

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education
December 19, 2023, at 6:00 p.m.

Minutes

The Chairperson called the meeting to order at 6:06 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
	J. Massey	Trustee

Absent: Nil

Acknowledgement of the Indigenous peoples and ancestors.

Adoption of Agenda

MOVED Massey
2ND Van Marck

[“That the Agenda for December 19, 2023, be adopted as circulated.”](#)

CARRIED

Adoption of Minutes

MOVED Massey
2ND Jepsen

[“That the November 21, 2023, Regular Board Meeting minutes be adopted as amended.”](#)

CARRIED

Correspondence

Business Items

1. Strategic Plan Update

- Superintendent Lautard presented the Strategic Plan update:
 - BCSS student trustee Elizabeth Tsigonias provided an update of recent events at the school including basketball starting, Spirit Club, winter activities, the theatre

- department's winter concert, and a request for funding for increased time for the school counsellor (Neon Counselling)
- GFSS student trustees River Arnott and Darwin Leslie introduced the newly created Student Advisory Council at GFSS and shared some updates from the school and future plans for the Council
- Fall Reading and Writing Assessments
- 5-Year Completion Rates
- Strategic Initiative Update
- Strategic Priorities for 2023/24

2. Committee Reports

FINANCE

- Secretary Treasurer Burdock presented the expenditure report to October 31/2023
 - Represents 5 months of fiscal and 3 months of school year. Salaries and benefits are tracking as expected, with exception of replacement costs which continue to trend high. Preliminary analysis in absence tracking system indicates absences by reason code are consistent with past 2 years. Consideration going forward on whether District can take any action to reduce employee absences. One option is to inform employees of their absences as an awareness campaign.
- Secretary Treasurer Burdock presented the 2024/25 Budget Process
 - Public consultation process is going to be through online surveys and school-driven forums to ensure connection to school growth plans and strategic plan. Trustees encouraged to attend in-person events at their liaison school.
 - Will be separate from the long-range facilities process to honor uniqueness and importance of both budget and LRFP.

MOVED
2ND Massey
Danyluk

["That the Board of Education accept the budget timeline process as amended"](#)

CARRIED

OPERATIONS

- Secretary Treasurer Burdock presented the Long-Range Facilities Plan Process
 - Goal is to keep the process simple. Senior management will develop internal recommendations for all District owned facilities and then host two public forums where stakeholders can provide input.
 - Requesting direction at January 2024 meeting from trustees on guiding principles.

MOVED
2ND Massey
Bird

["That the Board of Education accept the long-range facilities plan process timeline as presented"](#)

CARRIED

- Secretary Treasurer Burdock presented the 2024/2025 Five Year Capital Plan Amendment

MOVED
2ND Van Marck
Massey

“In accordance with provisions under section 142 94) of the *School Act*, the Board of Education of School District No. 51 (Boundary) hereby approves the amended Five-Year Capital Plan for 2024/25 for submission to the Ministry of Education and Child Care”

CARRIED

POLICY

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

MOVED
2ND Bird
Massey

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

- Policy No. 140 – Delegation of Authority (repealing and replacing *Policy No. 1355 – Role of the Superintendent*)
- Policy 110 – Vision, Mission, Values and Beliefs (repealing and replacing *Policy No. 1350 – Guiding Principles*)
- Policy 126 – Trustee Conflict of Interest (repealing and replacing *Policy No. 1170 – Trustee Conflict of Interest, Pecuniary Interest*)
- Policy 180 – Trustee Remuneration (repealing and replacing *Policy No. 1260 – Trustee Indemnity*)
- Policy 181 – Trustee Expenses (repealing and replacing *Policy No. 1250 – Trustee Expenses*)”

CARRIED

- Two newly developed policies were recommended by the Policy Committee for adoption

MOVED
2ND Danyluk
Jepsen

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

- Policy 182 – Trustee Professional Learning and
- Policy 190 – Board Performance Review”

CARRIED

- Four policies were recommended by the Policy Committee to be repealed and replaced by administrative procedures

MOVED
2ND Hall
Van Marck

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

- 1230 – Long Service/Retirement
- 1280 – Volunteers/Visitors
- 1290 – Volunteers/Criminal Record Search
- 1310 – Distribution of Materials”

CARRIED

- Two policies were recommended by the Policy Committee to be repealed outright

MOVED
2ND
Danyluk
Jepsen

“That the Board of Education repeals outright the following policies as recommend by the Policy Committee:

- 1340 – Parent Advisory Councils/District Parent Advisory Council
- 1150 – Ombudsperson Inquiries”

CARRIED

- Three policies were recommended by the Policy Committee for public notice and comment

MOVED
2ND
Danyluk
Van Marck

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

- 210 – Freedom of Information (repealing and replacing policy 1160 – Freedom of Information and Protection of Privacy)
- 270 – Advertising in Schools by Commercial Enterprises (repealing and replacing policy 1300 – Corporate, Advertising, Canvassing)
- 280 – Distribution of Union/Political Information (repealing and replacing policy 1342 – Distributing Union/Political Information)”

CARRIED

3. Notice of Property Disposal: South Government Street, Greenwood BC

- Secretary Treasurer Burdock confirmed Board’s intention to dispose of vacant property in Greenwood, BC as not required for educational purposes. Following ministerial order regarding land disposal and providing public notice of the Board’s intention. Notice will also be posted on the District website.

4. Board Chair Report

- Board Chair Zitko thanked trustees for their hard work over the past year and provided the following update:
 - The Governance Core book club continuing
 - Virtual trustee orientation on Financial and Resource Management January 11th

- Academy resources are available on the portal
- Next leadership series for Kootenay Boundary will be held on May 25th

5. Senior Management Reports

- Superintendent Lautard presented her report and highlighted the following:
 - BC School Superintendents Association Conference
 - BC School Trustees' Association Academy
 - Bill 40 Update – The Boundary Indigenous Advisory Committee is now the Indigenous Education Council
 - Guy Felicella as guest speaker
- Secretary Treasurer Burdock presented her report

6. Trustee Reports

- Boundary Indigenous Education Council – No update available
- BCSTA Provincial Council – No update available
- Recreation Commission – Trustee Bird reported out
- Boundary Integrated Services Model – Superintendent Lautard reported out
- BCSTA Kootenay Boundary Branch – No update available
- BCPSEA – Trustee Jepsen reported out
- PAC Highlights – Trustees Van Marck and Hall reported out
- Okanagan Labour Relations Council – No updated available

Recess called at 8:04pm

Meeting reconvened at 8:09pm

7. Election of Board Chair and Vice Chair

Superintendent Lautard assumed the role of Chair for the Election of Board Chair and Vice Chair selection proceedings.

- **Election of Board Chair**

MOVED Danyluk
2ND Massey

["That the Board elect Rose Zitko as the Board Chair for December 19, 2023 to the Regular Board meeting in November 2024."](#)

CARRIED

- **Election of Vice Chair**

MOVED Zitko
2ND Danyluk

["That the Board elect Bronwen Bird as the Board Vice-Chair for December 19, 2023 to the Regular Board meeting in November 2024."](#)

CARRIED

MOVED Massey
2ND Danyluk

“That the ballots cast to nominate the Board Chair and Vice Chair be destroyed.”

CARRIED

Newly elected Board Chair Zitko assumed the role of Chair for the remainder of the meeting.

8. Election of Board Representatives

- **Election of BCSTA Provincial Councilor and Alternate**

MOVED Hall
2ND Van Marck

“That the Board elect Katie Jepsen as the Trustee Representative to the BCSTA Provincial Council and Jaimie Massey as the Alternate for 2024.”

CARRIED

- **Election of BCPSEA Representative and Alternate**

MOVED Danyluk
2ND Bird

“That the Board elect Shannon Hall as the BCPSEA Representative/BCSTA Bargaining Council Representative and Jaimie Massey as the Alternate for 2024.”

CARRIED

- **Okanagan Labour Relations Council (OLRC) Representative**

MOVED Bird
2ND Hall

“That the Board appoint Mark Danyluk as the Trustee Representative to the Okanagan Labor Relations Council (OLRC) and Miranda Burdock, Secretary-Treasurer as the Alternate for 2024.”

CARRIED

9. Around the Boundary

Future Agenda Items

Meeting adjourned at 8:46 p.m.



Chairperson



Secretary-Treasurer