

**School District No. 6 (Rocky Mountain)**

**MINUTES** of the **REGULAR MEETING** of the Board of Education of School District No. 6 (Rocky Mountain) held at Windermere Elementary School, Windermere, B.C. – **June 14, 2022**

Present: Amber Byklum                      Chairperson  
Jane Fearing                              Vice-Chairperson  
Ronald McRae                            Trustee  
Scott King\*                                Trustee  
Rhonda Smith                            Trustee  
Jane Thurgood Sagal                    Trustee  
Ryan Stimming                          Trustee  
Betty-Lou Barrett                        Trustee

Members of Senior Leadership Team

Karen Shipka                              Superintendent of Schools  
Alan Rice                                    Secretary Treasurer  
Steve Wyer                                 Assistant Superintendent  
Trent Dolgopol                            Director of Instruction, Technology and Innovative Learning  
Viveka Johnson                            Director of Instruction, Learning and Support Services  
Steve Jackson                              Operations Consultant  
Amanda Garand                            Human Resources Manager  
Jacinda Harding                           Finance Manager  
Stacey Ursulescu                         Executive Assistant  
Crystal MacLeod                          District Vice Principal, Early Learning

Apologies: Sandra Smail    Vice-Chairperson  
Al Ure    Director of Operations

\*Microsoft Teams

General Public

**1. CALL TO ORDER**

Chairperson Byklum called the meeting to order at 19:00 hours.

**2. ACKNOWLEDGEMENT OF TERRITORY**

Chairperson Byklum acknowledged that School District No. 6 (Rocky Mountain) resides in the traditional unceded shared territory of the Ktunaxa and Secwépemc peoples and the chosen home of the Métis.

**3. APPROVAL OF THE AGENDA**

**M/S FEARING / BARRETT**

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

APPROVED

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

4.1 Regular Meeting: 2022.05.10

**M/S MCRAE / STIMMING**

**THAT** the minutes of the regular meeting of the Board of Education of School District No. 6 (Rocky Mountain) held on May 10, 2022 be approved as presented.

APPROVED

4.2 Synopsis of in camera meeting: 2022.05.10 Alan Rice

4.2.1 Property Matters:

4.2.1 Child care implementation plan – new spaces fund

4.2.2 Legal Matters: Nil

4.2.3 Personnel Matters:

4.2.3.1 The Personnel Report – Pending Board Approval:

The Board of Education approved one leave request and denied one leave request 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.

4.2.3.4 Principal transfer to Selkirk Secondary School

4.2.3.5 CUPE bargaining update

4.2.5 Student Matters: Nil

4.2.5 Procedural Matters: Nil

**5. PRESENTATIONS/DELEGATIONS**

5.1 Glen Ewan – Scholarships and Community Foundation Endowments

A community foundation is a charity regulated by Canada Revenue Agency under the Income Tax Act. Golden and District Community Foundation ("GDCF") has been active in our area for more than 20 years now. They have an endowment base of over 1.7 million dollars. GDCF manage those funds and by law can only distribute the income those funds generate. The funds themselves are held in perpetuity. GDCF proposed managing GSS endowments.

5.2 Katie Niddrie – Policy 2100, School Catchment Areas and cross boundary transfer requests

Ms. Niddrie presented her concerns with the school catchment area policy and cross boundary transfer requests. She asked the Board of Education to consider making an amendment to the policy.

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

**7. STRATEGIC AND POLICY ISSUES Nil**

7.1.1 Third Reading:

7.1.1.1 Policy 8000 and policy 8600

Ms. Shipka presented policy 8000 and reported that there was no feedback. The Policy Committee recommended that the policy proceed to third and final reading.

7.1.1.2 Policy 8600 was recommended to hold at third reading. Ms. Shipka stated that all Trustees will be invited to the September policy committee to consider this policy.

**M/S STIMMING / SMITH**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 8000 at this meeting.

APPROVED

7.1.2 Second Reading:

7.1.2.1 Policy 1300

Ms. Shipka reiterated that policy 1300 was before the Board of Education to clarify language that all presentation materials must be provided to the Executive Assistant at least one week prior to the Board meeting. .

7.1.2.2 Policy 1200

Ms. Shipka reported that in April 2022, an unnumbered policy, communications and media relations policy was presented to the Board for first reading. Upon review, the unnumbered policy was consolidated into policy 1200. The policy now includes a district practice around social media, a foundational piece as the District embarks on more social media communication.

**M/S BARRETT / MCRAE**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 1200 and 1300 presented at this meeting.

APPROVED

**M/S BARRETT / SMITH**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 1200 and 1300 presented at this meeting.

APPROVED

7.1.3 First Reading

Nil

**8. OPERATIONAL ISSUES**

- 8.1 Appointment of Chief Election and Deputy Chief Election Officers: Alan Rice  
Under the *School Act*, the Board of School Education is required to appoint chief election and deputy chief election officers. The regional districts, districts, and municipalities have agreed to administer the elections on behalf of SD6.

**M/S MCRAE / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) appoint the Election Officials for the 2022 School Trustee Elections as outlined in the reference document.

APPROVED

- 8.2 Child care implementation plan: Alan Rice, Steve Jackson, and Crystal MacLeod  
The District will continue with SEY2KT in Invermere and CR4YC in Kimberley. CR4YC will also expand in the 2022-23 year to include Invermere. The District will engage in the hiring of an ECE and the licensing of the StrongStart room in Alexander Park to provide JUSTB4. The District will support our third party providers in securing licensing for after-school care programs and will assist in the advertising and promotion of these programs. The District will prepare funding applications for the New Spaces Fund to construct new Childcare Centers for eight locations identified. Design and construction will commence as soon as possible once we have been awarded funding.

**M/S SMITH / FEARING**

**THAT** the Board of Education support the child care implementation plan which includes seeking funding and the construction of new childcare centers throughout our school district.

APPROVED

- 8.3 Major capital plan report: Alan Rice and Steve Jackson  
The *School Act* provides that the Minister of Education requires a Board of Education to prepare and submit a capital plan. The Capital Committee reviewed the capital which was to construct a new school on the District owned five acre property adjacent to Eileen Madson Primary School. A new school will improve traffic safety and will provide a school that is better positioned to meet the future educational needs in Invermere. There are also opportunities of creating new space for future childcare. The Board of Education approved the 2023-24 Five Year Capital Plan submission for the major capital program.

**M/S STIMMING / MCRAE**

**THAT** the Board of Education approve the 2034-24 Five Year Capital Plan submission for the major capital program as presented.

APPROVED

- 8.4 Minor capital plan report: Alan Rice and Steve Jackson  
Similar to the major capital program, the Capital Committee reviewed the minor capital program proposals. Roofing, interior upgrades, HVAC, an accessible entrance and a foundation wall repair have been applied for under the School Enhancement Program. LED lighting upgrades at McKim, Nicholson, Lindsay Park, Martin Morigeau, and Edgewater Elementary School have been applied for under the Carbon Neutral Capital Funding and a new E-bus for Kimberley has been applied for under the Bus Replacement Program. There is also a request to replace three other diesel busses.

**M/S BARRETT / MCRAE**

**THAT** the Board of Education approve the 2023-24 Five Year Capital Plan submission for the minor capital program as presented.

APPROVED

- 8.5 2022-2023 Annual Budget: Alan Rice  
The ministry requires school boards to account fully for how they manage and spend the government's education funding. School District Financial Reporting provides school boards with a financial reporting framework. It also works with all boards to provide them with instructions and direction on budgeting, accounting and the reporting of the funds they receive from both the ministry and other sources. Under Section 113, each year the Board must adopt an annual budget for that fiscal year.

**M/S KING / BARRETT**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of 2022-2023 Annual Budget Bylaw as presented at this meeting.

APPROVED

**M/S BARRETT/THURGOOD SAGAL**

**THAT** the Board of Education of School District No.6 (Rocky Mountain) approve first reading of the 2022-2023 Annual Budget Bylaw in the amount of \$58,211,186 for fiscal year 2022-2023.

APPROVED

**M/S BARRETT/STIMMING**

**THAT** the Board of Education of School District No.6 (Rocky Mountain) approve second reading of the 2022-2023 Annual Budget Bylaw in the amount of \$58,211,186 for fiscal year 2022-2023.

APPROVED

**M/S SMITH FEARING**

**THAT** the Board of Education of School District No.6 (Rocky Mountain) approve third and final reading of the 2022-2023 Annual Budget Bylaw in the amount of \$58,211,186 for fiscal year 2022-2023.

APPROVED

8.6 Lions Club Donation Request:

Alan Rice

Windermere Operations department has an old 1997 Hustler sports field grass mower which hasn't been used for more than 10 years. It is surplus and is not required for school district operations. Policy 2400 Acquisition and Disposal of Property and its related District practice sets out the procedure for disposal of surplus property. Whereas "the Board of Education reserves the right to dispose of an asset by donation". The Lake Windermere District Lions Club has requested that we donate the old mower to the Lions club for use at the Lions campground (see attached request from the Lions Club).

**M/S MCRAE / FEARING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) donate the old Hustler mower to the Windermere District Lions Club.

APPROVED

8.7 Windermere Valley Snowmobile Society Donation Request:

Alan Rice

The Operations department has an old bus which is not in operation and will be required to be towed away for disposal at a nominal cost. Policy 2400 Acquisition and Disposal of Property and its related District practice sets out the procedure for disposal of surplus property. Whereas "the Board of Education reserves the right to dispose of an asset by donation". The Windermere Valley Snowmobile Society has requested that we donate the bus for their use as storage for their club

**M/S STIMMING / BARRETT**

**THAT** The Board of Education of School District No. 6 (Rocky Mountain) donate the salvage bus to the Windermere Valley Snowmobile Society.

APPROVED

**9. REPORTS**

- 9.1 Budget utilization summary – May 2022: Alan Rice  
Mr. Rice presented the Board of Education with a report on year-to-date operating expenditures compared to budget and prior year. Expenditures to date are in line with budgeted and greater than the prior year for the same timeframe.
- 9.2 Mental Health Update: Viveka Johnson  
Ms. Johnson reported that the social and emotional wellbeing of students and staff are the backbone to educational success. The MOECC acknowledges this through the distribution of grant funding to support districts. The impacts of the global pandemic have yet to be realized and it is critically important to build staff capacity so that they are knowledgeable and skilled in dealing with unknown circumstances. The targeted funding has been allocated in a variety of ways to meet the current and emerging needs of staff and students. Learning doesn't take place if we are not able to emotionally regulate or cope with high levels of on-going stress. We are hopeful that the MOECC will continue to support the district through allocation of targeted funding.
- 9.3 Restricted capital report and SSS restricted capital approval letter: Alan Rice  
Mr. Rice, Secretary Treasurer, reported on January 25, 2022 the Secretary Treasurer requested the use of Restricted Capital to cover the shortfall of the repairs for the flood damage at LGES. The Ministry did not agree with the assessment of the Secretary Treasurer and rejected the request. The Secretary Treasurer requested clarification with respect to the interpretation of the decision of Ministry staff. Through these discussions it was determined there were other projects which would be more suitable for a Restricted Capital request. The result of the discussions allowed for a roof repair at Selkirk Secondary School (SSS) to be approved out of Restricted Capital.
- 9.4 Environmental sustainability report: Trent Dolgopol  
Mr. Dolgopol provided the Board of Education information about environmental sustainability and modeling practices in the school district that support reductions to our "carbon footprint" and to educate students to be stewards of the environment. Each year the District submits a Climate Change Accountability Report (formerly Carbon Neutral Action Report) to the Ministry of Education. When climate change initiatives were first announced in 2007, Sd6 was emitting 2405 tons of carbon dioxide. In 2020, we emitted 1305 tons of carbon dioxide for a 44% reduction since 2007.

- 9.5 Legacy of Learning Viveka Johnson  
The Columbia Basin Institute of Regional History (CBIRH) is a non-profit society dedicated to furthering the preservation, documentation and presentation of the Columbia River Basin's human and natural history. Last year, the district provided \$5000 towards the project. CBIRH is interested in continuing the partnership with the District to continue the development of the Legacy of Learning project. Given that this project would require additional human resources in the District to locate and provide artifacts and photographs to the institute, it was determined that this was not a priority for the District this year.

**M/S MCRAE / STIMMING**

**THAT** the Board of Education supports the continued partnership with the Columbia Basin Institute of Regional History to further the Legacy of Learning project.

DEFEATED

- 9.6 District vice principals update Steve Wyer  
The Board of Education received a summary report on the work of District vice principals (DVPs) for this school year. The DVPs have demonstrated expertise and ability to work alongside principals and staff to further advance the District strategic plan and school success plans. They have provided guidance, strategy and support which has resulted in some very important gains in the learning journey for students.
- 9.7 BC School Trustees Association: Jane Fearing  
Trustee Fearing reported on her first meeting as a Director in May 2022. As a result of the advocacy work in KBB, she reported that a letter regarding land acknowledgment has been sent to the Ministry. She will report on the BCSTA strategic plan in September.
- 9.8 BC School Trustees Association, Kootenay Boundary Branch (KBB): Rhonda Smith  
Trustee Smith reported that an email was received suggesting four possible topics for professional learning at the KBB Branch AGM which is to be held virtually on September 12.
- 9.9 BC Public Schools Employers' Association: Jane Thurgood Sagal  
Trustee Thurgood Sagal completed a survey on June 9, 2022 for BCPSEA services and strategic planning.

**10. INFORMATION ITEMS**

- 10.1 June 2022 calendar



## FORTHCOMING EVENTS

2022.06.15	GSS Annual Student Achievement Awards, GSS gym, 7:00 p.m.
2022.06.17	SSS Prom, Grad parade, Platz, 3:30 p.m.
2022.06.17	Retirement Event, Copper Point Resort, 6:00 p.m.
2022.06.18	SSS Grad Ceremony, Kimberley Civic Centre, 3:00 p.m.
2022.06.23	GSS Grad Ceremony, Golden Arena, 6:00 p.m.
2022.06.28	DTSS Grad Grand March, Downtown Invermere, 5:00 p.m.
2022.06.29	DTSS Grad Ceremony, Gym, 4:00 p.m.
2022.08.31	Towards Truth and Reconciliation: A District Day of Learning, DTSS, 8:30 a.m.
2022.09.06	Labour Relations Committee Meeting, Teleconference, 12:30 p.m.
2022.09.12	KBB BCSTA AGM, Virtual
2022.09.13	Board of Education Meeting, Lindsay Park Elementary School
	<ul style="list-style-type: none"><li>• In-Camera 6:00, p.m.</li><li>• Regular Meeting, 7:00 p.m.</li></ul>

## 11. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 21:26 hours.

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Alan Rice, Secretary Treasurer

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Amber Byklum, Chairperson