

**MEETING OF THE BOARD HELD IN PUBLIC  
MINUTES  
TUESDAY, MAY 14, 2024**

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

**Student Trustees:** Daisy Lamoureux, J.V. Humphries Secondary  
Micah Luchetta, J.V. Humphries  
Cassidy Popoff, Mount Sentinel Secondary  
Calvin Vanderhorst, Mount Sentinel Secondary

**District Staff:** T. Smillie, Superintendent  
C. MacArthur, Secretary-Treasurer  
B. Eaton, Director of Instruction - Curriculum, Instruction, and Assessment  
D. Holitzki, Assistant Superintendent  
C. Kerr, Director of Operations  
T. Malloff, District Principal  
C. Singh, Director of Human Resources  
S. Bruskowski, Executive Assistant

**Regrets:** S. Chew  
A. Gribbin

**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:**

23/24-053

**THAT** the Agenda for this May 14, 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:** 23/24-054

**THAT** the minutes from the April 09, 2024 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. Career Development Continuous Learning Report 2023-2024

Superintendent Smillie welcomed District Principal Malloff who presented the Career Development Continuous Learning Report 2023-2024 as well as related action items. Career development is one of the goals of the British Columbia education system that is shared by schools, family and community. Education programs in BC schools help prepare students for successful employment when they leave the K-12 school system.

School District No. 8 (Kootenay Lake) strives to ensure that all learners graduate with personal career-life development goals which allows SD8 students to graduate with dignity, purpose and options. The district's goal is that all learners graduate and have the core competencies that set them up for success towards reaching their career and life goals.

Action items are prioritized to ensure continuous learning for all learners, including Indigenous learners, learners with diverse abilities, children and youth in care, and English language learners. Superintendent Smillie, Assistant Superintendent Holitzki, and District Principal Malloff answered Trustees' questions:

- Examples for community partner relationships are Junior Achievements, Capitol Theatre, Chamber of Commerce, Early Childcare Dual Credit Programming.
- Youth Trades and Training offers financial supplements for travel, accommodation, and educational resources. Students and parents can approach their trades training teacher or trades training teacher coordinator for information on needs-based funding.
- Students are supported through their counselor and trades training coordinator for setting their goals and in the application process.

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

A. Approve 2024-2025 Annual Budget

Secretary-Treasurer MacArthur presented the final version of the 2024-2025 draft budget in consideration of feedback received from Trustees, partners, and the public. In the development process, staffing and services and supplies are determined based on enrolment projections, student composition, and unique features of school and aligned to the strategic plan and reflects its strategic priorities.

Labour settlement funding has not been announced yet and is not expected until after June 30th. This means the budget now shows an operating deficit which is balanced with funds coming from the opening accumulated operating surplus. Labour settlement funding will be included in the amended budget, thereby eliminating the deficit and the use of opening accumulated operating

surplus for operations. The budget includes the use of opening accumulated operating surplus for purchase of tangible capital assets which was contemplated and approved in September 2023. As per BC School Act, districts are required to provide a balanced budget.

Superintendent Smillie and Secretary-Treasurer MacArthur answered questions related to staffing, operating surplus, and supplies and benefits.

Trustees expressed their gratitude for the level of detail that went into creating this budget and the alignment to the strategic plan. While focusing on staffing, it allows the district to maintain a healthy level of accumulated operating surplus.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-055

**THAT** the Board unanimously agrees to give the Annual Budget Bylaw 2024/2025 all three readings at this meeting of May 14, 2024.

The motion carried unanimously.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-056

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE APPROVED** as read a first time;

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE APPROVED** as read a second time;

**THAT** the School District No. 8 (Kootenay Lake) Annual Budget Bylaw 2024-2025 **BE ADOPTED** as read a third time.

The motion carried unanimously.

## 12. Governance and Policy

### A. Approve 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan

Superintendent Smillie presented the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan which outlines the structure of the Board's work in the 2024-2025 school year.

One Trustee suggested reviewing the structure of the meeting schedule to avoid very long meeting days. Trustees thanked the Superintendent for the helpful structure of the Governance Framework and Learning Plan and how it is aligned to the strategic plan.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-057

**THAT** the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan **BE APPROVED**.

The motion carried unanimously.

### B. Approve 2024-2025 and 2025-2026 Amended School Calendar

The district has met with union partners to amend the proposed 2024-2025 and 2026-2027 school calendars. The proposed school calendars have changed dates for the early dismissal days in currently in November. To align to the new reporting order introduced in 2023-2024, educators have requested that early dismissal dates be held in October. In the Wildflower calendar, the

number of days were aligned. In addition, the end of the 2024-2025 last day of school has been moved forward to align to the number of days on the calendar.

The recommended calendars were posted on the website with a webform for feedback. A comment was received on the need for after-school care as well as childcare on early dismissal days or pro-d days.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-058

**THAT** the 2024-2025 and 2025-2026 school calendar amendments **BE APPROVED.**

The motion carried unanimously.

C. Policy Approval for Field Testing

- Policy 770: Student Transportation

Superintendent Smillie informed Trustees that previous policies 770: Student Transportation, 771: Transportation for Independent School Students, and 780: Transportation Assistance were merged in this draft policy to provide access to all information in a single policy.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-059

**THAT** policy 770 **BE APPROVED** for field testing.

The motion carried unanimously.

D. Policy Approval

- Policy 140: Communication Protocol for Trustees

Superintendent Smillie outlined the changes to policy 140 and provided a rationale for those changes. It has been updated for clarity reasons and uses more positive language.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-060

**THAT** policy 140 **BE APPROVED.**

The motion carried unanimously.

- Policy 141: Advocacy for Public Education

Superintendent Smillie outlined the purpose of this new policy. It becomes part of the Board's work plan.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-061

**THAT** policy 141 **BE APPROVED.**

The motion carried unanimously.

- Policy 121: Committees of the Board of Education

Superintendent Smillie outlined the changes to policy 121 and provided a rationale for those changes. Updates include greater clarity to language and processes.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-062

**THAT** policy 121 **BE APPROVED.**

The motion carried unanimously.

- Policy 123: Board Representation and Liaison

Superintendent Smillie outlined the changes to policy 123 and provided a rationale for those changes. In a minor adjustment, the Joint Safety Advisory Committee was moved from another policy into policy 123.

**UPON** a motion duly made and seconded it was **RESOLVED:** 23/24-063

**THAT** policy 123 **BE APPROVED**.

The motion carried unanimously.

- Policy 120: Board Meeting Procedures

Superintendent Smillie outlined the changes to policy 120 and provided a rationale for those changes. Further clarity was added around agenda setting and processes.

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

23/24-064

**THAT** policy 120 **BE APPROVED**.

The motion carried unanimously.

**13. Human Resources – Nil**

**14. Other Items – Nil**

**15. Trustee Reports**

A. Trustees

- Trustee Trenaman attended a Joint Safety Advisory Committee meeting, a Policy Review Committee meeting, the BCSTA Bylaw Committee meeting during the BCSTA AGM, PVP pool interviews as Trustee representative, and the visit by BCSTA President Broady & BCSTA CEO Hoffman.
- Vice Chair Bremner attended the Policy review committee. She gave a shoutout to the BCSTA AGM where a lot of learning opportunities were provided for Trustees and was part of the Sustainability Policy Development Advisory Committee which completed its work.
- Trustee Shunter gave a shoutout to the Sustainability Policy Development Advisory Committee. The draft policy will be brought to the Board for approval in the Fall of 2024.
- Trustee Blackmore highlighted the work of the Board on communication and professional work culture.

B. Chair

Chair Lang attended the BCSTA AGM and was pleased to welcome the BCSTA leadership team to School District No. 8 (Kootenay Lake). This allowed them to get an understanding of the work and realities of rural school districts. She participated in PVP pool interviews and highlighted the upcoming BCSTA professional learning series for the Kootenay Boundary Branch which will be hosted in Nelson on May 25.

C. BCSTA – Nil

D. BCPSEA – Nil

Trustee Nazaroff attended a BCPSEA local bargaining training session where participants learned a lot about bargaining processes. One highlight was that both sides of the different bargaining parties attended the meeting.

E. RDCK – Nil

F. Other Committees – Nil

G. Student Trustees

- J.V. Humphries Secondary Student Trustees Lamoureux and Luchetta reported from presentations on the district dogwood scholarship program as well as a presentation provided by UBC staff that included a hands-on workshop type of presentation. In

preparation of the May long weekend celebrations in Kaslo, a drug awareness presentation as well as a fire smart presentation were provided.

- Mount Sentinel Secondary Student Trustees Vanderhorst and Popoff reported of the grade 6 orientation held last Monday for future students graduating from Brent Kennedy and Winlaw Elementary. With the new season, new extracurricular opportunities, such as golf, disc golf, drama, or mountain biking are offered at MSSS. The Moose Hide campaign creates awareness around family violence. The Green Team is creating awareness around textiles and fashion. Clothes can be donated to be given out for free to students. Leftover textiles will go to local thrift stores and or get recycled at textile recycling centres in Vancouver.
- J.V. Humphries Student Trustee Micah Luchetta added that Kaslo students organized a clothing swap as well. In a “meaningful conversations” seminar students focused on meaningful conversations without negative discourse.

**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 June 11, 2024 in Creston.

**18. Adjournment of Meeting**

The meeting was adjourned at 6:42 PM.

  
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Board Chair

  
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Secretary-Treasurer