qathet School District

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REGULAR BOARD MEETING

4:00 pm, Wednesday, April 23, 2025
School Board Office

MINUTES

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

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

OATH OF OFFICE

Secretary-Treasurer Hopkins administered the Oath of Office for Gretchen Conti who was elected in the 2025 School Trustee By-Election.

PRESENTATIONS

Kelly Creek Elementary School Growth Plan – M. Hilleren

Principal Hilleren provided an overview of Kelly Creek Elementary's School Growth Plan, which focuses on improving literacy and fostering student and family engagement. The school continues to build on its literacy goal by using strategies such as DIBELS assessments, class reviews, and the use of a staff-adopted literacy toolkit. Activities like Literacy Week, book clubs, and open library times before and after school have helped increase student interest in reading. The school has also created opportunities to engage families, including hosting open reading sessions, a BBQ and Book Fair, and after-school library access. These efforts have contributed to improved reading levels across primary grades. Staff remain committed to professional growth and are seeking additional collaboration and release time to continue this work.

The school has also made strides in student and family engagement. Students have taken on leadership roles with announcements, land acknowledgements, and weekly recognitions. PAC attendance has increased, and student council activities, such as a trash-free lunch challenge, have been well-received. "Explore Days" provide opportunities for outdoor learning and environmental stewardship. Future plans include adding framed student artwork to the halls,

replacing colonial maps with Indigenous place names, and creating sensory gardens at the school entrance.

Student feedback indicates they feel connected, supported, and successful at school, with high levels of engagement and no office referrals reported. Staff also expressed feeling supported, valued, and respected in their work. Positive attendance patterns were highlighted, including two students who had previously struggled with attendance but are now regularly attending and participating.

Looking ahead, the school plans to develop a numeracy goal based on recent assessment data, continue its focus on literacy, and review its engagement goals to ensure they remain relevant. Principal Hilleren also shared ongoing concerns regarding road safety at the school entrance, noting challenges with traffic flow during pick-up and drop-off times. The school is working with the qathet Regional District and PAC to explore improvements, including crosswalks, roadway widening, and digital speed signage. Early discussions with partners have been encouraging, and the school remains hopeful that these changes will help improve safety for students and families.

Foundry qathet Presentation – D. Harper and C. Sinkewicz

The Board received an update from Delyth Harper and Collette Sinkewicz on the ongoing development of Foundry qathet, an integrated health and wellness hub designed to provide youth ages 12–24 with easier access to mental health care, substance use services, physical and sexual health care, peer supports, and social services. Operated by Youth & Family (Powell River Child, Youth & Family Services Society), Foundry qathet is designed to remove barriers to care by offering walk-in, no-referral, free services in a safe, youth-friendly, and culturally inclusive environment.

Since the project began, Foundry qathet has made significant progress. A centrally located space has been secured, with schematic design work underway in collaboration with youth, families, and community partners. An architect and engineering teams have reviewed the space to ensure it meets all regulatory requirements. Advisory tables with local and regional representation have been established, and youth and family advisory committees remain central to the planning process to ensure services reflect the community's needs.

Community engagement has identified the importance of not only providing services but also creating a safe space for youth to gather, connect, and build relationships. Foundry qathet's vision is to meet youth where they are, whether they are seeking support for mental health, physical health, or simply a welcoming space to belong.

Looking ahead, the team is focused on raising $5 million to complete renovations and outfit the space. Work continues on service planning, partnership development, and ensuring community involvement remains at the forefront of all decisions. Foundry qathet is aiming to open its doors in approximately two years, providing local youth and families with a much-needed, accessible resource in the qathet region.

QUESTION PERIOD

There were no questions.

CHAIRPERSON'S REMARKS

As we gather for today's meeting, we find ourselves at an important moment of transition—and one that brings with it both gratitude and excitement for the road ahead.

First, I want to take a moment to acknowledge that this is our final board meeting with our Interim Superintendent, Vianne Kintzinger. Over the past nine months, she has provided thoughtful, steady leadership through a period of change. Her professionalism, calm presence, and genuine care for students and staff have helped to guide our district with clarity and confidence.

She has supported the board and senior leadership team with wisdom and collaboration, and she has strengthened the foundation on which we now move forward. We are so grateful for the time, energy, and heart she has poured into our district. On behalf of the Board of Education, thank you—it has truly been a privilege to work alongside you.

At the same time, we're thrilled to welcome Trustee Gretchen Conti to the Board of Education. Gretchen brings a deep commitment to our schools and a strong connection to community. We're excited to have her voice at the table, and we look forward to working together to serve our students and strengthen public education in our district.

Looking ahead, we're also preparing to welcome our new Superintendent, Paul McKenzie, who begins next week.

Paul brings more than 30 years of public education experience, with a strong record of leadership in large and diverse school districts in both British Columbia and Ontario. His work has driven student success through strategic planning, Indigenous education initiatives, community engagement, and innovations in curriculum and technology. Over the past few months, we have been hearing a lot of good things about Paul, namely his collaborative leadership and deep commitment to student well-being. And so, this marks the beginning of a new chapter—one rooted in possibility, partnership, and progress. The Board is eager to collaborate closely with Paul as we build on the strengths of our district, tackle challenges with openness and innovation, and continue to prioritize the success and well-being of every learner.

This moment is one of transition, yes—but it is also one of alignment and renewed purpose. With appreciation for where we've been, and optimism for where we're going, we look forward to this new phase in our journey together.

1. ADOPTION OF AGENDA

MOVED: D. LAWSON

SECONDED: G. CONTI

THAT the Regular meeting agenda of April 23, 2025, be adopted as amended.

STATUS: CARRIED

2. ADOPTION OF MINUTES

MOVED: G. CONTI

SECONDED: D. LAWSON

THAT the Regular meeting minutes of March 12, 2025, be adopted as circulated.

STATUS: CARRIED

3. REPORT OF CLOSED MEETINGS

3.a) March 12, 2025 – The Board met in-camera to discuss items which include legal and personnel.

4. INCOMING CORRESPONDENCE

4.a) N/A

5. OUTGOING CORRESPONDENCE

5.a) Board to PRISMA – PRISMA Partnership 2025

5.b) Board to JT PAC - Request for Proper Reporting Policies

6. SUPERINTENDENT OF SCHOOLS' REPORT

6.a) Program Review - Inclusive Education Services / Sexual Health

The Board received two program review presentations focusing The Board received two program review presentations focusing on Sexual Health Education and Inclusive Education Services.

W. Dunlop provided an overview of the district's Sexual Health Education Program, highlighting the progress made over the past three years and thanking the Board for its ongoing support. She shared that the program continues to reach students through classroom workshops and has benefited from positive engagement with families. Questions from the Board focused on themes arising from parent concerns. Willow noted that misinformation continues to circulate about what SOGI (sexual orientation and gender identity) looks like in schools. She shared that parent conversations have been constructive, providing opportunities to clarify what is taught in classrooms. An alternative learning option remains in place that allows parents to address learning outcomes at home, with assessments reviewed by school administration.

T. Gaudreau presented a comprehensive review of Inclusive Education Services, aligning the district's approach with Ministry expectations and the Board's strategic priorities. She emphasized that meaningful inclusion involves more than physical placement—it requires intentional design of programs, learning environments, and supports that allow all students to succeed. Drawing on models like Universal Design for Learning (UDL), Differentiated Instruction, and Response to Intervention (RTI), the district continues to build capacity for proactive, personalized student support.

A Multi-Tiered System of Supports (MTSS) guides the district's framework, ensuring universal instruction is paired with targeted and intensive interventions based on need. Ms. Gaudreau outlined the student support services process, from early identification through school-based team meetings, implementation, and potential assessment and designation. She also described key transition supports in place at three stages: preschool to Kindergarten, elementary to secondary, and secondary to adulthood.

MOVED: D. LAWSON

SECONDED: M. MASON

THAT The Board of Education receive the Inclusive Education Program Review (Level 2), as attached and presented.

STATUS: **CARRIED**

6.b) Administrative Procedure Updates

V. Kintzinger shared the following updates to administrative procedures:

- AP 425 – Long Term Personal Leaves for Teachers:
  Deadline for leave requests has been moved from the end of April to the end of March to better align with the staffing process and allow sufficient time for planning.
- AP 422 – Employee Code of Conduct (formerly AP 420):
  A new procedure developed with Human Resources to outline standards of conduct for all employees. This AP consolidates expectations previously found across multiple procedures. The draft is currently watermarked and requires links to referenced APs. Intended for onboarding use; rollout to existing staff is under discussion (e.g., through a staff newsletter or phased highlights).
- AP 404 – Conflict of Interest:
  Minor revision to broaden the definition from "immediate family" to "family" in general.

6.c) Suspension, Exclusion, and Seclusion Report – September 3, 2024, to March 31, 2025

Staff are preparing the required exclusion report for the Ombudsperson, due in June. A detailed review of student suspensions, as requested by the Board, will be completed as part of this process.

MOVED: **G. CONTI**

SECONDED: **M. MASON**

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

STATUS: **CARRIED**

7. SECRETARY-TREASURER'S REPORT

7.a) 2025 School Trustee By-Election

A report was provided by the Chief Election Officer for the by-election.

MOVED: **M. MASON**

SECONDED: **G. CONTI**

THAT the Chief Election Officer's Report for the April 12, 2025, By-Election to elect one School Trustee, be received by the Board.

STATUS: **CARRIED**

7.b) Government Grant Information Review

S. Hopkins provided a brief overview of the grant summary included in the Board agenda package. He noted that core Ministry of Education and Child Care funding grants remain largely status quo for the 2025–2026 school year, with few surprises. The majority of funding continues to be based on the per-student grant. Additional budget discussions will take place at the May Committee of the Whole meeting, with a draft budget to be presented in June and final adoption scheduled for the June regular meeting.

7.c) 2025/2026 Capital Plan Response Letter and Bylaw

The ministry has approved the following capital plan projects for 2025/2026:

- Edgehill Elementary (SEP) - HVAC Upgrades $1,125,000
- Edgehill Elementary (CNCP) - Energy Upgrades $65,000
- Westview Elementary (CNCP) - Energy Upgrades $190,000
- Brooks Secondary (FIP) - Kitchen and Equipment Upgrades $54,278
- Brooks Secondary (FIP) - Kitchen Upgrade $48,431
- Brooks Secondary (FIP) - Delivery Vehicle $55,000

MOVED: D. LAWSON

SECONDED: G. CONTI

THAT Capital Bylaw No. 2025/2026-CPSD47-01 be adopted in support of the projects as outlined.

STATUS: CARRIED

7.d) Quarterly Fiscal Accountability Report

The report compares financial results at the end of Q3 with the same period in the previous year, noting a modest 2% increase in spending. The favourable outcome is attributed to mitigating strategies introduced mid-year as part of the amended budget process.

MOVED: M. MASON

SECONDED: D. LAWSON

THAT the Secretary Treasurer's report be received as presented.

STATUS: CARRIED

8. COMMITTEE REPORTS

8.a) Committee of the Whole Report – No meeting in April

9. OTHER BUSINESS

9.a) 2025-2026 Trustee Professional Development Plan

MOVED: **D. LAWSON**

SECONDED: **M. MASON**

THAT, as a one-time exception to Board Policy 7 (Sections 12.5 and 15.3) and due to fiscal constraints, trustee attendance at the 2025 CSBA Conference and any other national or international conferences be suspended; AND THAT trustee professional development for the 2025/2026 fiscal year be limited to BCSTA and BCPSEA events, with full trustee participation planned for the CSBA Conference hosted in Whistler during the 2026/2027 fiscal year.

STATUS: **CARRIED**

QUESTION PERIOD

A request was made for a copy of the Inclusive Education presentation. The presentation will be added to the agenda package and posted on the district website.

I. Loveluck noted that the Teacher Professional Standards echoes the employee code of conduct Administrative Procedure.

MEDIA QUESTION PERIOD

There were no questions.

ADJOURNMENT

MOVED: **D. LAWSON**

SECONDED: **M. MASON**

THAT the Regular Meeting of April 23, 2025 be adjourned.

STATUS: **CARRIED**

The meeting adjourned at 6:29 p.m.

J. Miller
Chairperson

S. Hopkins
Secretary-Treasurer

SH/attachments