the Board with an update on the Employee Family Assistance Program (EFAP), which assists employees with short-term mental health supports. Mr. Wyer indicated that usage has been trending upwards over the past number of years and we have exceeded our contracted service levels again this year primarily due to the COVID-19 pandemic. Mr. Wyer reported that he would continue to monitor the usage and make necessary adjustments to the contract so that all employees will have access to the supports and services they require. Mr. Wyer responded to questions and the Chairperson thanked him for his presentation.

8.6 Equity in Action Update Steve Wyer

Mr. Wyer provided the Board with an update on the Equity in Action project. Mr. Wyer indicated that the Equity in Action project is a collaborative partnership between School District No. 6 (Rocky Mountain) and the Ministry of Education Learning Division to achieve greater equity for Indigenous learners. Mr. Wyer reported that we are in an exciting place to be able to engage in meaningful engagement with our Indigenous partners. Mr. Wyer indicated that the first meeting was motivating and that he cannot wait for the next meeting. Mr. Wyer responded to questions and the Chairperson thanked him for his presentation.

8.7 Early Learning Update Viveka Johnson

Ms. Johnson provided the Board with an update on the Ministry of Education's (MOE) mandate to oversee childcare by moving the portfolios of the Ministry of State for Child Care and the Ministry of Children and Family Development to the MOE by the 2023-24 school year. Ms. Johnson explained the advantages and opportunities for education to consolidate these portfolios at the school level. She cited the advantages of access, oversight and coordination of a number of early learning initiative such as StrongStart, Ready Set Learn, and before and after school programs including transitional seamless day programs for school age students providing a strong foundation that will support children from 0 to 8 years of age. Ms. Johnson responded to questions and the Chairperson thanked her for her presentation.

## 9. REPORTS

9.1 BC School Trustees Association Jane Fearing

Trustee Fearing reported that the BCSTA sub-committee for Indigenous Education is working with a retired superintendent to develop a BC Tripartite Agreement handbook that will be available for all Trustees across the Province. The handbook will be developed in three parts and she will continue to update the Board as more information is available.

9.2 BC School Trustees Association, Kootenay-Boundary Branch Jane Thurgood Sagal

Trustee Thurgood Sagal updated the Board on the motion building meeting held on Wednesday January 13<sup>th</sup>, 2021. She indicated that there were three motions sent to BCSTA for consideration:

1. That the BCSTA urge the Ministry of Education to provide access to the results of Foundation Skills Assessments to school district staff and parents only.
2. That the BCSTA work with the Ministry of Advanced Education and BCTF to address the challenge of training and recruiting specialized teachers in rural areas.

3. That the BCSTA complete a report to members on: 1. The history of Provincial Learning Assessment Plan (PLAP) and FSA in BC. 2. Describe the difference between PLAP and FSA and 3. Identify the strengths and weaknesses of FSA in its current form.

9.3 Public School Employers' Association

Sandra Smail

Trustee Smail provided the Board with an update on the BCPSEA AGM. Trustee Smail reported that the assembly approved the budget, two director positions were filled by acclamation, and a number of business items were considered for approval.

**10. INFORMATION ITEMS**

10.1 Correspondence

10.2 February and March 2021 Calendar                      Circulated

**11. FORTHCOMING EVENTS**

2021.02.18      District Technology Advisory Committee, Virtual, 8:30 am  
2021.02.20      BCSTA Provincial Council Meeting, Virtual 8:30 am  
2021.02.23      Policy Committee Meeting, via Teleconference, 5:00 pm  
2021.03.02      Labour Relations Committee Meeting, via Teleconference, 8:30 am  
2021.03.09      Board Meeting, Videoconference from Zone Offices, In-Camera Meeting, 6:00 pm  
2021.03.09      Board Meeting, Videoconference from Zone Offices, Information Exchange, 6:30 pm  
2021.03.09      Board Meeting, Videoconference from Zone Offices, Regular Meeting, 7:00 pm

**12. QUESTIONS FROM THE PUBLIC**                      Nil

**13. ADJOURNMENT**

**THAT** the meeting be adjourned at 20:23 hours

Manually Signed by Amber Byklum

Chairperson

Manually Signed by Dale Culler

Secretary Treasurer