

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 Invermere District Office, Invermere, B.C. – **November 8, 2022**

Present: Betty-Lou Barrett Trustee
Amber Byklum Trustee
Jane Fearing Trustee
Scott King Trustee
Ronald McRae Trustee
Darryl Oakley 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

* via Microsoft Teams

1. CALL TO ORDER

Mr. Rice called the meeting to order at 19:00 hours.

2. ACKNOWLEDGEMENT OF TERRITORY

Mr. Rice 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. Results of Election and Confirmation of Oaths of Office

Mr. Rice confirmed that he was in receipt of the Oath of Office for each of the newly elected and acclaimed Trustees for the Board of Education of School District No. 6 (Rocky Mountain) as determined in the 2022 Fall election as follows:

Electoral Area 1 (Town of Golden & Electoral Area A of CSRD)

Acclaimed -

Jane Fearing

Scott King

Rhonda Hamilton Smith

Electoral Area 2 (City of Kimberley & Electoral Area E of RDEK)

Elected -

Betty-Lou Barrett

Ronald McRae

Darryl Oakley

Electoral Area 3 (District of Invermere)

Elected -

Ryan Stimming

Electoral Area 4 (Village of Canal Flats & Electoral Area F of RDEK)

Acclaimed -

Amber Byklum

Electoral Area 5 (Village of Radium Hot Springs & Electoral Area G of RDEK)

Acclaimed -

Jane Thurgood Sagal

4. APPROVAL OF THE AGENDA

It was requested that the following item be added to the agenda:

5.5. Kootenay Boundary Branch Representative:

M/S FEARING / BYKLUM

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

APPROVED

5. Election of Officers

5.1 Chairperson

The Acting-Chairperson called for nominations for the position of Chairperson of the Board of Education of School District No. 6 (Rocky Mountain).

Trustee Hamilton nominated Trustee Byklum for the position of Chairperson.
Trustee Byklum accepted the nomination.

The Acting-Chairperson called a second time for nominations for the position of Chairperson.

The Acting-Chairperson called a third time for nominations for the position of Chairperson.

Hearing no further nominations for the position of Chairperson, nominations were declared closed and Trustee Byklum was acclaimed as Chairperson.

Mr. Rice vacated as Chair, turning the meeting over to Trustee Byklum, the newly elected Chairperson.

5.2 Vice-Chairs:

The Chairperson called for nominations for the position of Vice-Chairperson, Kimberley Zone.

Trustee Barrett nominated Trustee McRae for the position of Vice-Chairperson.
Trustee McRae accepted the nomination.

The Chairperson called a second time for nominations for the position of Vice-Chairperson, Kimberley Zone.

The Chairperson called a third time for nominations for the position of Vice-Chairperson, Kimberley Zone.

Hearing no further nominations for the position of Vice-Chairperson, nominations were declared closed and Trustee McRae was acclaimed as Vice-Chairperson, Kimberley Zone.

The Chairperson called for nominations for the position of Vice-Chairperson, Golden Zone.

Trustee Smith nominated Trustee Fearing for the position of Vice-Chairperson.
Trustee Fearing accepted the nomination.

The Chairperson called a second time for nominations for the position of Vice-Chairperson, Golden Zone.

The Chairperson called a third time for nominations for the position of Vice-Chairperson, Golden Zone.

Hearing no further nominations for the position of Vice-Chairperson, nominations were declared closed and Trustee Fearing was acclaimed as Vice-Chairperson, Golden Zone.

5.3 BCSTA Provincial Council Representative and Alternate:

The Chairperson called for nominations for the position of B.C. School Trustees' Association Provincial Council Representative.

Trustee King nominated Trustee Thurgood Sagal for the position of B.C. School Trustees' Association Provincial Council Representative.

Trustee Thurgood Sagal accepted the nomination.

The Chairperson called a second time for nominations for the position of B.C. School Trustees' Association Provincial Council Representative.

The Chairperson called a third time for nominations for the position of B.C. School Trustees' Association Provincial Council Representative.

Hearing no further nominations for the position of B.C. School Trustees' Association Provincial Council Representative, nominations were declared closed and Trustee Thurgood Sagal was acclaimed as B.C. School Trustees Association Provincial Council Representative.

The Chairperson called for nominations for the position of B.C. School Trustees' Association Provincial Council Alternative Representative.

Trustee Thurgood Sagal nominated Trustee Smith for the position of B.C. School Trustees' Association Provincial Council Alternative Representative.

Trustee Smith accepted the nomination.

The Chairperson called a second time for nominations for the position of B.C. School Trustees' Association Provincial Council Alternative Representative.

The Chairperson called a third time for nominations for the position of B.C. School Trustees' Association Provincial Council Alternative Representative.

Hearing no further nominations for the position of B.C. School Trustees' Association Provincial Council Alternative Representative, nominations were declared closed and Trustee Smith was acclaimed as B.C. School Trustees Association Provincial Council Alternative Representative.

5.4 BCPSEA Representative and Alternate:

The Chairperson called for nominations for the position of B.C. Public School Employers' Association Representative.

Trustee Thurgood Sagal nominated Trustee King for the position of B.C. Public School Employers' Association Representative.
Trustee King accepted the nomination.

The Chairperson called a second time for nominations for the position of B.C. Public School Employers' Association Representative.

The Chairperson called a third time for nominations for the position of B.C. Public School Employers' Association Representative.

Hearing no further nominations for the position of B.C. Public School Employers' Association Representative, nominations were declared closed and Trustee King was acclaimed as B.C. Public School Employers' Association Representative.

The Chairperson called for nominations for the position of B.C. Public School Employers' Association Alternative Representative.

Trustee Barrett nominated Trustee Thurgood Sagal for the position of B.C. Public School Employers' Association Alternative Representative.
Trustee Thurgood Sagal accepted the nomination.

The Chairperson called a second time for nominations for the position of B.C. Public School Employers' Association Alternative Representative.

The Chairperson called a third time for nominations for the position of B.C. Public School Employers' Association Alternative Representative.

Hearing no further nominations for the position of B.C. Public School Employers' Association Alternative Representative, nominations were declared closed and Trustee Thurgood Sagal was acclaimed as B.C. Public School Employers' Association Alternative Representative.

5.5 Kootenay Boundary Branch Representative:

The Chairperson called for nominations for the position of Kootenay Boundary Branch Representative.

Trustee Thurgood Sagal nominated Trustee Smith for the position of Kootenay Boundary Branch Representative.
Trustee Smith accepted the nomination.

The Chairperson called a second time for nominations for the position of Kootenay Boundary Branch Representative.

The Chairperson called a third time for nominations for the position of Kootenay Boundary Branch Representative.

Hearing no further nominations for the position of Kootenay Boundary Branch Representative nominations were declared closed and Trustee Smith was acclaimed as Kootenay Boundary Branch Representative.

6. APPOINTMENT AND RESOLUTIONS

- 6.1 Appointment of Auditor Alan Rice
2022/23 is the final year of the proposal from BDO Canada LLP to provide audit services to SD6. An RFP process will occur for 2023/24 and future year ends.

M/S FEARING / MCRAE

THAT the Board appoint BDO Canada LLP as the auditor of The Board of Education of School District No. 6 (Rocky Mountain) for the 2022/23 year end.

APPROVED

- 6.2 Signing Authorities Alan Rice

Mr. Rice advised that there were three signing authority motions for consideration.

- 6.2.1 Legal Signing Authorities Alan Rice

Mr. Rice stated that this motion pertains to signatures required under the Corporate Seal of the District.

M/S STIMMING / KING

THAT the Chairperson or a Vice-Chairperson together with the Superintendent or Secretary Treasurer, be authorized to sign and affix the corporate seal of the School District to all legal documents of the Board of Education of School District No. 6 (Rocky Mountain).

APPROVED

- 6.2.2 Cheque Signing Authority Alan Rice
Mr. Rice reported that the district currently has one general operating account with Kootenay Savings Credit Union at the Branch in Invermere, BC. The results of the election of officers resulted in a change to the positions of Vice-Chairperson therefore a requirement for Trustees to update the signing authority with the bank.

M/S BARRETT / MCRAE

THAT the Board of Education of School District No. 6 (Rocky Mountain) designates any two of the following individuals as authorized cheque signers for the District's bank accounts at Kootenay Savings Credit Union Invermere, BC:

Chairperson – Amber Byklum
Vice-Chairperson – Ron McRae
Vice-Chairperson – Jane Fearing
Superintendent – Karen Shipka
Secretary Treasurer – Alan Rice
Manager of Finance – Jacinda Harding
Accountant – Michelle Evans

APPROVED

6.2.3 Authority to Transact Business

Alan Rice

Mr. Rice stated that it is appropriate that the Secretary Treasurer, as the Chief Financial Officer and Corporate Officer of the Board, be authorized to conduct business as required on behalf of the Board. This authorization would be for items such as, but not limited to, contracts and agreements from the Ministry of Education and other parties as required.

M/S FEARING / OAKLEY

THAT the Secretary Treasurer, as the Chief Financial Officer and Corporate Officer of the Board, be authorized to transact the normal business of the Board of Education of School District No. 6 (Rocky Mountain).

DEFEATED

M/S STIMMING / BARRETT

THAT the Secretary Treasurer, as the Chief Financial Officer and Corporate Officer of the Board, or in the absence of the Secretary Treasurer the Superintendent, be authorized to transact the normal business of the Board of Education of School District No. 6 (Rocky Mountain).

APPROVED

6.3 Time and Place of Meetings

Alan Rice

Mr. Rice informed the Board of Education that the Procedural Bylaw of the Board states: "A regular meeting shall be held at least once a month on the second Tuesday of the month at 19:00 hours or upon such other day or at such other hour as the Board may decide. In any case a meeting shall be held not less than once in every three months. Additional meetings shall be held as the Board may decide." The schedule for 2022/23 was approved by the Board at the Regular Meeting on April 12, 2022. The resolution is in alignment with the Bylaw requirements and no further action is required at this time.

- 6.4 Selection and Appointments of Committee Preferences Karen Shipka
Ms. Shipka stated that pursuant to the Procedural Bylaw, Trustees have submitted their committee preferences to the Superintendent in order to compile the preferences of all Trustees into a report for the Chairperson. The Chairperson, in consultation with the Superintendent, has determined committee appointments.

M/S FEARING / MCRAE

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the appointments of committee members to their respective committees as follows:

Capital:

Barrett, Oakley, Stimming, Byklum

Finance & Audit:

King, McRae, Thurgood Sagal, Byklum

Labour Relations:

McRae, Fearing, Thurgood Sagal, Byklum

Policy:

Barrett, Fearing, Smith Byklum

Scholarship:

Oakley, Smith, Thurgood Sagal, Byklum

Field Trips

King, Oakley, Stimming, Byklum

APPROVED

- 6.5 Trustee Place of Business Alan Rice
The place of business was determined for each Trustee for the purposes of expense claims and mileage reimbursement.

M/S KING / FEARING

THAT the place of business for each Trustee be designated as follows:

Golden Zone Office – Jane Fearing, Scott King, and Rhonda Hamilton Smith;

Kimberley Zone Office – Betty-Lou Barrett, Ronald McRae, and Darryl Oakley; and

Invermere District Administration Office – Amber Byklum, Ryan Stimming, and Jane Thurgood Sagal.

APPROVED

7. APPROVAL OF THE MINUTES OF THE PRIOR MEETINGS

7.1 Regular Meeting: 2022.10.11

M/S MCRAE / THURGOOD SAGAL

THAT the minutes of the regular meeting of the Board of Education of School District No. 6 (Rocky Mountain) held on October 11, 2022 be approved as presented.

APPROVED

7.2 Synopsis of in camera meeting: 2022.10.11 Alan Rice

7.2.1 Property Matters: Nil

7.2.2 Legal Matters: Nil

7.2.3 Personnel Matters:

7.2.3.1 The Personnel Report – Pending Board Approval:
The Board of Education approved one leave request.

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

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

7.2.4 Student Matters: Nil

7.2.5 Procedural Matters: Nil

8. PRESENTATIONS/DELEGATIONS Nil

9. MATTERS ARISING FROM THE MINUTES Nil

10. STRATEGIC AND POLICY ISSUES

10.1.1 Third Reading: Nil

10.1.2 Second Reading:

10.1.2.1 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. Small grammatical edits were made based on Trustee feedback.

M/S STIMMING / MCRAE

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

APPROVED

10.1.3 First Reading: Nil

11. OPERATIONAL ISSUES Nil

12. REPORTS

12.1 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 in line with budgeted for the current year. Expenditures are greater than the same timeframe in the prior year which is primarily related to an increase in enrolment. Mr. Rice responded to questions.

12.2 Rocky Mountain Alternate Program: Steve Wyer

Mr. Wyer discussed the School District No. 6 (Rocky Mountain) alternate learning programs. The alternate program is now a consolidated program with single leadership. This provides consistency for parents and students in our entire system regardless of location. Additionally, the synergies will be realized of alternate staff working together through the creation of one team. Mr. Wyer responded to questions.

12.3 Strategic update: Karen Shipka

Ms. Shipka provided the Board of Education an update to the objective of the District's Operational Planning as they pertain to Board strategic priorities. Ms. Shipka thanked the District team and school teams for their commitment to this strategic work to improve learning for students.

Much growth has taken place according to the Board's plans for students in School District No. 6. Completion rates are improving for all students and they have steadily increased for Indigenous Learners. The gap between Indigenous and Non-Indigenous Learners has been closing over the four year period.

The 2020-2023 strategic plan is in its final year and the Board of Education will be considering priorities for the upcoming 2024-2028 cycle.

12.4 BC School Trustees Association: Jane Fearing

Trustee Fearing noted that Trustee Thurgood Sagal will now be the BCSTA Representative. She reminded Trustees that the Trustee Academy is coming up on December 1-3, 2022. She shared that a new BCSTA director will be elected from Provincial Council.

- 12.5 BC School Trustees Association, Kootenay Boundary Branch (KBB): Rhonda Smith
After the KBB BCSTA AGM in September, the new Chair attempted to organize a virtual meeting. Many Trustees did not feel that they should participate in a meeting while an election takes place. Next meeting will be a breakfast meeting at the BCSTA Academy.
- 12.6 BC Public Schools Employers' Association: Jane Thurgood Sagal
Trustee Thurgood Sagal shared that BCPSEA has sent out orientation information about what BCPSEA is. She also shared that a tentative agreement has been reached BCPSEA and BCTF as reported in the media.

13. INFORMATION ITEMS

- 13.1 November and December 2022 calendar

11. FORTHCOMING EVENTS

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| 2022.11.11 | Remembrance Day, No school |
| 2022.11.18 | Board Working Session, Invermere Board Office, 6:00 p.m. |
| 2022.11.19 | Board Working Session, Invermere Board Office, 8:30 a.m. |
| 2022.11.29 | Policy Committee meeting, Virtual, 4:30 |
| 2022.11.30 | Field Trip Committee, Virtual, TBD |
| 2022.12.01-03 | BCSSA Trustee Academy, Vancouver |
| 2022.12.06 | Labour Relations Committee meeting, Virtual, 12:30 |
| 2022.12.13 | Board of Education Meeting, Zone Offices |
| | <ul style="list-style-type: none"> • In-Camera 6:00, p.m. • Regular Meeting, 7:00 p.m. |

12. QUESTIONS FROM THE PUBLIC

Coralie Hockly congratulated the Board of Education.

13. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 20:16 hours.