

**THE BOARD OF EDUCATION
REGULAR MEETING AGENDA
TUESDAY, APRIL 7, 2020
5:30 PM (PT) – 7:30 PM (PT)**

By video conference: Link to be Provided

1. Call to Order

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Insertions/Deletions to proposed Agenda

4. Adoption of Agenda

Proposed Resolution:

THAT the Agenda for this April 7, 2020 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations

6. Opportunity for Comments by the Public

7. Consent Package (p. 3)

App. 7

8. Adoption of Minutes (p. 7)

App. 8

Proposed Resolution:

THAT the minutes from the March 10, 2020 Regular Meeting, **BE ADOPTED**.

9. Future and Action Item Tracking

10. Old Business

- A. Statement of Disclosure. A conflict of interest was declared by a Trustee at a Closed Meeting of the Board held on February 18, 2020, during which a property matter was discussed. The Board made no resolutions on the matter at the meeting.

11. Education

- A. Updates on COVID-19, Return to Work, Continuation of Learning Plan – Superintendent Perkins
- B. Staffing Update – Superintendent Perkins
- C. Superintendent’s Report – Superintendent Perkins Handout 11C

12. Operations & Finance

- A. 2020-2021 Budget – Secretary-Treasurer McLellan Handout 12A
- B. Carbon Neutral Action Report Update – Secretary-Treasurer McLellan (p. 13) App. 12B

- C. 2020-2021 Capital Bylaw – Secretary-Treasurer McLellan (p. 15) App. 12C

Proposed Resolutions:

- i. **THAT** Capital Plan Bylaw No. 2020/21-CPSD08-02 be given **FIRST READING**;
- ii. **THAT** Capital Plan Bylaw No. 2020/21-CPSD08-02 be given **SECOND READING**;
- iii. **THAT** Capital Plan Bylaw No. 2020/21-CPSD08-02 go forward to **THIRD READING**;
- iv. **THAT** Capital Plan Bylaw No. 2020/21-CPSD08-02 be given **THIRD READING**;

13. Governance & Policy: Nil

14. Human Resources: Nil

15. Trustee Verbal Reports

16. Question Period

17. Meeting Schedule & Reminders (p. 16) App. 17

- A. PVP Meeting with Trustees – Budget Internal Consultation
Wednesday, April 8, 12pm - 2pm – Zoom Meeting
- B. BCSTA AGM April 16, 2020 – Cancelled
- C. BCSTA Board Elections April 24, 2020 – Voting Electronically in Advance
- D. Open Board Meeting
April 28, 2020, Nelson, BC or Zoom Meeting
- E. 2019/2020 Retirement & Service Pin Celebration May 9, 2020 – Cancelled
- F. Graduation Ceremonies – Postponed, Further Information to Come for the Following Schools:
 - L. V. Rogers
 - Prince Charles
 - Salmo
 - Crawford Bay
 - Mt. Sentinel
 - J. V. Humphries

18. Adjournment of Meeting



**SCHOOL DISTRICT 8 KOOTENAY LAKE
CONSENT PACKAGE – REGULAR OPEN
APRIL 7, 2020**

ITEM

The following Consent items are routine items received for information.

1. Board Correspondence Package

p. 4



SCHOOL DISTRICT 8 KOOTENAY LAKE
BOARD CORRESPONDENCE PACKAGE
APRIL 7, 2020

ITEM	DATE
1. H. L. Kushner, Commissioner for Teacher Regulation, to L. Trenaman relative to Section 16 of the School Act	March 10, 2020



March 10, 2020

Via email: ltrenaman@sd8.bc.ca

Lenora Trenaman
Kootenay Lake SD
570 Johnstone Rd
Nelson BC, V1L 6J2

Dear Ms. Trenaman,

As employers of educators, or authorized persons under the Teachers Act, Boards of Education play a key role in the regulatory process. Superintendents, as employees of Boards, have reporting obligations under the School Act which form an important part of the regulatory structure for the teaching profession. These reporting requirements are set up to ensure that not only do serious matters come to the attention of the regulator but are also set up to ensure that the process is transparent for the educator who is the subject of the report.

It has been brought to my attention that, in some cases, superintendents may not be fully complying with all of the requirements under section 16 of the School Act. Specifically, under section 16(9), superintendents are required, upon a request from the Commissioner, to:

- 1- Provide the Commissioners with all of the records available to the superintendent that relate to the matter about which the report was made, and
- 2- Provide a copy of those same records to the educator who is the subject of the report.

It has been reported to me that educators are not in all cases receiving a copy of the materials that are being sent to me in relation to reports made under the School Act. Adhering to these requirements ensures that I can conduct an effective preliminary review of reports that I receive. When the educator has the report, as well as all the related documents, they are better able to provide a substantive response at the preliminary review stage. As such, I will have more information on which to base my decisions at preliminary review, which increases the likelihood of more matters being resolved at this earlier stage of the process rather than being ordered to investigation.



While I appreciate that this responsibility falls on the superintendent and not on the board per se, I would ask, as the employer, that you remind the superintendent of their obligations in this regard.

I sincerely appreciate your attention to this matter. Please don't hesitate to contact me should you have any questions or concerns in this regard.

Your truly,

A handwritten signature in black ink, appearing to read "Howard L. Kushner". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Howard L. Kushner
Commissioner for Teacher Regulation

HLK/sb



**THE BOARD OF EDUCATION
REGULAR MEETING MINUTES
TUESDAY, MARCH 10, 2020**

BOARD:

L. Trenaman
B. Maslechko
A. Gribbin
S. Walsh
S. Nazaroff
D. Lang
S. Chew
B. Coons (*via video conference*)

DISTRICT STAFF:

C. Perkins, Superintendent
M. McLellan, Secretary-Treasurer
B. MacLean, Director of Operations
N. Howald, Director of Information Technology
R. Krulitsky, Executive Assistant

STUDENT TRUSTEES:

B. Jessup, Salmo Secondary
K. Jones, Salmo Secondary
C. DeRosa, Mt. Sentinel
A. Wilson, Mt. Sentinel

PARTNERS:

R. Bens, CUPE
R. Sherman, KLPVPA
K. Weins, KLPVPA (*via video conference*)
C. Wilson, KLTF
D. Kunzelman, KLTF (*via video conference*)

GUESTS:

T. Harper, Nelson Star – Media
M. Christensson, Wildflower PAC
D. Leeming
R. Vandenbos
J. Thiesson
S. Maloff
I. Nazaroff

REGRETS:

C. Beebe, Trustee
L. Borhaven, Student Trustee

1. Call to Order

Chair Trenaman called the meeting to order at 6:03 PM.

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.



3. Insertions/Deletions to the proposed Agenda

Item 12C - Annual Capital Plan Funding and item 13F – Student Symposium Resolutions inserted.

4. Adoption of Agenda

MOVED by Trustee Lang, seconded by Trustee Walsh, and **RESOLVED**:

THAT the Agenda for this March 10, 2020 meeting, **BE ADOPTED**, as circulated.

5. Receiving Presentations

A. Making SD8 Green

Student Trustees Wilson and DeRosa presented on the climate emergency and proposed environmentally friendly changes the district could implement.

Multiple Trustees thanked the presenters for their comprehensive proposals and made inquiries regarding the impacts of the 4-day school week on education, and cost clarification and feasibility of solar panels. The teacher and school were thanked for supporting this project.

A Trustee inquired what outcome the students hoped for.

Student Trustees Wilson and DeRosa confirmed they hoped to have the support of the board on their proposals.

D. Leeming exited at 6:27 PM.

B. Climate Emergency

M. Christensson from Wildflower PAC gave a presentation on the climate emergency.

Trustees thanked them for the presentation and ideas. It was noted that this topic would be good to bring to an Operations and Finance Committee meeting to be considered by all stakeholders.

M. Christensson inquired if there was a timeline for the next carbon neutral action report. Superintendent Perkins advised the Ministry of Education requires an update every 2-3 years.

R. Bens exited at 6:44 PM.

6. Opportunity for Comments by the Public

J. Thiesson stated he appreciated some of the solutions suggested in the previous presentation, such as carpooling improvements and community gardens.

S. Maloff and M. Christensson exited at 6:45 PM.

7. Consent Package

8. Adoption of Minutes

MOVED by Trustee Lang, seconded by Trustee Walsh, and **RESOLVED**:

THAT the minutes from February 18, 2020, Regular Meeting, **BE ADOPTED**.

9. Future and Action Item Tracking

A Trustee inquired about a resolution and clarification was provided.

J. Thiesson exited at 6:46 PM.



10. Old Business: Nil

11. Education

A. Superintendent’s Report

Superintendent Perkins presented highlights from the Superintendent’s Report. Commendation was given to District Principal Higginbottom and the Aboriginal Education department due to flawless results during the enrolment audit, noting the procedures used would be an “exemplar” for the province.

I. Nazaroff arrived at 6:55 PM.

B. 3-year Calendar Committee Approval

Superintendent Perkins noted some changes to the District calendars following public input.

MOVED by Trustee Chew, seconded by Trustee Walsh, and **RESOLVED:**

THAT the 3-year Calendars for the District, Distributed Learning, and Wildflower **BE APPROVED**, as amended.

C. Student Excursions Outside of Kootenay Lake Zone

MOVED by Trustee Coons, seconded by Trustee Walsh, and **RESOLVED:**

THAT the proposed PCSS drama trip to London and Paris for Spring Break 2022 **BE APPROVED**.

D. Current Overseas Trips Postponement

Superintendent Perkins advised this trip had to be cancelled in advance of this meeting due to timing restrictions. A Trustee inquired if students and families that did not have travel insurance could be helped. Superintendent Perkins responded that Staff was looking into it.

MOVED by Trustee Coons, seconded by Trustee Lang, and **RESOLVED:**

THAT the Board of Education supports the postponing of overseas trips for the health and safety of students during the COVID-19 outbreak.

E. PVP Appointments

Superintendent Perkins noted the PVP Appointments would be made on Friday, March 13.

F. Framework for Enhanced Student Learning Tours

Superintendent Perkins explained the 2020/2021 Student Learning Tours.

G. Creston French Immersion Update

Superintendent Perkins provided an update on Creston French Immersion. She stated the deadline to register had been extended to April 30, 2020, and as a result that the School Transfer deadline had also been extended to the same date.



H. Board/Authority Authorized Course

- L.V. Rogers Secondary Basketball Academy, Grades 9 – 12
- Ktunaxa 10 – Introduction to Ktunaxa People
- Ktunaxa 11 – Introduction to Ktunaxa Language
- Ktunaxa 12 – Basic Ktunaxa Language

MOVED by Trustee Lang, seconded by Trustee Nazaroff, and **RESOLVED**:

THAT the Board of Education approve the above Board/Authority Authorized Courses.

Student Trustee Jessup provided an early Verbal Report as she had to exit. Student Trustee Jessup reported Salmo Secondary hosted Cupcakes for Kindness, and the Senior Boys Regional Basketball Tournament. She shared they have Science Fair taking place this Friday, and that the leadership class is busy planning school-wide events including a student-led assembly. The school yearbook is underway.

Student Trustees Jessup and Jones exited at 7:16 PM.

12. Operations & Finance

A. Facilities Update

Director MacLean provided updates on ongoing projects. Winlaw Seamless Day and modular building are on track for September 2020 opening. Flooring, painting, roofing, exterior door replacements to be completed over the summer. The new playground should also be installed before September. Trafalgar has ongoing asbestos abatement, accessibility upgrades, roofing assessments, mechanical and electrical upgrades planned.

B. Updated Budget Framework

Secretary-Treasurer McLellan gave a 2020-2021 Budget Framework presentation, which was posted on the 2020-2021 Budget Page on the District's website. Questions from Trustees were asked and answered throughout the presentation.

C. Annual Capital Plan

Secretary-Treasurer McLellan described the Annual Capital Programs letter received from the Capital Branch of the Ministry of Education and presented a draft of the 2020-2021 Capital Bylaw.

Director MacLean exited at 7:22 PM.

Trustee Lang read the proposed bylaw as follows:

WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 8 (Kootenay Lake) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:



- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2020-2021 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 6, 2020, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 8 (Kootenay Lake) Capital Bylaw No. 2020-2021.

Upon motions duly made and seconded the Board **RESOLVED**:

- i. **THAT** the Annual Capital Plan Bylaw be given **FIRST READING**;
- ii. **THAT** the Annual Capital Plan Bylaw be given **SECOND READING**;
- iii. **THAT** the Annual Capital Plan Bylaw go forward to **THIRD READING**;
- iv. **THAT** the Annual Capital Plan Bylaw be given **THIRD READING**;

13. Governance & Policy

A. Policy 100: Framework for Reconciliation

Upon request by a Trustee, it was agreed that consideration of the policy would be postponed until the next meeting on April 7, 2020.

B. Policy 660: Child Care Providers in Schools

C. Policy 910: Distance Learning

D. Section 200: Health & Safety Policies

MOVED by Trustee Walsh, seconded by Trustee Coons, and **RESOLVED**:

THAT revised policies 660, 910, 220, 230, 240, 250, 251, and 260 be **ADOPTED**, as amended.

Trustee Gribbin abstained.

E. Policy 410: School Choice and Catchment – Trustee Walsh

MOVED by Trustee Walsh, seconded by Trustee Lang, and **RESOLVED**:

THAT the Board refers *Policy 410 – School Choice and Catchment* to the Governance & Policy Committee to review section 2 regarding the determination of space and facilities in relation to enrolment of students in excess of a school's capacity.

F. Student Symposium Resolutions



MOVED by Trustee Coons, seconded by Trustee Chew, and **RESOLVED:**

THAT the Board of Education affirm the six resolutions of the February 12, 2020 Student Symposium by giving due consideration to these resolutions in the development of its 2020-2021 Budget.

14. Human Resources: Nil

15. Trustee Verbal Reports

Trustee Chew reported that she attended the Community Consultation meeting in Salmo, as well as the BCPSEA AGM.

Trustee Maslechko shared that he attended the CUPE Labour Management meeting.

Chair Trenaman reported that she attended the French Advisory Council meeting, DPAC dinner, BCSTA Provincial Learning Council, PVP interviews, Creston Winter Celebration, Community Consultation in Salmo, and a French Immersion info session.

Trustee Walsh reported that she attended the Wildflower and Hume PAC meetings with Chair Trenaman, the Creston Winter Celebration, DPAC meeting, “From the Heart” performance, and participated in PVP interviews.

Student Trustee Wilson shared that her school is proud of the “From the Heart” group, participating in School Spirit Week this week, and looking forward to Spring Break.

16. Question Period

A Trustee inquired if International students would be arriving in April.

Superintendent Perkins reported that that program has been cancelled.

17. Meeting Schedule & Reminders

A. PVP Meeting with Trustees – Budget Internal Consultation

Wednesday, April 8, 12 PM – 2 PM, JVH Kaslo

B. BCSTA AGM

Thursday, April 16, 12 PM – Sunday, April 19, 12 PM, Westin Bayshore, Vancouver

C. 2019/2020 Retirement & Service Pin Celebration

Saturday, May 9, 4 PM, Prestige Lakeside Resort

D. Graduation Ceremonies

- L. V. Rogers – Friday, June 12, 7 PM – Nelson & District Community Complex
- Prince Charles – Friday, June 12, 7 PM – Creston & District Community Complex
- Salmo – Saturday, June 13, 1 PM
- Crawford Bay – Friday, June 19, 7 PM
- Mt. Sentinel – Friday, June 19, 7 PM
- J. V. Humphries – Saturday, June 20, 4:30 PM

18. Adjournment of Meeting

The meeting was adjourned at 7:43 PM.





March 31, 2020,

Dear Public Sector Organization Contacts:

I want to begin by thanking all of you for your hard work and collaboration with the Climate Action Secretariat (CAS) staff as we embarked on the first Carbon Neutral Government (CNG) reporting cycle using the new Clean Government Reporting Tool (CGRT).

We are aware the COVID-19 pandemic has impacted all government and public sector organization (PSO) operations, and will continue to do so in the weeks and months to come. We recognize that many PSO staff who normally work on CNG reporting are being pulled away to focus on urgent pandemic-related duties.

We are getting many requests for extensions to the June 30, 2020 CNG reporting deadline. The June 30 deadline for preparing and publishing Carbon Neutral Action Reports and retiring offsets is established by the *Climate Change Accountability Act* (CCAA). Amending the CCAA is not feasible in spring 2020.

Instead, the Director under CCAA has issued a directive for the 2019 CNG reporting cycle. The text of the directive is reproduced here and will be made available online shortly.

Directive issued March 31, 2020

Under my authority as the Director for the purposes of the Act, and under the authority delegated to me in Section 6 of the Carbon Neutral Government Regulation, I hereby direct that all ministries and Public Sector Organizations covered by the Carbon Neutral Government requirement shall use their 2018 GHG emissions as a temporary estimate for their actual 2019 GHG emissions, for the purposes of the 2019 Carbon Neutral Action Reports and 2019 Carbon Neutral Government reporting required under the Climate Change Accountability Act.

Neil Dobson, Executive Director, Clean BC Implementation
Climate Action Secretariat

This approach allows PSOs to meet their legislated CNG reporting requirements and timelines, while providing the flexibility for PSO staff to address the impacts of the COVID-19 pandemic in the short and medium term.

...2



Clean Government staff will communicate the specific steps you need to take for using the 2018 emissions as a placeholder for 2019 emissions and completing your 2019 Carbon Neutral Action Report.

Actual 2019 GHG emissions will still be reported in CGRT, but at a pace that reflects PSO capacity in the current situation. Modifications for the 2019 reporting cycle will be addressed in the 2020 reporting cycle period as prior year adjustments.

At this time, please be advised of the following points:

- **Do not take any action on this directive until you receive detailed instructions from the Clean Government team.**
- **Do not attempt to load your 2018 data into CGRT for 2019.**

The Clean Government team will provide FAQs and presentations over the coming weeks to explain next steps in further detail.

Thanks again for your hard work to achieve carbon neutrality – this year's reporting and offsetting will mark the tenth consecutive year of carbon neutral government operations in B.C.!

Sincerely,

Chris Koski
Director, Clean Government,
Climate Action Secretariat



CAPITAL BYLAW NO. 2020/21-CPSD08-02
CAPITAL PLAN 2020-2021

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 8 (*Kootenay Lake*) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2020-2021 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 6, 2020, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 8 (*Kootenay Lake*) Capital Bylaw No. 2020-2021.

READ A FIRST TIME THE 7th DAY OF APRIL, 2020;
 READ A SECOND TIME THE 7th DAY OF APRIL, 2020;
 READ A THIRD TIME, PASSED THE 7th DAY OF APRIL, 2020.

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original *School District No. 8 (Kootenay Lake)* Capital Bylaw No. 2020-2021 adopted by the Board the 10th day of March, 2020.

Secretary-Treasurer



2019-2020**BOARD & COMMITTEE MEETINGS SCHEDULES**

DATE	TIME	LOCATION	MEETINGS	COMMENT
September 10, 2019	12:30 pm – 6:00 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	Audited Financials Approved
October 1, 2019	1:00 pm – 7:00 pm	Board Office, Nelson	Closed & Open Board Meetings	Working Session
October 22, 2019	12:30 pm – 6:00 pm	PCSS, Creston	Committees of the Whole	
	6:00 pm – 7:00 pm	PCSS, Creston	Open Board Meeting	
November 19, 2019	1:00 pm – 7:00 pm	Board Office, Nelson	Closed & Open Board Meetings	Working Session
December 10, 2019	12:30 pm – 6:00 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Winter Break</i>				
January 28, 2020	1:30 pm – 4:30 pm	Board Office, Nelson	Operations & Finance Committee of the Whole	
	5:00 pm – 8:00 pm	Board Office, Nelson	Open Board Meeting	Amended Budget
February 18, 2020	1:00 pm – 7:00 pm	Board Office, Nelson	Closed & Open Board Meetings	Working Session
March 10, 2020	12:30 pm – 6:00 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
<i>Spring Break</i>				
April 7, 2020	1:00 pm – 7:00 pm	PCSS, Creston	Closed & Open Board Meetings	Working Session
April 28, 2020	12:30 pm – 6:00 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
May 19, 2020	1:00 pm – 7:00 pm	Board Office, Nelson	Closed & Open Board Meetings	Budget Approval, Working Session
June 9, 2020	12:30 pm – 6:00 pm	Board Office, Nelson	Committees of the Whole	
	6:00 pm – 7:00 pm	Board Office, Nelson	Open Board Meeting	
June 23, 2020	1:00 pm – 7:00 pm	Board Office, Nelson	Closed & Open Board Meetings	Working Session
<i>Summer Break</i>				

