

**MEETING OF THE BOARD HELD IN PUBLIC  
MINUTES  
TUESDAY, JANUARY 09, 2024**

**Board:**

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

**Student Trustees:**

Amber Parsons, Kootenay River Secondary  
Cassidy Popoff, Mount Sentinel Secondary  
Calvin Vander Horst, Mount Sentinel Secondary

**District Staff:**

T. Smillie, Superintendent  
C. MacArthur, Secretary-Treasurer  
B. Eaton, Director of Instruction – Innovative Learning Services  
D. Holitzki, Director of Instruction – Equity, Inclusion, and Reconciliation  
C. Kerr, Director of Operations  
C. Singh, Director of Human Resources (*for agenda item 11A*)  
K. Wiens, District Principal – Online Learning and Student Information  
S. Bruskowski, Executive Assistant

**Regrets:**

M. J. Blackmore  
S. Chew

**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**

**4. Adoption of Agenda**

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

23/24-024

**THAT** the Agenda for this January 09, 2024 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**

**7. Consent Package – Nil**

**8. Adoption of Minutes**

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-025  
**THAT** the minutes from the December 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 – Reports from the Superintendent**

A. Online Learning Continuous Learning Report

Superintendent Smillie welcomed Director Eaton and District Principal Wiens who provided the Online Learning Continuous Learning Report. In the 2023-2024 school year online learning shifted to Provincial Online Learning Schools. This enables the district to provide online learning opportunities for any student residing in BC. School District No. 8 (Kootenay Lake) offers programs through the fully online Elev8 DESK program as well as through ELEV8 Homelinks which is a blended learning program. Recent developments and future action items were presented to the Board.

B. Kindergarten Registration

Director Holitzki outlined that kindergarten registration opened as of January 2<sup>nd</sup>, 2024. Information is posted on the school district website as well as on all elementary schools' websites. Enrolment projections will help with budget planning while the enrolment process is still ongoing. The district provides resources to support children and their families as they transition into kindergarten.

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

A. Budget Development Process 2024-2025

Secretary-Treasurer MacArthur presented the budget development process as outlined in the agenda package.

B. Capital Plans – Amended 2023-2024 Funding Agreement

In October, the Board approved an additional funding request to advance the work on the sprinkler system at Trafalgar Middle School. This request was approved by the Ministry of Education and Child Care and the Board was asked to pass an amended Capital Plan Bylaw as the final step for receiving the additional funds.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-026

**THAT** the Board of Education proceed to conclude three readings in one evening for the District's Capital Plan Bylaw No. 2023/24-CPSD8-03.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-027

**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 December 21, 2023, is hereby adopted.
2. This Capital Bylaw may be cited as School District 08 (Kootenay Lake) Capital Plan Bylaw No. 2023/24-CPSD8-03.

READ A FIRST TIME THE 9th DAY OF January 2024;

READ A SECOND TIME THE 9th DAY OF January 2024;

READ A THIRD TIME, PASSED THE 9th DAY OF January 2024.

The motion carried unanimously.

C. Appointment of Auditor

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-028

**THAT** the Board approve appointment of KPMG (Kelowna Office) as the auditor for SD8 for the three fiscal years beginning with 2023-2024.

The motion carried unanimously.

**12. Governance and Policy**

A. Policy Approval

Superintendent Smillie provided information on the revised policies and outlined the insignificant changes that were brought forward to the Board for approval.

- The wording of Policy 110: Vision and Mission Statement was aligned to the new Strategic Plan.
- Policy 124: Minute Taking Standards for Board and Committee Minutes referred to former Administrative Procedure (AP) 124.1 which was worked into the policy and no longer exists as an AP.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-029

**THAT** policies 110 and 124 **BE APPROVED.**

B. Policy Approval for Field Testing

Superintendent Smillie outlined that Policy 621: Accumulated Operating Surplus was revised to align with changes in legislation.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-030

**THAT** policy 621 **BE APPROVED** for field testing.

The motion carried unanimously.

C. Rescind Policies

Superintendent Smillie outlined that the Policy Review Committee has reviewed policies and found some of them to be operational in nature. The Committee, therefore, proposed to rescind the policies below.

- Policy 230: Child Abuse and Neglect
- Policy 240: Anaphylaxis
- Policy 311: Illegal Use of Drugs and Alcohol
- Policy 810: Use of Information and Communications Technology
- Policy 820: Freedom of Information and Protection of Privacy
- Policy 830: Wireless Technology in Schools
- Policy 831: Cell Phones and Personal Electronic Devices
- Policy 850: Cyber-misconduct
- Policy 860: Social Networking-Media

Discussion took place whether Administrative Procedure (AP) 3304 fully covered all aspects of Policy 230. As a result of the discussion, the rescinding of Policy 230 was singled out in a separate motion.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-031

**THAT** policies 240, 311, 810, 820, 830, 831, 850, and 860 **BE RESCINDED**.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-032

**THAT** policy 230 **BE RESCINDED**.

The motion carried with three opposed.

**13. Human Resources – Nil**

**14. Other Items – Nil**

**15. Trustee Reports**

A. Trustees

- Trustee Trenaman reported from the Crawford Bay concert. It was great to see the community gather for the event.

B. Chair

Chair Lang reported from two meetings with BCSTA. One was in her role as KBB President to prepare for the May 25 Learning Series in Nelson. The second meeting was with BCSTA President Broady who is reaching out to all new Board Chairs.

C. BCSTA – Nil

D. BCPSEA

Trustee Nazaroff will register for the BCPSEA AGM.

E. RDCK – Nil

F. Other Committees – nil

G. Student Trustees

- Calvin Vander Horst reported that “The Wall Between” authors Jeffrey Wilkinson and Raja Khouri visited Mount Sentinel Secondary last month. They provided historic context around the Palestine-Israel conflict. Students participated in sessions about anti-racism, inclusion, and avoiding hate. In presentations from Freedom Quest and Anchors, students learned about services these organizations offer around prevention and harm reduction.
- Cassidy Popoff added that Mount Sentinel Secondary hosted the Single A Volleyball Provincials and expressed gratitude for all the support received, including transportation. Mount Sentinel participated with a new team and feels prepared for next year’s provincials.
- Amber Parsons from Kootenay River Secondary provided information on school events to get students involved in activities such as card making, lunch time programs, winter dance, or the Environmental Club/Green Team. The boys’ volleyball team won two provincials.

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


**17. Meeting Schedule and Reminders**


A. Board Meetings

The next Meeting of the Board held in the public is scheduled for February 13, 2024.

**18. Adjournment of Meeting**

The meeting was adjourned at 6:19 PM.

  
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Board Chair

  
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Secretary-Treasurer