

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
January 23, 2024, at 6:00 p.m.

Minutes

The Chairperson called the meeting to order at 6:01 p.m.

Present:	R. Zitko	Chair
	S. Hall	Trustee
	L. Van Marck	Trustee
	K. Jepsen	Trustee
	A. Lautard	Superintendent
	B. Bird	Vice Chair
	M. Burdock	Secretary-Treasurer
	M. Danyluk	Trustee

Absent:	J. Massey	Trustee
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Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED	Danyluk
2ND	Hall

[“That the Agenda for January 23, 2024, be adopted as circulated.”](#)

CARRIED

Adoption of Minutes

MOVED	Jepsen
2ND	Hall

[“That the December 19, 2023, Regular Board Meeting minutes be adopted as amended.”](#)

CARRIED

Correspondence

Business Items

1. Presentations/Discussion

- Ken Keys – BCSS Basketball Coach
 - New basketball program introduced at BCSS, aligns with programs at bigger schools/districts. Goal is to get students to college by way of scholarship.
 - Requesting support of the program by the Board, including consideration of someone to write grant applications.

2. Strategic Plan Update

- Superintendent Lautard presented the Strategic Plan update:
 - BCSS student trustee Taylor Ramsay provided an update of recent events at the school including: Grade 12 capstone presentations, Grade 10 and 12 completed numeracy and literacy assessments, theatre production in February (tickets available through BCSS office), Senior French class is in Quebec for exchange program, and Spirit Club plans for dress-up days
 - BCSS student trustee Elizabeth Tsignoias provided an update of recent initiatives including: Surveying students on school's late policy and how they can strengthen student and local law enforcement relationship. Will be making a presentation to the police asking them to encourage students to stop disrespecting the community during lunch
 - Completed mastery section of Circle of Courage
 - Update from the Health Promoting Schools Coordinator, Carol Mitchell
 - Education Committee update

3. Committee Reports

FINANCE

- Secretary Treasurer Burdock presented the expenditure report to December 31/2023
 - Represents 6 months of fiscal and 4 months of school year
 - Salaries and benefits continue to track as expected with exception of substitute costs
 - The Okanagan Labour Relations Council is supporting implementation of an Attendance Support & Wellness program in the District, will be able to share more information about the program and attendance data in the coming months
 - Supplies and services are also tracking as expected, with minor inflationary and unexpected maintenance items which will be addressed through the amended budget
- Secretary Treasurer Burdock presented the 2023/2024 Budget Update
 - The Recalculated Operating Grant was announced in December
 - Based on September 30th student data count, grant is up just over \$518,000 from preliminary grant as a result of increased student enrolment and level 2 student claims
 - Initial draft Amended Budget has been prepared
 - Annual budget passed last June based on enrollment projections and initial staffing. After adjusting for recalculated grant and actual staffing, reporting surplus of \$500K; however, still need to consider substitute costs, benefit rate changes, school budgets based on actual enrolment and any other known changes
 - Final amended budget to be adopted and submitted by February 29th

OPERATIONS

- Secretary Treasurer Burdock presented the Long-Range Facilities Plan Process – Guiding Principals
 - Timeline was approved in December and senior management is requesting direction from the Board on what lenses to use as initial recommendations are put together

MOVED
2ND

Bird
Jepsen

“That the Board approve the following guiding principles to inform the initial development of the LRF recommendations for presentation in February 2024:

- Improved learning environment for students (K-12 and early learning)
- Improved workplace for employees
- Reduced cost of ownership
- Stable and sustainable operations
- Improved efficiency (reduced energy consumption; reduced GHG emissions)
- Cooperative opportunities (Community partners, child care facilities) and
- Asset management”

CARRIED

- Secretary Treasurer Burdock presented the 2023/2024 Five Year Capital Plan Amendment
 - Originally submitted in September 2022 and approved in March 2023; however, experiencing unexpected cost pressures on certain capital projects and so requesting amendment to fund additional costs as follows:
 - Hutton building controls (\$55K)
 - BCSS HVAC (\$100K)
 - Hutton Plumbing (\$63K)

MOVED
2ND

Danyluk
Van Marck

“In accordance with provisions under section 142.94 of the *School Act*, that the Board of Education of School District No. 51 (Boundary) hereby approves the 2023/24 amended Five-Year Capital Plan for submission to the Ministry of Education and Child Care”

CARRIED

POLICY

- Two policy revisions were recommended by the Policy Committee for adoption

MOVED
2ND

Bird
Danyluk

“That the Board of Education adopt the following revised policies as recommended by the Policy Committee:

- 124 – Trustee Code of Conduct (repealing and replacing *No. 1110 – Code of Ethics*)
- 240 – Public Interest Disclosure (repealing and replacing *Policy No. 1343 – Whistleblower*)”

CARRIED

- One newly developed policy was recommended by the Policy Committee for adoption

MOVED
2ND Bird
 Hall

“That the Board adopt the following newly developed policy as recommended by the Policy Committee:

- Policy 125 – Breaches of the Trustee Code of Conduct”

CARRIED

4. BCPSEA AGM – Resolution, Budget and Audited Financial Statements

- AGM scheduled for January 25th
- Trustee Hall will be attending and voting on behalf of the District on:
 - Two special resolutions
 - Nomination of two directors
 - Approval of audited financial statements
 - Approval of budget

5. Board Chair Report

- Board Chair Zitko assigned trustees to Board Committees

6. Senior Management Reports

- Superintendent Lautard presented her report and highlighted the following:
 - Attended FINESC Regional Meeting via ZOOM with Joanie Holmes
 - Distinctions-Based Approach Primer
 - GFSS Career Life Education Mentoring
- Secretary Treasurer Burdock provided a verbal report, including:
 - Attended GFSS Capstone presentations
 - Custodial staff completed deep clean at all sites over Winter break
 - Penetration Testing completed on our IT network, no significant vulnerabilities identified
 - IT working with the District Principal of Technology on solution for replacement of projectors in classrooms. ViewSonics have been ordered and installation will begin in the Spring

7. Trustee Reports

- Boundary Indigenous Education Council – No update available
- BCSTA Provincial Council – Trustee Jepsen reported out regarding newly formed Rural and Remote group
- Recreation Commission – Trustee Bird reported out
- Boundary Integrated Services Model – Trustee Massey reported out
- BCSTA Kootenay Boundary Branch – Trustee Van Marck reported out
- BCPSEA – No update available
- PAC Highlights – Trustees Van Marck, Zitko, Danyluk, Hall, and Bird reported out
- Okanagan Labour Relations Council – No updated available

8. Around the Boundary

Future Agenda Items

Meeting adjourned at 8:33 p.m.



Chairperson



Secretary-Treasurer