

## Rocky Mountain School District No. 6

**MINUTES** of the **REGULAR MEETING** of the Board of Education of School District No. 6 (Rocky Mountain) held at Lady Grey Elementary School, Golden, B.C. – **October 10, 2023**

Present:	Amber Byklum	Chairperson
	Ron McRae	Vice-Chairperson
	Betty-Lou Barrett*	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
	Amanda Garand	Manager, Human Resources
	Jacinda Harding	Manager, Finance
	Stacey Ursulescu	Executive Assistant

Apologies: Jane Fearing Vice-Chairperson  
Scott King Trustee

\* via Microsoft Teams

### 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 THURGOOD SAGAL / OAKLEY**

**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: 2023.09.12

**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 12, 2023 be approved as presented.

APPROVED

4.2 Synopsis of in camera meeting: 2023.09.12 Alan Rice

4.2.1 Property matters NIL

4.2.2 Legal Matters:

4.2.2.1 Letter to the Editor

4.2.3 Personnel Matters:

4.2.3.1 The Employee Information Report was received and filed as circulated.

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

4.2.4 Student Matters:

4.2.4.1 French Immersion

4.2.5 Procedural Matters: NIL

**5. PRESENTATIONS/DELEGATIONS**

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

**7. STRATEGIC AND POLICY ISSUES**

7.1.1 Policies Under Review feedback Karen Shipka

The School District sent out a communication to Trustees, principals, vice principals, administrative assistants, Indigenous partners, DPAC, and Unions on September 14, 2023 providing an update on policies and seeking feedback on two policies: policy 2350, research in schools and policy 2900, naming or renaming school facilities. The deadline to provide feedback was September 28, 2023.

No feedback was received on policy 2350: research in schools and one piece of feedback was received on policy 2900: naming or renaming school facilities.

7.1.2 Third Reading:

7.1.2.1 Policy 2900, Naming or renaming of school facilities

Ms. Shipka reported that that this policy was held at second reading at the last Board meeting to provide additional time for input. One piece of feedback was received on the proposed changes to policy 2900, naming or renaming of schools. No changes were made.

**M/S SMITH / MCRAE**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 2900 presented at this meeting.

7.1.3 Second Reading:

7.1.3.1 Policy 2350, Research in schools

Ms. Shipka reported on proposed policy 2350, research in schools. A form was added to the district practice. No feedback was received on policy 2350, research in schools.

**M/S STIMMING / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 2350 presented at this meeting.

7.1.4 First Reading

7.1.4.1 Policy 5550, Reporting student learning

Meaningful and flexible communication of student learning across British Columbia's K-12 school system ensures parents/guardians and students are informed about student learning. The British Columbia K-12 Student Reporting Policy outlines the requirements for communicating student learning: it requires concise Descriptive Feedback in clear and accessible language to ensure students and families understand where the student is at in their learning, and areas for further growth. The Policy also requires Student Self-Assessment of Core Competencies and Student Goal Setting as part of the reporting process. For Grades K-9 the policy requires use of the Provincial Proficiency Scale while for Grades 10-12 the policy requires use of letter grades and percentages. For Grades 10-12 a graduation status update is required on the Summary of Learning at the end of the year.

**M/S SMITH / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of policy 5550.

APPROVED

**M/S MCRAE / OAKLEY**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of policy 5550 presented at this meeting.

APPROVED

**M/S MCRAE / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 5550 presented at this meeting.

APPROVED

**M/S SMITH / STIMMING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 5550 presented at this meeting.

APPROVED

**8. OPERATIONAL ISSUES**

**8.1 Feeding Futures**

Sharon Collin

Feeding Futures is an initiative by the Ministry of Education and Child Care to build and expand food programs across British Columbia. Funding provided through this initiative will be used for procurement and purchasing of quality, local, fresh food, the hiring of dedicated staff to coordinate providing meals and snacks to students, and capital purchases to expand kitchen facilities.

The District has received approval of \$90,000 for equipment and \$80,000 for kitchen upgrades for 2023/24. The District is requesting additional funds to implement breakfast programs across school communities for \$100,000 for kitchen upgrades and \$80,000 for kitchen equipment for 2024/25. The aggregate capital request should be sufficient to properly equip the schools to deliver the Feeding Futures program.

**M/S MCRAE / OAKLEY**

**THAT** the Board of Education approve the School Food Infrastructure Program request for 2024/25 in the amount of \$180,000.

APPROVED

- 8.2 Capital Bylaw-Annual Five-Year Capital Plan Submission for 2023/24 (Amendment) and Ministry response to the annual five-year capital plan submission for 2023/24

Alan Rice

In accordance with Section 143 of the School Act, Boards of Education are required to adopt a single Capital Bylaw for its approved 2023/24 Capital Plan as identified in the Capital Plan Response Letter. The School District submitted an additional request for 2024/25 which should address the requirements for additional capital improvements related to Feeding Futures.

**M/S STIMMING / MCRAE**

**THAT** the Board of Education of School District No. 06 (Rocky Mountain) consider all three readings of Capital Plan Bylaw No. 2023/24-CPSD6-02 at this meeting.

APPROVED

**M/S SMITH / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of the Capital Plan Bylaw No. 2023/24-CPSD6-02 at this meeting.

APPROVED

**M/S STIMMING / MCRAE**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of the Capital Plan Bylaw No. 2023/24-CPSD6-02 at this meeting.

APPROVED

**M/S MCRAE / STIMMING**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of the Capital Plan Bylaw No. 2023/24-CPSD6-02 at this meeting.

APPROVED

- 8.3 Board approved fees

Karen Shipka

For the last two years, school fees have not been presented in May. The oversight is due to the transition in the Executive Assistant's office. The oversight was identified in September 2023. The Board will receive an update for the 2023-24 school year and will be provided an update again in May 2024 for the 2024-25 school year.

Overall, fees have remained stable or have decreased in some cases as schools have been able to offset costs utilizing school generated funds. Some schools increased fees due to increases in the cost of school supplies.

**M/S STIMMING / THURGOOD SAGAL**

**THAT** the Board of Education of School District No. 6 (Rocky Mountain) approve the school fees for the 2023 – 2024 school year as presented at this meeting.

APPROVED

## 9. REPORTS

- 9.1 Introduction of new staff: Karen Shipka  
Superintendent Shipka introduced the new vice principal of Lady Grey Elementary School, Jamie Beauchamp.
- 9.2 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 above budget by 0.22% and greater than the prior year by \$1,336,000 for the same timeframe. The operating variance of actual to budget for year-to-date is considered reasonable.
- 9.3 Enrollment report Trent Dolgopol  
The student enrollment count is based on the students who were registered and accounted for on September 29. The enrollment data indicates a decrease of 5 FTE from 3,548 in 2022 to 3,543.
- 9.4 Mental health in schools strategy Sharon Collin  
The implementation of a Mental Health in Schools Strategy in all district schools, beginning in the 2023-24 school year, endeavours to provide timely, adequate, and appropriate support for children and youth to foster positive mental health, well-being, and healthy development. Considering the approaches of Compassionate Systems Leadership, the School District will build upon 3 core elements: Social Emotional Learning and Instruction, Mental Health Literacy and Systems of Support.
- 9.5 District principals and vice principals update Steve Wyer  
As the Board enters into a new four-year strategic cycle, the work of the district principals and vice principals will be key to a number of objectives:
- Aligning assessment structures with the new BC Learning Pathways in Literacy and Numeracy
  - Supporting the district to meet obligations under the BC Tripartite Education Agreement, the Declaration of the Rights of Indigenous Peoples' Act, and developing local education agreements with Indigenous Peoples.
  - Advancing the district's mental health goals
  - Ensuring families and students are successfully transitioning into kindergarten
  - Providing much needed opportunities for students to participate in pre-kindergarten social experiences through JustB4 programs
  - Advancing the construction of two child care centres supported by the new spaces fund.

The district principals and vice principals have joined forces to cultivate professional learning communities of practice in each of the communities. All DPVP travel to the communities for after school dinner sessions with teachers that connect numeracy learning, connection to the land, and Indigenous content.

The District Learning Team is instrumental in advancing the learning agenda in the School District. In addition to key projects, each of them is routinely in schools working to support teachers and principals in the areas of specialty with daily needs and requests. However, they find time to collaborate and overlap their projects. None of them operate in isolation and the team has built strong working relationships.

- 9.6 Child care programs update Crystal MacLeod  
Rocky Mountain School District continues to support the early learning and child care portfolio. The Director of Instruction and District Principal continue to foster and deepen relationships with early years providers and schools in support of children and families across the district. Moving forward, the Early Learning and Child Care Annual Report will be updated each year in the summer and presented to the Board of Education in the fall.
- 9.7 GSS health hub update Steve Wyer, Mike Archibald, and Kelsey Doolaar  
The Golden Secondary Health Hub pilot project ran for a full school year in 2022-2023 in partnership with four physicians from the Golden Medical Clinic. These physicians used existing counseling office space to provide private health appointments to students at GSS. The Health Hub at GSS has been a successful endeavour as measured against priorities of inclusion, equity, and relationship building. Based on the report presented by the principal team at GSS, there is justification for the program to continue. The existing counseling offices will be refreshed with paint and furniture to create a welcoming reception area and exam rooms.
- 9.8 BC School Trustees Association: Jane Thurgood Sagal  
Trustee Thurgood Sagal reported on six items. She reminded Trustees of the BCSTA Trustee Academy scheduled for November 23-25, 2023 in Vancouver and to complete the systemic racism survey by October 15, 2023. She encouraged Trustees to read an article on BC's proficiency scale by Charles Ungerleider, attend virtual orientation sessions on November 16 and January 18, and attend the FBESC regional sessions. She also announced that the BCSTA Leadership series will be held in Nelson on May 25, 2024.
- 9.9 BC School Trustees Association, Kootenay Boundary Branch (KBB): Rhonda Smith  
Trustee Smith reported that she and Trustee Fearing attended the KBB AGM that was held in Grand Forks on September 22-23. Shared a link to Myron Dueck. She shared additional information that arose from the KBB Meeting.
- 9.10 BC Public Schools Employers' Association: Scott King  
Trustee King was not in attendance at the meeting but Chairperson Byklum advised that Trustee King had emailed an overview of correspondence received since the last meeting.

**10. INFORMATION ITEMS**

- 10.1 Correspondence NIL
- 10.2 October and November 2023 calendars

**11. FORTHCOMING EVENTS**

- 2023.10.20 Non-instructional Day
- 2023.10.25 Field Trip Committee, Virtual, 4:30 p.m.
- 2023.10.31 Policy Committee, Virtual, 4:30 p.m.
- 2023.11.02-03 BCPSEA Fall Symposium, Vancouver
- 2023.11.07 Labour Relations Committee meeting, Virtual, 12:30 p.m.
- 2023.11.11 Remembrance Day
- 2023.11.13 Observe Remembrance Day, No school
- 2023.11.14 Board of Education Meeting, David Thompson Secondary School
  - In-Camera, 6:00 p.m.
  - Regular Meeting, 7:00 p.m.

**12. QUESTIONS FROM THE PUBLIC**

Doug Murray of the Windermere Teachers' Association asked two clarifying questions. He asked about correspondence on the agenda which was addressed by Amber Byklum, Board Chairperson. He also asked about teacher training for the mental health in schools strategy which was addressed by Sharon Collin, Director of Instruction, and Steve Wyer, Assistant Superintendent.

**13. ADJOURNMENT**

Trustees agreed to adjourn by consensus.

The meeting adjourned at 20:25 hours.

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Alan Rice, Secretary Treasurer

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Amber Byklum, Chairperson