

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
September 24, 2024, at 6:00 p.m.

Minutes

The Chairperson called the meeting to order at 6:02 p.m.

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

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED Danyluk
2ND Massey

“That the Agenda for September 24, 2024, be adopted as amended.”

CARRIED

Adoption of Minutes

MOVED Van Marck
2ND Jepsen

“That the June 18, 2024, Regular Board Meeting minutes be adopted as circulated.”

CARRIED

MOVED Danyluk
2ND Massey

“That the June 27, 2024, Special Regular Board Meeting minutes be adopted as circulated.”

CARRIED

Correspondence

Nil

Business Items

1. Presentation

- Independent Auditor’s Report by BDO Canada LLP
 - Sinead Scanlon, engagement partner, presented the Independent Auditor’s Report and confirmed a clean audit opinion has been issued

2. Strategic Plan Update

- Superintendent Lautard presented the Enhancing Student Learning Report

MOVED Danyluk
2ND Massey

“That the Board of Education receive and approve the School District No. 51 (Boundary) Enhancing Student Learning Report for 2024/25 for submission to the Ministry of Education and Child Care, publication and ongoing use as a planning document.”

CARRIED

- Superintendent Lautard presented the School Growth Plans for 2024/25

3. Committee Reports

FINANCE

- Secretary Treasurer Burdock presented the Local Capital Continuity Schedule and confirmed the ending balance in the reserve at June 30, 2024 is \$170K

MOVED Massey
2ND Bird

“That the Board of Education approve a transfer of \$250,000 from operating to Local Capital at June 30, 2024.”

CARRIED

- Secretary Treasurer Burdock presented the Internally Restricted Surplus – Operating Fund and confirmed 3 categories of restrictions per Note 18 in the audited financial statements, including a 3% contingency reserve of \$624K.

MOVED Massey
2ND Hall

“That the Board of Education approve the internally restricted Accumulated Operating Surplus as detailed in Note 18 of the Audited Financial Statements for the year ended June 30, 2024.”

CARRIED

- Secretary Treasurer Burdock presented the 2023/2024 Audited Financial Statements and confirmed a deficit for the year of \$213K per Statement 2, which includes a deficit of 225k in the Operating Fund and an \$11K surplus in Capital fund.
- Secretary Treasurer Burdock presented the 2023/2024 Financial Statement Discussion and Analysis and explained it is a companion document to the financial statements to improve transparency and understanding, and provides details on variances from prior year and budget.

MOVED
2ND Van Marck
Hall

“That the Board of Education receive and approve the Audited Financial Statements for the year ended June 30, 2024.”

CARRIED

OPERATIONS

- Secretary Treasurer Burdock presented the 2024/25 Capital Projects Update
- Secretary Treasurer Burdock presented the 2025/26 Five-Year Capital Plan – Minor Capital Programs submission

MOVED
2ND Jepsen
Massey

“That, in accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 51 (Boundary) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2025/26, as provided on the Five-Year Capital Plan Summary for 2025/26 submitted to the Ministry of Education and Child Care.”

CARRIED

POLICY

- Trustee Bird presented School District No. 51 (Boundary) Board Procedures Bylaw No. 2-24 for second reading and summarized the most significant changes in the bylaw. Discussion on 5.3 regarding increasing timeline for circulation of Board meeting agenda package.

MOVED
2ND Bird
Jepsen

“That School District No. 51 (Boundary) Board Procedures Bylaw No. 2-24 be given second reading on this 24th day of September 2024, and section 5.3 be amended as discussed.”

CARRIED

- Trustee Bird confirmed the Policy Committee met on September 3 and thirteen policies are being recommended to be repealed and replaced with administrative procedures

MOVED
2ND Bird
 Massey

“That the Board repeals and replaces the following policies with administrative procedures as recommended by the Policy Committee:

- 1344 - Safety of Students & Staff – Maintenance Order
- 4000 - Child Protection
- 4001 - Tobacco, Cannabis and Vapour-Free Schools
- 4006 - Pesticides/Herbicides
- 4010 - Request for Administration of Medication
- 4040 - Student Accidents and Illness
- 4041 - Critical Incidents
- 4050 - Weapons
- 4060 - Bomb Threats
- 4095 - Temporary School Closures
- 4100 - Respectful Workplace
- 4111 - Emergency Preparedness
- 5120 - Student Lockers/District Property Search and Seizure”

CARRIED

- Trustee Bird confirmed the Policy Committee is recommending five policies be repealed outright

MOVED
2ND Bird
 Massey

“That the Board repeals outright the following policies as recommended by the Policy Committee:

- 4030 - Infectious/Blood Borne Disease
- 4090 - Prevention of Violence in the Workplace
- 5130 - Nutrition and Fitness in Schools
- 4005 - Asbestos
- 4003 - Active transportation”

CARRIED

- Trustee Bird confirmed the Policy Committee is recommending three revised policies are approved for circulation

MOVED
2ND Bird
 Massey

“That the Board approve the following revised policies for circulation as recommended by the Policy Committee:

- Policy 410 - Severe Allergic Reaction (repealing and replacing Policy 4020, Anaphylaxis)
- Policy 420 - Use of Physical Restraint and Seclusion (repealing and replacing Policy 5132, Use of Physical Restraint and Seclusion)

- [Policy 430 - Provision of Menstrual Products in Schools \(repealing and replacing Policy 5133, Menstrual Products\)](#)”

CARRIED

4. Board Chair Report

- Board Chair Zitko provided the following verbal updated:
 - Confirmed the Superintendent Evaluation Process has concluded
 - Summarized the call with MECC on September 5th re trustee code of conduct
 - Thanked everyone who was able to attend the BCSTA KBB AGM in Nakusp

5. Senior Management Reports

- Superintendent Lautard presented her report and highlighted the following:
 - Update by Ministry on the last day of All Superintendents conference
 - Food Program Update:
 - Some hiring challenges in early September meant not all Food Services Assistants positions were filled in September. However, all schools had food available to students who needed it.
 - The current food program is not a universal program, but rather a targeted program to feed students experiencing food insecurity.
- Secretary Treasurer Burdock presented her report and acknowledged the work of maintenance and school board staff throughout the summer.

6. Trustee Reports

- Boundary Indigenous Education Council – No update available
- BCSTA Provincial Council – Trustee Jepsen to attend conference in October
- Recreation Commission – Trustee Bird provided a written report
- Boundary Integrated Services Model – Trustee Massey reported out
- BCSTA Kootenay Boundary Branch – No update available
- BCPSEA – Trustee Hall reported out
- PAC Highlights – Trustees Bird, Hall, and Van Marck provided written reports
- Okanagan Labour Relations Council – No update available

7. Around the Boundary

No slide show for September 2024

Future Agenda Items

Meeting adjourned at 7:17 p.m.



Chairperson



Secretary-Treasurer