

COMMITTEE OF THE WHOLE

4:00 pm, Wednesday, April 8, 2026
School Board Office

NOTES

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 Miller.

1. APPROVAL OF AGENDA

MOVED: D. LAWSON

SECONDED: M. MASON

THAT the Committee of the Whole Meeting Agenda of April 8, 2026, be adopted as circulated.

STATUS: CARRIED

2. STANDING COMMITTEES

2.a) Finance and Facilities

2.a.i) 2026/2027 Provincial Grant Information

Secretary-Treasurer Hopkins provided an overview of the 2026/2027 provincial grant information for the base budget, noting that it does not yet include wage increases, which will be addressed through separate special grants. Enrolment is projected to decline modestly, reflecting broader provincial trends linked to changes in immigration patterns, with funding protection available where declines exceed established thresholds.

2.a.ii) 2026/2027 Capital Plan Response Letter

Secretary-Treasurer Hopkins reported on approved minor capital projects, including HVAC upgrades at Kelly Creek Community School, energy upgrades at Brooks Secondary and Edgehill Elementary, and kitchen equipment upgrades at Brooks Secondary.

2.a.iii) City of Powell River 2025 Fall Community Forest Fund Grant Award

Trustees received information regarding a successful Community Forest Fund grant awarded to a class at Brooks Secondary. The Board discussed existing procedures for such applications and noted that past grants have often supported cost-shared infrastructure projects with community benefit, including school facility upgrades and community-use spaces.

2.b) Education and Strategic Planning

2.b.i) Program Review: French Immersion / Level 1 Report

M. Kaukas and V. Kintzinger presented the French Immersion Program Review (Level 1), outlining the program's history, structure, and alignment with the Strategic Plan. The review included student, staff, and community feedback, highlighting strengths such as strong student relationships, the value of bilingualism, cultural learning opportunities, and positive teacher connections. Identified challenges included language barriers in academic subjects, limited use of French outside the classroom, feelings of program isolation, and variability in teacher subject expertise.

Key priorities emerging from the review include increasing French oral communication, expanding cultural and experiential learning opportunities, strengthening K–12 program coherence, and enhancing integration with the broader school community. Actions to date include new resources, assessment pilots, cultural events, and increased collaboration, with ongoing work in mentorship and resource sharing. Next steps focus on deepening language use, improving program continuity, and strengthening inclusion and engagement across the district.

Trustees asked questions regarding student supports, opportunities to increase French language use, integration with English stream peers, and secondary scheduling options.

2.c) Audit

2.c.i) N/A

2.d) Policy Development

2.d.i) Policy 4 – Appendix: Trustee Code of Conduct Sanctions

Secretary-Treasurer Hopkins reported that the final iteration of Policy 4 – Appendix: Trustee Code of Conduct Sanctions has been reviewed and vetted by legal counsel, with efforts made to maintain the intent and language of the Board. The policy will be brought forward for approval at a regular meeting.

RECOMMENDATION: That the Board approve the revisions to Policy 4 – Appendix: Trustee Code of Conduct Sanctions.

2.d.ii) Policy 14 – School Closures/Grade Reconfigurations

Secretary-Treasurer Hopkins presented revisions to Policy 14 – School Closures/Grade Reconfigurations arising from the February policy review. Trustees expressed support for bringing the revised policy forward for adoption at a regular meeting.

RECOMMENDATION: That the Board approve the revisions to Policy 14 – School Closures/Grade Reconfigurations.

3. COMMITTEE REPORTS

3.a) Ad Hoc Committee Notes – April 1, 2026

3.a.i) Inquiry Activity

Trustees engaged in a discussion of their individual inquiry questions, sharing recent findings and areas of exploration. Conversation included themes of fiscal responsibility, alignment of budget decisions with the Strategic Plan, and the Board’s role in governance and future planning.

3.a.ii) Election Preparation and Prospective Trustee Information Session

Trustees discussed preparations for the upcoming election and the development of a prospective trustee information session, with a focus on clearly communicating the realities of the role and supporting a strong and diverse candidate pool. Suggestions included:

- Clearly communicating the distinction between governance and operations
- Highlighting the time commitment and significant learning curve of the trustee role
- Sharing expectations regarding the public and visible nature of the role
- Identifying and encouraging candidates with specific skill sets (e.g., legal, financial)
- Proactively reaching out to potential candidates through community networks (service clubs, non-profits)
- Emphasizing the importance of diverse perspectives and representation at the Board table
- Developing and promoting a comprehensive trustee information session
- Enhancing information available online (website, candidate packages, BCSTA resources, Strategic Plan context)
- Encouraging prospective candidates to attend Board meetings in advance
- Using community channels (newsletters, partner organizations) to increase awareness
- Framing trusteeship as an act of public service focused on shared vision and effective governance

4. OTHER INFORMATION

4.a) AP 186 – Privacy Impact Assessments

Secretary-Treasurer Hopkins introduced Administrative Procedure 186 – Privacy Impact Assessments, outlining a formalized process to ensure appropriate privacy review and due diligence for digital tools and programs. The procedure is intended to support staff in assessing privacy considerations, with additional information available on the District website.

5. **ADJOURNMENT**

MOVED: D. LAWSON

THAT the Committee of the Whole Meeting of April 8, 2026, be adjourned.

STATUS: CARRIED