

Public Board of Education Meeting Agenda



February 24, 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 February 24, 2025, Public Meeting of the Board of Education be approved.

- 2.1. Adoption of Minutes

THAT the minutes of the January 27, 2025, Public Meeting of the Board of Education be approved as presented.

- 2.2. In-Camera Meeting Report

THAT the report of the January 27, 2025, In-Camera Meeting of the Board of Education be approved as presented.

3. Presentations – None.

4. Delegation – None.

5. Reports

- 5.1. Superintendent Report

- 5.1.2 Building System Upgrade

- 5.1.3 Cariboo Information Management System

- 5.1.4 Enrollment Projections

- 5.2. Secretary-Treasurer Report / Manager of Finance

- 5.2.1. 2024/2025 Fiscal and Funding Update

- 5.2.2. Save the Dates

BCSTA Partner Liaison Meeting – March 7, 2025

- 5.3. Committee Reports

- 5.3.1. Finance & Facilities - Committee meeting: No motions were brought forward.

“Learning, Growing, and Belonging Together”

5.3.2. Policy Committee - No motions were brought forward.

5.3.3. Education Committee

[School Calendar](#)

***THAT** the Board of Education approve 2025-2026 and 2026-2027 school calendars as presented.*

5.4. Trustees - None

5.5. Liaison / Representation - None

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



January 27, 2025 (6:30 p.m.)

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

TEAMS: Linda Martens, Willow Macdonald.

Regrets: Brenda Hooker, Wendell Hiltz, Sean Cameron.

Staff: Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond; Directors of Instruction Grant Gustafson, and 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

THAT the Board of Education appoint Cheryl Lenardon as Secretary-Treasurer for the January 27, 2025 Public Board Meeting.

O2025.01.27-01

Moved: Trustee Kohut
Seconded: Trustee Forbes

2. Approval of Agenda

THAT the agenda for the December 16, 2024, Public Meeting of the Board of Education be approved.

O2025.01.27-02

Moved: Trustee Kohut
Seconded: Trustee Forbes

Adoption of Minutes

THAT the minutes of the December 16, 2024, Public Meeting of the Board of Education be approved as presented.

O2025.01.27-03

Moved: Trustee Forbes
Seconded: Trustee Kohut

2.1 In-Camera Meeting Report

THAT the report of the December 16, 2024, In-Camera Meeting of the Board be approved as presented.

O2025.01.27-04

Moved: Trustee Kohut
Seconded: Trustee Forbes

“Learning, Growing, and Belonging Together”

3. Presentation – Mike Tudor - [Gavin Lake Forest Education Centre](#)

Mr. Tudor, on behalf of the Gavin Lake Forest Education Centre, spoke to the partnership between the non-profit society and the school district to provide unique learning opportunities for more than 26,000 students who have participated in the programming.

4. Delegation – Concerned Parents & Caregivers of Williams Lake

Mr. Hobi, spokesperson for Concerned Parents & Caregivers of Williams Lake, reviewed the delegation request form sent to the Board and read a statement related to their concerns and request for the Board to vote on motions put forward by the group.

Board Chair Delainey reviewed the Board's Bylaws and meeting processes, further explaining how the public can bring concerns to their area Trustees.

Chair Delainey called a recess at 7:05 pm
Seconded – Trustee Forbes
The meeting was called back to order at 7:15 pm

5. Reports

5.1 Superintendent Report

The Superintendents Report on recent happenings in the district was reviewed with the Board

5.2 Secretary-Treasurer Report

5.2.1 Transportation Community Engagement Meetings / Route Revisions

Ben Bennison, Transportation Manager, provided information on updates that were made to the routes in the Horse Lake, Mile 108 and Mile 103 areas.

5.2.2 Save the Dates

BCSTA Northern Interior Branch AGM – February 7-8, 2025
BCSTA Provincial Council – February 22, 2025 (Virtual)

5.3 Committee Reports – None

5.4 Trustees

5.4.1 Trustee Kohut

5.5 Liaison / Representation – None

6. Information (Reading File) – None

7. Adjournment

The meeting adjourned at 7:30 p.m.

8. Public Comments

Cheryl Lenardon
Acting - Secretary-Treasurer

Angie Delaine
Chair

DRAFT

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:	January 27, 2025
TRUSTEE PRESENT:	Angie Delainey (Chair), Anne Kohut, Mary Forbes, Michael Franklin.
TRUSTEE ATTENDING VIA TEAMS:	Linda Martens, Willow Macdonald
REGRETS:	Brenda Hooker, Sean Cameron.
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 – 5:04 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 Briefing Note provided
4. Discussion Items
5. Information Items
 - 5.1. Property Update
 - 5.2. Staffing Update
 - 5.3. Bargaining Update
 - 5.4. Briefing Note provided
 - 5.5. District Review
 - 5.6. Briefing Note provided
 - 5.7. Briefing Note provided
6. Adjournment – 6:13 p.m. for Public meeting, and resumed at 7:35 p.m.

"Learning, Growing, and Belonging Together"



Walking Together in the 2024-2025 School Year
in Cariboo-Chilcotin School District No. 27
Superintendent Report to Board of Education

February 24, 2025



Key Focus Areas for Enhancing Learner Success

Professional Development Day

The collaboration between Cariboo-Chilcotin Teachers Association (CCTA) and the School District allows our educators to actively engage in exceptional professional development. The recent pro-d day on February 14 was another example of collective commitment to continuous improvement of instructional capacity.

Provincial and globally-renowned presenters were Bryan Gidinski on digging for depth in writing and poetry, and Dylan Wiliam on learning and memory.

Local Indigenous knowledge keepers on staff and from community shared teachings including *Pine Needle Basket Making*, *Creating Culturally Relevant Educational Programming in Secwepemcul'ecw*, and *Tsilhqot'in Culture and Sweat*.

Community partners led sessions on *Wayi Wah!*, *Basics of Bias*, *Harm Reduction and Nalaxone*, and *Firesmart BC Education Program*.

School district educational leaders taught their colleagues on topics including *Creating a Culture of Leadership and Caring in the Classroom*, *Supporting Literacy for All Students – Including Those with Complex Needs*, *Using Vertical Surfaces to Enhance Science Learning*, *Story Workshop and Dramatic Play*, *Differentiating Instruction using AI*, *Theory and Practice of the UFLI Literacy Program*

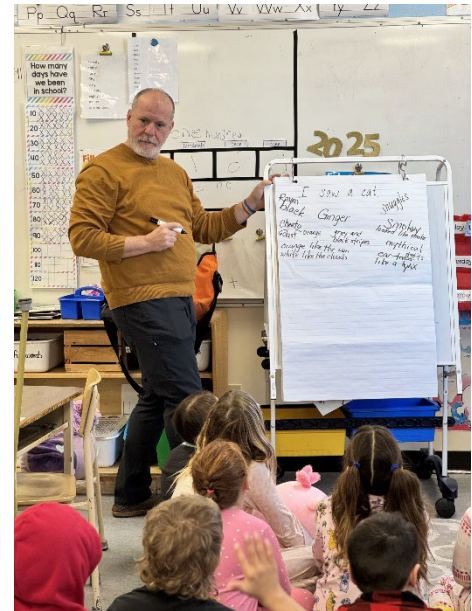
The day represented fantastic use of the opportunity to gather and learn together. The District has gratitude for the leadership and high professional standards of the CCTA in providing high quality pro-d days that enhance instructional capacity and student learning.

Learning Rounds

The learning series features educational leaders who not only provide pro-d day workshops but also do classroom embedded professional learning. The presenters co-teach with classroom teachers while other teachers watch the lesson. There is a pre-observation meeting and a debrief following the lesson for the educators to discuss what they noticed and learned. These learning rounds generally precede or follow non-instructional days to take advantage of presenters being here for pro-d sessions.

150 Mile Elementary had Bryan Gidinski from the Learning Series leading two writer's workshops. Mrs. Iverson's Grade 2/3 class and Mrs. Vath's Grade 5/6 classes learned key elements to expand the quality, and also quantity, of their writing efforts. Enthusiasm and desire for students in these classes to write and journal is now at an all time high!

-Shared by Craig Munroe

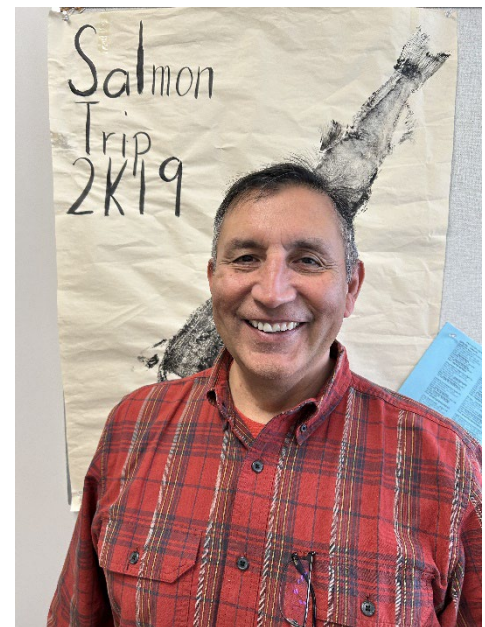


Elders in Residence

First Nations Education Council (FNEC) has developed a knowledge keeper protocol and approved funding for honouraria for schools to bring in local knowledge keepers. Some schools have established relationships with elders in residence who regularly spend time in their schools.

Lake City Secondary is very pleased to welcome Aubrey Jackson as the Elder in Residence. Aubrey is a member of the Gitksan of Damlaxhamid and holds hereditary title as Xsimoyget Yal. Moving into retirement after 26 years as a Fisheries Officer with DFO, Aubrey can now focus on his love for his family, his commitment to reconciliation, and his connection to the land. He currently sits on the Youth Advisory Council for MCFD and has a deep understanding of children who have experienced trauma. Aubrey is an accomplished bagpiper, storyteller, chef, and outdoorsman, with his videos being shown on Rogers TV under the title, "Indigenous Way." Our spaces will benefit from his knowledge, acceptance, positivity, and humour. Welcome, Aubrey! We are so honoured to have you.

-Shared by Nara Riplinger.



Elder Elise is our Elder in residence at 100 Mile Elementary school. She came to us in October 2024. She quickly established a grandmother in role in our school. She is a major supporter that helps us connect to our mental, emotional, spiritual and physical well-being. All her teachings come from an Indigenous perspective and strong understanding of Indigenous history in the community.

-Shared by Debbie Dixon

Thomas-Dueck Powwow

The sixth annual traditional/educational powwow was held on January 31, 2025 at Columneetza Junior Secondary. It was organized by a dedicated committee and supported by First Nations Education Council (FNEC). Columneetza classes, students from other schools, and members of the public were invited to this event dedicated to experiential learning and celebration of local Indigenous culture.

A wonderful Powwow was hosted by Columneetza for the community and an important step in our reconciliation journey.

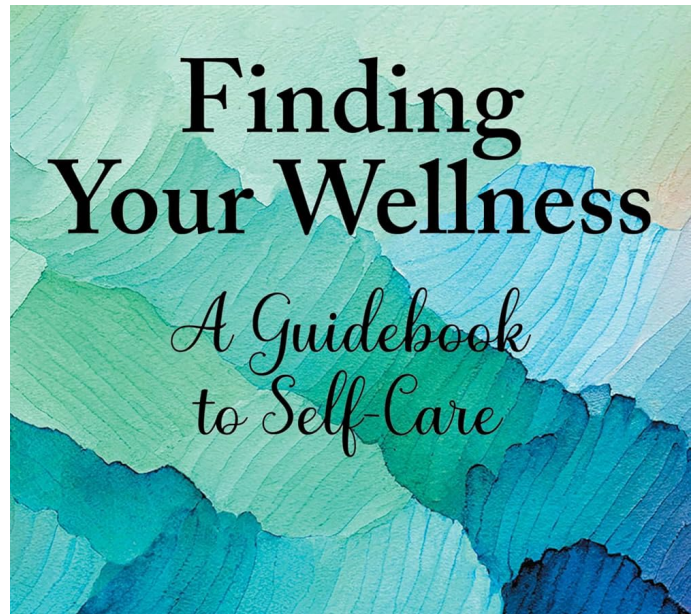
-Shared by Hattie Darney



Finding Your Wellness

All SD 27 staff and members of FNEC were invited to attend a virtual session with authors Dr. Cindi Saj and Christa Smith on the book [Finding Your Wellness](#). The session offered information and engaged participants in activities about finding and keeping wellness. Topics including self-compassion, mindfulness, how the body is made to heal the mind, and mind made to heal the body, were explored. Participants received a copy of the book *Finding Your Wellness*.

This special follow up to the extremely well-attended and well-received session in November *Finding Your Purpose*.



106 people signed up to receive the book, and more than 60 participated in the live virtual event.

Building System Upgrade

Cariboo-Chilcotin School District is one of few districts to have fully automated and integrated building system for alarms, access control, and security. Our team has presented at a provincial conference and we are recognized as leader in the K-12 space in the province. The work is being featured as a case study by our hardware vendor. A partnership with a local vendor keeps business local and expands opportunities.

Director Sean Cameron and IT Systems Administrator Kyle Riley will present to the Board on these initiatives.

Cariboo Information Management System

We are pleased to share information with the Board the ongoing development of our custom data warehouse solution utilizing data from various sources including MyEd and Atrieve. This solution was built and continues to be expanded using industry-leading tools from Microsoft. The system provides quality data and information to staff and district partners. We are one of only a few districts in BC able to provide this level of data and information. The tool is comparable to products developed or procured in Kelowna, Coquitlam, or Vancouver.

Director Sean Cameron will present to the Board on this project.

District Focus Areas

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 SD 27. 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.]



BRIEFING NOTE

TO: Board of Education

FROM: Taryn Aumond, Director

DATE: February 24, 2025

RE: Item: 5.1.4 - Enrollment Projections

BACKGROUND

Each year, the district creates enrollment projections to inform staffing and budget preparations for the coming school year. For grades 1 through 12, schools roll current students forward and adjust based on confirmations of students leaving or registering for next year. For students entering kindergarten schools base the estimate on early registration data, enrollment in StrongStart programs, and information from parents. Kindergarten estimates are also based on historical data and expected trends for kids in the community.

INFORMATION

The projected headcount for the 2025/2026 school year is 4,491. The headcount on September 1701 for 2024 was 4,579. The projections are in line with the district's trend of declining enrollment. It is important to note that the projections are just estimates, and actual numbers in September 2025 may be higher or lower than the numbers presented here. Staffing and budget preparation will be prepared conservatively in alignment with the projection.

RECOMMENDATION

None. For information only.

TO: Board of Education

FROM: Paul Wallin, Manager of Finance

DATE: February 24, 2025

RE: Item: 5.2.1 - 2024/2025 Fiscal and Funding 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 current fiscal position of the District to the Board. This process involves incorporating the latest information as it becomes available to us and as funding or expense conditions change.

DISCUSSION

On January 28, 2025, we were provided our recalculated funding amounts from our Sept 1701 submission. This was later than the normal timeline for receiving this information and has implications for the timing of our budget cycle.

Summary of Funding Changes from the 24/25 Annual Budget to January 2025 Funding update:

Overall, we have a net increase of **\$129,011** to the Operating Portion of our Annual Budget with the details of the changes below:

- Student Enrollment has decreased from the Feb 2024 forecast which will reduce Operating Revenue by \$238,899.
- Funding for an increased number of students with unique needs has increased Operating Revenue by \$318,650.
- Teacher Salary Differential funding resulted in an increase of Operating Revenue of \$49,260.

Additionally, on the Special Purpose Funds Portion the Classroom Enhancement Fund Allocation was increased by **\$372,787**.

An area where we saw significant cost increases with no specific increases in funding levels in the 24/25 recalculation was Employee Benefits. There was a significant impact on revenue with lower investment income interest rates than predicted.

MECC has advised that Districts' amended budgets will be due 60 days after the recalculated funding announcement.

In our meetings with our departments, we were able to find some cost savings and opportunities for reallocation under specific Special Purpose Funds and were able to find enough allocations and cost savings to balance our Amended Budget. I wanted to commend each department for working through their areas in detail enable us to balance our Amended Budget.

Overall Increase of \$1,327,557 less \$630,763 of Carryover Surplus equals **\$696,794** net Increase in expenses in our Amended Budget (Schedule 2B).

A special Board Meeting is scheduled for March 3, 2025 for the Board to consider the draft amended budget in preparation for final approval of the amended budget at the March 11, 2025 Board Meeting.

RECOMMENDATION

None. For information.

Finance and Facilities & Transportation Committee Meeting Report



February 11, 2025 (4:15 p.m. – 4:35 p.m.)

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

Agenda Item	Notes	Action		
Acknowledgment of Traditional Territory				
1. December 10, 2024, Committee Report	The committee reviewed the report and recommended no changes.	None.		
2. 2024/2025 Fiscal Cycle and Ministry Funding Update	Manager of Finance Paul Wallin supplied the committee with information on the 2024/2025 Fiscal Cycle and Ministry Funding Update that the district received on January 28, 2025.	None. Information only.		
3. Property Update	Superintendent Lenardon reviewed an update with the committee on the Wildwood Elementary School Property, bringing forward historical information on the property related to the district's inability to sell the site.	None. Information only.		
4. Building System Upgrades	Director of Operations Marc Loewen gave the committee a status update on several ongoing building system upgrades.	None. Information only.		
Proposed Future Meeting Dates				
MEETING		DATE	TIME	LOCATION
Finance/Facilities Committee		April 15, 2025	4:15 p.m.	Board Office
Finance/Facilities Committee		May 14, 2025	4:15 p.m.	Board Office
Finance/Facilities Committee		June 11, 2025	4:15 p.m.	Board Office

“Learning, Growing, and Belonging Together”

Policy Committee Meeting Report



February 11, 2025 (5:30 p.m. – 5:50 p.m.)

Trustees in Attendance: Angie Delaine (Mtg. Chair), Anne Kohut, Michael Franklin.

TEAMS: Linda Martens, Mary Forbes, Willow Macdonald.

Regrets: Brenda Hooker.

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

Agenda Item	Notes	Action																	
Acknowledgment of Traditional Territory																			
1. No Committee Report to review.		None.																	
2. Transportation Registration and Protocol Update Ridership Agreement - review	Operations Director Marc Loewen reviewed the Transportation Registration and Protocol Update with the committee, laying out the new ridership agreement that will be launched for the 2025-2026 School year bus registration.	None. Information only.																	
3. AP 430 Whistle Blower Protection - PIDA	Director of Human Resources, Taryn Aumond, reviewed the updates to AP 430, which include information related to BC's Public Interest Disclosure Act (PIDA).	None. Information only.																	
4. Proposed Future Meeting Dates																			
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“Learning, Growing, and Belonging Together”

Education Committee Meeting Report



February 12, 2025 (4:00 p.m. – 6:01 p.m.)

Trustees in Attendance: Anne Kohut (Chaired Mtg.), Michael Franklin.

TEAMS: Willow Macdonald, Mary Forbes, Linda Martens (5:00).

Regrets: Brenda Hooker.

Staff: Superintendent: Cheryl Lenardon; Directors of Instruction: Wendell Hiltz, Grant Gustafson, Vice-Principal Dancing Water Sandy, and Executive Assistant Jodi Symmes. David Julius LCSS, and CCTA Jessica Hill

Agenda Item	Notes	Action
Acknowledgment of Traditional Territory		
1. December 11, 2024, Report	The committee reviewed the report and recommended no changes.	None.
2. Learning Series Update	Principal Craig Munroe updated the Education committee on Bryan Gidinski's professional development workshop and learning round as part of the Learning Series. He shared the high engagement of the teaching staff at the 150 Mile school in this learning and how they have embraced and implemented strategies to help the students become better writers.	None. Information only.
3. Indigenous Education Update	Director Gustafson presented a PowerPoint and explained the many strategies the Indigenous Education team has been working on throughout the district over the past couple of years, as well as initiatives in progress and planned. Vice-Principal Dancing Water Sandy provided the committee with a review of her personal and professional background and directions and goals of the Indigenous Education team for enhancing the success of Indigenous learners and Indigenous learning for all in the school district.	None. Information only.

Agenda Item	Notes	Action																	
4. Review of School Calendar Feedback	Superintendent Lenardon presented the compiled feedback from the survey responses and feedback received by the CCTA for the committee to review. CCTA representation at the committee provided additional input on the feedback from their membership.	Recommendation: <i>THAT the Board of Education approve 2025-2026 and 2026-2027 school calendars as presented.</i>																	
5. Proposed Future Meeting Dates																			
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