

MEETING OF THE BOARD HELD IN PUBLIC
MINUTES
TUESDAY, SEPTEMBER 12, 2023

Board:

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

District Staff:

T. Smillie, Superintendent
C. MacArthur, Interim Secretary-Treasurer
B. Eaton, District Director of Instruction – Innovative Learning
D. Holitzki, District Director of Instruction – Equity, Inclusion & Diversity
C. Kerr, Director of Operations
C. Singh, Director of Human Resources
S. Bruskowski, Executive Assistant

Student Trustees

R. Fisher, LVR
A. Thomson, LVR

Guests:

Kayla Northcote, BDO

Regrets:

Nil

1. Call to Order

Vice Chair Lang took on the role of Acting Chair for this meeting.
The meeting was called to order at 5:03 PM.

2. Acknowledgement of Aboriginal Territory

3. Changes to the Proposed Agenda

Item 12B: Review Letter from Ministry of Education and Child Care provided in Consent Package was added to the agenda.

BDO guest for agenda item 11A was updated to Kayla Northcote.

4. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:**

23/24-001

THAT the Agenda for this September 12, 2023, Special Closed Meeting, **BE ADOPTED** as amended.

The motion carried unanimously.

5. Receiving Presentations – Nil

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

7. Consent Package

8. Adoption of Minutes

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-002

THAT the minutes from the June 13, 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. School Food Programs Memo

Superintendent Smillie announced that the district will receive additional targeted funding through the Feeding Futures program and welcomed Director Holitzki to present information on the new program. Feeding Futures funding is available to purchase food for vulnerable students and hire staff to purchase and coordinate food distribution to students. The goal is to support academic success as well as social development of vulnerable students. As it targets vulnerable students, the program does not provide free or subsidized meals to all students in the district. It is the largest investment in school food programs in provincial history.

A next step could be a universal food program across BC or Canada which would require further advocacy.

B. Student Trustee Program Memo

The Acting Chair welcomed LVR Student Trustees Fisher and Thomson. An introduction of all Student Trustees will take place at the next Meeting of the Board held in Public.

Director Eaton provided an update on the Student Trustee Program. Usually, Student Trustees are in their role for a two-year term. For this year, there will be two returning and eight new Student Trustees. They all attended an onboarding session on September 11.

C. Superintendent Succession Designate Memo

Superintendent Smillie designated Director Holitzki and Director Eaton to take on her responsibilities in case of her absence as outlined in the memo.

11. Operations and Finance

A. Audited Financial Statements

Interim Secretary-Treasurer MacArthur welcomed auditor Kayla Northcote from BDO to the meeting. Kayla presented the audit final report. The auditors did not find any indication of fraud. The audit is substantially completed.

No issues were noted in the audit findings. No internal control deficiencies were flagged and there were no unadjusted errors.

Kayla highlighted changes in reporting requirements that incorporate a new accounting standard related to Asset Retirement Obligations. A clean auditor's opinion was provided to School District No. 8 (Kootenay Lake).

Interim Secretary-Treasurer MacArthur thanked Kayla Northcote and her team for their work.

Interim Secretary-Treasurer MacArthur presented the 2022-2023 Audited Financial Statements. She presented the financial results by fund as well as a comparison to budget and differences to the prior year and provided background information. With an annual surplus of \$ 3.2 million in the operating fund, the district is in a strong financial situation.

As per Board Policy 621, the district aims for a 3-5% targeted surplus level for achieving educational goals and addressing financial health, stability and risk. Restricting accumulated surpluses as outlined in ministry policy ensures consistency, transparency, and accountability across school districts. With accumulated surplus at targeted levels, the district will be able to do long-term planning for projects and replace ageing equipment, vehicles and classroom equipment and furniture.

The Superintendent thanked Interim Secretary-Treasurer MacArthur on the exceptional work on the audited financial statements.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-003
THAT the appropriation of the accumulated surplus for the Operating Fund and Capital Fund as stated in note 20 of the audited financial statements of the year ended June 30, 2023, **BE APPROVED.**

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-004
THAT the Audited Financial Statements and Financial Discussion & Analysis for the year ended June 30, 2023, **BE APPROVED.**

The motion carried unanimously.

B. Statement of Financial Information (SOFI) Report

Interim Secretary-Treasurer MacArthur outlined the requirement of the SOFI report. It will be posted on the district website.

C. Quarterly Capital Update

Director of Operations, Kerr, provided a presentation on the Quarterly Capital Update. He highlighted work that had been completed across the district on various facilities.

12. Governance and Policy

A. Dates for Board Learning with Dr. Christopher Horsethief

Superintendent Smillie reported that Dr. Christopher Horsethief is available for work with the Board on Oct. 23 (1-4pm) and Nov 27 (1-4pm). Invites to the in-person meetings will go out, once the dates are confirmed.

B. Review Letter from Ministry of Education and Child Care provided in Consent Package

BCSTA reviewed the Code of Professional and Ethical Conduct at School District No. 8 (Kootenay Lake). Some suggestions were made and the policy will be reviewed at the next Policy Review Committee and brought to the Board.

13. Human Resources – Nil

14. Other Items

A. Proposed Motion for the BCSTA Kootenay Boundary Branch Meeting

Superintendent Smillie refreshed everyone's memories on the presentation held at the June 13, 2023 Meeting of the Board Held in Public provided by Samantha Gambling, BC Chapter Coordinator – The Coalition of Healthy School Food BC. The Board was asked to consider that this is the time to advocate for a universal food program.

Discussions took place whether the Board should advocate for a universal food program and the benefits of a universal versus an equitable school food program were highlighted.

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-005

THAT the Board of Education of School District No. 8 (Kootenay Lake) expresses support for a universal food program; and

THAT this proposal be brought forward to the BCSTA Kootenay Boundary Branch meeting for consideration for a motion to be brought forward to the BCSTA.

The motion carried with 3 opposed.

15. Trustee Reports

A. Trustees – Nil

B. Chair

Chair Trenaman thanked Vice Chair Lang for chairing all the meetings that were held today.

The chair reported from the BCSTA bylaw review meeting, the Pride Parade in Nelson, the BCSTA meeting with the Ministry of Education and Child Care. She reminded everyone of the BCSTA survey on their current mission, vision, and values which can be filled out either by individual Trustees or the Board as a collective.

Board Advocacy Day is coming up October 19 with. Three focus areas will be improving student outcomes, hiring and retention, as well as capital maintenance.

C. BCSTA – Nil

D. BCPSEA – Nil

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

LVR Student Trustee Fisher reported that everyone was off to great start, which went very smoothly. Students and sports teams looking forward to a great start of the year.

Trustees gave a shoutout to all kindergarten teachers and team that gets StrongStart going.

16. Comments or Questions from the Public

One member of the public suggested there should be a universal lunch program serving all students.

17. Meeting Schedule and Reminders

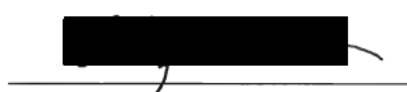
A. Board Meetings

The next Meeting of the Board held in the public is scheduled for October 10, 2023 in Creston.

18. Adjournment of Meeting

The meeting was adjourned at 7.08 PM.


Board Chair


Secretary-Treasurer