

Rocky Mountain School District No. 6

MINUTES of the **REGULAR MEETING** of the Board of Education of School District No. 6 (Rocky Mountain) held at Alexander Park Elementary School, Golden, B.C. – **June 13, 2023**

Present:	Amber Byklum	Chairperson
	Jane Fearing	Vice-Chairperson
	Ron McRae*	Vice-Chairperson
	Betty-Lou Barrett	Trustee
	Scott King	Trustee
	Darryl Oakley	Trustee
	Rhonda Smith	Trustee
	Ryan Stimming	Trustee
	Jane Thurgood Sagal	Trustee
	Karen Shipka	Superintendent of Schools
	Alan Rice	Secretary Treasurer
	Steve Wyer	Assistant Superintendent
	Sharon Collin	Director of Instruction, Instruction and Learning
	Trent Dolgopol	Director of Instruction, Technology and Innovative Learning
	Al Ure	Director of Operations
	Amanda Garand	Manager, Human Resources
	Jacinda Harding	Manager, Finance
	Stacey Ursulescu	Executive Assistant

* via Microsoft Teams

1. CALL TO ORDER

Chairperson Byklum called the meeting to order at 19:03 hours.

2. ACKNOWLEDGEMENT OF TERRITORY

Chairperson Byklum acknowledged that School District No. 6 (Rocky Mountain) resides in the traditional unceded shared territory of the Ktunaxa and Secwépemc peoples and the chosen home of the Métis.

3. APPROVAL OF THE AGENDA

M/S SMITH / KING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve the agenda as circulated.

APPROVED

4. APPROVAL OF THE MINUTES OF THE PRIOR MEETINGS

4.1 Regular Meeting: 2023.05.09

M/S THURGOOD SAGAL / STIMMING

THAT the minutes of the regular meeting of the Board of Education of School District No. 6 (Rocky Mountain) held on May 9, 2023 be approved as presented.

APPROVED

4.2 Synopsis of in camera meeting: 2023.05.09 Alan Rice

4.2.1 Property Matters:

4.2.1.1 Child care projects

4.2.1.2 Correspondence regarding Columbia Valley Elementary School

4.2.2 Legal Matters:

4.2.2.1 Responses to questions raised at Harris and Co. briefing

4.2.3 Personnel Matters:

4.2.3.1 The Personnel Report – Pending Board Approval

The Board of Education approved two (2) transfers as presented.

4.2.3.2 The Personnel Information Report was received and filed as circulated.

4.2.3.3 The Labour Relations Information Report was received and filed as circulated.

4.2.4 Student Matters:

4.2.4.1 Security events at schools

4.2.5 Procedural Matters: NIL

5. PRESENTATIONS/DELEGATIONS NIL

6. MATTERS ARISING FROM THE MINUTES NIL

7. STRATEGIC AND POLICY ISSUES

7.1.1 Policies Under Review feedback Karen Shipka

The Board of Education received an update on Policies Under Review webpage communication and engagement. The school communities told the District in the 2023-24 to 2026-27 Strategic Plan Engagement Survey that they want to be more engaged and have direct communication into the policy development process. In response to that feedback, the District created the Policies Under Review webpage, complete with a survey for each policy under consideration. The District communicated via the website, school apps, and Facebook which policies are under consideration and link to this page for further information. The District received 5 pieces of feedback prior to the May 26, 2023 deadline. On May 29, 2023, the Executive Assistant received a request from a principal to leave the engagement period open. The District received 29 pieces of feedback on policy 8600, field trips; one (1) on policy 2950, Freedom of Information and Protection of Privacy; and one (1) verbal piece of feedback on policy 2900, naming or renaming of schools. The majority of feedback that was received was on policy 8600, field trips. The feedback from community is appreciated however, we are not able to incorporate all input.

7.1.2 Third Reading: NIL

7.1.3 Second Reading: NIL

7.1.3.1 Policy 2900, Naming or renaming of schools

Ms. Shipka reported that one piece of feedback was received on the newly proposed policy 2900, naming or renaming of schools. The District is considering renaming the alternate schools and currently does not currently have a policy in place.

M/S BARRETT / KING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 2900 presented at this meeting.

APPROVED

7.1.3.2 Policy 2950, Freedom of Information and Protection of Privacy
Ms. Shipka reported on the newly proposed policy 2950, Freedom of Information and Protection of Privacy policy and district practice. This draft policy sets out the Board's commitment, standards, and expectations regarding the appropriate practices for the collection, use and protection personal information. One piece of feedback was received and the proposed change has been incorporated into the records retention schedule.

M/S BARRETT / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 2950 presented at this meeting.

APPROVED

7.1.3.3 Policy 4106, Confidentiality and conflict of interest
Mr. Wyer discussed new policy 4106, confidentiality and conflict of interest. It is essential that employees recognize their responsibility to ensure confidential information, received as a result of employment with the district, remains confidential.

District employees have a duty of loyalty to the District as their employer. This duty requires employees to provide services to the best of their ability regardless of their own personal opinion of Board direction or policy. Honesty and integrity of District employees is above reproach and coupled with impartiality in the conduct of their duties. The actions and conduct of employees must be such as to maintain a high public trust and confidence in the District. No feedback was received on this proposed policy.

M/S BARRETT / KING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 4106 presented at this meeting.

APPROVED

7.1.3.4 Policy 8600, Field trips
Ms. Shipka reported on proposed amendments on policy 8600, field trips. Many pieces of feedback were received and several themes emerged.
1) Walking field trip supervision ratio - Supervision ratios for walking field trips are at the discretion of the school principal. Several pieces of feedback quoted a 1:6 ratio for K-3. 1:6 ratios for K-3 are for low risk field trips. Walking field trips (typically within a 5km radius around the school) are an extension of the classroom and fall into a different category. Supervision ratios are at the discretion of the principal.

- 2) Inclusive language – The District received very articulate feedback about inclusive language. We thank our community for pointing out those pieces. The language has been removed and a revised version will be presented for second reading. It is the goal of the district to ensure that all students can participate in field trips.

- 3) National parks and Nipika - Schools are encouraged to take their students to those locations but due to their remoteness and access to emergency services, they meet the definition of backcountry therefore are deemed to be higher care. We heard that the language “excessive risk” is confusing about K-3 classes going to our National Parks and Nipika. Language and or further clarification of “excessive risk” is being contemplated. In addition, the decision was made to provide each school with a satellite communication device that would help mitigate the level of risk when going to locations where cellular service is unavailable. This will allow classes to visit National Parks and Nipika and have the ability to call emergency services if needed.

- 4) Open bodies of water – If the field trip is on an open body of water (ex. canoeing, kayaking, rafting) or in the open body of water (e.g. swimming) it is a higher care field trip. Being on shore, near a body of water does not make the trip higher care unless the field trip is more than 30 minutes from emergency services. Swimming in a pool with a lifeguard is a low risk activity. Classes who offer swimming lessons at a pool are subject to the rules and ratios of the facility especially when a lifeguard is not present.

Policy 8600 has been adjusted to support these suggested changes.

M/S BARRETT / OAKLEY

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 8600 presented at this meeting.

APPROVED

7.1.4.1 First Reading

Policy 11700, Fees and refunds

Ms. Shipka reported on proposed policy 11700, fees and refunds. These fees and dues are specifically required for JUSTB4 programming.

M/S STIMMING / SMITH

THAT the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of policy 11700.

APPROVED

M/S BARRETT / STIMMING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve first reading of policy 11700 presented at this meeting.

APPROVED

M/S BARRETT / OAKLEY

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve second reading of policy 11700 presented at this meeting.

APPROVED

M/S BARRETT / FEARING

THAT the Board of Education of School District No. 6 (Rocky Mountain) approve third and final reading of policy 11700 presented at this meeting.

APPROVED

8. OPERATIONAL ISSUES

8.1 Major and minor capital plan:

Alan Rice and Al Ure

The *School Act* provides that the Minister of Education and Child Care may require a Board of Education to prepare and submit a capital plan. Five-year capital plans have been established as the appropriate time period for Government capital planning purposes. The Ministry of Education and Child Care utilizes a web-based Capital Asset Planning System (CAPS) which school districts must use for their annual Five-Year Capital Plan Submissions. The CAPS enables the Ministry to issue separate “Call for Submissions” for Major Capital programs and Minor Capital programs, with different capital project request submission deadlines. The Capital Committee met on June 5, 2023 to discuss the major and minor capital program.

M/S STIMMING / KING

THAT the Board of Education approve the 2024-25 Five Year Capital Plan – Major and Minor Capital Program submission.

APPROVED

8.2 2023-2024 Annual Budget:

Alan Rice

The ministry requires school boards to account fully for how they manage and spend the government's education funding. School District Financial Reporting provides school boards with a financial reporting framework. It also works with all boards to provide them with instructions and direction on budgeting, accounting for and the reporting of the funds they receive from both the ministry and other sources. Under Section 113, each year the Board must adopt an annual budget for that fiscal year.

M/S BARRETT / THURGOOD SAGAL

THAT the Board of Education of School District No. 6 (Rocky Mountain) unanimously agree to proceed with all three readings of 2023-2024 Annual Budget Bylaw as presented at this meeting.

APPROVED

M/S BARRETT / FEARING

THAT the Board of Education of School District No.6 (Rocky Mountain) approve first reading of the 2023-2024 Annual Budget Bylaw in the amount of \$63,871,510 for fiscal year 2023-2024.

APPROVED

M/S BARRETT / FEARING

THAT the Board of Education of School District No.6 (Rocky Mountain) approve second reading of the 2023-2024 Annual Budget Bylaw in the amount of \$63,871,510 for fiscal year 2023-2024.

APPROVED

M/S BARRETT / THURGOOD SAGAL

THAT the Board of Education of School District No.6 (Rocky Mountain) approve third and final reading of the 2023-2024 Annual Budget Bylaw in the amount of \$63,871,510 for fiscal year 2023-2024.

APPROVED

9. REPORTS

9.1 Budget utilization report: Alan Rice

Mr. Rice presented the Board of Education a report on year-to-date operating expenditures compared to budget and prior year. Expenditures to date are below budget by 1.53% and greater than the prior year by \$2,706,000 for the same timeframe. The operating variance of actual to budget for year-to-date is considered reasonable.

9.2 *Accessibility Act* plan: Sharon Collin

In April 2022, the *Accessible British Columbia Regulation* required that all prescribed organizations within the education sector create an Accessibility Committee and Accessibility Plan to be approved by September 2023. The Accessibility Plan will outline how the district will find and remove barriers to accessibility for those with a disability. The Accessibility Plan for Rocky Mountain School District, in compliance with *Accessible British Columbia Regulation*, will be available in September 2023, with subsequent request for approval.

- 9.3 Sexual orientation and gender identities (SOGI): Sharon Collin
In 2016, the B.C. Human Rights Code was amended to ensure that gender identity and expression are protected for all individuals. B.C.'s K – 12 curriculum includes a focus on valuing diversity and respecting differences, as well as human rights and responses to discrimination. All staff endeavor to make all students feel valued and safe in their classroom, sending a message of acceptance to students from different family structures, cultures and the 2SLGBTQ+ community.

There is no "SOGI curriculum". However, throughout the K-12 curriculum students and teachers explore the topic of human rights and what it means to value diversity and respect differences. Educators in RMSD are encouraged to consider developmentally appropriate topics and learning resources when planning instruction.

- 9.4 J. Alfred Laird Elementary School climbing wall: Al Rice and Al Ure
The climbing wall at J. Alfred Laird Elementary School (JALES) has not been available for public use since community use was halted during COVID. The climbing has historically been available for use by the District as well as general members of the public.

The District's liability insurance provides coverage for school sanctioned events, which includes clubs, sports or other activities outside of regular school hours. The District requires proof of insurance for non-school sanctioned events for use by employees, other youth groups, community/non-profit groups or commercial users (District Practice 6000, 2.1).

The District requires insurance to be in place for all non-school sanctioned events which is a prudent risk mitigation approach and consistent throughout the Province.

- 9.4 BC School Trustees Association: Jane Thurgood Sagal
Trustee Thurgood Sagal reported on four items. She shared that the 2023 AGM session slides and handouts are available on the BCSTA website; there is a new module on BCSTA's Learning Guide regarding student success; SD5 letter to Premier Eby regarding adding neuro-diverse training to curriculums; and reminded trustees of virtual orientation sessions.

- 9.5 BC School Trustees Association, Kootenay Boundary Branch (KBB): Rhonda Smith
Trustee Smith shared that the KBB AGM will be held in September. She advised the Board of Education to let the executive assistant whether they are going or not so she can make arrangements.

- 9.6 BC Public Schools Employers' Association: Scott King
Trustee King provided an overview of correspondence received from BCPSEA since the previous Board of Education meeting.

10. INFORMATION ITEMS

10.1 Correspondence

- 10.1.1 Correspondence on behalf of Federal Minister of Transportation regarding rail crossing in Golden

10.2 June, July, August, September 2023 calendars

11. FORTHCOMING EVENTS

- 2023.06.29 Last day of school for students
- 2023.06.30 Administrative day for teachers
- 2023.08.29 Policy Committee, Virtual, 4:30 p.m.
- 2023.08.30 Non-Instructional Day (Ministry Day), no school for students
- 2023.08.30 Field Trip Committee, Virtual, 4:30 p.m.
- 2023.08.31 Non-Instructional Day, no school for students
- 2023.09.05 First day of school
- 2023.09.05 Labour Relations Committee meeting, Virtual, 12:30 p.m.
- 2023.09.05 Capital Committee, Virtual, 6:00 p.m.
- 2023.09.06 Finance and Audit Committee, Virtual, 6:30 p.m.
- 2023.09.12 Board of Education Meeting, McKim Middle School
 - In-Camera, 6:00 p.m.
 - Regular Meeting, 7:00 p.m.
- 2023.09.22-23 KBB AGM in Grand Forks

12. QUESTIONS FROM THE PUBLIC

13. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 20:58 hours.