

# Public Board of Education Meeting Agenda



March 12, 2024  
6:30 p.m.  
School District Office

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People.

## 1.1. Call to Order

## 2. Approval of Agenda

*THAT the agenda for the March 12, 2024, Public Meeting of the Board of Education be approved.*

### 2.1. Adoption of Minutes

*THAT the minutes of the February 20, 2024, Public Meeting of the Board of Education be approved as presented.*

### 2.2. In-Camera Meeting Report

*THAT the report of the February 20, 2024, In-Camera Meeting of the Board of Education approved as presented.*

## 3. Presentation (s) – Learning – Cataline Elementary

## 4. Delegation – None

## 5. Reports

### 5.1. Superintendent's Report

#### 5.1.1 Framework For Enhancing Student Learning Feedback

### 5.2. Secretary-Treasurer Report

#### Save the Dates

BCSTA AGM – April 18-21, 2024

### 5.3. Committee Reports

#### 5.3.1 Finance & Facilities and Transportation Committee

*THAT the Board of Education sends the 2024-25 calendar out for circulation.*

#### 5.3.2 Policy Committee

*THAT the Board of Education adopt the amended Policy 130 Code of Conduct.*

“Learning, Growing, and Belonging Together”

### **5.3.3 Education Committee**

The February committee was cancelled.

### **5.4. Trustees**

### **5.5. Liaison / Representation**

## **6 Information (Reading File)**

## **7 Adjournment**

***THAT** the public meeting of the Board of Education be adjourned at      p.m.*

## **8 Public Comments**

# Public Board of Education Meeting Minutes



February 20, 2024 (6:30 p.m.)

**Trustees in Attendance:** Ciel Patenaude, Anne Kohut, Mary Forbes, Angie Delainey.

**TEAMS:** Willow Macdonald, Linda Martens, Michael Franklin.

**Regrets:**

**Staff:** Superintendent Chris van der Mark, Secretary-Treasurer Brenda Hooker, Deputy Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Anita Richardson, Wendell Hiltz, Executive Assistant Jodi Symmes.

1. Acknowledgement that the meeting is being held on the traditional and unceded territory of the Northern Secwepemc People

## 1.1 Call to Order

## 2. Approval of Agenda

**THAT** the agenda for the January 23, 2024, Public Meeting of the Board of Education be approved.

O2024.02.20-01

Moved: Trustee Kohut  
Seconded: Trustee Forbes  
**CARRIED**

## 2.1 Adoption of Minutes

**THAT** the Amended minutes of the December 19, 2023, Public Meeting of the Board of Education be approved as presented.

O2024.02.22-02

Moved: Trustee Forbes  
Seconded: Trustee Delainey  
**CARRIED**

**THAT** the minutes of the January 23, 2024, Public Meeting of the Board of Education be approved as presented.

O2024.02.22-03

Moved: Trustee Kohut  
Seconded: Trustee Forbes  
**CARRIED**

## 2.2 In-Camera Meeting Report

**THAT** the report of the January 23, 2024, In-Camera Meeting of the Board be approved as presented.

O2024.02.20-04

Moved: Trustee Forbes  
Seconded: Trustee Kohut  
**CARRIED**

“Learning, Growing, and Belonging Together”

3. **Presentation** - None

4. **Delegation** – None

5. **Reports**

5.1 **Superintendent's Report**

- Strategic Planning For Learner Success
- Calendar Review And Feedback
- High Performing Systems For Tomorrow
- Partner Liaison Meetings
- Learning And Leadership
- Secwepemc Language Course
- DPAC
- Workplace Conversations

5.1.1 Strategic Planning Survey

- Update and review of preliminary information provided by Deputy Superintendent Cheryl Lenardon.

5.2 **Secretary-Treasurer**

- Columneetza Daycare Project update
- 2024-2025 Finance - Projections update
- Capital Projects

5.2.1 **Amended Annual Budget** (Budget link to be added)

5.2.2 **Save the Dates**

BCSTA Provincial Council – February 23, 2024 (Virtual)  
BCSTA AGM – April 18-21, 2024

5.3 **Committee Reports**

5.3.1 **Finance & Facilities and Transportation Committee:**

*THAT the Board of Education of School District No. 27 (Cariboo-Chilcotin) proceed with all **three** readings of the approval of an amendment to the 2023/2024 Minor Capital Plan to include an emergent project with unanimous consent on this 20<sup>th</sup> day of February 2024.*

O2024.02.20-05

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

*THAT School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **first** time this 20th day of February 2024.*

O2024.02.20-06

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **second** time this 20th day of February 2024.

O2024.02.20-07

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** School District No. 27 (Cariboo-Chilcotin) 2023/2024 Minor Capital Plan to include an emergent project be read the **third** time this 20th day of February 2024.

O2024.02.20-08

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** the Board of Education School District No. 27 (Cariboo-Chilcotin) proceed with all **three** readings of the Amended Annual budget bylaw with unanimous consent on this 20<sup>th</sup> day of February 2024.

O2024.02.20-09

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **first** time this 20th day of February 2024.

O2024.02.20-10

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **second** time this 20th day of February 2024.

O2024.02.20-11

Moved: Trustee Delainey  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

**THAT** School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2023-2024 in the amount of **\$74,536,000** be read the **third** time this 20th day of February 2024.

O2024.02.20-12

Moved: Trustee Kohut  
Seconded: Trustee Forbes  
**CARRIED Unanimously**

#### **5.2.4 Policy Committee:**

- The February meeting was cancelled.

### 5.2.5 Education Committee:

*THAT the Board of Education approve the Board/Authority Authorized Courses, Hockey 11, and Hockey 12 as elective offerings in School District 27.*

O2024.02.20-13

Moved: Trustee Forbes  
Seconded: Trustee Kohut  
**CARRIED Unanimously**

*THAT the Board of Education approves the Board/Authority Authorized Course, Emergency Medical Responder (EMR) 12 as an elective offering in School District 27.*

O2024.02.20-14

Moved: Trustee Forbes  
Seconded: Trustee Kohut  
**CARRIED Unanimously**

### 5.4 Trustees

- Trustee Martens - BCPSEA AGM Recap
- Trustee Forbes
- Trustee Patenaude

### 5.5 Liaison / Representation - None

### 6. Information (Reading File) - None

### 7. Adjournment

The meeting adjourned at 7:26 p.m.

### 8. Public Comments

An opportunity was provided for public comments pertaining to items on the agenda.

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Brenda Hooker  
Secretary-Treasurer

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Ciel Patenaude  
Chair

**In-Camera Meeting Notes provided pursuant to Section 72 (3) of the School Act:**

*"A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board".*

<b>DATE:</b>	February 20, 2024
<b>TRUSTEE PRESENT:</b>	Ciel Patenaude, Anne Kohut, Mary Forbes, Angie Delainey.
<b>TRUSTEE ATTENDING VIA TEAMS:</b>	Willow Macdonald, Linda Martens, Michael Franklin,
<b>REGRETS:</b>	
<b>STAFF PRESENT:</b>	Superintendent Chris van der Mark, Secretary-Treasurer Brenda Hooker, Deputy Superintendent Cheryl Lenardon, Directors of Instruction Sean Cameron, Anita Richardson, Wendell Hiltz, Director of Human Resources Taryn Aumond, Executive Assistant Jodi Symmes.

1. Opening by Chair
  - 1.1. Call to Order – 5:00 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
  - 2.1. Approval of Agenda
  - 2.2. Adoption of Minutes
3. Action Items
4. Discussion Items
  - 4.1 Verbal Update
5. Information Items
  - 5.1. Staffing Update
  - 5.2. Trustee Conduct
6. Adjournment – 6:20 p.m.

**TO: Board of Education**

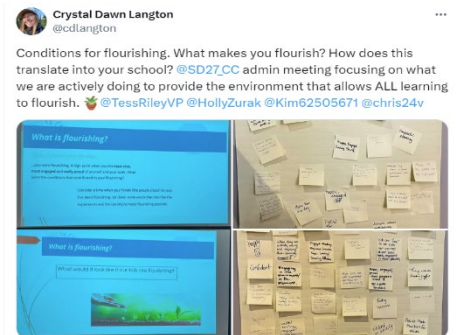
**FROM: Chris van der Mark, Superintendent**

**DATE: March 12, 2024**

**RE: Superintendent's Report**

## **SPRING BREAK**

As we move into Spring Break, it is an excellent opportunity to reflect on some of the amazing work happening across schools. Recently, our admin team spent time talking about how they, their staff, and students flourish. There isn't one thing, but our schools are working hard to provide those conditions. It was heartwarming to hear the discussion focused on what can be done, rather than on deficits.



Similarly, a number of schools continued to engage in learning rounds where teachers learn together and reflect on practice through the facilitation of district partners such as Faye Brownlie. Most recently, Cataline, Horse Lake and 100 Mile Elementary were part of these opportunities.

Schools are focused on heading into the break with full hearts and setting the stage for an engaging finish to the year where kids continue to grow and flourish.



**“Learning, Growing, and Belonging Together”**



## **Tsq̓ésceñ First Nation LEA Signing**

SD27 Board members and staff were honored to be invited to the Tsq̓ésceñ First Nation to participate in the first LEA signing between the two parties. We are grateful to Michelle Archie and Grant Gustafson for leading this work and deeply appreciative of the partnership and goodwill that all are working towards as part of the greater effort to provide better services to kids and better opportunities for success.



## **FALL SPORTS SEASON**

As the Fall sports season wraps up, we would like to extend a big thanks to all teachers and volunteers for making this possible. I had the opportunity to take in events at



PSO, Columneetza and Lake City. These experiences provide rich learning that extends far beyond the classroom and lessons that last longer. Thanks to Ms. Darney and Mr. Cullum for letting me help coach the grade 8 boys this year!



## **SPRING STAFFING**

The senior team has begun planning for staffing for the coming school year. We are not seeing significant changes across schools even though enrolment across schools may vary. We intend to have draft staffing out to schools by Spring Break so that we can begin posting positions in early-mid April. In the increasingly competitive recruitment world, an early start is key.

The early retirement incentive for teachers has gone out to help with planning. We are not expecting significant change in administration beyond a couple of anticipated retirements.

## **VIOLENT RISK ASSESSMENT TRAINING**

In March, school district administrators and other partner agencies continue their training for the changing world of threats and how these impact school settings. This training has been ongoing for several years through Safer Schools and the SD has made participation a requirement of all administration throughout this time. The VTRA training will be shifting slightly in the future, but our staff will continue to participate.

## **TRAUMA & RESILIENCE TRAINING**

SD27 has been offering 2-day training for administration, Indigenous Support Workers, Youth Engagement Workers, and teachers. Face-to-face training is scheduled for April 29-30 and May 2-3.

## **FRAMEWORK FOR ENHANCING STUDENT LEARNING REPORT**

SD27, along with all 59 other districts, received **feedback** and a report from the Ministry Team's review of SD27. The review team provided feedback on the following areas:

- Approach to continuous improvement
- Data and evidence
- Ongoing engagement
- Alignment and adaptations
- Improving equity learning outcomes

**See report.**

**TO: Board of Education**

**FROM: Brenda Hooker, Secretary-Treasurer**

**DATE: March 12, 2024**

**RE: Secretary-Treasurer Report**

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## **OVERVIEW**

Operations is a busy place between staying compliant with the Ministry and other agency reporting requirements, keeping schools clean and safe and improving processes. Finance is preparing the next quarterly report for the Ministry and starting the Annual Budget process. Facilities are compiling our 2024/25 AFG plan and our local and minor capital projects.

Enjoy the break because April and May are going to be busy with agenda items from the Operations teams.

## **COLUMNEETZA DAYCARE PROJECT UPDATE**

The project is now at the lock-up stage, so staff applied for another 40% of the MCFD grant. MCFD approved the request which is appreciated as we head into the last 6 months of the project.

The next step is to finalize the License to Occupy agreement with the Women's Contact Society.

## **2024-2025 FINANCE - PROJECTIONS UPDATE**

We are awaiting the Ministry of Education and Child Care (MOECC) 2024-2025 funding announcement on March 14th. The March announcement is based on the enrollment projections submitted to the Ministry on February 15<sup>th</sup>. The annual budget consultations will then begin in April and the projections will also be used in the District's multi-year plan for 2024/25.

Minister Singh has advised that there will be \$20 million in funding again for Student & Family Affordability. Staff will provide details once specifics are received.

## **CAPITAL PROJECTS**

Work continues on the fire alarm, network and security upgrade projects.

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Staff has selected the successful architectural proponent for the four building envelope projects and is now looking to secure a construction manager. We plan to begin work on Forest Grove Elementary by August 2024.

Tenders are being prepared for our 2024/25 minor capital projects in anticipation of the confirmed funding. The hoped-for projects include roofing at 100 Mile and Mile 108 Elementary schools, and PSO Secondary, a boiler replacement at Tatla Elementary, and a playground at Lac La Hache.

As for major capital, we continue to advocate for Marie Sharpe Elementary to move forward as a replacement project.

### **FACILITIES YARD**

As mentioned as a budget priority, the condition of our Facilities Yard needs addressing. The feasibility study of the current yard and options is progressing. The staff is gathering information to present to the Board at the April Finance and Facilities Committee meeting.

### **TRANSPORTATION**

Last week was difficult for our transportation department staff. Road conditions were challenging, and the department had two accidents. Thankfully no staff or students were seriously injured. Staff work closely with the Ministry of Transportation and road maintenance contractors to raise concerns about the status of our routes. There was no damage in the one case and an estimated \$50,000 damage in the second. The costs will be covered by insurance.

A reminder that the Transfinder Report and staff recommendations will also be on the April F&F agenda.

### **Annual Facility Grant**

We anticipate the funding will be \$1.92 million again for the 2024/2025 fiscal. School-based administrators and facilities staff have been consulted regarding priorities for projects within the 9 Ministry criteria for this funding envelope. The draft plan will be prepared for the April F&F meeting so planning for the projects can start.

# Finance and Facilities & Transportation Committee Meeting Report



February 27, 2024 (4:15 p.m. – 4:54 p.m.)

<b>Trustees in Attendance:</b>	Angie Delainey (Chaired Mtg.), Mary Forbes, Anne Kohut. Willow Macdonald, Michael Franklin,
<b>TEAMS:</b>	Linda Martens, Ciel Patenaude
<b>Regrets:</b>	
<b>Staff:</b>	Superintendent Chris van der Mark, Deputy Superintendent Cheryl Lenardon, Secretary-Treasurer Brenda Hooker, Directors of Education Wendell Hiltz, Sean Cameron, Director of Human Resources, Taryn Aumond, Executive Assistant Jodi Symmes.

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. January 9, 2024, Committee Report	The committee reviewed the report and recommended no changes.	None.
2. Calendar	Superintendent van der Mark provided an update on the 2024-2025 calendar. After being approved in 2023/2024 the district wanted to allow community members to review the calendar again. As of February 23, the district received minimal responses, and those responses were positive.	<b>Recommendation:</b> THAT the Board sends the 2024-25 calendar out for circulation.
3. 2024-2025 Committee (Cttee) & Board Calendar.	Secretary-Treasurer Hooker brought the 2024-2025 Committee & Board Calendar for the committee to review. Due to Spring Break, there is no committee in March.	<b>Recommendation:</b> To accept planned dates as provided.
4. Budget 2024-25 Development and Timeline	Secretary-Treasurer Hooker reviewed the Budget 2024-25 Development and Timeline with the committee to ensure everyone is aware of the District and Ministry’s schedule of information.	None. Information only.
5. Early Budget 2024-25 Considerations	Secretary-Treasurer Hooker reviewed the Early Budget for 2024-25. The budget must be finalized by June 30, 2024.	None. Information only.
6. Transfinder Report and Catchment Review	Secretary-Treasurer Hooker provided a short update on the Transfinder Report and Catchment review within the district. A more detailed analysis will be available at the April	None. Information only.

“Learning, Growing, and Belonging Together”

Agenda Item	Notes	Action																	
	committee meeting, including potential next steps.																		
<b>7. Proposed Future Meeting Dates</b>																			
<table border="1"> <thead> <tr> <th data-bbox="209 405 651 443">MEETING</th> <th data-bbox="651 405 1003 443">DATE</th> <th data-bbox="1003 405 1187 443">TIME</th> <th data-bbox="1187 405 1458 443">LOCATION</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 443 651 480">Finance/Facilities Committee</td> <td data-bbox="651 443 1003 480">April 9, 2024</td> <td data-bbox="1003 443 1187 480">4:15 p.m.</td> <td data-bbox="1187 443 1458 480">Board Office</td> </tr> <tr> <td data-bbox="209 480 651 518">Finance/Facilities Committee</td> <td data-bbox="651 480 1003 518">May 14, 2024</td> <td data-bbox="1003 480 1187 518">4:15 p.m.</td> <td data-bbox="1187 480 1458 518">Board Office</td> </tr> <tr> <td data-bbox="209 518 651 556">Finance/Facilities Committee</td> <td data-bbox="651 518 1003 556">June 11, 2024</td> <td data-bbox="1003 518 1187 556">4:15 p.m.</td> <td data-bbox="1187 518 1458 556">Board Office</td> </tr> </tbody> </table>				MEETING	DATE	TIME	LOCATION	Finance/Facilities Committee	April 9, 2024	4:15 p.m.	Board Office	Finance/Facilities Committee	May 14, 2024	4:15 p.m.	Board Office	Finance/Facilities Committee	June 11, 2024	4:15 p.m.	Board Office
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