

MEETING OF THE BOARD HELD IN PUBLIC  
MINUTES  
TUESDAY, MAY 09, 2023

**Board:**

L. Trenaman, Chair  
D. Lang, Vice-Chair  
M. J. Blackmore  
J. Bremner  
S. Chew (*via video conference*)  
A. Gribbin  
K. Etheridge  
S. Nazaroff  
M. Shunter

**District Staff:**

T. Smillie, Superintendent  
C. MacArthur, Interim Secretary-Treasurer  
B. Eaton, Director of Instruction – Innovative Learning  
D. Holitzki, Director of Instruction – Equity, Inclusion & Diversity  
C. Kerr, Director of Operations  
P. Luck, District Principal – International Education & Student Information  
F. Maika, Manager of Public Engagement (*via video conference*)  
T. Malloff, District Principal Innovative Learning  
C. Singh, Director of Human Resources  
S. Bruskowski, Executive Assistant

**Student Trustees:**

R. Fisher, LVR  
P. Gatto-Beebe, KRSS  
A. Thomson, LVR

**Guests:**

Jeanette Hanlon, Consultant

**Regrets:**

-

**1. Call to Order**

The meeting was called to order at 5:01 PM.

**2. Acknowledgement of Aboriginal Territory**

**3. Changes to the Proposed Agenda – Nil**

**4. Adoption of Agenda**

UPON a motion duly made and seconded it was **RESOLVED:** 22/23-044

**THAT** the Agenda for this May 09, 2023 meeting **BE ADOPTED**, as circulated.

The motion carried unanimously.

**5. Receiving Presentations – Nil**

**6. Comments or Questions from the Public regarding items on this Agenda**

Superintendent Smillie responded to questions and comments from the public section 500 policies that have been aligned under the new Policy 170: Human Resources and local school calendars.

**7. Consent Package – nil**

**8. Adoption of Minutes**

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-045

**THAT** the minutes from the April 11, 2023 Meeting of the Board held in public **BE**

**ADOPTED**, as circulated.

The motion carried unanimously.

**9. Future and Action Item Tracking – Nil**

**10. Education**

A. Approve Strategic Plan 2024-2029

Superintendent Smillie presented the Strategic Plan 2024-2029 for approval. The Strategic Plan is a vision document that outlines the strategic direction of the Board. The Superintendent outlined the extensive engagement process that took place when creating the draft Strategic Plan.

Superintendent Smillie shared the SD8 Strategic Plan video.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-046

**THAT** the Strategic Plan 2024-2029 **BE APPROVED** for implementation in the 2023-2024 school year.

The motion carried unanimously.

B. Career Development Continuous Learning Report

Director Eaton and District Principal Malloff provided the Career Development Continuous Learning Report. Career Development is one of the key learning goals in the BC Education system. School District No. 8 (Kootenay Lake) is aiming to prepare students prepared for their future career and life goals.

Career Development action items are to enhance graduation pathways for middle and secondary learners as well as to empower students to explore diverse future-oriented career paths.

C. International Education Report

District Principal Luck provided insights into the International Education Program of the district and shared the International Education Report. School District No. 8 (Kootenay Lake) provided a high-quality International Program with positive impacts on students within the district, the community, and the budget.

D. Approve 2023-2024 Annual Budget

The Superintendent welcomed consultant Jeanette Hanlon who has provided support for the Secretary-Treasurer for over a year. The Superintendent introduced Interim Secretary-Treasurer Cathy Macarthur. Consultant Hanlon presented the 2023-2024 Annual Budget for approval.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-047

**THAT** the Board unanimously agrees to give the Annual Budget Bylaw 2023/2024 all three readings at this meeting of May 09, 2023.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-048

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2023-2024 **BE APPROVED** as read a first time;

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2023-2024 **BE APPROVED** as read a second time;

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2023-2024 **BE ADOPTED** as read a third time.

The motion carried unanimously.

E. Five-Year Capital Plan Report

Interim Secretary-Treasurer MacArthur outlined the rationale behind the Five-Year Capital Plan. The Annual Facility Plan is aligned with goals of the Strategic Plan. Director Kerr explained all line items and responded to Trustees' questions.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-049

**THAT** the 2023-2028 5-Year Capital Operations plan **BE APPROVED**.

The motion carried unanimously.

F. Carbon Neutral / Climate Change Accountability Memo

Interim Secretary-Treasurer MacArthur corrected the dates in the report on page 70 of the agenda to 2022.

Director of Operations, Kerr, presented the Carbon Neutral / Climate Change Accountability Report which is targeted to reduce the carbon footprint of the district.

Interim Secretary-Treasurer MacArthur explained the items that lead to a rise in carbon fees. Director Kerr outlined measures to reduce the carbon footprint.

G. District Maps and Catchment Areas Memo

Interim Secretary-Treasurer MacArthur presented the District Maps and Catchment Areas Memo. Maps were created by a contractor and will be on the SD8 website shortly.

**11. Governance and Policy**

A. Approve 2023-2024 Board Calendar

Superintendent Smillie presented the 2023-2024 Board Calendar for approval.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-050

**THAT** the 2023-2024 Board Calendar **BE APPROVED.**

The motion carried unanimously.

B. Approve 2025-2026 School Calendar

Superintendent Smillie presented the 2025-2026 School Calendars for Wildflower, the Online Learning School, and all other schools in the district. Calendars are approved 3 years ahead and created and approved as outlined in the BC School Act – School Calendar Regulation.

The draft calendars for the 2025-2026 school year will be placed on the website for one month for feedback.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-051

**THAT** the 2025-2026 school calendars **BE APPROVED** for posting on the website from May 10, 2023 – June 10, 2023.

The motion carried unanimously.

C. Policy Approval for Field Testing

Superintendent Smillie presented Policy 771: Transportation for Independent School Students to be approved for field testing. The policy was revised to ensure the Board is recovering all the costs for providing these services.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-052

**THAT** Policy 771 **BE APPROVED** for field testing.

The motion carried unanimously.

D. Policy Approval

Superintendent Smillie presented the rationale behind new Policy 170: Human Resources and explained the policy number changes from Policy 330 to 171 for Sexual Orientation and Gender Identity as well as the change from 331 to 172 for Anti-Racism and Cultural Safety.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-053

**THAT** Policies 170, 171, and 172 **BE APPROVED** as amended.

The motion carried unanimously.

E. Rescind Policies

Superintendent Smillie explained the rationale for rescinding some of the district policies:

- Policy 220: Maintenance of Order no longer applies as it is of operational nature and covered by Administrative Procedure AP 220.1.
- Policy 250: Tobacco and Electronic Smoking Devices no longer applies due to changes in legislation.
- Policy 260: Scent Free Environment is of operational matter and covered by AP 260.1.

The following policies

- Policy 510: Employee Recognition
- Policy 520: Human Resources Employment Practices
- Policy 521: Relocation Assistance for Senior Management
- Policy 530: Public Interest Disclosure
- Policy 540: Supervisory Conflict of Interest
- Policy 550: Non-Contractual Leaves of Absence
- Policy 560: Appointment of Principals and Vice-Principals

- Policy 570: Prevention of Violence in the Workplace
  - Policy 580: Respectful Workplace
- were amalgamated in the new policy 170: Human Resources.

**UPON** a motion duly made and seconded it was **RESOLVED:** 22/23-054  
**THAT** Policies 220, 250, 260, 510, 520, 521, 530, 540, 550, 560, 570, and 580 **BE**  
**RESCINDED.**

The motion carried unanimously.

**12. Human Resources – Nil**

**13. Other Items – Nil**

**14. Trustee Reports**

A. Trustees

- Trustee Shunter reported from BCSTA AGM in Vancouver.
- Trustee Blackmore reported from the Working Sessions that took place on Indigenous learning.
- Trustee Bremner highlighted a motion that carried at the BCSTA AGM which advocates for funding for rural districts.
- Trustee Etheridge reported from principal consultations.
- Vice Chair Lang reported from KBB Branch meeting as well as the BCPSEA meeting on May 8, 2023.
- Trustee Nazaroff highlighted that Jane Fearing will provide a rural perspective as a member of the BCSTA Board of directors.
- Trustee Chew provided information that was shared on the Columbia Basin Trust forum.

B. Chair

The Chair reported from the BSTA virtual orientation on relations and nations, the district pro-D on Indigenous learning, the Policy Review Committee, and the public Budget webinar. She gave a shoutout to Dr. Dustin Louie and Leona Prince who worked with the Board on Indigenous learning. Jen Mezei continues to serve as BCSTA Liaison.

C. BCSTA – see above.

D. BCPSEA

Trustees Gribbin and Lang, as well as Director Singh attended the May 8, 2023 BCPSEA meeting in Cranbrook. Discussions took place around the Make-a-Future website, as well as challenges districts face to attract staff. Updates on bargaining and grievances were provided.

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

- KRSS Student Trustee Patton Gatto-Beebe reported from flooding after the rainfall. Soccer is back in action and the grads are getting ready to end their student career.
- LVR Student Trustee Fisher gave a shoutout to the very informative mental health assembly that took place earlier in the day. A grad talent show as well as a flower fundraiser will be held to support the arts department. District scholarship presentations are on the way.

**15. Comments or Questions from the Public – Nil**

**16. Meeting Schedule and Reminders**

A. Board Meetings

The next Meeting of the Board held in the public is scheduled for June 13, 2023.

**17. Adjournment of Meeting**

The meeting was adjourned at 7:49 PM.

  
Board Chair

  
Secretary-Treasurer