

**MEETING OF THE BOARD HELD IN PUBLIC  
MINUTES  
TUESDAY, OCTOBER 10, 2023**

**Board:**

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

**District Staff:**

T. Smillie, Superintendent  
C. MacArthur, Interim Secretary-Treasurer  
C. Christy, Teacher (via video conference)  
B. Eaton, District Director of Instruction – Innovative Learning  
D. Holitzki, District Director of Instruction – Equity, Inclusion & Diversity  
C. Kerr, Director of Operations  
T. Malloff, District Principal (via video conference)  
S. Maloff, School Principal (via video conference)  
C. Singh, Director of Human Resources  
S. Bruskowski, Executive Assistant

**Student Trustees**

R. Fisher, LVR  
A. Thomson, LVR

**Guests:**

Nil

**Regrets:**

Nil

**1. Call to Order**

The meeting was called to order at 5:00 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:**

23/24-006

**THAT** the Agenda for this October 10, 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 – Nil**

A member from the public asked for a school bus stop to be reinstated. As the matter is of operational nature, the Superintendent will contact them within the next week.

**7. Consent Package – Nil**

**8. Adoption of Minutes**

UPON a motion duly made and seconded it was **RESOLVED:** 23/24-007  
**THAT** the minutes from the September 12, 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. Literacy Continuous Learning Report**

District Principal Malloff presented the Literary Continuous Learning Report. The 2022-2026 Literacy Action Plan is aligned to the Strategic Plan and incorporates strategic priorities such as lifelong learning, connected learners, or cultural and identity development.

School Principal Shellie Maloff from Mt. Sentinel Secondary School celebrated the work the district is doing. All schools are aligning their school learning plans to the Strategic Plan. With the Middle Years program, remarkable changes in their learners and academic success could be seen at Mt. Sentinel. Teacher Carly Christy presented the Mt. Sentinel Middle Years Program “Literacy Learning through Projects”.

Superintendent Smillie highlighted the coherence across the district as roadmap, Strategic Plan, school learning plans, and continuous learning plans are aligned throughout the district.

Trustees thanked staff for their presentation and celebrated the ways “Literacy Learning through Projects” activated critical thinking among students.

**B. Remembrance Day Schedule Memo**

Superintendent Smillie presented the Remembrance Day schedule as provided in the agenda package. The memo provides an overview of times for assemblies at each school. Trustees and communities will receive invites from schools in their area.

**C. Inclusive Education Supports**

District Director of Instruction – Equity, Inclusion & Diversity Holitzki provided information on Inclusive Education Supports for students. As an inclusive system, School District No. 8 (Kootenay Lake) provides equitable access to learning for all students. Students are supported according to their individual needs.

All educational staff supports students with special needs. The classroom teacher is the primary support and responsible for designing programs – for all students in their classes. The district provides professional development for teachers to enhance their toolkit for supporting all learners.

**11. Operations and Finance – Reports from the Secretary-Treasurer**

**A. Final Enrolment and Budget Update**

Secretary-Treasurer MacArthur provided enrolment numbers from the 1701 verification process as per September 29, 2023 snapshot date and outlined implications of those numbers on the

budget. With currently 4,777 student FTEs the district is looking at flat overall enrolment compared to the prior year but an increase above originally projected by 51 student FTEs.

**B. 2023/24 Capital Plan**

Since the Capital Plan was previously approved, the district was informed of additional funding opportunities as outlined in the memo to this agenda item. A series of proposed motions was provided to approve all the funding requests as well as approve a revised capital bylaw.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-008

**THAT** the Board of Education proceed to conclude three readings at this meeting for approval of:

- An additional 2023/24 request of \$195,000 for accessible playground equipment;
- An additional 2023/24 funding request of \$60,000 for bus purchases;
- An additional 2023/24 funding request of \$33,900 for Food Infrastructure Program (FIP);
- An additional 2023/24 funding request of \$322,900 for Minor Capital (SEP); and
- The District's Capital Plan Bylaw No 2023/24-CPSD8-02.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-009

**THAT** the additional 2023/24 funding request of \$195,000 for accessible playground equipment be approved.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-010

**THAT** the additional 2023/24 funding request of \$60,000 for bus purchases be approved.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-011

**THAT** the additional 2023/24 funding request of \$33,900 for the Food Infrastructure Program be approved.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-012

**THAT** the additional 2023/24 funding request of \$322,900 for the Minor Capital (SEP) be approved.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

Chair Trenaman passed the gavel to Vice Chair Lang who took over as Chair.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-013

**WHEREAS** in accordance with section 142 of the School Act, the Board of Education of School District No. 08 (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 2023/24 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 September 15, 2023, is hereby adopted.
2. This Capital Bylaw may be cited as School District 08 (Kootenay Lake) Capital Plan Bylaw No. 2023/24-CPSD8-02.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.



C. 2024/25 Capital Plan Submissions

Director of Operations Kerr and Secretary-Treasurer MacArthur presented the proposed 2024/25 Capital Plan submissions to the Ministry of Education and Child Care as provided in the agenda package.

In response to Trustees' questions, director Kerr explained that the funding provided would allow for 8 diesel buses. Once approved, the district can investigate electric options by either buying fewer buses or finding additional funding.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-014

**THAT** the Board of Education conclude three readings at this meeting for the approval of the submission of the Minor 2024/25 (BUS, CNCP, SEP) Capital Plan and the Minor 2024/25 (FIP) Capital Plan Submission Summaries.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-015

**THAT** the Minor 2024/25 (BUS, CNCP, SEP) Capital Plan Submission Summary totalling \$3,145,386 be approved for submission to the Minister of Education and Child Care.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-016

**THAT** the Minor 2024/25 (FIP) Capital Plan Submission Summary totalling \$137,900 be approved for submission to the Minister of Education and Child Care.

READ A FIRST TIME THE 10th DAY OF October 2023;

READ A SECOND TIME THE 10th DAY OF October 2023;

READ A THIRD TIME, PASSED THE 10th DAY OF October 2023.

The motion carried unanimously.

**12. Governance and Policy**

A. Approve Policy 113: Board Evaluation and Monitoring

Superintendent Smillie presented proposed changes to Policy 113 as developed by the Policy Review Committee. A section was added to make the Trustee learning plan of the Board accessible to the public.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-017

**THAT** Policy 113 **BE APPROVED.**

The motion carried unanimously.

B. Rescind policies 320, 340, 412, 440, and 451

- Policy 320: Student Attendance
- Policy 340: Communication
- Policy 412: Independent Homeschooler
- Policy 440: Extra-Curricular and Co-Curricular Activities
- Policy 451: Physical Restraint and Seclusion in School Settings

Superintendent Smillie explained that after reviewing these policies, the Policy Review Committee found them to be of operational nature and, therefore, these should be rescinded.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-018

**THAT** Policies 320, 340, 412, 440, and 451 **BE RESCINDED.**

The motion carried unanimously.

**13. Human Resources – Nil**

**14. Other Items – Nil**

**15. Trustee Reports**

**A. Trustees**

- Trustee Gribbin introduced Jared Basil from Lower Kootenay Band (LKB) who attended the meeting in person.
- Trustee Bremner attended the DPAC meeting and was thrilled about the enthusiasm she experienced.
- Trustee Nazaroff expressed her excitement for the music programs that are back and gave a shoutout to teachers in the district who go above and beyond.
- Trustee Blackmore attended the walk for Truth and Reconciliation with LKB.
- Trustee Chew highlighted the Kootenay Boundary Branch (KBB) meeting in Grand Forks where Trustees learned in interactions with students about their curriculum around technological competency.
- Vice Chair Lang attended BCPSEA meetings, the KBB meeting in Grand Forks, and participated in Truth and Reconciliation activities at JV Humphries.

**B. Chair**

Superintendent Smillie celebrated that teacher Sean Marechal was awarded the Prime Minister's Award for Teaching Excellence for his commitment to the Valhalla Wilderness Program at W.E. Graham School.

Chair Trenaman attended the BCSTA bylaw committee and Truth and Reconciliation Day assembly at Crawford Bay Elementary and Secondary School and applauded the work of staff and students. She gave a shoutout to Vice Chair Lang for chairing the KBB meeting. Chair Trenaman highlighted World Teacher Day and thanked teachers in district – they are world class!

After having served the district in her role as Board Chair for nine years, she will pass on that role after the annual election of a new chair next month as her commitment in 2022-2023. Chair Trenaman thanked her colleagues for the success of governance initiatives over the last years in School District No. 8 (Kootenay Lake).

C. BCSTA

Trustee Chew reminded everyone that Provincial Council is coming up. Proposed motions were shared in the bulletin. Email feedback can be provided to Trustee Chew.

D. BCPSEA

Trustee Nazaroff shared that the BCPSEA Symposium is coming up in November.

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

- Student Trustee Fisher from LV Rogers reported from National Day of Truth and reconciliation activities at their school. Rugby season has started. A fundraiser collected over \$2,000.

**16. Comments or Questions from the Public**

Responding to a member from the public, Superintendent Smillie confirmed that School District No. 8 (Kootenay Lake) does collaborate with local agencies to provide support for learners with unique needs.

Jared Basil introduced himself in his role as Co-Chair of the LKB education committee. He thanked the Board for their efforts in Truth and Reconciliation. As Co-Chair of the LKB education committee, his work is focused on providing students an extra layer of support to set them up for success in their transition, graduation, and to create opportunities for future generations. He expressed his hope for opportunities to engage and build healthy relationships to School District No. 8 (Kootenay Lake) through solid points of contact and communication channels.

Regarding Truth and Reconciliation, Jared's focus is on positive aspects, on common goals, communication, and student success. The LKB education committee will host a dinner to initiate a communication process. An invitation will be sent to the Superintendent and the Board.

Trustees thanked Jared for attending the meeting of the Board held in public. Chair and Vice Chair expressed their excitement to work together with LKB on the common goal of providing opportunities and success to all students.

**17. Meeting Schedule and Reminders**

A. Board Meetings

The next Meeting of the Board held in the public is scheduled for November 14, 2023.

**18. Adjournment of Meeting**

The meeting was adjourned at 7.17 PM.



Board Chair



Secretary-Treasurer