

Public Board of Education Meeting Agenda



April 28, 2025
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 April 28, 2025, Public Meeting of the Board of Education be approved.

2.1. Adoption of Minutes

THAT the minutes of the March 10, 2025, Public Meeting of the Board of Education be approved as presented.

THAT the minutes of the March 21, 2025, Special Public Meeting of the Board of Education be approved as presented.

2.2. In-Camera Meeting Report

THAT the report of the March 10, 2025, In-Camera Meeting of the Board of Education be approved as presented.

3. Presentations

3.1. TWINQ – Ms. Jennifer Loewen

3.2. Peter Skene Ogden Structural Firefighting Program

4. Delegation – None.

5. Reports

5.1. Superintendent Report

5.1.1. Daycare Update

5.2. Acting Secretary-Treasurer

5.2.1. Annual Facilities Grant 2025-2026 - final review

THAT the Board of Education approve the 2025-2026 Annual Facilities Grant project list as presented for submission.

“Learning, Growing, and Belonging Together”

5.2.2. Minor Capital Plan Submission Approval 2025-2026

***THAT** the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **first** time at this meeting.*

***THAT** the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **second** time at this meeting.*

Approval of Third and Final Reading:

***THAT** the Board of Education unanimously approves Capital Bylaw 2025/26-CPSD27-01, to be read for a **third** and final time at this meeting.*

***THAT** the Board of Education should approve Capital Bylaw 2025/26-CPSD27-01 to be read for the **third** and final time at this meeting.*

5.2.3 Budget Process

5.2.3.1 Backgrounder

5.2.4 Operating Fiscal Update

5.3. Committee Reports

Draft - Finance, Facilities and Transportation Committee report

Draft - Education Committee Report

5.4. Trustees' Report

5.4.1 Trustee Forbes - BCSTA AGM (Verbal)

5.5. Liaison – None.

6. Information (Reading File) – None.

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



March 10, 2025 (6:30 p.m.)

Trustees in Attendance: Angie Delainey (Chair), Anne Kohut, Mary Forbes, Willow Macdonald, Michael Franklin.

TEAMS: Linda Martens.

Regrets:

Staff: Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond; Directors of Instruction; Wendell Hiltz, Sean Cameron, Grant Gustafson, Executive Assistant Jodi Symmes.

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

Call to Order

2. Approval of Agenda

THAT the agenda for the March 10, 2025, Public Meeting of the Board of Education be approved.

2025.03.10-01

Moved: Trustee Forbes
Seconded: Trustee Kohut

Adoption of Minutes

THAT the minutes of the February 24, 2025, Public Meeting of the Board of Education be approved as presented.

2025.03.10-02

Moved: Trustee Macdonald
Seconded: Trustee Forbes

THAT the minutes of the March 3, 2025, Special Public Meeting of the Board of Education be approved as presented.

2025.03.10-03

Moved: Trustee Macdonald
Seconded: Trustee Forbes

2.1 In-Camera Meeting Report

THAT the report of the February 24, 2025, In-Camera Meeting of the Board be approved as presented.

2025.03.10-04

Moved: Trustee Kohut
Seconded: Trustee Forbes

3. Presentation – None.

4. Delegation – None.

“Learning, Growing, and Belonging Together”

5. Reports

5.1 Superintendent Report

5.1.2 Honour Song initiative

Vice-Principal Dancing Water Sandy provided the board with an update on the district's initiative for all students to learn the Honour song for their territory.

5.1.3 Field Trip final approval

THAT the Board of Education provide final approval for the Peter Skene Ogden French Immersion Europe field trip from March 14 to 31, 2025.

2025.03.10-05

Moved: Trustee Forbes
Seconded: Trustee Macdonald

THAT the Board of Education provide final approval for the Peter Skene Ogden Costa Rica field trip from March 16 to 26, 2025.

2025.03.10-06

Moved: Trustee Macdonald
Seconded: Trustee Franklin

THAT the Board of Education provide final approval for the Lake City Secondary Italy Greece band Tour field trip from March 12 to 23, 2025.

2025.03.10-07

Moved: Trustee Franklin
Seconded: Trustee Macdonald

5.2 Secretary-Treasurer Report /Manager of Finance

5.2.1 Amended Budget 24/25

*THAT School District No. 27 (Cariboo-Chilcotin) Amended Annual Budget Bylaw for the fiscal year 2024-2025 in the amount of **\$83,059,255** be read a **third** time this 10th day of March 2025.*

2025.03.10-07

Moved: Trustee Macdonald
Seconded: Trustee Kohut

5.2.2 Transportation Updates and Bus Registration

The bus registration window for the 2025-2026 school year opened on March 3. An online system has been set up and specific waves and dates communicated to families. As of March 10, 2025, there are 710 students already registered.

Visit [School Bus Registration for the 2025-2026 school year](#) for more information

5.2.3 Save the Dates

BCSTA Annual AGM - April 24-26, 2025

5.3 Committee Reports

5.3.1 Finance & Facilities Committee meeting – None.

5.3.2 Policy Committee – None.

5.3.3 Education Committee – None.

5.4 Trustees Reports

5.4.1 Trustee Forbes - BCSTA AGM - verbal update

5.5 Liaison / Representation – None

6. Information (Reading File) – None

7. Adjournment

The meeting adjourned at 7:31 p.m.

8. Public Comments

One member of the public provided comment.

Cheryl Lenardon
Acting - Secretary-Treasurer

Angie Delainey
Chair

Public Board of Education Meeting Minutes



March 21, 2025 (12:00 p.m.)

Trustees in Attendance: Angie Delaine (Chair), Anne Kohut, Mary Forbes, Willow Macdonald, Michael Franklin.

TEAMS:

Regrets: Linda Martens.

Staff: Superintendent Cheryl Lenardon, Directors of Instruction; Wendell Hiltz, Sean Cameron, Director of Operations Marc Loewen, Executive Assistant Jodi Symmes.

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

Call to Order

2. Approval of Agenda

THAT the agenda for the March 21, 2025, Public Meeting of the Board of Education be approved.

2025.03.21-01

Moved: Trustee Macdonald

Seconded: Trustee Kohut

3. Reports

3.1 School District 27 By-Election

THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) repeal Bylaw B2707-1 dated December 16, 2024.

2025.03.21-02

Moved: Trustee Forbes

Seconded: Trustee Macdonald

THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) gives all three readings to Bylaw B2707-2 Trustee Election and By-Elections during March 21, 2025, Special Public Board Meeting.

2025.03.21-03

Moved: Trustee Kohut

Seconded: Trustee Franklin

First Reading: THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) adopt Bylaw B2707-2 Trustee Election and By-Elections.

2025.03.21-04

Moved: Trustee Franklin

Seconded: Trustee Kohut

“Learning, Growing, and Belonging Together”

Second Reading: *THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) Bylaw B2707-2 Trustee Election and By-Elections.*

2025.03.21-05

Moved: Trustee Forbes
Seconded: Trustee Macdonald

Third Reading: *THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) adopt Bylaw B2707-2 Trustee Election and By-Elections.*

2025.03.21-06

Moved: Trustee Kohut
Seconded: Trustee Franklin

THAT the Board of Education of School District No. 27 (Cariboo - Chilcotin) appoint Mark Walsh as the Chief Electoral Officer pursuant to Section 36(3)(a) of the School Act to organize and implement a by-election created by the resignation of Trustee Ciel Patenaude and notify the Minister of Education and Child Care as required by Section 36(3)(c).

2025.03.21-07

Moved: Trustee Macdonald
Seconded: Trustee Kohut

4. Adjournment

The meeting adjourned at 12:14 p.m.

5. Public Comments

Cheryl Lenardon
Acting - Secretary-Treasurer

Angie Delainey
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".

DATE:	March 10, 2025
TRUSTEE PRESENT:	Angie Delainey (Chair), Anne Kohut, Mary Forbes, Michael Franklin.
TRUSTEE ATTENDING VIA TEAMS:	Linda Martens, Willow Macdonald
REGRETS:	Brenda Hooker.
STAFF PRESENT:	Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond; Directors of Instruction Wendell Hiltz and Grant Gustafson, and Director of Operations Marc Loewen; Executive Assistant Jodi Symmes.

1. Opening by Chair
 - 1.1. Call to Order – 5:01 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
 - 2.1. Approval of Agenda
 - 2.2. Adoption of Minutes
3. Action Items
 - 3.1 Appointment of Acting Secretary-Treasurer
 - 3.2 Briefing Note provided
4. Discussion Items
 - 4.1. Briefing Note provided
 - 4.2. Amended Budget 2024-2025
 - 4.3. Annual Budget 2025-2026
5. Information Items
 - 5.1. Report on BCPSEA
 - 5.2. Briefing Note provided
 - 5.3. Briefing Note provided
 - 5.4. Briefing Note provided
 - 5.5. Property Update
 - 5.6. Staffing Update
 - 5.7. Communications Protocol

Recess was called at 6:09 pm. The In-Camera meeting was reconvened at 8:14 p.m.

6. Adjournment – 8:54 p.m.



Walking Together in the 2024-2025 School Year in Cariboo-Chilcotin School District No. 27

Superintendent Report to Board of Education

April 28, 2025



Key Focus Areas for Enhancing Learner Success

PSO Structural Firefighting Program

PSO offers an exciting opportunity for students to work with community firefighting services to learn about firefighting and fire protection and prevention in the community. 100 Mile House has a rich tradition of volunteer fire services and students learn from community experts through the course. Teacher John Murray, who has helped develop the local course, is a certified trainer with the 108 community volunteer fire service. Students learn skills directly linked to Structure Fighting, Wildland Fire Fighters (S100) and Standard First Aid. This class meets all the performance and safety standards set by the NFPA (National Fire Fighting Protection Agency). The school works in coordination with local fire halls for support. Special recognition goes to 100 Mile Fire Rescue who provides equipment and manpower usually unavailable at a school, and a day of live fire training (external only) at the Fire training grounds. For the first time ever the municipal fire safety officer is working with the class to teach preventative community fire safety. The class is interactive, fun, and linked to experiences in students' own community.

Principal Caitlin Currie will present to the Board at the April board meeting on the success of this innovative program.



Indigenous Education TRU Trip

Director Grant Gustafson, district vice-principal Dancing Water Sandy, and Peter Skene Ogden Indigenous Support Worker Angel Smith, travelled with 33 Indigenous students to visit TRU in Kamloops last week. Students took part in a campus



tour as well as in depth experiential tours of trades, business, science, and astronomy programs. Students were treated to presentations by the athletic department and provided information about the PLAR program (Prior Learning Assessment and Recognition which allows students to challenge up to 75 credits based on their life experiences and skills. Students participated in cultural activities, including stick games and storytelling, and learned about the services at House 5. In the evenings, students took part in laser tag, bowling, arcade games, and waterslides. It was a full trip!

Indigenous Role Models

Tracy Hubner, Indigenous Education Secretary, is facilitating the annual Indigenous Role Model program once again. The application process began in September with booths set up at the high schools and the opportunity for students to meet the current role models and ask questions. Applications were received until December 13.



2023 Role Models Sky Johnson and Tyson Michel (seated) and 2024 Role Models Grace Anderson and Finley Testawich (standing).

Candidates participated in an essay writing

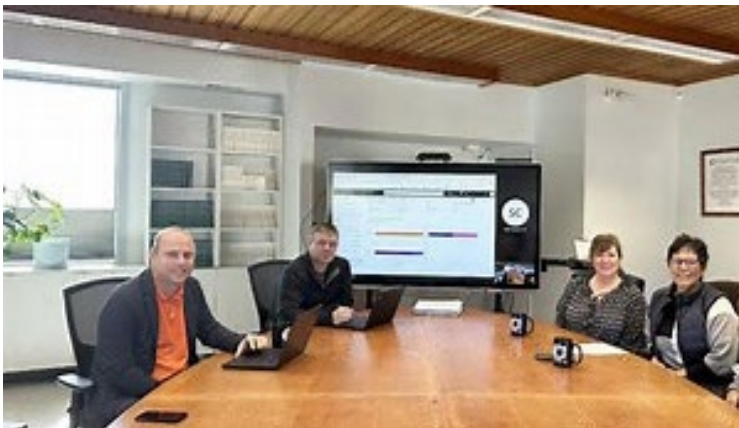
workshop and a public speaking workshop prior to submitting their candidate packages, including essays, report cards, photos, reference letters, in March. There are 19 candidates in the program this year. First Nations Education Council (FNEC) members reviewed the packages and voted over a 6 and half day period. The Role Model Celebration will be held Thursday, May 22 at 5:00 pm at Lake City Secondary to crown the incoming Role Models and honour them with a feast.

Heavy Metal Rocks

This past week, 22 grade 11 and 12 students showcased their equipment operating skills at the Centennial Pit, where 20 machines and 2 mine rescues are provided by local businesses. Students earned prizes for their efforts in safety, being the best operator, being the best overall, and in forestry. District Principal Kelvin Parent works with a large team of industry partners and volunteers to make this incredible opportunity happen for SD27 youth.



CIMS / LEAP Project Update



The school district is continuing to move forward with the development and implementation of the Cariboo Information Management System (CIMS) and the connected Local Education Agreement Platform (LEAP). Currently all teachers, principals, and Indigenous Support Workers have access to the system. Learning sessions with staff are occurring throughout the district. Schools and district staff are in the process of creating data

teams to support continuous school improvement with CIMS.

LEAP is an extension of CIMS that provides direct access to student-level data to all First Nation Bands with a Local Education Agreement signed. Beyond providing access to data, the reports and dashboards are being designed and co-developed directly with First Nations and supporting First

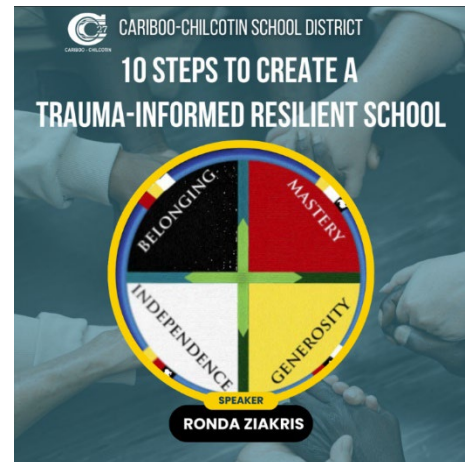
Nations to lead evidence-based conversations with schools and district staff to enhance the success of their learners.

CIMS and LEAP have recently been featured in the [Williams Lake Tribune](#) and [media posts from Williams Lake First Nations](#).

Building Capacity for Trauma-Informed Practice

Cariboo-Chilcotin School District hosted approximately 60 staff and community partners in early April for two back-to-back two-day courses of *10 Steps to Create Trauma-Informed Resilient School* with MNP presenter Ronda Ziakris. The course uses the Circle of Courage as the framework for trauma-informed response and effective support for learners.

All PVP, elementary and secondary school counsellors, Indigenous support workers, and youth engagement workers along with many teachers and other staff in Cariboo-Chilcotin School District have completed this course within the last eighteen months. Most schools have teams that are trained and will lead this work in their school communities.



Learning Rounds and Professional Development Day

The school district had two powerful days of staff learning connected to the April non-instructional day. Learning rounds with Carole Fullerton and Bryan



Carole Fullerton co-teaching with practicum teacher at Nesika observed by colleagues



Bryan Gidinski leading dialogue on literacy with Cataline teachers

Gidinski occurred on April 10 for demonstrations co-taught with classroom teachers and opportunities for reflection. The Cariboo-Chilcotin Teachers Association (CCTA) led a full slate of learning opportunities throughout the district on the April 11 professional development day. Bryan Gidinski, provincial literacy expert, and Dr. Alec Couros, national leader in AI use in education, continued their ongoing learning series partnership with the district hosting sessions in the morning and afternoon. In addition to learning series partners presenting, the day was filled with amazing local content experts including: Sarah Lum, Ria Tromp, Angel Smith, Caitlin Currie, Kacie Young, Eileen Bennison, Kira Cuttler-Thomas, Bruce Baptiste, Freda Alphonse, Caroline Chupa, Tim Hurley, Kameron

Taylor, Freddie Johnson, and Margaret-Anne Enders. The full session schedule is attached for reference. The District is proud to be a partner with the CCTA to provide high-quality professional learning for educators.

Rotary Starfish Backpack Fundraiser Event

Cariboo-Chilcotin School District was represented by an enthusiastic team of educational leaders at the recent Rotary fundraiser for the Starfish backpack program that provides food to children and families weekly. SD 27 principals and vice-principals attended to extend gratitude to the community volunteers and to share stories of the impact their generosity is making for students.



Parent/Caregiver – Teacher Connection



The core relationship of the [SD 27 Collective Responsibility Framework](#) is student-teacher-parent/caregiver partnership. All the other roles in the school district wrap around to support the healthy and effective functioning of this partnership. Parent-teacher/caregiver events were held across the district this week. Mile 108 Elementary took their event outdoors with a barbecue. Principal Maria Telford shared that the change of format completely changed the atmosphere and focus of conversations.

← Connecting at Mile 108

Bus Registration

The district is well ahead of schedule with bus registration and route confirmations for 2025/2026 school year. At present, 1,283 students have registered for bussing and all families have been provided an email confirmation. Transportation staff are working through route / seat confirmations for wave 1 registrations with 474 students already placed for next year. Confirmation of registration emails have been provided to all parents / caregivers. There are no significant changes planned for routes or bussing next year. Planning and collaboration with regional district, community partners, families, and MOTI are ongoing to improve bussing and expand potential options for active transportation to school.



SD 27 Education Facility Managers Association of BC



Director Marc Loewen and his Cariboo-Chilcotin School District Operations and transportation team had the privilege of hosting the Education Facility Managers Association of BC (EFMA hosts) spring zone meetings for the northern districts last week. Quesnel, Prince George, Coast Mountain, Bulkley Valley, and Peace River South school districts were represented. SD 27 was able to showcase the modern security, PA, and keyless entry systems recently implemented in the district in the last two years. Key note presenters from industry were Onetrix, Milestone, and Bosch. It was also a great opportunity to show off the just completed daycare facility and our new meeting space.

Ministry of Education and Child Care Team Visit

Associate Deputy Minister Jennifer McCrae and BC Superintendent of Indigenous Education Brad Baker visited the Cariboo-Chilcotin School District this week. They met with a number of partners and groups to listen to their perspectives and experiences in the district. A highlight was a lunch meeting with secondary students from Columneetza, Peter Skene Ogden, Skyline, and Lake City Secondary.



Earth Day in SD 27

Schools across the district found meaningful ways to engage students in learning about the environment with an emphasis on local action to celebrate Earth Day this week.



Students clean up school grounds at Alexis Creek



Women's Warrior Song for the Earth at Nesika



Outdoor literacy learning at Nesika



Learning to make a difference at Horse Lake



Bringing back the Mile 108 garden



PAC run Earth Day stations at Cataline



Welcome Song Initiative

Students across the district continue to learn drumming and to sing the Welcome Song for the territory they are on. Danika and William from the WLFN Cultural Team brought their Drum Circle to Horse Lake. They even had a private drumming session with the Grade 7 class who made drum using hides tanned by last year's grade 7s.

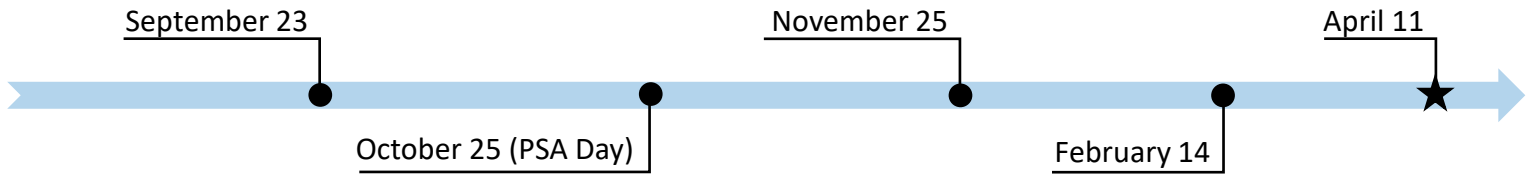


Areas of our District Plan for Learner Success

Schools continue to contribute powerful images and descriptions to help share the story of how the key focus areas of the District are coming to life across the Cariboo-Chilcotin. These examples may be viewed on the [district website](http://www.sd27.bc.ca) [www.sd27.bc.ca: Scrolling item on news items or on the top bar of the home page → Our District → District Plan for Learner Success → Key Focus Areas for Enhancing Student Success.]



Professional Development Newsletter: April 2025



Learning Series Lineup

Presenter	September	October	November	February	April
Bryan Gidinski	Workshop Learning Rounds	Workshop Learning Rounds	Workshop Learning Rounds	Workshop Learning Rounds	Workshop Learning Rounds
Carole Fullerton	Workshop Learning Rounds		Learning Rounds		Learning Rounds
Dylan Wiliam	Workshop		Workshop	Workshop	
Faye Brownlee				Workshop **Postponed**	Workshop **Postponed**
Alec Couros			Workshop		Workshop

Learning Rounds

As learning rounds make their way through the district, consider getting together with your colleagues to check in on how implementation is going!

If you did not get the opportunity to host learning rounds this year but you wanted to please reach out so we can keep you in mind for September!

Bryan will be spending his learning rounds at Cataline and Columneetza. Carole is off to Nesika and Chilcotin Road. Teachers at these schools, please get involved!

Spring Fling

Many of you are off to Spring Fling for this Pro-D. With so many of us in attendance please keep in mind the power of collaboration. Attending workshops, learning, and meeting new people together are powerful ways to enhance our practices!

A lot of planning and time goes into organizing an event like this. Please pass your appreciation along when possible.

Also keep in mind that lunch is not provided but some options nearby will be made available.

Rant and Rave

I have a lot of appreciation for teachers who go out of their way to find events and opportunities to improve their practice. Thank you for taking initiative and sharing your knowledge. Keep in mind that Pro-D can happen anytime – not just on Pro-D Days!

To date, we have over 200 applications for utilize Pro-D funds. In the future I hope to see more teacher-led workshops to share out the things we are learning along the way. Let me know if there are ways I can support you!

Workshop	Presenter(s)	Location/Time	Contact to Register
MORNING SESSIONS			
Artist Inquiry: From Study to Studio	Bryan Gidinski	9:00am – 12:00pm Columneetza	jennifer.clark@sd27.bc.ca
Debunking the Myths: Breaks vs Choices	Sarah Lum	9:00am – 12:00pm Columneetza	sarah.lum@sd27.bc.ca
Sugarcane Documentary: Viewing and Discussion	Ria Tromp Angel Smith Caitlin Currie	9:00am – 12:00pm PSO All Nations Room	ria.tromp@sd27.bc.ca
AI Tools to Support Teaching and Learning	Alec Couros	9:00am – 12:00pm Columneetza	melissa.therrien@sd27.bc.ca
Better Outside Than in – Outdoor Strategies for Primary ** IN PARTNERSHIP WITH EEPSA**	Kacie Young Eileen Bennison	9:00am – 12:00pm Scout Island	kacie.young@sd27.bc.ca
Collaborative Social and Emotional Resources for Support Staff and Teachers	Kira Cuttler-Thomas	9:00am – 12:00pm 100 Mile Elementary	deborah.myers@sd27.bc.ca
AFTERNOON SESSIONS			
DIY Character Kit	Bryan Gidinski	12:30pm – 2:30pm Columneetza	jennifer.clark@sd27.bc.ca
AI Tools to Support Teaching and Learning	Alec Couros	12:30pm – 2:30pm Columneetza	melissa.therrien@sd27.bc.ca
T̓silhqot'in Culture and Sweat (7 People)	Bruce Baptiste T̓silhqot'in National Government	1:00pm – 3:30pm TNG Office (Southlakeside Drive)	Dustin.hubner@sd27.bc.ca

FULL DAY SESSIONS *Lunch is Provided for All Full Day Sessions (Notify Registrar of Dietary Restrictions)			
Outdoor Indigenous Practices	Freda Alphonse Caroline Chupa	9:00am – 3:00pm LCSS	freda.alphonse@sd27.bc.ca
Creating a Culture of Leadership and Caring in the Classroom	Tim Hurley	9:00am – 3:00pm Columneetza Portable 80	timd.hurley@sd27.bc.ca
10 Steps to Create a Trauma Informed Resilient School	Ronda Ziakris	9:00am – 4:00pm Columneetza	frances.mccoubrey@sd27.bc.ca
Structuring a Fitness Unit for Elementary and High School Teachers: The Sport Education Model	Kameron Taylor	9:00am – 3:00pm PSO Gym	kameron.taylor@sd27.bc.ca
Secwepemc Cultural Awareness: Land Tour	Freddie Johnson Esk'etemc Elders and Knowledge Keepers	8:00am – 5:00pm Esk'et	Dustin.hubner@sd27.bc.ca
Constructive Conversations: Responding to Incidents of Racism in ways that Promote Connection	Margaret-Anne Enders	9:00pm – 3:00pm PSO Library	deborah.myers@sd27.bc.ca

Artist Inquiry: From Study to Studio

Time: (9:00am – 12:00pm)

Location: Columneetza

With Bryan Gidinski

An experiment combining biographical research with art exploration lead to a transformation in art methodology in Bryan's classroom. He will share with you how inquiries into the methods and materials that artists used lead to vibrant, self-directed and successful art classes with amazing student investment and productivity in the production of their own art portfolios. <http://www.lostboysconsulting.ca/bryan-gidinski/workshops-2/artist-inquiry-from-study-to-studio/>

Debunking the Myths: Breaks vs Choices

Time: (9:00am – 12:00pm)

Location: Columneetza

With Sarah Lum

Is a break the same thing as a choice? Not quite! Come learn about the nuanced difference between providing a student with a "break" vs a "choice" so that these opportunities can set students up for success with their learning. We'll explore how purposeful breaks support focus and how student choice builds independence and engagement, while fostering a supportive learning environment. Together, we'll discuss how these strategies enhance student regulation, motivation, and critical thinking. Target audience: Classroom teachers, EA's, LSS Teachers and YEW's

Sugarcane Documentary: Viewing and Discussion

Time: (9:00am – 12:00pm)

Location: PSO – All Nations Room

With Ria Tromp, Angel Smith, and Caitlin Currie

The objective of this workshop is to gain a deeper understanding of the harms caused by residential schools on local families and to continue to work towards reconciliation. Participants will have the opportunity to view the documentary in its entirety and then discuss it together. An elder will also be present to perform a smudging.

AI Tools to Support Teaching and Learning

Time: (9:00am – 12:00pm)

Location: Columneetza

With Alec Couros

Dr. Alec Couros is a Professor of Educational Technology and Media in the Faculty of Education at the University of Regina will be joining the district again this April. He will be providing two half day sessions during this visit. The session will be hands on and focused on use AI tools to support teaching and learning. The morning and afternoon session will include the same content to provide expanded opportunities for attendance.

Better Outside Than In – Outdoor Strategies for Primary

Time: (9:00am – 12:00pm)

Location: Scout Island

With Kacie Young and Eileen Bennison

Changing spaces changes how teachers teach and how students respond. This workshop focuses on Language Arts and Mathematics instructional strategies that work better outside than they do inside. Most of these strategies are active and play-based so come prepared to participate (and dress to be outside). The strategies presented take into consideration that outdoor education takes place in many different sorts of spaces and temperatures. Time will be left at the end for collaboration and idea sharing, so please bring your favourite outdoor teaching strategy to share.

Eileen Bennison (SD 91): With a master's in education (Numeracy) and an advanced diploma in educational leadership, Eileen Bennison has over 30 years of teaching experience. A self-confessed research enthusiast, her educational interests include the role of place attachment and sensory integration on learning

Kacie Young: With a graduate diploma in Adventure Education and love for the Early Years Kacie has a passion for bringing littles outside and finding ways to bring learning into the real world.

**Collaborative Social and Emotional Resources
for Support Staff and Teachers**

Time: (9:00am – 12:00pm)

Location: 100 Mile Elementary - Library

With Kira Cuttler-Thomas

This half day workshop will be an opportunity for support staff (YEW, ISW, EA, and other learning support) and teachers to come together and share resources and tools we are using to support our students and within our schools. I will provide an overview of SPOTS of Emotions and highlight some tangible activities and tools to support students' social and emotional needs, both one on one, and as a class. I will also lead a self-care exercise geared towards us as helping professionals. We will wrap up with some collaborative resource sharing related to social emotional needs, creative problem solving, sensory seeking and more. Suitable for Primary and Secondary Staff.

We are all doing such valuable work day to day, I would love to provide a space and time for all staff to learn from one another and for the district to collaborate. Please bring any of your favorite resources, books, fidgets ect. to share with the group that you are passionate about.

DIY Character Kit

Time: (12:30am – 2:30pm)

Location: Columneetza

With Bryan Gidinski

Looking to get your students to develop realistic, dynamic characters in their creative stories? Want your students to become more adept at analyzing and deconstructing characters in text they read? Bryan will share some activities and assignments geared at helping students become more adept at scrutinizing characters, and creating characters with depth and complexity.

<http://www.lostboysconsulting.ca/diy-character-kit/>

AI Tools to Support Teaching and Learning

Time: (12:30pm – 2:30pm)

Location: Columneetza

With Alec Couros

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T̓silhqot'in Culture and Sweat
Time: (1:00pm – 3:30pm)
Location: TNG Office (Southlakeside Drive)

With Bruce Baptiste

Join Bruce at the TNG Office for the opportunity to learn about T̓silhqot'in Culture. The primary focus of this offering is to help participants learn about the ceremonial sweat and its importance to the culture. Individuals will participate in the sweat ceremony – which is a powerful cultural experience.

Participants will need to wear shorts, t-shirt (or long dress), and sandals. Bring a water bottle and a towel. Females are not to participate in a sweat if they are in their moon time. There will be future offerings if you are unable to attend this one!

Outdoor Indigenous Practices
Time: (9:00am – 3:00pm)
Location: LCSS

With Freda Alphonse and Caroline Chupa

We will be utilizing the Outdoor Education bins in the First Nations resource room. We will make traditional tea to start. Depending on the weather, we may be doing some activities outdoors. Dress accordingly. Activities may include, working with paracord, the fire starter kit, orienteering, and exploring. We will do the activities we have time for and will introduce/overview activities that we do not have time for. Participants will gain valuable insight as to what is available in the resource room and how to access resources. Lunch and snacks will be provided.

Creating a Culture of Leadership and Caring in the Classroom
Time: (9:00am – 3:00pm)
Location: Columneetza

With Tim Hurley

This is a full day workshop looking at ways to create a culture of caring and leadership in the classroom, at school, and the community. A culture of caring makes a student feel seen and supported with the side benefit that they feel bonded to teachers and develop fundamental motivation. Culture of caring and leadership is an educational philosophy that promotes positive school culture, which in return creates safe, caring, inclusive, cooperative, and fun schools. This workshop will explore ideas and tactics currently being implemented in schools across the globe. As well as many ideas and practices that I currently use in my classes and as a coach. The workshop will include several breakout sessions to trial the practices presented.

10 Steps to Create a Trauma Informed Resilient School

Time: (9:00am – 4:00pm)

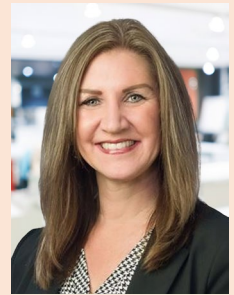
Location: Columneetza

With Ronda Ziakris

This workshop introduces participants to a trauma-informed and resilience-focused mindset and teaches participants about toxic stress and trauma, how to help process those experiences and how to foster and nurture characteristics of resilience. It begins with a strong focus on resilience and includes an exploration of how core values and beliefs direct the way professionals work with children. The four universal needs of all human beings as explained by the Circle of Courage® model including belonging, mastery, independence, and generosity will be explained and discussed.



Ronda Ziakris is a Senior Manager at MNP's Calgary office with a Master's in Education Leadership and certification as a Trauma and Resilience Trainer. She has extensive experience as an Education Director, Principal, and teacher, including work with First Nations schools and communities across Canada. Known for her strong interpersonal and communication skills, she is a respected facilitator, mentor, and speaker on Trauma-Informed Practices, leadership, and personal growth.



Structuring a Fitness Unit for Elementary and High School Teachers:

The Sport Education Model

Time: (9:00am – 3:00pm)

Location: PSO Gym

With Kameron Taylor

This workshop will cover Teaching how to have fun with fitness and "not know it". We will go over fitness game(s) oriented and learning the basics of Sport Education in the way which gives the students ownership over their own learning. We will also cover how to connect your units with curricular competencies.

Esk'etemc Cultural Awareness – Tour of the Land

Time: (8:00am – 5:00pm)

Location: Esk'et

With Esk'etemc Elders and Knowledge Keepers

Join Freddie Johnson and other knowledge keepers for a land tour (by bus) of culturally significant sites on the traditional territory of the Esk'etemc people. Participants need to arrive in Esk'et by their own means (meet at Sxoxomic School). Plan to leave Williams Lake at 8:00 a.m. and depart Esk'etemc by 4:00 p.m. at the latest. Pro-D will help to arrange carpools and milage will be covered for those who drive and offer to carpool.

Lunch will be provided. Please send information about any special dietary needs to the registrar.

**Constructive Conversations:
Responding to Incidents of Racism in ways that Promote Connection
Time: (9:00am – 3:00pm)
Location: PSO Library**

With Margaret-Anne Enders

Whether it's in the classroom or the community, we all know the importance of speaking up when we witness racism or other prejudice. But that's easier said than done. In this workshop we will explore some of the barriers to responding and learn strategies for responding in a helpful way. Focus will be on creating safe and accepting learning environments and helping students learn appropriate behaviour while maintaining good relationships.

Workshop will include grounding practices, experiential exercises, full group and small group discussions

Online Offerings & Collaborative Groups		
4 Seasons of Indigenous Learning	Beginning at the end of October and running until the end of May, this course is offered in partnership with over 50 non-profit organizations. It serves to support participants in deepening their understanding of Indigenous knowledge and perspectives while strengthening connections with the local Land and supporting more respectful, reciprocal relationships.	https://outdoorlearning.com/sd27/
Outdoor Learning Certification	From K to 12, educators can have an impact on learning and development with students outside of the classroom. Learn how to integrate the outdoors into your teaching practice through 10 Online Learning Modules (30hrs total)	https://outdoorlearning.com/sd27/
Everyday Anxiety Strategies for Educators (EASE) for K-12	EASE training is available for all interested teachers K-12 who have not taken it or took it years ago and require a refresher. 1. Register and access training here: https://healthymindsbc.gov.bc.ca/course/educators/ 2. Teachers who complete the training outside of the school day will be compensated (\$250) for the three hour online training by logging their completion using this survey and uploading their certificate. (Teachers may complete the course on a Pro-D day but there is no compensation as that is already a paid day). 3. Submissions by Nov 15, February 15, and April 15 will be compensated on that month-end payroll: https://forms.office.com/r/c9psUkHbL1 Please see your principal with any questions.	https://healthymindsbc.gov.bc.ca/course/educators/
Teach Mental Health Literacy (Available to Gr. 7 – 12 Teachers)	The course is free but the fee for a certificate of completion is \$50 (please use your school credit card to register or submit an expense claim to your principal). The certificate is required to compensated by SD 27 for completing the training. Please select this option when you register as it cannot be selected once you finish the course. 1. Register and access training using the provided link 2. IMPORTANT: select the option to receive a certificate. There will be a \$50 fee. Use a school credit card or pay and submit an expense claim to your principal for reimbursement. 2. Teachers who complete the training outside of the school day will be compensated (\$500) for the 6-8 hour online training by logging their completion using this survey and uploading their certificate. Teachers can also do it on a pro-d day but it is not additionally compensated as that is paid day of work already 3. Submissions by Nov 15, February 15, and April 15 will be compensated on that month-end payroll. (See staff communications portal district links: https://forms.office.com/r/HyWMEtKzPd Please see your principal with any questions.	https://pdce.educ.ubc.ca/teach-mental-health-literacy/

TO: Board of Education

FROM: Wendell Hiltz – Director of Instruction

DATE: April 28, 2025

RE: Item: 5.1.1 - Columneetza Daycare

BACKGROUND Update

Construction began in the spring of 2023 with Lauren Brothers Construction, with an originally anticipated completion date for the Fall of 2024. The facility is complete, and the Women's Contact Society is busy preparing it to open for children.

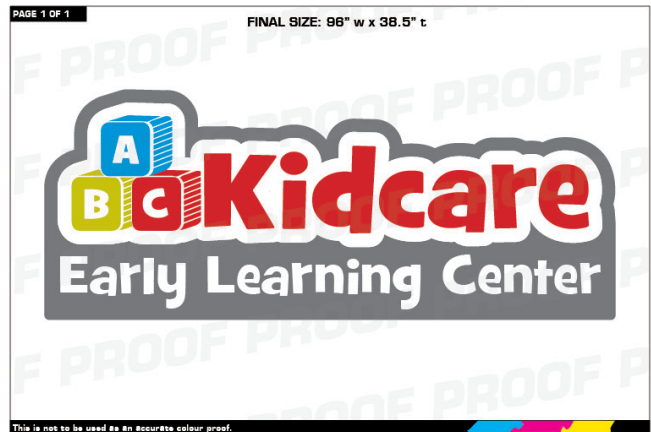
INFORMATION

Work is progressing very well at the new facility. The Women's Contact Society successfully obtained licensing the week of April 25, 2025 and has classrooms set up and ready for children. Staff have been hired for six of the seven classrooms and are ready to report to work mid-May for orientation and training. The expectation is to have five classrooms ready to open after staff orientation the week of May 20th. Depending on staff availability, the second infant toddler classroom is expected to open in late August.

Director Loewen has ordered signage for the outside of the facility, and we are waiting for that to arrive.

We have been in contact with the MECC regarding an 'Official' opening and are waiting to hear back from them before making any announcements regarding that date.

We are working with Interior Health and will be mirroring our processes with theirs to determine priority waitlist spaces for SD27 and IH staff.



RECOMMENDATION

None. For information only.

TO: Board of Education

FROM: Marc Loewen, Director of Operations

DATE: April 28, 2025

RE: Item: 5.2.1 - 2025-26 Annual Facility Grant (AFG) Submission Summary

BACKGROUND

The Annual Facility Grant is a grant paid to Boards of Education at the beginning of each school year. The grant is intended for annual facility projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets. To comply with Treasury Board direction, each school district must annually provide the Ministry with an AFG project and spending plan prior to the allocation of AFG funding. Specifically, each school district's plan will include a list of AFG projects and expenditures expected to be undertaken during the fiscal year (April 1st to March 31st).

DISCUSSION

In April 2025, the Ministry of Education's Capital Branch announced that the School District 27 Annual Facilities Grant would be \$2,161,420, an increase of \$195,045 from 2024-25.

This year's submission will include ten different projects, focusing on the key priorities we have undertaken in the last two years. Building envelope upgrades, accessibility, health, and safety. Key points: \$ 850,000 to support 100 Mile Elementary building envelope upgrade, \$ 250,000 for hard surfacing paths to big toy at Cataline, and new accessible door hardware for 108 Mile, \$236,420 towards new PA systems, security, exterior cameras at various sites.

RECOMMENDATION

THAT the Board of Education approve the 2025-2026 Annual Facilities Grant project list as presented for submission.

Submission Summary

Submission Summary:	AFG 2025/2026 2025-05-16 MAIN - K12
Submission Type:	Expenditure Plan
School District:	Cariboo-Chilcotin (SD27)
Open Date:	2025-04-07
Close Date:	2025-05-16
Submission Status:	Draft

Submission Category	Sum Total Project Cost
AFG	\$2,161,420
Total	\$2,161,420

AFG							
Project Number	Existing Facility?	Facility/Site	Project Type	VFA Requirement #	SD Project ID	Project Description	Total Project Cost
169123	Yes	100 Mile House Elementary	Exterior Wall Systems			building envelope	\$850,000
169128	No	Big lake/Tatla/Alexis	HVAC (AFG)			DDC/ furnace replacement	\$100,000
169126	No	columnneetza	Plumbing (AFG)			washroom upgrades	\$100,000
169129	No	columnneetza/100 Mile elem	Site Upgrades			exterior painting	\$100,000
169127	No	columnneetza/Cataline	Site Upgrades			paving	\$250,000
169130	No	district	Electrical (AFG)			emergency lighting	\$75,000
169132	No	district	Electrical (AFG)			tech infrastructure	\$236,420
169124	Yes	Mile 108 Elementary	Asbestos Abatement			asbestos floor tile abatement	\$100,000
169131	No	three sites	Interior Construction			flooring	\$100,000
169125	No	various locations	Accessibility Upgrades			doors/sidewalks	\$250,000
						Submission Category Total:	\$2,161,420

TO: Board of Education

FROM: Cheryl Lenardon, Superintendent / Acting Secretary-Treasurer

DATE: April 28, 2025

RE: Item: 5.2.2 - 2025/26 Minor Capital Plan Approvals and Bylaw

BACKGROUND

The School Act provides that the Minister requires Boards to prepare capital plans annually. From those plan requests, the Ministry evaluates all school district plans and prioritizes funding.

The Ministry wrote that a variety of emergent issues, including a significant number of school fires, unprecedented enrolment growth and a challenging fiscal environment, have resulted in a limited ability to advance major capital projects. In June 2024, the Board approved the submission of a major capital project to replace Marie Sharpe Elementary School, which was not approved for funding at this time.

On September 24, 2024, the Board approved the submission of the 2025/26 minor capital project request to the Ministry of Education and Child Care totaling \$9,679,584.

The Ministry has approved minor capital projects to be funded for 2025/26 as follows:

Project Requested	Funding Requested	Approval	Funding Provided
13 Replacement Buses	\$2,394,584	2 Replacement Buses	Funding according to bulk plan purchase, estimated at \$369,298
HVAC projects at Lake City Secondary, Columneetza Campus Gym	\$850,000	HVAC Upgrades at Lake City Secondary, Columneetza Campus Gym	\$850,000
Charging Stations at Lake City Secondary	\$50,000	Charging Stations at Lake City Secondary	\$50,000
Exterior Walls at 100 Mile House Elementary	\$1,400,000	Exterior Walls at 100 Mile House Elementary	\$1,400,000
FIP Kitchen equipment at Horse Lake Elementary and Peter Skene Ogden Secondary	\$100,000	FIP Kitchen equipment at Horse Lake Elementary and Peter Skene Ogden Secondary	\$100,000
Total Approved Funding			\$2,769,298

“Learning, Growing, and Belonging Together”

The Ministry did not approve of funding the following projects:

Replacement of Playground equipment at Mountview Elementary	\$195,000
Playground replacements at Horsefly Elementary Jr. Secondary and Likely Elementary Jr. Secondary	\$390,000
Electrical Security PA/Data Upgrades at various schools	\$850,000
Exterior walls at Lac La Hache Elementary	\$500,000
Replace HVAC and Boilers at Marie Sharpe Elementary	\$1,700,000
HVAC at Mountview Elementary	\$500,000
Plumbing replacement at Mile 108 Elementary for an accessible washroom	\$850,000

In this difficult economic time, management is pleased with the projects that are proceeding and will be funded by the province.

RECOMMENDATION

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **first** time at this meeting.

THAT the Board of Education approve Capital Bylaw 2025/26-CPSD27-01 be read a **second** time at this meeting.

Approval of Third and Final Reading:

THAT the Board of Education unanimously approves Capital Bylaw 2025/26-CPSD27-01, to be read for a **third** and final time at this meeting.

THAT the Board of Education should approve Capital Bylaw 2025/26-CPSD27-01 to be read for the third and final time at this meeting.



March 25, 2025

Ref: 23223

To: Secretary-Treasurer and Superintendent
School District No. 27 (Cariboo-Chilcotin)

Capital Plan Bylaw No. 2025/26-CPSD27-01

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2025/26

This letter is in response to your School District's 2025/26 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs. This letter also contains important information regarding your upcoming 2026/27 Annual Five-Year Capital Planning submission. The following tables identify major capital projects that are supported to proceed to the next stage of development and minor capital projects that are approved for funding and can proceed to procurement.

On March 13, 2025, the Province introduced legislation that identifies country of origin requirements for all procurements. What this means is U.S. bidders must be excluded, except in certain circumstances, for all future procurements. The Ministry will have further conversations with school districts as the tariff situation evolves and commit to working closely with you to navigate this challenging situation.

MAJOR CAPITAL PROJECTS

Major capital consists of the following program areas:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)

A variety of emergent issues including a significant number of school fires, unprecedented enrolment growth and a challenging fiscal environment have resulted in a limited ability to advance major capital projects. As a result, there are no new major capital projects in your School District that were supported to move forward at this time.

MINOR CAPITAL PROJECTS

The table below reflects approved minor capital projects for your School District in the following program areas:

- School Enhancement Program (SEP)
- Food Infrastructure Program (FIP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)

- Playground Equipment Program (PEP)

New projects for SEP, FIP, CNCP, BEP, PEP

Facility Name	Program Project Description	Amount Funded by Ministry
100 Mile House Elementary	SEP - Exterior Wall System Upgrades	\$1,400,000
Lake City Secondary	CNCP - HVAC Upgrades	\$850,000
Lake City Secondary	CNCP - Electrical Upgrades	\$50,000
Horse Lake Elementary, Peter Skene Ogden Secondary	FIP - Kitchen Equipment and Upgrade	\$100,000

All projects are now to proceed to design, tender and construction, and to be completed by March 31, 2026.

New projects for BUS

The table below identifies Bus Acquisition Program (BUS) approved projects, with BUS funding amounts to be confirmed after school districts place their order(s) with bus vendors during the upcoming bus standing offer timeframe which runs from April 2, 2025 to June 2, 2025. Only internal combustion engine buses are currently identified, with approval and funding for electric buses (if applicable) to be identified later through an amended Capital Plan Response Letter. Please refer to the attached *School Bus Letter* for additional school bus purchasing details.

New/Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry
A2271	INTERNAL COMBUSTION ENGINE - Type C (52-57) with 0 wheelchair space(s)	TBD
A2270	INTERNAL COMBUSTION ENGINE - Type C 76 with 0 wheelchair space(s)	TBD

An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board-related obligations associated with the approved Minor Capital projects for the 2025/26 fiscal year. Please email a signed/dated copy of the Annual Programs Funding Agreement to the Ministry at CMB@gov.bc.ca

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (template can be found on the Ministry [website](#)) using the Capital Bylaw Number provided at the beginning of this document, for the supported and/or approved 2025/26 Five-Year Capital Plan projects as identified in this letter. The Capital Bylaw must be adopted by your Board and uploaded onto your School District's online MyCAPS portal in order for the

Ministry to issue Certificates of Approval. A step-by-step guide of this process is attached for your reference.

Please contact Branch Director [Michael Nyikes](#) with any questions regarding Minor Capital projects.

2026/27 ANNUAL FIVE-YEAR CAPITAL PLAN SUBMISSIONS

Capital Plan Instructions for the 2026/27 Annual Five-Year Capital Plan submission process will be available on the Ministry's capital planning [website](#) in early April.

School districts' capital plan submission deadlines for the 2026/27 fiscal year are:

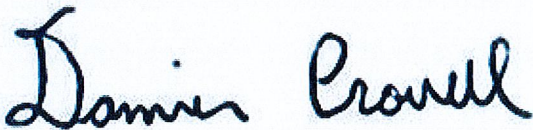
- **June 30, 2025**
 - Major Capital Programs (SMP, EXP, REP, RDP, SAP)
- **September 30, 2025**
 - Minor Capital Programs (SEP, CNCP, PEP, BEP, BUS)
- **October 1, 2025**
 - Minor Capital Programs (FIP)

Additionally, the Annual Facility Grant (AFG) project requests for the 2025/26 fiscal year are to be submitted using the MyCAPS portal, on or before **May 16, 2025**. The 2025/26 AFG Allocation Table will be available on the Ministry's capital planning [website](#) in early April.

The Ministry recommends school districts discuss draft versions of their intended capital projects and Annual Facility Grant project requests with minor capital staff in advance of submission deadlines.

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer.

Sincerely,



Damien Crowell, Executive Director
Education and Child Care Capital Branch
Ministry of Infrastructure

pc: Geoff Croshaw, Director, Major Capital Projects, Education and Child Care Capital Branch
Michael Nyikes, Director, Minor Capital Projects, Education and Child Care Capital Branch

TO: Board of Education

FROM: Cheryl Lenardon, Superintendent

DATE: April 28, 2025

RE: Item: 5.2.3 - 2025-26 Budget Process

BACKGROUND

The Board of Education must prepare an annual budget and have it fully adopted by the Board through a bylaw process no later than June 30, 2025, as per Section 113 of the School Act.

Discussion:

Allocating resources to programs and services is one of the important functions of the Board. The governance role to ensure that resources are focused on strategic plan goals and prioritizing support for students.

The Ministry of Education and Child Care released the preliminary operating grants for the 2025/26 fiscal year and provided annual budget instructions.

The changes in funding are based on a student enrolment decline of 26.56 FTE. Changes in operating grants are as follows:

Expected Enrolment Decline	(\$ 424,252)
Students with Unique Needs	(37,750)
Wage settlements move from special grants to per pupil	(143,170)
Indigenous Education Council	<u>19,160</u>
Net Change in Operating Grants	(\$586,013)

Key Information about Current Spending as outlined on the attached Backgrounder:

- The district spends about 70% of its budget on Instruction which is on par with the average of other like sized districts.
- Administration at 4% of the total operating budget is less than the average of liked size districts at 5.9%.
- For each employee hired, the cost of Employee Benefits adds 24.98% of the salary to the cost of employment.
- Staffing is the largest component of the budget at 82%. Staffing numbers have stayed consistent as a percentage of the budget over time
- The district has utilized the surplus reserves to upgrade equipment and facilities over the last few years. The available operating surplus reserve of \$1,744,047 has reduced from 11.8% to 2.68% of operating expenses in accordance with Policy 630 which targets to have an accumulated operating reserve of 2 to 4 percent of operating expenditures.

Considerations for the 2025/26 Annual Budget:

- Pressure from reduced investment revenue
- Cost increases from tariffs, inflation, and employee benefits
- Staffing adjustments for enrolment decline
- No changes in district-level staffing
- Continued focus on student safety
- Continue to review transportation costs and determine an appropriate level of service and cost.
- No wage increases will be incorporated into the budget, as it is expected that the province will fund any labour settlements
- Reduced focus on equipment purchases due to limited reserves

Increased Transparency, Communication and Consultation:

Fiscal planning should be transparent and understood by all levels of the organization, so there will be more opportunities for information sharing and feedback, including an all-schools community meeting on April 30th.

Budget Backgrounder:

The attached budget backgrounder answers several questions about our budget spending and how it compares to that of other districts of similar size.

RECOMMENDATION

None. Information only.



2025/26 Budget Backgrounder

Item: 5.2.3.1

DEMOGRAPHICS:

Students

Funded 4,546.5625 FTE as of September 30, 2024. Enrolment is projected to decrease to 4,520.00 FTE students in September 2025 - a drop of 0.57%, resulting in a funding decrease for the enrolment decline of \$462,002.

Schools

24 School Sites:

- 2 - Secondary Schools
- 7 - Elementary Junior Secondary School
- 13- Elementary Schools
- 2 – Alternate Program

Size of Total Operating Budget

The 2024/25 Annual Budget Bylaw totaled \$77,558,144 of which:

- Operating of \$64,033,286 or 82.6%
- Special Purpose of \$8,965,840 or 11.6%
- Capital of \$4,559,018 or 5.8%

Sources of Revenue

The majority of the funding for the operating budget comes from the provincial government grants at 93.69%. The largest local revenue is from First Nations.

Local Taxation Revenue

All residential and business school taxes flow to the general revenue of the province to offset the overall cost of public and independent education.

Employees

628.47 FTE staff comprised of 304.01 FTE teachers, 35 FTE Principals and Vice Principals, 103 FTE educational assistants, 18.3 FTE Indigenous Support Workers, 145.1 support staff and 23 FTE professional staff (FTE stands for Full time equivalent and reflects paid time as many staff are part-time)

Collective Agreements with Staff

Teachers and IUOE Local 959 Support Staff are provincially negotiated contracts within government wage mandates and locally bargained for non-cost items

The following is a list of commonly asked questions about our budget and fiscal situation.

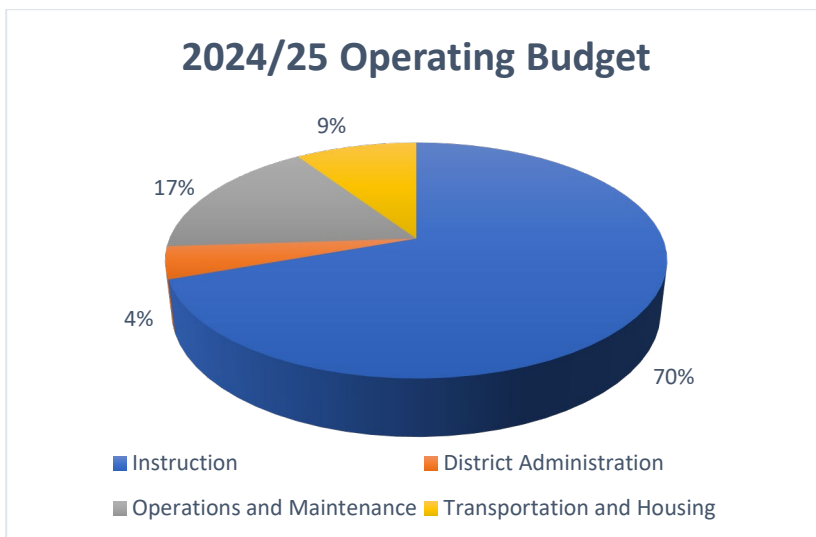
1. How does the school district spend its operating budget, especially the percentage in non-instructional areas?

Of the operating budget, \$44.4 million is spent on delivering education in classrooms.

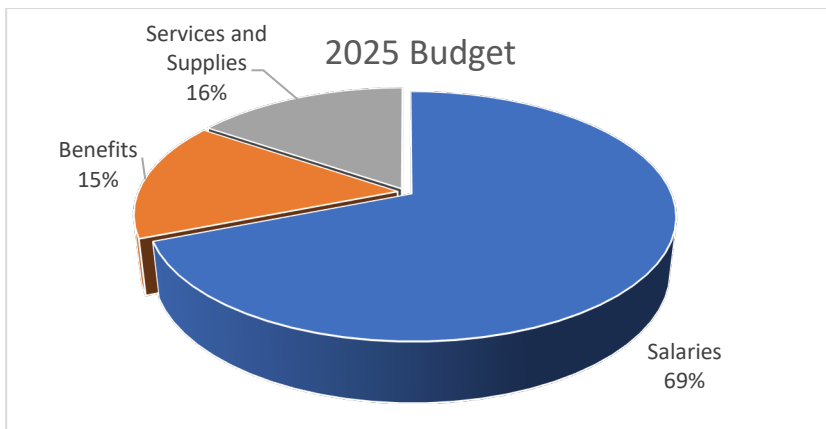
In addition, staffing is also supported by two special-purpose grants:

Learning Improvement Fund	\$ 221,150
Classroom Enhancement Fund	\$ 4,377,066

The district spends the largest portion of its budget on instruction as follows:



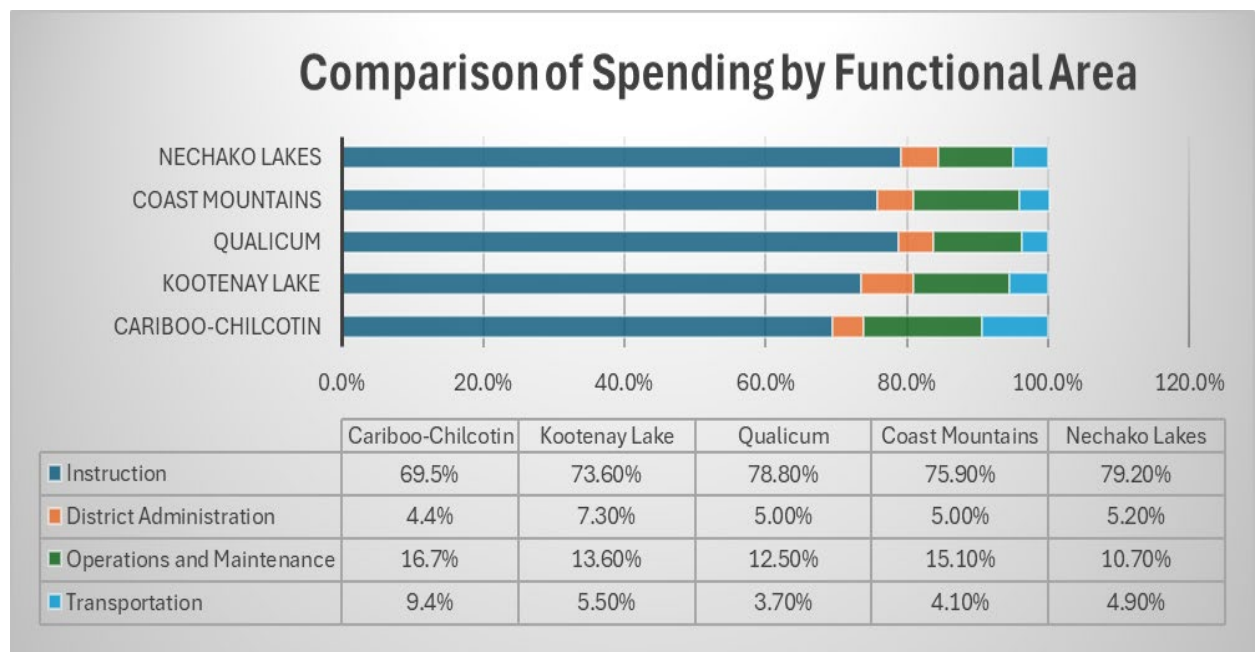
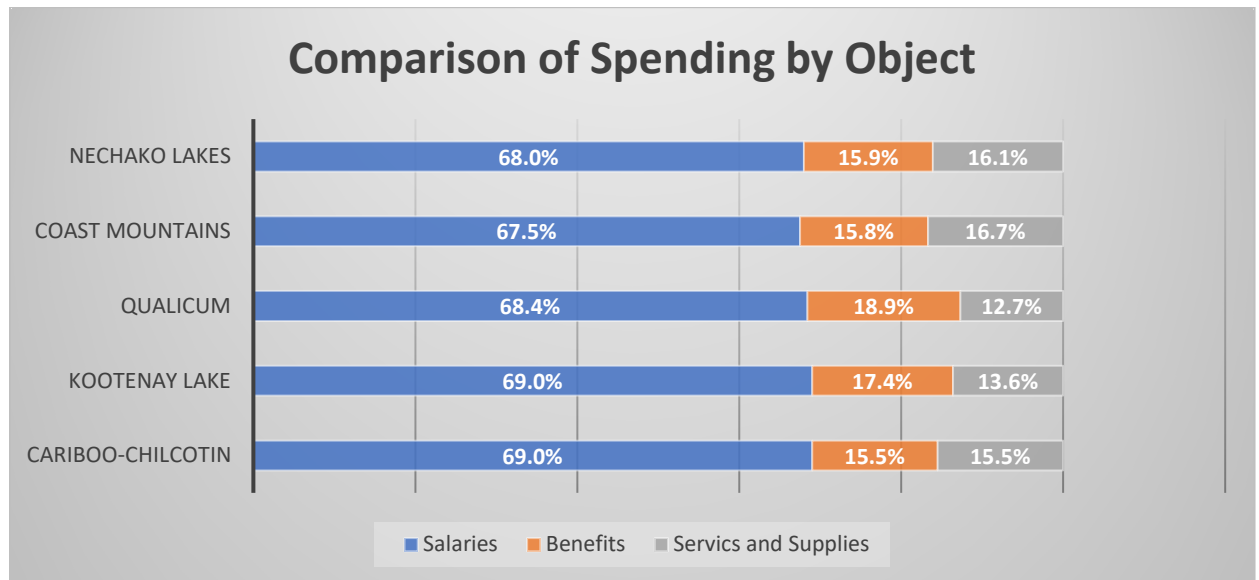
The district spends about 70% of it's budget on Instruction which is on par with the average of other like sized districts. Administration at 4% is less than the average of liked size districts at 5.9%.



For each employee hired, the cost of Employee Benefits adds 24.98% of the salary to the cost of employment.

2. How does the school district spend compare with like-sized districts and Interior districts?

The school district allocates its spending similar to other like-sized districts. There is a need to spend more on transportation and maintenance of schools than others due to the size and dispersion of the district, resulting in the allocation to instruction being less. The district is partially compensated for this extra cost by the geographic funding.



3. How does the operating spending compare over the last three years and what were the budget priorities or focus?

There was a focus on upgrading equipment and utilizing the significant surplus reserve that had accumulated over time. Now the focus will be on a sustainable expenditure level that continues to best support our students.

	2022 Actual	2023 Actual	2024 Actual	2025 Amended Budget
Enrollment - September 30	4,679	4,708	4,590	4,546
Operating Revenues	57,222,798	59,738,885	63,935,654	65,208,080
Operating Expenditures				
Salaries:				
Teachers	19,888,015	19,855,919	20,784,673	20,538,739
Principals and Vice-Principals	4,785,943	5,146,879	5,018,574	5,459,210
Education Assistants	3,316,523	3,273,876	3,860,582	4,051,654
Support Staff	8,043,952	8,357,128	9,713,953	9,847,592
Other Professionals	2,483,821	1,968,664	2,304,552	1,993,863
Substitutes	897,497	1,257,644	1,423,617	1,645,951
Total Salaries	39,415,751	39,860,110	43,105,951	43,537,009
Employee Benefits	8,487,830	8,706,433	10,166,626	10,874,043
Services and Supplies				
Services	958,443	876,835	1,942,891	1,849,750
Student Transportation	178,288	84,828	206,803	260,600
Professional Development and Travel	315,088	895,636	1,081,608	1,030,687
Rentals and Leases	42,457	306,240	204,944	252,000
Dues and Fees	142,105	275,920	268,546	384,150
Insurance	181,561	170,177	158,316	215,410
Supplies	3,681,247	4,397,782	3,861,655	5,082,194
Utilities	1,637,230	1,523,095	1,515,207	1,665,000
Total Supplies and Services	7,136,419	8,530,513	9,239,970	10,739,791
Total Operating Expense	55,040,000	57,097,056	62,512,547	65,150,843
Net Revenue (Expense)	2,182,798	2,641,829	1,423,107	57,237

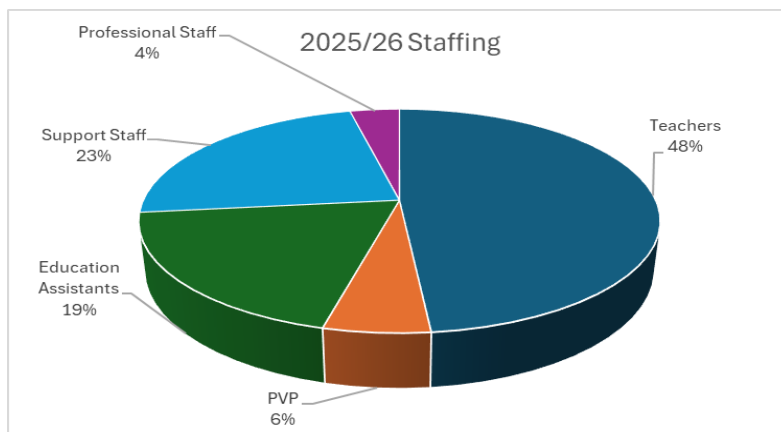
4. How has the district utilized accumulated operating surplus reserves?

The district has utilized the surplus reserves to upgrade equipment and facilities over the last few years. The available operating surplus reserve has reduced from 11.8% to 2.68% of operating expenses in accordance with Board Policy 630, which states that the target for the Accumulated Operating Surplus balance, net of internal restrictions, is established in the range of 2-4% of operating expenses.

Summary Accumulated Operating Surplus			
Opening Balance June 30, 2021			4,921,797
Surplus 2022			2,182,798
Lease Payments			(322,082)
Net Available 2022			6,782,513
Surplus 2023			2,641,829
Equipment and Facilities			(5,056,101)
Net Available 2023			4,368,241
Surplus 2024			1,423,107
Equipment and Facilities			(3,416,538)
Net Available 2024			2,374,810
Planned Surplus 2025 Amended Budget			57,237
Planned Equipment and Facilities			(50,000)
Restricted-Indigenous Education			(638,000)
Net Available 2025			1,744,047

In addition, the Board contributed local capital to the Daycare and cafeteria rebuilding projects which were partially funded by the government.

5. How are staffing resources deployed by the district?



Staffing is the largest component of the budget. Staffing numbers have stayed consistent as a percentage of the budget over time

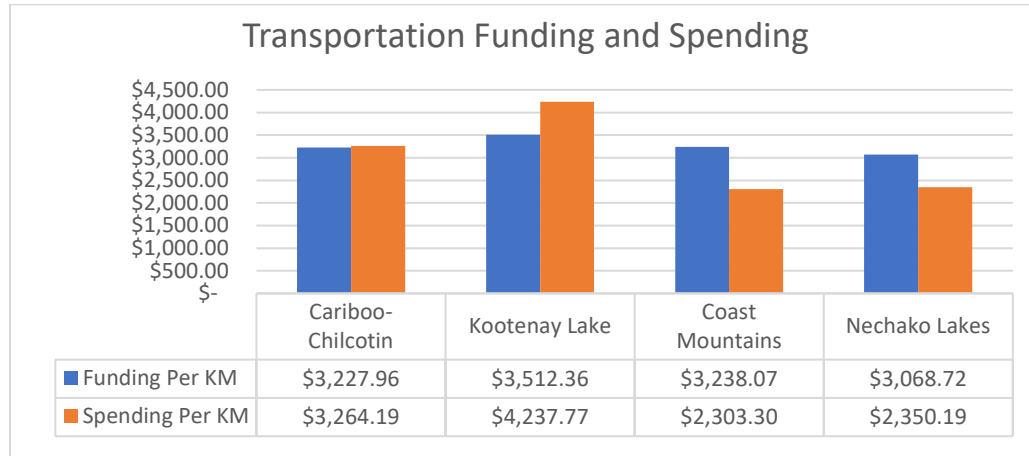
6. What pressures is the district facing for the 2025/26 budget?

- a. Funding from the province is estimated to decrease by \$586,013 as a result of enrolment decline and new per-pupil funding
- b. Costs expected to increase:
 - i. Employee Benefits
 - ii. Tariffs and inflation
 - iii. Utilities and fuel costs
 - iv. Insurance

7. Is the district spending efficiently on transportation, and how does the spending compare to other districts and the geographic funding allocation?

Although transportation is not an essential service under the school act, the district is committed to an effective and efficient transportation system. Efficiencies made in the 2024/25 school year resulted in spending very close to geographic funding levels. Other districts are spending less per KM but do not have the level of distance to cover. The government has not added funding for inflationary costs such as fuel and maintenance since 2002/03. It is also important to note that the government does not direct this funding to be spent on transportation.

Our district also supports field trips and staff travel between schools, which are important supports for our students and staff and are over and above the student bussing costs above.



8. How has the district supported equipment and facilities upgrades in the past three years?

The district has significant deferred maintenance in our facilities, needed to make our schools healthier and safer places to learn and work. The district has started to address this issue in the last two budget plans from both local capital and accumulated operating reserves, as well as some support from the province, specifically for the daycare and cafeteria projects. Examples of the upgrades are:

- Columneetza Daycare Project
- Fire Alarm Upgrades, flooring, and painting at various schools
- Network Upgrades (various)
- Accessible Playgrounds at 108 Mile Elementary & Lac La Hache
- Roof Repairs (various)
- PSO Boiler Replacement
- Three School Buses
- Two Fleet Vehicle Replacements
- Cataline Drainage Project
- School Access Upgrades
- Columneetza Cafeteria Fire Restoration

9. How will the Board make the decisions on the budget for 2025/26?

The Board will determine principles to use to base budget decisions such as:

- a. Staffing resources will be adjusted for enrolment decline
- b. Adherence to collective agreements and board policy
- c. Supply budgets will need to accommodate the effect of tariffs or other economic pressures
- d. Limited equipment purchases
- e. 3-year planning for accumulated operating and local capital reserves
- f. Prioritize student safety and healthy and safe facilities

As well the Board will expand its communication about the budget to provide greater transparency and opportunities to provide input into the budget decisions.

10. When will information about the budget be available, and how can the public participate?

The Board is providing the following opportunities to hear about the budget and offer feedback

- Finance Committee Meetings in April and May
- School Community Meeting in April
- Board meetings in April, May and June
- Public Consultation meeting in May
- Advisories to schools throughout the process
- Information on the district website

TO: Board of Education

FROM: Cheryl Lenardon, Acting Secretary-Treasurer

DATE: April 28, 2025

RE: Item: 5.2.4 - Operating Revenue and Expenses Fiscal Update

BACKGROUND

Boards of Education have an annual financial cycle built around student FTE enrollment estimates, Ministry funding announcements, budget and amended budget timelines and our September 1701 submission.

The District has committed to providing regular updates on its current fiscal position to the Board. This process involves incorporating the latest information as it becomes available and as funding or expense conditions change.

DISCUSSION

On January 28, 2025, we were provided with our recalculated funding amounts from our September 1701 submission. This was later than the normal timeline for receiving this information and has implications for the timing of our budget cycle. We have since completed our Amended Budget for the year and are now monitoring spending in the lead-up to the year-end June 30th to keep the Board updated on our current Operating Financial Position.

The update being provided will update the board as of March 31st, 2025, with a look at our current position as of this date. We have also attempted to incorporate some normal year-end cost items into the fiscal update that normally occurs in June to better reflect our current position with regard to our best estimate of our fiscal position.

As of March 31, 2025 the District is currently in an Overall Operating Surplus Position of \$181,078 based on the latest compiled information.

We still have three months of the year remaining, and all departments are aware of their budgets and are doing their best to spend only where absolutely necessary, as there is still a relatively small surplus.

This is just a reminder that this is a snapshot of our fiscal position as of March 31, 2025. We will continue to monitor and update the board regularly as we approach the end of the year.

RECOMMENDATION

None. Information only.

School District No. 27 (Cariboo-Chilcotin)

Schedule 2

Schedule of Operating Operations

As of March 31, 2025

	2025 Amended Budget \$	2025 Actuals \$	2024 Actuals \$
Revenues			
Provincial Grants			
Ministry of Education and Child Care	61,698,458	42,944,398	59,719,754
Other	80,000	71,730	72,337
Federal Grants			
Tuition	20,475	16,625	13,750
Other Revenue	3,134,147	2,273,898	3,429,900
Rentals and Leases	125,000	91,162	135,526
Investment Income	150,000	123,158	564,387
Total Revenue	65,208,080	45,520,971	63,935,654
Expenses			
Instruction	45,965,042	31,064,432	43,947,292
District Administration	3,192,898	2,660,229	3,149,002
Operations and Maintenance	10,404,618	7,418,119	9,851,803
Transportation and Housing	5,588,285	3,693,462	5,564,450
Debt Services			
Total Expense	65,150,843	44,836,242	62,512,547
Operating Surplus (Deficit) for the year	57,237	684,729	1,423,107
Budgeted Appropriation (Retirement) of Surplus (Deficit)	630,763		
Net Transfers (to) from other funds			
Tangible Capital Assets Purchased	(50,000)	(21,421)	(103,809)
Tangible Capital Assets - Work in Progress	-		
Local Capital	-	-	(2,750,000)
Other	(638,000)	(482,230)	(562,729)
Total Net Transfers	(688,000)	(503,651)	(3,416,538)
Total Operating Surplus (Deficit), for the year	-	181,078	(1,993,431)
Operating Surplus (Deficit), beginning of year		2,374,810	4,368,241
Prior Period Adjustments			
District Entered			
District Entered			
Operating Surplus (Deficit), beginning of year, as restated		2,374,810	4,368,241
Operating Surplus (Deficit), end of year		2,555,888	2,374,810
Operating Surplus (Deficit), end of year			
Internally Restricted		669,052	669,052
Unrestricted		1,886,836	1,705,758
Total Operating Surplus (Deficit), end of year		2,555,888	2,374,810

Finance and Facilities & Transportation Committee Meeting Report



April 8, 2025 (4:15 p.m. – 5:20 p.m.)

Trustees in Attendance:	Angie Delaine (Chaired Mtg.), Michael Franklin, Anne Kohut, Willow Macdonald, Mary Forbes.
TEAMS:	
Regrets:	Linda Martens.
Staff:	Superintendent Cheryl Lenardon, Director of Instruction - Sean Cameron, Wendell Hiltz, Grant Gustafson, Director of Human Resources - Taryn Aumond, Director of Operation - Marcus Loewen, Manager of Finance - Paul Wallin, Executive Assistant Jodi Symmes.

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. No Committee Report for review	The committee did not meet in March.	None.
2. Budget Process 2025-2026	Superintendent/Acting ST Lenardon reviewed the 2025-2026 Budget Process with the committee and public, laying out key areas of current spending and considerations.	None. Information only.
3. Annual Facility Grant (AFG) 2025-26	Director of Operations Marc Loewen reviewed the AFG submission summary for the updates for the district buildings over the next year.	None. Information only.
4. Minor Capital Plan Submission Approval 2025-2026	Superintendent/Acting ST Lenardon reviewed the Minor Capital Plan submission for 2025-2026.	RECOMMENDATION: THAT the Board approve Capital Bylaw 2025/26-CPSD27-01 be read a first time at this meeting. THAT the Board approve Capital Bylaw 2025/26-CPSD27-01 be read a second time at this meeting. THAT the Board unanimously approve Capital Bylaw 2025/26-CPSD27-01, to be read for a third and final time at this meeting. THAT the Board approve Capital Bylaw 2025/26-CPSD27-01 be read for a third

“Learning, Growing, and Belonging Together”

Agenda Item	Notes	Action												
		<i>and final time at this meeting.</i>												
5. Columneetza Daycare update	Director of Operations Marc Loewen and Director of Instruction Wendell Hiltz updated the committee on the new Columneetza Daycare. The district is excited to report that the facility is 100 percent complete on the inside, and only a small section of the exterior vestibule remains to finish.	None. For information only.												
6. Chilcotin Road Before and After School Care	Director of Operations Marc Loewen updated the committee on the progress of relocating the portable to the Chilcotin Road school property for before- and after-school care.	None. For information only.												
7. Lake City Secondary Outdoor Cultural Classroom update	Director of Instruction Grant Gustafson reviewed the proposed plans for the FNEC-approved and funded Lake City Outdoor Cultural Classroom for the committee.	None. For information only.												
8. Transportation Registration update	Director of Instruction Sean Cameron and Manager of Transportation Ben Bennison reviewed the latest bus registration numbers with the committee. Question: Will the notification system allow parents to know if the bus is cancelled or if the student is not at school or on the bus? Answer: Delayed or cancelled: Yes, but not on the bus. Schools let the parents know their child is not at school.	None. For information only.												
Proposed Future Meeting Dates														
<table><tr><th>MEETING</th><th>DATE</th><th>TIME</th><th>LOCATION</th></tr><tr><td>Finance/Facilities Committee</td><td>May 13, 2025</td><td>4:15 p.m.</td><td>Board Office</td></tr><tr><td>Finance/Facilities Committee</td><td>June 10, 2025</td><td>4:15 p.m.</td><td>Board Office</td></tr></table>			MEETING	DATE	TIME	LOCATION	Finance/Facilities Committee	May 13, 2025	4:15 p.m.	Board Office	Finance/Facilities Committee	June 10, 2025	4:15 p.m.	Board Office
MEETING	DATE	TIME	LOCATION											
Finance/Facilities Committee	May 13, 2025	4:15 p.m.	Board Office											
Finance/Facilities Committee	June 10, 2025	4:15 p.m.	Board Office											
Also attending were representatives for: DPAC: Jessica Potvin (TEAMS) IUOE: Sue Sim														

Education Committee Meeting Report



April 9, 2025 (4:30 p.m. – 5:21 p.m.)

Trustees in Attendance: Anne Kohut (Chaired Mtg.), Michael Franklin, Mary Forbes, Willow Macdonald

TEAMS: Linda Martens.

Regrets:

Staff: Superintendent: Cheryl Lenardon; Directors of Instruction: Grant Gustafson, Sean Cameron.

Agenda Item	Notes	Action
Acknowledgement of Traditional Territory—Norma Sure welcomed attendees to the traditional unceded territory of the Secwépemc Nation, specifically T'exelemc.		
1. No Committee Report for review	The committee did not meet in March.	None.
2. Outgoing Indigenous Role Models	Director of Instruction Grant Gustafson introduced the 2024-2025 Indigenous Role Models Grace Anderson and Finley Testawich. They shared highlights of the role from the crowning ceremony to representing the district at pow wows and events, and all the people they met. They both have been outstanding role models.	None. Information only.
3. CIMS -LEA Data Sharing and LEAP Initiative	Directors of Instruction Sean Cameron and Grant Gustafson were joined by Norma Sure and Leah Briault from WLFN, who have been leaders in a partnership to develop a data sharing and reporting tool to support collaboration to enhance student success. The Local Education Agreement Platform (LEAP) will support the daily work and communication with schools, monthly LEA meetings, and reporting to the Chief and Councils. Norma and Leah shared their perspectives on the development process, the resulting tool, and how it will be used. CCTA representative Dave Julius spoke to teachers starting to use the related Cariboo-Information Management System (CIMS) and the potential they see.	None. Information only.
4. BCSTA Improving Student Outcomes Resource	Superintendent Lenardon reviewed the key content areas in the resource developed by the BCSTA Inclusion and Accessibility Working Group to support improving outcomes for students with disabilities	None. Information only.

“Learning, Growing, and Belonging Together”

350 North 2nd Avenue Williams Lake, BC V2G 1Z9 **Tel:** 250.398.3800 **Web:** www.sd27.bc.ca

Agenda Item	Notes	Action													
	and diverse abilities. Link to full report shared for review by trustees to inform future work and decision making.														
5. Proposed Future Meeting Dates															
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Also attending were representatives for:															
CCTA: David Julius															