



REGULAR BOARD MEETING

4:00 pm, Wednesday, January 28, 2026
School Board Office

MINUTES

Present: Jaclyn Miller, Gretchen Conti, Dale Lawson, Maureen Mason
Also in attendance: Paul McKenzie (Superintendent), Steve Hopkins (Secretary-Treasurer)
Regrets: Kirsten Van't Schip

The meeting was called to order at 4:00 pm by Chairperson J. Miller.

LAND ACKNOWLEDGEMENT

PRESENTATION:

James Thomson Elementary School Growth – M. Hull

Director of Instruction Kintzinger introduced the presentation by Principal M. Hull and Vice-Principal C. Leigh, who shared James Thomson Elementary School's Growth Plan and literacy focus. The presentation highlighted a shift toward structured, evidence-based K-3 reading instruction aligned with the district's literacy foundations, with an inquiry focused on interventions that reduce literacy gaps for students, particularly those with learning differences. Administration and staff are using assessment and progress monitoring tools to refine small, skill-targeted intervention groups, strengthen Tier 1 and Tier 2 instruction, and increase collaboration through dedicated literacy time in staff meetings. The school also described developing a monthly student support team process and a tracking tool to help the team respond more quickly to student needs and adjust supports throughout the year. Indigenous ways of knowing, language, and culturally responsive approaches were described as embedded across the work.

QUESTION PERIOD

There were no questions.

CHAIRPERSON'S REMARKS

Good afternoon, everyone, and thank you for being here. And happy 2026!

This week in our district is Literacy Week, which gives us a great opportunity to reflect on how foundational literacy is to student success, not just academically, but in helping students find their voice, build confidence, and engage meaningfully with the world around them. I always enjoy seeing how each school brings this week to life through reading challenges, events, and activities to support learning. In the coming weeks I know our district will be doing a literacy review that will involve students, teachers, and families.

This work will help us better understand what literacy looks like across our schools today and where we can continue to strengthen supports for learners moving forward.

I'd also like to remind families that Kindergarten registration opens February 1st for both English and French Immersion programs. This is an important milestone for our youngest learners and their families, and we encourage caregivers to connect early and reach out if they need support navigating the process.

Last week, Brooks Secondary hosted a Dual Credit Information Night, and we were pleased to see strong interest from students and families. These opportunities allow students to earn both high school and post-secondary credits, opening doors to trades, academic pathways, and future careers. Events like this help students make informed choices and see what's possible beyond graduation.

Finally, it is worth highlighting several important ways we are listening to students and families in the coming months. In February, schools are participating in the BC Ministry of Education Student Learning Survey, which gathers feedback on learning experiences, well-being, and school climate. Students will also soon take part in the Middle Years Development Instrument (MDI) which helps us better understand social and emotional development. Together, these tools, along with data from the Youth Development Instrument which provides insights about the whole child and their developmental health, help to guide thoughtful, evidence-informed decisions that support student success. The Board is grateful to all the staff and leadership teams who help ensure these tools are effectively rolled out in the district.

Thank you to our staff, students, families, and community partners for your continued engagement and care. We appreciate the role you play in shaping strong, supportive learning environments across qathet.

1. ADOPTION OF AGENDA

MOVED: G. CONTI

SECONDED: M. MASON

THAT the Regular meeting agenda of January 28, 2026, be adopted as amended.

STATUS: CARRIED

Trustee Mason requested the addition of a letter from Foundry requesting board support. The item was added as item 4.b).

2. ADOPTION OF MINUTES

MOVED: D. LAWSON

SECONDED: M. MASON

THAT the Regular meeting minutes of December 10, 2025, be adopted as circulated.

STATUS: CARRIED

3. REPORT OF CLOSED MEETINGS

3.a) December 10, 2025 – The Board met in-camera to discuss items which include property and personnel.

4. INCOMING CORRESPONDENCE

4.a) Emergency Weather Shelter

Secretary-Treasurer S. Hopkins provided clarification regarding a letter related to emergency weather shelter space. It was reported that the City has not approached the District directly. Staff noted that the referenced portables are currently in use, and any future surplus would be considered following project completion. Limitations were noted, including the age and condition of the units and the absence of water and washroom facilities. Staff will respond to acknowledge the letter, no other actions were suggested.

4.b) Foundry Letter

Trustee Mason indicated that she had received an email from Foundry representatives requesting board support at an upcoming City of Powell River meeting. Trustees engaged in a discussion.

MOVED: D. LAWSON

SECONDED: M. MASON

THAT staff draft a letter of support as requested in the Foundry letter from D. Harper.

STATUS: CARRIED

MOVED: D. LAWSON

SECONDED: M. MASON

THAT the correspondence listed in item 4.a) and 4.b) be received.

STATUS: CARRIED

5. OUTGOING CORRESPONDENCE

5.a) Board to P. Cummings - Townsite Jazz Festival

5.b) Board to D. Harper and H. Pritchard - Youth & Family Summer Camp

6. SUPERINTENDENT OF SCHOOLS' REPORT

6.a) Program Review: Feeding Futures / Level 1 Report

Superintendent McKenzie introduced H. Samuel, School Food Coordinator, who provided an update on the Feeding Futures program and outlined a proposed transition to a centralized food program pilot. The presentation reviewed current operations, highlighted rising student need, and identified operational gaps and inconsistencies across schools. A phased plan was presented to centralize menu development, procurement, preparation, and distribution to enhance consistency, equity, nutrition, and sustainability. The staffing model includes hiring a District cook and utilizing the School Food Coordinator in a dual coordinator/driver role, with implementation beginning at one school and expanding over time. Trustees sought clarification regarding staffing, local food sourcing, sustainability considerations, and the relationship to PAC hot lunch programs.

6.b) Suspension, Exclusion, and Seclusion Report – September 2, 2025, to December 31, 2025

Superintendent McKenzie provided additional information on the two suspensions that occurred in December.

MOVED: D. LAWSON

SECONDED: G. CONTI

THAT the Superintendent of Schools' Report be received as presented.

STATUS: CARRIED

7. SECRETARY-TREASURER'S REPORT

7.a) N/A

8. COMMITTEE REPORTS

8.a) Committee of the Whole Report for January 14, 2026

Recommended motions arising from the Committee of the Whole Meeting:

Board Authority Authorized Course

MOVED: G. CONTI

SECONDED: M. MASON

THAT the Board of Education approve and support the adoption of the Care Economy Career Sampler 12A to the suite of courses offered to our qathet School District students.

STATUS: CARRIED

Trustee Remuneration

MOVED: D. LAWSON

SECONDED: G. CONTI

THAT consideration of any amendments to annual trustee remuneration for 2026 be deferred until after the conclusion of sector bargaining.

STATUS: CARRIED

9. OTHER BUSINESS

9.a) Policy 9 – Board Representatives (D. Lawson)

A motion was proposed by Trustee Lawson directing staff to review and revise Board policy related to committee and school liaison assignments to reflect a collaborative and inclusive process, with trustees collectively discussing interests, skills, experience,

workload, and equity considerations. Discussion emphasized establishing a clear and respectful framework moving forward.

MOVED: D. LAWSON

SECONDED: G. CONTI

THAT the Board direct staff to review and revise the Board policy related to committee and school liaison assignments to better reflect a collaborative and inclusive process; and further that the revised policy include a process whereby:

- trustees collectively discuss interests, skills, experience, workload, and equity considerations.
- the Chair facilitates the discussion in a neutral and orderly manner.
- consensus is sought wherever possible; and
- committee and liaison assignments are confirmed by Board motion.

STATUS: CARRIED

QUESTION PERIOD

There were no questions.

MEDIA QUESTION PERIOD

A media representative asked for additional information on the school food program.

ADJOURNMENT

MOVED: D. LAWSON

THAT the Regular Meeting of January 28, 2026 be adjourned.

STATUS: CARRIED

The meeting adjourned at 5:09 pm.



J. Miller
Chairperson

S. Hopkins
Secretary-Treasurer