

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education

November 21, 2023, at 6:00 p.m.

## Minutes

The Chairperson called the meeting to order at 6:00 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
	J. Massey	Trustee
Absent:	M. Danyluk	Trustee

Acknowledgement of the Indigenous peoples and ancestors.

### Adoption of Agenda

MOVED Hall  
2ND Jepsen

[“That the Agenda for November 21, 2023, be adopted as amended.”](#)

CARRIED

### Adoption of Minutes

MOVED Van Marck  
2ND Hall

[“That the October 17, 2023, Regular Board Meeting minutes be adopted as circulated.”](#)

CARRIED

### Correspondence

### Business Items

#### 1. Strategic Plan Update

- Superintendent Lautard presented the Strategic Plan update:
  - BCSS student trustees Elizabeth Tsigonias and Taylor Ramsey provided an update
    - Recent events include: Remembrance Day ceremony, Western Day, Halloween costume contest, jersey day, Clothing drive, Road runner day
    - Hot lunch and breakfast programs continue to thrive

- Sports teams continue to be busy
- French class fundraising for Quebec trip in January
- GFSS hoping to have student representation soon
- Joanie Holmes supporting Circle of Courage work and trying to build community within the transition years
- Next Education Meeting will be looking at Fall Reading and Writing Assessments
- FSA's completed on November 9<sup>th</sup> and marked on the 17<sup>th</sup>
- New tracking system for Indigenous Education Department
- Accessibility Survey update
  - Student survey will be sent out in the coming weeks

## 2. Presentation

- Kirsten Rezanoff – Seamless Day Pilot Project
  - Opened September 18<sup>th</sup> and fully staffed by September 27<sup>th</sup>
  - 10 students consistently using program and seeing enrolment growth over time
  - Goal to increase enrolment to full capacity to ensure program sustainable
  - Challenges include not meeting need for Friday care for families and no casual staff in place for coverage

## 3. Committee Reports

### FINANCE

- Secretary Treasurer Burdock presented the expenditure report to October 31/2023
  - Showing 4/12 months of the fiscal year and 2/10 months of the school year
  - Had increased enrolment in September and added staffing which is not reflected in the budget; however, salaries and benefits are tracking as expected
  - Monitoring Substitute Costs. Costs were high last year, watching to see if trend continues. First two months indicate similar trend to 2022/23 at 71% unspent. Will continue to monitor and perform analysis to better understand type of absences.
  - Furniture and equipment showing overspent as GFSS used carry-forward balance to replace furniture and equipment in the staff room.
- Secretary Treasurer Burdock presented the 2023/24 Budget Process
  - Draft based on timeline/process followed over the past few years; however, goal to improve public consultation as feedback on World Café model not positive.
  - Discussion on options to increase staff and parent participation.

### OPERATIONS

- Secretary Treasurer Burdock presented the Long-Range Facilities Plan Process
  - Shifting from an external consultant to an internal process as value lies in the process rather than the end document.
  - Senior staff will develop initial recommendations and then seek input from all stakeholders on those recommendations.

MOVED Massey  
2ND Bird

[“That the Board direct senior management to begin gathering information for the LRFP and present a combined timeline for the LRFP development that aligns with the Budget process in December.”](#)

CARRIED

**POLICY**

- Two policy revisions were recommended by the Policy Committee for public notice and comment.

MOVED  
2ND      Bird  
            Van Marck

“That the Board approve the following policy revisions for public notice and comment as recommended by the Policy Committee:

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

CARRIED

- One newly developed policy was recommended by the Policy Committee for public notice and comment.

MOVED  
2ND      Bird  
            Massey

“That the Board approve the following newly developed policy for public notice and comment as recommended by the Policy Committee:

- Policy No. 125 – Breaches of the Trustee Code of Conduct

CARRIED

**4. Board Chair Report**

- Board Chair call on October 26 regarding
  - Recent changes to the *School Act*
  - BCSTA legal team reviewing terms of service
  - Virtual trustee orientation session scheduled for November 16 on Planning for Student Success
  - Feedback from Advocacy Day in Victoria included: more time with the MLAs and more time in general as not all issues were able to be brought forward
- Vice Chair Bird reported out on attendance at Advocacy Day

**5. Senior Management Reports**

- Superintendent Lautard presented her report and highlighted the following:
  - Legislation changes to the *School Act*
    - Do not have Local Education Agreements (LEA’s) here and already have an established Indigenous Education Council
    - Rise in anti-Semitism and it was found there was not explicit language in the curriculum regarding the holocaust

- Secretary Treasurer Burdock provided a verbal update and highlighted the following:
  - Professional development throughout October and November, including IBM K-12 in Boston, BCPSEA Symposium and now at the BCASBO Fall Conference and BCSTA Trustee Academy.
  - Also participated in annual meeting with the City of Grand Forks regarding shared fiber optic network.
    - District maintains internal reserve, which is funded by each party annually, for the maintenance/replacement of the network. SD51's IT department maintains an inventory and replacement schedule. A review of the replacement plan concluded increased funding will be required over the next 5 years, which will be reflected on the 2024/25 budget
  - Patrick McCarron started work as new Operations Manager – welcome!
  - All recalls on non-accessible electric bus completed and it is being piloted on routes in Grand Forks

#### 6. Trustee Reports

- Boundary Indigenous Education Advisory Committee – No update available
- BCSTA Provincial Council – Trustee Jepsen reported out
- Recreation Commission – Meeting next Thursday morning virtually
- Boundary Integrated Services Model – Trustee Massey reported out
- BCSTA Kootenay Boundary Branch – Trustee Massey reported out
- BCPSEA – Trustee Jepsen reported out
- PAC Highlights – Trustees Van Marck and Hall reported out
- Okanagan Labour Relations Council – Secretary Treasurer Burdock reported out

#### 7. Election of Board Chair and Vice Chair

- Tabled to December 19, 2023 Board of Education meeting

#### 8. Election of Board Representatives

- Tabled to December 19, 2023 Board of Education meeting

#### 9. Around the Boundary

#### Future Agenda Items

Meeting adjourned at 8:07 p.m.



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Chairperson



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Secretary-Treasurer