

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 Nicholson Elementary School, Nicholson, B.C. – **October 11, 2022**

Present:	Amber Byklum	Chairperson
	Jane Fearing*	Vice-Chairperson
	Sandra Smaill	Vice-Chairperson
	Ronald McRae	Trustee
	Scott King	Trustee
	Rhonda Smith	Trustee
	Ryan Stimming	Trustee
	Jane Thurgood Sagal	Trustee
	Karen Shipka	Superintendent of Schools
	Alan Rice	Secretary Treasurer
	Steve Wyer	Assistant Superintendent
	Sharon Collin	Director of Instruction, Instruction and Learning
	Trent Dolgopol	Director of Instruction, Technology and Innovative Learning
	Crystal MacLeod	Director of Instruction, Early Learning and Child Care
	Al Ure	Director of Operations
	Amanda Garand	Manager Human Resources
	Jacinda Harding	Finance Manager
	Stacey Ursulescu	Executive Assistant
	General Public	

Apologies: Betty-Lou Barrett Trustee

* via Microsoft Teams

1. CALL TO ORDER

Chairperson Byklum called the meeting to order at 19:03 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 SMAILL / KING

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: 2022.09.13

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 September 13, 2022 be approved as presented.

APPROVED

4.2 Synopsis of in camera meeting: 2022.09.13 Alan Rice

4.2.1 Property Matters: Nil

4.2.2 Legal Matters:

4.2.2.1 *Employment Standards Act - Vacation*

4.2.3 Personnel Matters:

4.2.3.1 The Personnel Report – Pending Board Approval:

The Board of Education approved two leave requests and declined two requests.

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 Correspondence to Board Chair - CUPE

4.2.3.5 Superintendent Compensation

4.2.4 Student Matters: Nil

4.2.5 Procedural Matters: Nil

5. PRESENTATIONS/DELEGATIONS Nil

6. MATTERS ARISING FROM THE MINUTES Nil

7. STRATEGIC AND POLICY ISSUES

7.1.1 Third Reading:

7.1.1.1 Policy 8600, Field trips

Ms. Shipka presented policy 8600 and reported that minor revisions were proposed based on feedback. The first change would require the superintendent to sign off on a low risk field trip when supervision ratios are not met. Language was included that requires evidence of certification when a higher care field trip is proposed. The policy committee is recommending third reading of policy 8600.

M/S SMAILL / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 8600 at this meeting.

APPROVED

7.1.2 Second Reading: Nil

7.1.3 First Reading:

7.1.3.1 Policy 2200, Records and information management

Ms. Shipka reported that the proposed amendment would change the retention period for emails from indefinite to 15 months. The policy committee has recommended all three readings on this policy.

M/S KING / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of policy 2200.

APPROVED

M/S STIMMING / SMAILL

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of policy 2200 presented at this meeting.

APPROVED

M/S SMAILL / THURGOOD SAGAL

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 2200 presented at this meeting.

APPROVED

M/S SMITH / SMAILL

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 2200 presented at this meeting.

APPROVED

7.1.3.2 Policy 3700, Procurement and purchasing

Ms. Shipka reported that the proposed policy and district practice is a codification of practice that is already in place. The policy committee has recommended first reading on this policy.

M/S KING / THURGOOD SAGAL

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of policy 3700 presented at this meeting.

APPROVED

7.1.3.3 Bylaw I, Procedural Bylaw

Ms. Shipka reported that the proposed amendment would establish a committee of the Board to review field trips. The committee would be comprised of one Trustee from each zone meeting monthly to review higher care field trip proposals. The purpose would provide predictability of the approval process to district employees, principals, and field trip organizers. The policy committee has recommended all three readings on this bylaw.

M/S SMAILL / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of bylaw I.

APPROVED

M/S SMAILL / MCRAE

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of bylaw I presented at this meeting.

APPROVED

M/S SMAILL / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of bylaw I presented at this meeting.

APPROVED

M/S KING / THURGOOD SAGAL

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of bylaw I presented at this meeting.

APPROVED

8. OPERATIONAL ISSUES

Nil

9. REPORTS

- 9.1 Budget utilization report: Alan Rice
Mr. Rice presented the Board of Education a report on year-to-date operating expenditures compared to budget and prior year. Expenditures to date are below budget and greater than the prior year for the same timeframe. Mr. Rice responded to questions.
- 9.2 Enrollment update: Trent Dolgopol
Mr. Dolgopol advised the Board of Education that the student enrollment count is based on the students who were registered and accounted for on September 29, 2022. Enrollment data, from the 1701 report indicates an increase from 3,517 in 2021 to 3,548.
- 9.3 Technology update: Trent Dolgopol
The Board of Education received a summary of two account compromises, remediation, and results of subsequent investigation by the BC Office of the Information and Privacy Commissioner (OIPC). The two incidents detailed in the report are impactful, in terms of those affected and the time required to remediate, report and respond. Incidents also have a negative impact on the reputation of the school district. Based upon the initial report, as well as the actions undertaken, the OIPC investigator is satisfied with the SD6 response to these incidents and both files (F22-90997 and F22-90994) have been closed.
- 9.4 District principals and vice principals: Steve Wyer
During the 2020-2021 school year the senior management team developed an operational plan to address the most important priorities for the Board of Education as expressed in the District Strategic Plan. The plan included an additional organizational level – District Vice Principal – to support and multiply outcomes in key areas of the plan: literacy, numeracy, equity and inclusion for our learners with diverse abilities, and for our learners who are Indigenous.

Since the addition of the Early Learning and Child Care to the role of the School District, the District has added a District Principal of Early Learning. With the return of Darren Danyluk from leave he has filled the role of District Principal of Literacy in Barb Carriere's place.

The District Learning Team is busy. However, they find time to collaborate and overlap their projects. None of them operates in isolation and the team has built strong working relationships with projects including:

- Anti-racism strategy
- New provincial reporting order K-12 (July 2023)
- Establishment of numeracy leads
- Book club
- Grade 8/9 numeracy assessment team
- 4 Seasons of Truth and Reconciliation
- School based team growth
- Transitions matters
- Early learning framework and play today

- 9.5 Reporting Order Steve Wyer
 In 2016, the then Ministry of Education released a re-designed curriculum for the BC education system. A change to reporting order was anticipated at that time. Instead, a set of provincial guidelines came out for Boards to use to create local district practices for reporting. Districts have now received a version of the DRAFT reporting order to come into effect in July of 2023. This order will replace the current district practice of 2019. The District is updating its current reporting practice to carry forward to July 2023 when a new reporting order will come into effect for all of BC. The update involves creating consistency for students and families by implementing proficiency reporting language for grade 8 students this school year.
- 9.6 BC School Trustees Association: Jane Fearing
 Trustee Fearing noted that elections take place on October 15, 2022 and a new provincial council representative will need to be selected as she is precluded from acting in this role since she is a Director for the BCSTA.
- 9.7 BC School Trustees Association, Kootenay Boundary Branch (KBB): Rhonda Smith
 Trustee Smith had nothing to report.
- 9.8 BC Public Schools Employers' Association: Sandra Smail and Jane Thurgood Sagal
 Trustee Smail had nothing to report.
- 9.9 MOECC Framework Review Program Jane Thurgood Sagal
 Trustee Thurgood Sagal provided an update on the Framework Review Program. She noted that all school districts will continue with a pod-networking structure. Twelve school districts have been invited for peer review meetings that will take place between January and March 2023. Superintendent Shipka noted that School District No. 6 (Rocky Mountain) has begun participating in the pod-networking group.

10. INFORMATION ITEMS

- 10.1 October and November 2022 calendar

11. FORTHCOMING EVENTS

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|------------|--|
| 2022.10.15 | General Local Election |
| 2022.10.28 | Oath of Office Ceremony, 6:00 p.m. |
| 2022.11.08 | Board of Education Meeting, Invermere Board Office |
| | <ul style="list-style-type: none"> • In-Camera 6:00, p.m. • Regular Meeting, 7:00 p.m. |

12. QUESTIONS FROM THE PUBLIC

Sally Struthers queried the Board on field trip curricular connections and the increase in instructional expenses for the month of September. She asked the Board about the direct benefit to students of the district principals and vice principals.

13. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 20:07 hours.

Alan Rice, Secretary Treasurer

Amber Byklum, Chairperson