

**MEETING OF THE BOARD HELD IN PUBLIC AND INAUGURAL MEETING
AGENDA**

TUESDAY, NOVEMBER 12, 2024

5:00 PM – 7:00 PM PST

6:00 PM – 8:00 PM MST

In person: School Board Office, 811 Stanley Street, Nelson BC

Via video conference: [Zoom](#) - Webinar ID: 657 3277 9733 – Password: 495118

We kindly ask anyone attending in person to provide their full name and affiliation.

Panelists, please log on 10 minutes prior to the meeting for a sound check.

1. Call to Order

Note: The Secretary-Treasurer shall preside at this meeting until the Board Chair is elected during the meeting. Please refer to Section 1 of Policy 120 for process.

2. Acknowledgement of Aboriginal Territory

We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.

3. Trustee Positions & Appointments

For the election of the Chair, Vice-Chair and Provincial Representatives, the process will be:

- *Call for Nominations 1st, 2nd, 3rd time;*
- *Confirmation of each Nominee that they accept their nomination;*
- *Nominees invited to provide brief statement; and*
- *Vote by secret ballot (if there is more than one nominee).*

A. Election of Board Chair (12 month term)

B. Election of Board Vice-Chair (12 month term)

C. Election of Provincial Representative and Alternates (12 month term)

- BCSTA Provincial Councilor
- BCPSEA Representative
- BCSTA Provincial Councilor Alternate
- BCPSEA Representative Alternate

D. Election of Committee Chairs (24 month term)

- Education Partner Advisory Committee
- Policy, Operations, and Finance Partner Advisory Committee



- E. Notice for Expression of Interest for Representing the Interests of the Board of Education in Roles at Other Committees (12 month term)
- Accessibility Committee
 - Joint Safety Advisory Committee (JSAC)
 - Policy Review Committee

- F. Destruction of Ballots (if there is a secret ballot vote held)

Proposed Resolution:

THAT the ballots for the selection of School District No. 8 (Kootenay Lake) 2024-2025 Board Chair, Vice-Chair and Provincial Representatives, **BE DESTROYED**.

4. Changes to the Proposed Agenda

- 5. Consent Package Questions (p. 4)** App. 5

6. Adoption of Agenda

Proposed Resolution:

THAT the Agenda for this November 12, 2024 meeting **BE ADOPTED**, as circulated.

7. Receiving Public Presentations – Nil

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

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

- 9. Adoption of Minutes (p. 13)** App. 9

Proposed Resolution:

THAT the minutes from the October 8, 2024 Meeting of the Board held in public **BE ADOPTED**, as circulated.

- 10. Future and Action Item Tracking (p. 19)** App. 10

11. Education – Reports from the Superintendent

- A. Numeracy Continuous Learning Report 2024-2025 (p. 21) App. 11A
- B. SD8 Recruitment and Retention Action Plan Update (p. 22) App. 11B
- C. Winter Celebrations (p. 30) App. 11C

12. Operations and Finance – Reports from the Secretary-Treasurer – Nil

13. Governance and Policy

- A. KBB BCSTA Motions (p. 32) App. 13A

14. Human Resources – Nil



15. Trustee Verbal Reports

- A. Student Trustees
- B. Trustees
- C. Chair
- D. British Columbia School Trustee Association (BCSTA)
- E. British Columbia Public School Employers' Association (BCPSEA)
- F. District Parent Advisory Committee (DPAC)
- G. Other

16. Comments or Questions from the Public

The public may post comments or questions in the Q&A area on the webinar. These will be read aloud during the meeting.

17. Meeting Schedule and Reminders

- A. Board Meetings

The next Meeting of the Board held in Public is scheduled for December 10, 2024.

18. Adjournment



SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
CONSENT PACKAGE – PUBLIC MEETING
NOVEMBER 12, 2024

ITEM

The following Consent items are routine items received for information.

- | | |
|---|-------|
| 1. Board Correspondence Package | p. 5 |
| 2. Superintendent's Report November 2024 | |
| 3. Monthly Financial Report – for period ended September 30, 2024 | p. 6 |
| 4. Transactions over 50k – for period ended September 30, 2024 | p. 10 |
| 5. List of Trustee Recusals | p. 12 |



SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
BOARD CORRESPONDENCE PACKAGE
NOVEMBER 12, 2024

ITEM	DATE
1. Nil	



Monthly Financial Report

For the period ended September 30, 2024



sd8.bc.ca

COMMENTS

Operating Expenditure Report

- The budget information is based on the 2024-2025 Budget approved by the Board on May 14, 2024.
- The last column shows whether the salaries expense is incurred based on the school calendar (10 months), or for the whole year (12 months), or a combination of both.
- The Operating Expenditure Report reflects three months of actual District operations and one month of School operations.
- The salaries and benefits are trending as expected based on the budgeted amounts and the applicable months for principals and vice-principals, teachers, educational assistants, support staff and other professionals.

Special Purpose Expenditure Report

- The budget information is based on the 2024-2025 Budget approved by the Board on May 14, 2024.
- The Special Purpose Expenditure Report reflects three months of actual District operations and one month of School operations.
- Other than the Annual Facility Grant, spending on the special purpose funds occurs primarily during the school year.



OPERATING EXPENDITURE REPORT

	September 2024 Actuals	2024 - 2025 Budget	\$ Available Budget	% Available Budget	Applicable Months
Salaries					
Principal & Vice-Principal Salaries	1,097,465	4,393,591	3,296,126	75%	12
Teacher Salaries	2,393,225	23,281,146	20,887,921	90%	10
Educational Assistants	402,545	3,925,608	3,523,063	90%	10
Support Staff	1,526,894	8,112,498	6,585,604	81%	12
Other Professional Salaries	674,449	2,938,064	2,263,615	77%	12
TOCs/Relief Salaries	411,172	3,317,015	2,905,843	88%	10/12
Total Salaries	6,505,750	45,967,922	39,462,172	86%	
Employee Benefits	1,663,356	11,582,652	9,919,296	86%	10/12
Total Salaries and Benefits	8,169,106	57,550,574	49,381,468	86%	
Services & Supplies					
Services	586,621	2,423,721	1,837,100	76%	
Student Transportation	-	377,202	377,202	100%	
Professional Development & Travel	57,498	673,745	616,247	91%	
Rentals and Leases	21,196	120,751	99,555	82%	
Dues and Fees	47,258	101,485	54,227	53%	
Insurance	613	200,000	199,387	100%	
Supplies	831,671	3,419,644	2,587,973	76%	
Utilities	111,600	1,769,878	1,658,278	94%	
Total Services & Supplies	1,656,457	9,086,426	7,429,969	82%	
Total Operating Expense	9,825,563	66,637,000	56,811,437	85%	



SPECIAL PURPOSE FUND EXPENDITURE REPORT

	September 2024 Actuals	2024 - 2025 Budget	\$ Available Budget	% Available Budget
Ministry of Education and Child Care Funds				
Annual Facilities Grant	279,640	279,640	-	0%
Classroom Enhancement Fund	961,691	9,610,352	8,648,661	90%
Community Link	2,601	750,517	747,916	100%
Early Care and Learning Fund to Schools	43,750	175,000	131,250	75%
Early Years to Kindergarten	-	19,000	19,000	100%
ECE Dual Credit program	-	80,156	80,156	100%
Feeding Futures	30,002	615,090	585,088	95%
First Nation Transportation	-	24,697	24,697	100%
Health Career Work Experiential Learning	-	5,000	5,000	100%
Learning Improvement Fund	24,656	223,017	198,361	89%
Mental Health in Schools	6,444	55,000	48,556	88%
OLEP	11,359	89,101	77,742	87%
Ready Set Learn	5,353	39,200	33,847	86%
Seamless Day Kindergarten	456	55,400	54,944	99%
StrongStart	8,450	160,000	151,550	95%
Student & Family Affordability Fund	1,048	200,000	198,952	99%
Work Experience Enhancement Initiative	-	50,000	50,000	100%
Total MOECC Funds	1,375,450	12,431,170	11,005,720	89%
Other Provincial Special Purpose Funds				
ASSAI	-	62,134	62,134	100%
Health Promoting Schools	5,528	27,000	21,472	80%
Total MOECC Funds	5,528	89,134	83,606	94%
Other Special Purpose Funds				
School Scholarships and Bursaries	24,791	39,000	14,209	36%
School Generated Funds	214,579	1,250,000	1,035,421	83%
Donations	4,250	25,000	20,750	83%
Total MOECC Funds	243,620	1,314,000	1,070,380	81%
All Special Purpose Funds	1,624,598	13,834,304	12,159,706	88%





Monthly Transactions over 50K
For the period ended September 30, 2024

PAYMENTS IN SEPTEMBER 2024 OVER \$50K (CHEQUES AND EFT)

Vendor Name	Amount
North Mountain Construction Ltd	540,720
Western Canada Bus	390,482
Trainor Mechanical Contractors Ltd	275,613
Pacific Blue Cross	162,646
Twin Rivers Controls Ltd.	86,353



**LIST OF TRUSTEE RECUSALS
2024-2025**

Date of Meetings held in the absence of the public with one or more declared Conflicts of Interest
August 26, 2024
October 8, 2024
October 15, 2024
November 12, 2024



**MEETING OF THE BOARD HELD IN PUBLIC
MINUTES
TUESDAY, OCTOBER 8, 2024**

Board:

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

Student Trustees:

Bo Ashe, KRSS
Kaia Fitz-Earle, LVR
Daisy Lamoureux, JVH
Emma Lecompte, KRSS
Thea Solarik, LVR
Emerson Zuk, JVH

Guests:

Don Nash, KWL

District Staff:

T. Smillie, Superintendent
C. MacArthur, Secretary-Treasurer
L. Carriere, Director of Aboriginal Education
B. Eaton, Director of Instruction - Curriculum, Instruction, and Assessment
(*via video conference*)
D. Holitzki, Assistant Superintendent
C. Kerr, Director of Operations (*via video conference*)
C. Makeiv, District Literacy Teacher Coordinator
T. Malloff, District Principal
E. Mather, District Principal
S. Bruskowski, Executive Assistant

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



Item 12C: Public Advocacy was added to the agenda.

Item 12A.4: Approve Policy 160 and item 12B.1: Rescind Policy 840 were removed from the agenda.

4. Consent Package Questions – Nil

5. Adoption of Agenda

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-017

THAT the Agenda for this October 8, 2024 meeting **BE ADOPTED**, as amended.

The motion carried unanimously.

6. Receiving Public Presentations – Nil

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

8. Adoption of Minutes

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-018

THAT the minutes from the September 10, 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. Literacy Continuous Learning Report 2024-2025

Superintendent Smillie welcomed Assistant Superintendent Holitzki, District Principal Malloff, and District Teacher Coordinator Makeiv who presented the Literacy Continuous Learning Report. The report analyzed student literacy trends and details the supports and resources aimed at ensuring success, especially for priority groups such as Indigenous learners and those with diverse abilities. With a district-wide literacy coherence model, SD8 aims to enhance K-12 literacy outcomes through ongoing data analysis and targeted action items for continuous learning. Actions from the literacy action plan were presented to the Board.

In response to Trustees' questions, Assistant Superintendent Holitzki outlined that data is used to determine areas of strength and areas of growth which is used for capacity building as well as targeted professional development.

B. Support for Inclusive Education

Assistant Superintendent Holitzki presented the inclusive support measures across the district. While the classroom teacher is primarily responsible for the support of students with diverse abilities, collaborative processes are in place to make the best use of specialists to assist and support.

In response to a Trustee's question, Assistant Superintendent Holitzki explained the categories of designations. Superintendent Smillie outlined that support provided to students is making sure their needs are met, regardless of them having designation that is in a Ministry-funded category.

C. Remembrance Day Ceremonies 2024

Superintendent Smillie presented the Remembrance Day Assembly schedule as outlined in the memo.

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



A. Final Enrolment and Budget Implications

Secretary-Treasurer MacArthur presented the Final Enrolment and Budget implications. Funding is based on FTE enrollment as well as on students with unique designations, English/French Language Learners and Indigenous Learners. Secretary-Treasurer MacArthur compared projected enrollment with actuals as per 1701 Snapshot in September 2024.

Enrollment numbers are a bit lower than expected, which will reduce the operating grant from basic enrolments. Since the decline in enrolment from the prior year exceeds 1%, the district will receive supplement funding. The trend of a slightly declining student population is based on larger cohorts graduating while smaller cohorts are entering the system. This decline has been anticipated for many years.

B. Brent Kennedy Elementary Water Quality

Guest: Don Nash, KWL

Director Kerr presented information on the Brent Kennedy water quality as outlined in the memo. Director Kerr and Don Nash responded to Trustees' questions. The fluctuation and dropping of water levels will be monitored in the future. The information is communicated to PAC. Depending on how water levels and water quality develop in the future, different mitigation measures are on the table to be considered. Discussion took place about whether this could be an opportunity to collaborate with RDCK if other dwellings in the area are facing similar challenges.

12. Governance and Policy

A. Policy Approval

- Policy 112: Governing Principles

After minor changes to align the policy with the Board's practices this was brought to the Board for approval.

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-019

THAT policy 112 **BE APPROVED.**

The motion carried unanimously.

- Policy 120: Board Meeting Procedures

Superintendent Smillie provided an update on the edits in this policy.

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-020

THAT policy 120 **BE APPROVED.**

The motion carried unanimously.

- Policy 140: Communication Protocol for Trustees

Superintendent Smillie outlined that two were added to the policy which regulate extending formal letters from Board of Education as well as aligning communication with staff to office hours.

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-021

THAT policy 140 **BE APPROVED.**

The motion carried unanimously.



B. Rescind Policy

- Policy 910: Online Learning

Online learning has shifted in the province and School District No. 8 (Kootenay Lake) has now a Provincial Online Learning School that provides services to students across the province. Details are of operational nature and are outlined in administrative procedure.

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-022

THAT policy 910 **BE RESCINDED.**

The motion carried unanimously.

C. Public Advocacy

The BCSTA provided school districts with 3 questions to bring raise awareness for public education at events related to the 2024 provincial election.

- Question #1 – What specific strategies will you implement to eliminate employment barriers for Early Childhood Educators and Education Assistants, and how do you plan to support professional development opportunities to create a more diverse and inclusive workforce in our schools?
- Question #2 – Given the urgent need for increased Annual Facilities Grants and equitable capital funding, how will you advocate for a comprehensive funding strategy to address maintenance in aging school facilities, particularly in rural and remote communities.
- Question #3 – What commitments will you make to ensure adequate funding for programs support new immigrant and refugee students, as well as neurodiversity training for educators, to foster an inclusive environment that meets the needs of all students.

UPON a motion duly made and seconded it was **RESOLVED:** 24/25-023

THAT the Board of Education send a letter with these 3 questions to candidates and that the results are published on the district website.

The motion carried unanimously.

13. Human Resources – Nil

14. Trustee Verbal Reports

A. Student Trustees

Chair welcomed the 2024-2025 Student Trustees.

- LVR Student Trustees Fitz-Earle and Solarik reported of the Truth and Reconciliation assembly and provided updates on the renaming of the school’s team to LVR Grizzlies, as well as a basketball game the previous Saturday. A new crosswalk was painted which allows students to safely walk to and from the bus stop at LVR. The LVR student council and Green Team are working on bringing more e-bike friendly bike racks to LVR.
- KRSS Student Trustees Ashe and Lecompte informed the Board of start of school events, including a pancake breakfast for truth and reconciliation, the school’s Terry Fox run, and a



presentation on career opportunities across the province. Upcoming events are an all-candidates forum for political candidates, a fundraiser concert from the concert society, the Remembrance Day assembly, as well as volleyball and basketball games with First Aid responders.

- JVH Student Trustees Lamoureux and Zuk highlighted their school’s overarching goal of bringing all students together. In a school-wide activity all k-12 students got together in the park for challenges and activities. JVH has 3 volleyball teams this year and senior girls are teaching the junior team. The Truth and Reconciliation assembly on September 30th showcased art and poems. The Student Trustees thanked Chair Lang for attending. On October 7th, students met at the gyp, played a tag game, before splitting off and working on art projects. The art will be displayed on the bulletin board. At the Terry Fox run on September 19th, a poster was signed by all students and then posted at the school outside the library. The student parliament meeting was held on September 24th.

B. Trustees

- Trustee Trenaman attended the BCSTA bylaw committee meeting. The committee will make recommendations to the BCSTA Board to be presented at the AGM next spring. She also attended the KBB AGM in Nakusp, the Policy Review Committee meeting, the judication meeting of new Rec 10 committee, as well as the Kaslo candidates’ meeting together with Chair Lang.
- Trustee Shunter went to the all-candidates forum on environment in Nelson and was able to ask candidates a question about support for a provincial climate action curriculum.
- Trustee Nazaroff attended Truth and reconciliation ceremonies at KRSS.
- Trustee Blackmore highlighted the KBB AGM and the value of collaboration with other districts. She attended the Canyon corn roast event as well as the walk for truth and reconciliation with LKB.

C. Chair

Chair Lang attended the BCSTA Board Chair meeting, the Policy Review Committee meeting, various BCPSEA meetings, the Student Trustee onboarding session, the Truth and Reconciliation meeting in Kaslo, the all-candidates meeting in Kaslo, as well as the KBB AGM which concluded her second term as KBB president.

D. British Columbia School Trustee Association (BCSTA)

Trustee Chew reminded the Board that the Provincial Council as well as the BCSTA Academy are coming up this fall.

E. British Columbia Public School Employers’ Association (BCPSEA) – Nil

F. District Parent Advisory Committee (DPAC)

Trustee Trenaman attended the meeting in Vice-Chair Bremner’s absence.



G. Other – Nil

15. Comments or Questions from the Public

The employee engagement survey is an internal project. Superintendent Smillie will be providing updates to the board.

16. Meeting Schedule and Reminders

A. Board Meetings

The next Meeting of the Board held in Public is scheduled for November 12, 2024.

17. Adjournment

The meeting was adjourned at 6:47 pm.

Board Chair

Secretary-Treasurer



Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
Resolutions in Progress						
February 26, 2019	18/19-092	Properties Sell or Defer	<p>WHEREAS there are nine Board owned properties under consideration for sale in the existing 2016-2026 Facilities Plan, which the Board has previously resolved to sell;</p> <p>WHEREAS the Board is currently in the process creating a new facilities plan (the "2019-2029 Facilities Plan"), for which it is currently consulting with stakeholders and has contracted Baragar Systems to provide long-range enrolment projections and demographic analysis;</p> <p>Moved by Trustee Lang , seconded by Trustee Chew: NOW THEREFORE BE IT RESOLVED</p> <p>THAT in line with past Board resolutions, the following property interests be sold forthwith:</p> <ol style="list-style-type: none"> 1. Former Crawford Bay maintenance yard; 2. Retallack land; 3. Former Yahk Elementary, and; 4. Ymir Land; <p>THAT the sale of the following property interests be deferred until the Board adopts the new 2019-2029 Facilities Plan:</p> <ol style="list-style-type: none"> 1. Former Al Collinson Elementary; 2. Former Gordon Sargent Elementary; 3. Kin Park in Creston, and; 4. Salmo tennis court & pool land 	Secretary-Treasurer	As of April 2023, the following properties have not sold: - Former Crawford Bay maintenance yard; - Retallack II; - Ymir Land - Salmo Tennis Court & Pool Land	In Progress
Standing Resolutions						
Resolutions for Repeal or Replacement						
Completed Resolutions						
October 8, 2024	24/25-023	Send letter to all provincial candidates	THAT the Board of Education send a letter with these 3 questions to candidates and that the results are published on the district website.			Complete
October 8, 2024	24/25-022	Rescind Policy	THAT policy 910 BE RESCINDED.			Complete
October 8, 2024	24/25-021	Approve Policy	THAT policy 140 BE APPROVED.			Complete
October 8, 2024	24/25-020	Approve Policy	THAT policy 120 BE APPROVED.			Complete
October 8, 2024	24/25-019	Approve Policy	THAT policy 112 BE APPROVED.			Complete
October 8, 2024	24/25-018	Adoption of Minutes	THAT the minutes from the September 10, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
October 8, 2024	24/25-017	Adoption of Agenda	THAT the Agenda for this October 8, 2024 meeting BE ADOPTED, as amended.			Complete
September 10, 2024	24/25-016	Rescind Policies	THAT policies 771 and 780 BE RESCINDED.			Complete
September 10, 2024	24/25-015	Approve Policy	THAT policy 770 BE APPROVED.			Complete
September 10, 2024	24/25-014	Approve Policy for Field Testing	THAT policy 173 BE APPROVED for field testing.			Complete
September 10, 2024	24/25-013	Approve 2025-2026 Minor Capital Submission (5)	THAT the 2025/26 funding request for 8 buses be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete
September 10, 2024	24/25-012	Approve 2025-2026 Minor Capital Submission (4)	THAT the 2025/26 funding request of \$100,000 for Direct Digital Controls under the Carbon Neutral Capital Program be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete
September 10, 2024	24/25-011	Approve 2025-2026 Minor Capital Submission (3)	THAT the 2025/26 funding request of \$1,150,000 for window replacement and sprinkler upgrades under the School Enhancement Program be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete



FUTURE AND ACTION ITEMS - OPEN BOARD MEETINGS

Board Meeting	Resolution #	Resolution Summary	Resolution	Assignment	Action Taken w/ Date	Complete
September 10, 2024	24/25-010	Approve 2025-2026 Minor Capital Submission (2)	THAT the 2025/26 funding request of \$195,000 for a new playground under the Playground Equipment Program be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete
September 10, 2024	24/25-009	Approve 2025-2026 Minor Capital Submission (1)	THAT the 2025/26 funding request of \$37,500 for kitchen equipment under the Food Infrastructure Program be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete
September 10, 2024	24/25-008	Reading of Minor Capital Plan Submissions	THAT the Board of Education conclude three readings at this meeting for the approval of the submission of the Minor 2025/26 Capital Plan.			Complete
September 10, 2024	24/25-007	Approve 2025-2026 Major Capital Submission	THAT the additional 2025/26 funding request of \$18,702,875 for an addition to the Salmo Secondary School to accommodate the Salmo Elementary School be approved. READ A FIRST TIME THE 10th DAY OF September 2024; READ A SECOND TIME THE 10th DAY OF September 2024; READ A THIRD TIME, PASSED THE 10th DAY OF September 2024.			Complete
September 10, 2024	24/25-006	Reading of Minor Capital Plan Submissions	THAT the Board of Education conclude three readings at this meeting for the approval of the submission of the Major 2025/26 Capital Plan.			Complete
September 10, 2024	24/25-005	Approve Audited Financial Statements	THAT the Audited Financial Statements and Financial Discussion & Analysis for the year ended June 30, 2024, BE APPROVED.			Complete
September 10, 2024	24/25-004	Approve Appropriation of Accumulated Surplus - Capital Fund	THAT the appropriation of the accumulated surplus for the Capital Fund be increased by \$7,729 from \$139,939 to \$147,668 as stated in note 19 of the audited financial statements of the year ended June 30, 2024, BE APPROVED.			Complete
September 10, 2024	24/25-003	Approve Appropriation of Accumulated Surplus - Operating Fund	THAT the appropriation of the accumulated surplus for the Operating Fund be increased by \$1,438,598 from \$2,683,806 to \$4,122,404 as stated in note 19 of the audited financial statements of the year ended June 30, 2024, BE APPROVED.			Complete
September 10, 2024	24/25-002	Adoption of Minutes	THAT the minutes from the June 11, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
September 10, 2024	24/25-001	Adoption of Agenda	THAT the Agenda for this September 10, 2024 meeting BE ADOPTED, as circulated.			Complete
June 11, 2024	23/24-067	Approve ESL and SLP	THAT the 2023-2024 Enhancing Student Learning Report and the School Learning Plans BE APPROVED.			Complete
June 11, 2024	23/24-066	Adoption of Minutes	THAT the minutes from the May 14, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
June 11, 2024	23/24-065	Adoption of Agenda	THAT the Agenda for this June 11, 2024 meeting BE ADOPTED, as circulated.			Complete
May 14, 2024	23/24-064	Approve Policy 120	THAT policy 120 BE APPROVED.			Complete
May 14, 2024	23/24-063	Approve Policy 123	THAT policy 123 BE APPROVED.			Complete
May 14, 2024	23/24-062	Approve Policy 121	THAT policy 121 BE APPROVED.			Complete
May 14, 2024	23/24-061	Approve Policy 141	THAT policy 141 BE APPROVED.			Complete
May 14, 2024	23/24-060	Approve Policy 140	THAT policy 140 BE APPROVED.			Complete
May 14, 2024	23/24-059	Approve Policy 770 for field testing	THAT policy 770 BE APPROVED for field testing.			Complete
May 14, 2024	23/24-058	Approve school calendar	THAT the 2024-2025 and 2025-2026 school calendar amendments BE APPROVED.			Complete
May 14, 2024	23/24-057	Approve Board Clendar	THAT the 2024-2025 Board Meeting Calendar and In-Progress 2024-2025 Governance Framework and Learning Plan BE APPROVED.			Complete
May 14, 2024	23/24-056	2024-2025 Budget Bylaw Approval	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.			Complete
May 14, 2024	23/24-055	Reading of Amended Annual Budget Bylaw	THAT the Board unanimously agrees to give the Annual Budget Bylaw 2024/2025 all three readings at this meeting of May 14, 2024.			Complete
May 14, 2024	23/24-054	Adoption of Minutes	THAT the minutes from the April 09, 2024 Meeting of the Board held in public BE ADOPTED, as circulated.			Complete
May 14, 2024	23/24-053	Adoption of Agenda	THAT the Agenda for this May 14, 2024 meeting BE ADOPTED, as circulated.			Complete
April 9, 2024	23/24-052	Approve Policy 130	THAT Policy 130 BE APPROVED.			Complete



FROM: Trish Smillie, Superintendent
DATE: November 12, 2024
SUBJECT: Numeracy Continuous Learning Report 2024-2025

For Information

Introduction

This memorandum provides outlines the Numeracy Continuous Learning Report for the 2024-2025 school year.

Information

The mandate of public education is to develop the educated citizen. School District No.8 - (Kootenay Lake) is guided by its vision and core values. All resources and district initiatives are aligned with Ministry of Education and Child Care goals. School learning plans also support the commitment to the “Educated Citizen” mandate that focuses on the intellectual, human and social and career development of every student.

SD8 has one numeracy goal for all students from kindergarten through grade twelve: *“Improve numeracy proficiency for all learners”*.

The [Numeracy Continuous Learning Report 2024-2025](#) reviews student numeracy trends in district data and provides a description of the supports, resources and goals that comprise SD8’s commitment to ensuring numeracy success for all learners. 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. These action items are connected to the priority areas outlined in the [2024-2025 Enhancing Student Learning Report](#).

With the implementation of a district-wide numeracy coherence model, and a comprehensive process of data analysis and targeted capacity building, SD8 is optimistic that all learners, and in particular priority learners, will achieve success in numeracy throughout their K-12 school experience and beyond.



FROM: Trish Smillie, Superintendent
DATE: November 12, 2024
SUBJECT: SD8 Recruitment and Retention Action Plan Update

For Information

Introduction

This memorandum will outline the strategic level objectives to ensure workforce stability in School District No. 8 (Kootenay Lake) (SD8).

Background

The Ministry of Education and Child Care (MOECC) has identified that the BC schools' workforce is significantly challenged in recruitment and retention. In a [report from the MOECC](#), it was outlined that the additional 3,700 public school teaching positions added to the province in 2017-2018 as a result of the class size and composition limits set out in the Memorandum of Agreement (MOA), student enrolment increases since 2017-2018, and a rise in turnover, partly due to an aging workforce, a workforce challenge for the provincial education system occurred.

SD8 has mirrored the workforce challenges present within the province, although has seen improvement in 2024-2025. As a result, a [SD8 Workforce Retention and Recruitment Framework](#) was developed in 2023 to guide the direction of operational decisions in responding to workforce shortages.

Information

The district recognizes the importance of this action plan in building an inclusive and adaptable labour market that meets the demands of the district and provides opportunities for a better quality of work for our employees.

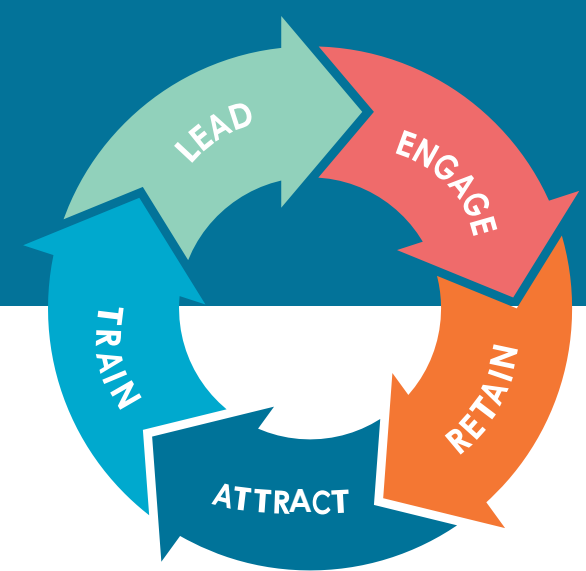
This action plan identifies the District's recruitment and retention programs and services. Both recruitment and retention are defined and discuss labour market challenges and opportunities, addressing demographic, sector and regional issues that affect recruitment and retention in SD8. In brief, the two goals for the Recruitment and Employee Retention Action Plan focuses on:

1. Facilitate School District 8 (Kootenay Lake) ability to recruit suitable employees; and
2. Enhance School District 8 (Kootenay Lake) ability to retain and engage employees.

The [SD8 Workforce Recruitment and Retention Action Plan](#) has been attached for the Board's information.



Employee Recruitment and Retention Framework Progress Report 2024-2025



Vision

Our learners grow as global citizens in an innovative and inclusive community.

Mission

We inspire and support each learner to thrive in a caring learning environment.

Focus Areas

ATTRACT TALENT THROUGH DESIRABLE WORKPLACES AND REWARDING CAREERS

Attract and hire the suitable employee for the right position

- Increase workforce diversity
- Increase recruitment of under-represented groups
- Increase pool of casual and on-call workers
- Target marketing for open positions
- Recruit from universities and post-secondary institutions

CREATE FLEXIBLE AND ACCESSIBLE TRAINING PROGRAMS

Establish flexible and innovative training programs and delivery models to fit the needs of employees

- Increase the employment rate of SD8 high school graduates
- Deliver robust, flexible training for potential leaders
- Create hiring opportunities for newcomers
- Develop custom and responsive in-house training programs for hard-to-fill positions (bus drivers, custodians, etc.)

IMPROVE LEADERS' CAPABILITIES TO RETAIN AND ENGAGE EMPLOYEES

Provide training to leaders to understand employee retention

- Increase awareness of the importance of employee engagement
- Decrease barriers and unconscious biases to improve employee retention
- Improve access to information and tools to support employee retention
- Support leadership development
- Mentor others and engage in professional learning

IMPROVE EMPLOYEE RETENTION AND ENGAGEMENT

Build a robust employee retention and engagement strategy, and supporting action plans

- Establish clear standards to conduct employee exit interviews
- Create an annual action plan based on exit interview results
- Streamline processes to address workloads and organization of operations
- Conduct employee engagement surveys every second year followed by a clear action plan
- Monitor, adapt to, and anticipate employee needs





Considerations for Employee Recruitment and Retention

Overarching Considerations

This framework is meant to reflect the vision and aspirations of School District No. 8 (Kootenay Lake) (SD8). It is developed based on the best human resources practices, including the district's current practices.

The scope of this framework is comprehensive for the district workforce: it is intended to support administrators, teachers, and support staff.

A shared commitment to truth and reconciliation will be embedded in every aspect of this work to ensure continuous and intentional efforts.

The proposed initiatives outlined below should consider the unique contexts of the district, with a specific emphasis on increasing the recruitment of under-represented groups to create workplace equity and increase workplace diversity to reflect the broader community.





FOCUS AREA 1: ATTRACT TALENT THROUGH DESIRABLE WORKPLACES AND REWARDING CAREERS

Desired Outcome

Careers in the K-12 education system are a vital part of healthy and vibrant communities. People are drawn to this sector as a place for a fulfilling career that provides a welcoming and supportive environment with competitive compensation, benefits, and opportunities to grow. Current and aspiring K-12 staff reflect the diversity of the population, leading to a more diverse K-12 workforce from a wide variety.

Goals	Progress to date
<ul style="list-style-type: none"> Diverse and inclusive workforce, remove barriers to attracting and retaining a diverse workforce and improve equity hiring. 	<p>The district has implemented below practices:</p> <ul style="list-style-type: none"> Bias-free job description development in progress Diversified recruitment channels used in job postings, including Make a Future, LinkedIn, Indeed Structured interview processes Inclusive selection panels Objective hiring criteria
<ul style="list-style-type: none"> Strategic and targeted recruitment with WKTEP, EKTEP, universities, technical colleges, and other postgraduate institutions. Strategic use of social media, email blasts, and career fairs for recruitment. 	<ul style="list-style-type: none"> Annual presentations at both WKTEP and EKTEP for recruitment of potential teaching staff Increased use of practicum students for support staff positions and student teaching opportunities to attract qualified candidates Targeted marketing used for hard-to-fill positions Attendance at various in-person and virtual career fairs
<ul style="list-style-type: none"> Leverage K-12 career education to create opportunities for students to explore career options in the K-12 system as part of their high school journey (e.g., dual credit programs, work experience, and apprenticeships). 	<ul style="list-style-type: none"> SD8 offers a dual credit program in French Immersion and works effectively with local colleges (Selkirk College and College of the Rockies), for work experience and Trade in Trades programs.
<ul style="list-style-type: none"> Improved hiring of qualified employees 	<ul style="list-style-type: none"> All regular 24/25 positions are fully staffed by qualified candidates Increased number of qualified on-call and TTOCs





FOCUS AREA 2: CREATE FLEXIBLE AND ACCESSIBLE TRAINING PROGRAMS

Desired Outcome

There are multiple and clear pathways into and throughout K-12 occupations for potential and existing staff to access career opportunities that reflect their professional aspirations. Individuals have access to flexible training options that allow them to complete/upgrade academic and professional studies while meeting their personal/professional needs, and streamlined pathways are in place for those coming from out-of-province. The district is working with post-secondary institutions to ensure training programs respond to the district’s needs and that graduates feel equipped for the job they have chosen.

Goals	Progress to date
<ul style="list-style-type: none"> Consistent delivery of robust and flexible training to potential leaders as well as the staff to grow within the district. 	Trainings offered to employees: <ul style="list-style-type: none"> OFA Level 1 JHSC orientation training Asbestos Level 1 and Level 2 Faller/Bucker training Mental Health First Aid School Leaders Development Program (SLDP) Individual Training based on career pathing, such as the development of specialized skills that will be an asset to the district
<ul style="list-style-type: none"> Expanded our network to the newcomer centers to attract internationally trained professionals. 	<ul style="list-style-type: none"> Collaborating with local employment agencies; Work BC, Skills Centre, and Kootenay Employment Services
<ul style="list-style-type: none"> Opportunities for new students, and second-career students. 	<ul style="list-style-type: none"> New students and second-career students are encouraged to apply for opportunities within the system





FOCUS AREA 3: IMPROVE LEADERS' CAPABILITIES

Desired Outcome

K-12 staff have a strong sense of self- and collective efficacy. They are supported in their jobs, they have opportunities to connect with peers and colleagues, and they see their contributions recognized by the educational system and community. Increased awareness, tools and information available to leaders assist them in employee engagement and retention.

Goals	Progress to Date
<ul style="list-style-type: none"> Increase leaders' awareness of the importance of employee retention. 	<ul style="list-style-type: none"> Leaders are made aware of hiring initiatives and employee retention and engagement within leadership meetings and annual mandatory training
<ul style="list-style-type: none"> Coordinated onboarding, mentorship, and leadership development for career advancement. 	<ul style="list-style-type: none"> Centralized onboarding to all new employees and annual onboarding to all existing casuals and TTOCs has been enhanced and is being systemized for efficiency All leaders provide annual onboarding to all existing regular employees through annual training
<ul style="list-style-type: none"> Access to information and tools to support leaders' ability to incorporate retention practices and build flexible workplaces. 	<ul style="list-style-type: none"> Leaders are periodically provided with the statistics of their respective employees to support retention practices, including number of employees, teachers' remedies, and other data so that they can make informed decisions about staffing levels
<ul style="list-style-type: none"> To provide dedicated opportunities for mentorship, professional and leadership development opportunities (e.g., mentorship program, professional learning, local/regional/provincial communities of practice, cross-school/district networks, succession planning etc.) 	<ul style="list-style-type: none"> The district runs a dedicated school leader program that provides opportunities for future leadership development Leaders are encouraged to be part of local, regional/provincial associations and ministry-initiated committees





FOCUS AREA 4: IMPROVE EMPLOYEE RETENTION AND ENGAGEMENT

Desired Outcome

The K-12 system remains agile and responsive through a culture of collaboration at all levels and with all partners and community groups. Employee retention is important for building a productive, healthy and committed workforce. Retention practices help save costs associated with recruitment and employee productivity. Employees have access to robust onboarding and mentorship programs, wellness supports, and ongoing professional learning opportunities. They understand their role, as part of the broader system, to improve student outcomes and equity of outcomes, as well as their responsibilities towards truth and reconciliation with Indigenous peoples.

Goals	Progress to Date
<ul style="list-style-type: none"> To improve employee retention and engagement by increasing leaders’ awareness of the barriers to employee engagement and retention. 	<ul style="list-style-type: none"> Various awareness programs were organized to provide information about the barriers such as anti-racism, Duty to care, Respectful workplace, Cultural Humility, and others
<ul style="list-style-type: none"> Conduct employee exit interviews to provide the district with an overall employee experience and identify opportunities to improve employee engagement and retention. 	<ul style="list-style-type: none"> Employees who resign or retire are encouraged to participate in this voluntary program. Based on the feedback the onboarding and orientation program was improved.
<ul style="list-style-type: none"> Conduct employee engagement surveys to enable the district to measure the connection employees have toward their work, team, and district, and examine the factors that influence it 	<ul style="list-style-type: none"> The employee engagement survey was conducted in early 2024. All leaders are developing a site-based action plan. A district action plan will be developed by January 2025.
<ul style="list-style-type: none"> Enhance existing structures that leverage cross-school/department collaboration to build capacity and avoid duplication of efforts among schools and departments. 	<ul style="list-style-type: none"> Currently, multi-department teams are working to improve the human resource processes to increase hiring, staffing, and onboarding efficiencies





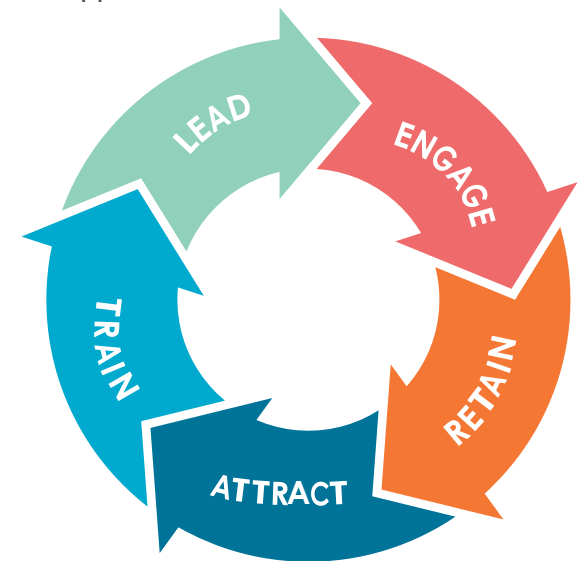
Performance Measurement

The implementation of the Recruitment and Employee Retention Framework is a complex and collaborative endeavor. In general terms, the success of the Recruitment and Employee Retention Framework is measured by achieving the overall outcomes. Achievement indicators include:

- Increases employee engagement and retention;
- Increases the number of members of under-represented groups engaged in the district's workforce;
- Increases the availability and use of the best practices in recruitment and retention; and
- Decreases in employee turnover rates.

Conclusion

The Recruitment and Employee Retention Framework has been implemented by the district to attract, engage and retain employees that meet the demands of a competitive market. Recruitment and retention alone cannot be counted on to fill all vacancies or solve all labour market problems. Ongoing work towards gender equity and under-represented groups is critical. A collaborative approach is essential to the successful recruitment and retention of employees in SD8.



Memorandum to the Board of Education Public

FROM: Trish Smillie, Superintendent
DATE: November 12, 2024
SUBJECT: Winter Celebrations

For Information

Introduction

This memorandum outlines the events for 2024 winter celebrations at schools.

Information

Winter celebrations may be held by schools as a tradition to celebrate the end of the year. Local trustees will be invited to attend their school’s celebration and will be contacted directly by school leaders once final arrangements have been confirmed.

The Winter Celebration schedule for 2024-2025 is tentatively scheduled and may change prior to the date. Local trustees will be invited to attend by the school’s principal.

Creston Family of Schools			
Adam Robertson	Wednesday, December 18 (Primary) Thursday, December 19 (Intermediate)	6:00 pm	Winter Concert/Holiday Coffee House
Canyon Lister	Monday December 16, 2024	6:00 pm	Winter Concert
Erickson	Thursday, December 19, 2024	1:00 pm	Winter Carnival
KRSS	Friday, December 20, 2024	12:30 pm	Winter Carnival
Wildflower Creston	Wednesday, December 18, 2024	TBD	Class Concert
Nelson Family of Schools			
Hume	Tuesday, Dec. 17	10:00 am and 1:00pm	Winter Concert / Holiday Craft Market
LVR	Saturday, Nov. 23 Thursday, Dec. 12	All Day 6:00 pm	Dance Educators' Showcase; Holiday Event
Redfish	Thursday, Dec. 19	6:00 pm	Winter Concert
Rosemont	Tuesday, Dec.17	1:00pm & 6:00pm	Holiday Concert



South Nelson	Thursday, Dec. 12	1:30 - 2:30 pm	Holiday concert
Trafalgar	Wednesday, Dec. 11	5:30 pm	Trafalgar Winter Band Concert
Wildflower Nelson	Thursday Dec. 12	1:00 - 3:00 pm	Winter Fair
Slocan Valley Family of Schools			
Brent Kennedy	Thursday, Dec. 19	10:30 am and 1:15 pm	Christmas Concert
Mount Sentinel	Wednesday, Dec. 18	6:30 pm	Fine Arts Coffee House
W.E. Graham	Tuesday, Dec.17	6:00 pm	Winter Concert
Winlaw	Wednesday, Dec.11	1:00 pm	Winter Concert
Salmo Family of Schools			
Salmo Elementary	Thursday, Dec.19	10:00 am, 1:00 pm, and 6:00 pm	Winter Concert
Salmo Secondary	Friday, Dec. 20	1:00 pm	Fun Day
Crawford Bay Family of Schools			
Crawford Bay	Wednesday, Dec.18	afternoon and evening	Holiday Event
Kaslo Family of Schools			
Jewett	Friday, Dec. 20	12:00 - 2:00 pm	Family Craft Day
JVH	Wednesday, Dec. 18	6:00 pm	Holiday Craft Night



Motion: Advocacy to the Ministry of Education and Child Care on the Development of Climate Action Curriculum

THAT the BCSTA advocate to the Ministry of Education and Child Care, to promote and support the development of Provincial Climate Action and Sustainability Curriculum.

Rationale:

Provincially climate change curriculum is embedded within science courses, but there is an obvious and significant lack of ‘climate action’ curriculum. One without the other only exasperates climate anxiety in our students. There have been a number of current studies tying climate change to climate anxiety in students.

For example, “*Climate anxiety in children and young people and their beliefs about government responses to climate change: a global survey from the Lancet (Planetary Health) 2021* 10.000 students gr. 11, 12 up to 25 years old in 10 different countries. More than 45% of respondents said their feelings about climate change negatively affected their daily life and functioning, and many reported a high number of negative thoughts about climate change (eg, 75% said that they think the future is frightening and 83% said that they think people have failed to take care of the planet).”

[https://www.thelancet.com/journals/lanplh/article/PIIS2542-5196\(21\)00278-3/fulltext](https://www.thelancet.com/journals/lanplh/article/PIIS2542-5196(21)00278-3/fulltext)

Education addressing the issue of climate action is important to support the well-being and potential of all learners. Ensuring students have the knowledge and skills to access is important to reduce anxiety caused by this relevant concern in young peoples’ lives.

Curriculum development in the area of climate action and sustainability will encourage learners to change their attitudes, behavior, and assist students to use critical thinking, effective communication, and work with/learn from community agencies and partners to broadly understand complex ideas around climate change and action.

In the classroom, young people can be taught the impact of climate change and learn how to adapt to Climate Change and take Climate Action. Education in this area will reduce climate anxiety in students by empowering them with knowledge and tangible avenues for action. This will bring hope and opportunity for our students to help create a sustainable and brighter future for them and our world.

Urgent action is needed to advocate for the development of climate action curriculum in B.C. schools.



MOTION: DPAC Support for Parent Advocacy Program Funding

THAT the Board of Education of School District No. 8 (Kootenay Lake) advocate to the Ministry of Education and Child Care to provide targeted funding for school districts to financially support District Parent Advisory Councils in developing and facilitating a coordinated parent advocacy program.

Rationale:

DPAC's play an important role in public education. DPAC's are the legislated parent voice at the school district level, representing the collective views of school Parent Advisory Councils in a school district. DPAC's advise the board of education on any matter relating to education in their school district.

In supporting DPAC financially to develop and facilitate a coordinated parent advocacy program, DPAC will be able to provide additional support to Parent Advisory Council members in supporting students and families during challenging educational situations.

MOTION: DPAC Financial Support for Director's Insurance

THAT the Board of Education of School District No. 8 (Kootenay Lake) advocate to the Ministry of Education and Child Care to provide targeted funding to school districts to financially support District Parent Advisory Councils to access Director's insurance.

Rationale:

Although DPAC's are legislated under the School Act, they are not audited or regulated by School Districts, nor are they subject to the BC Societies Act, leaving them in a vulnerable position. By providing targeted funding to DPAC's to access Director's insurance, the DPAC executive will have greater security in managing their organization and financial records. This would mitigate risk of personal litigation and help cover legal fees and damages for the executive who volunteers their time to run DPAC's.

