

**COMMITTEE OF THE WHOLE**

**4:00 pm, Wednesday, January 14, 2026**

**School Board Office**

**NOTES**

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Present: Jaclyn Miller, Gretchen Conti, Dale Lawson, Maureen Mason

Also in attendance: Paul McKenzie (Superintendent), Steve Hopkins (Secretary-Treasurer)

Regrets: Kirsten Van't Schip

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

**PRESENTATIONS:**

German Student Exchange – J. Mack

J. Mack, supported by students, presented on the 2025 Brooks–Immanuel Kant Gymnasium (IKG) student exchange, highlighting both the Germany and Canada components of the program. The exchange involved Grade 8 and 9 students who participated in a formal application and fundraising process to offset travel costs. The Canadian group travelled to Germany in the summer of the following school year, where students participated in cultural and educational activities, and stayed with host families. The German students later visited Powell River from October 7 to 26, taking part in homestays, school attendance, and regional activities including travel to Tofino and kayaking in Lund, among others. Students shared reflections on the transferable skills gained through the exchange, including independence, cultural awareness, communication, adaptability, and global perspective. Plans are being considered for a future exchange in 2027, and appreciation was expressed to the Board for its continued support of the program.

Capital Project Quarterly Update Edgehill Elementary School – J. Formosa

J. Formosa provided a quarterly update on the Edgehill Elementary School Addition Project, outlining current construction progress, challenges, and next steps. Interior finishing work is well underway, with insulation, drywall, and mechanical, electrical, and plumbing systems progressing as planned. Roofing work has faced delays due to sustained rainfall; however, temporary weather protection has been installed to allow work to continue and maintain the overall project schedule. Phased construction planning is being used to manage weather impacts while maintaining budget and timelines. Term 2 construction changes were highlighted, with renovation work scheduled to begin in May to minimize disruption to students and classrooms during instructional time. The presentation also highlighted the engagement of a local Tla'amin Nation artist to develop an Indigenous design feature, including a spindle artwork to be mounted

on the front of the school, with design scope and sizing currently being finalized. Trustees were invited to participate in a site tour in February, with dates to be coordinated. Insurance coverage and warranties in place throughout construction were also briefly discussed.

**1. APPROVAL OF AGENDA**

**MOVED: G. CONTI**

**SECONDED: M. MASON**

**THAT the Committee of the Whole Meeting Agenda of January 14, 2026, be adopted as circulated.**

**STATUS: CARRIED**

**2. STANDING COMMITTEES**

**2.a) Finance and Facilities**

**2.a.i) Fiscal Accountability Report**

Secretary-Treasurer Hopkins presented the Fiscal Accountability Report, including a comparison to the prior year. He advised that the District is currently tracking similarly to last year and remains on course. It was noted that the amended budget will be brought forward for the Board's consideration in February.

**2.a.ii) Kelly Creek Daycare Operations Update (oral)**

Secretary-Treasurer Hopkins provided an oral update on Kelly Creek Daycare operations. He noted that the program opened in the fall and operated through June of the previous school year. Due to ongoing staffing shortages, the daycare was closed over the summer, with students transitioned to Edgehill. Staffing challenges continue, and the unavailability of key staff has prevented the program from resuming operations at this time.

**2.a.iii) Recycling Advocacy Update (oral)**

Secretary-Treasurer Hopkins provided an oral update on recycling advocacy efforts, noting that, following Board direction, an advocacy letter was sent requesting the reinstatement of recycling services. A response has been received, with the Ministry redirecting the matter to the appropriate department. A meeting has been scheduled for January 21 to continue discussions.

**2.b) Education and Strategic Planning**

**2.b.i) Board Authority Authorized Course Memo:**

Director Vianne Kintzinger and Pam Ellis, Career Education teacher at Brooks, presented information on the proposed Board Authority Authorized (BAA) Care Economy Career Sampler course. The course is intended to provide students with experiential exposure to a range of caring and helping professions, supporting

informed career decision-making and increasing awareness of opportunities within the care economy beyond traditional health care roles. Presenters outlined the characteristics of BAA courses, including local development and credit flexibility, and explained that confidentiality learning would be embedded within the course, with potential experiential components such as job shadowing. Trustees discussed alignment with existing dual credit programs, noting that the course is not intended to compete with dual credit offerings but may help increase student interest in related pathways. Consideration was also given to how the course could be presented to encourage broader participation, including among male students in traditionally gendered sectors. Trustees were invited to attend an upcoming dual credit information session on January 22.

**RECOMMENDATION:** 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.

2.b.ii) Proposals for Substantive Changes – N/A

There are no proposals.

2.c) Audit

2.c.i) N/A

2.d) Policy Development

2.d.i) Trustee Code of Conduct and Appendix for discussion – J. Miller

Chairperson Miller led a discussion on her proposed updates to the Trustee Code of Conduct and its appendix, intended to align with BCSTA best practices, reinforce the authority of the Chair and established Board procedures, and introduce a progressive approach to sanctions. Trustees discussed the importance of process and shared ownership, and the value of providing clear guidance to support trustees. It was noted that the draft was shared to communicate the intent of the proposed changes and invite feedback. Trustees discussed whether certain definitions, such as conflict of interest, should be included in the policy or referenced from the School Act where legislated. There was general agreement that trustees would review the draft materials and provide feedback, with staff tasked to incorporate input and bring the item back to a future Committee of the Whole meeting for further discussion.

2.d.ii) School Liaison Trustee Role for discussion – G. Conti

Vice-Chair Conti led a discussion on the School Liaison Trustee role, as described in Policy 9, focusing on clarifying the purpose of the role and whether it is intended to support continuity, exposure, or community connection. Trustees discussed the value of clearly defining the scope and parameters of the liaison role, including expectations, boundaries, and the nature of trustee engagement with schools and PACs. Consideration was given to whether trustees should serve as liaisons at

schools attended by their own children, with discussion highlighting both potential conflicts and the benefits of trustees' lived experience and understanding of school culture. Trustees emphasized the importance of separating governance responsibilities from personal interests, while also recognizing the practical limitations of a small board and existing safeguards within policy. Overall, trustees did not express support for policy changes at this time but agreed that any individual concerns regarding liaison assignments should be discussed with the Chair. It was noted that improved access to background information and rationale for agenda items would support trustee discussions going forward.

2.d.iii) Trustee Remuneration Memo

Secretary-Treasurer Hopkins spoke to the matter of trustee remuneration, outlining the annual review requirements set out in Board Operations Policy 7. He noted that teacher and CUPE support staff collective agreements expired in June 2025 and that sector bargaining is currently underway, with no finalized agreements available for comparative purposes. As compensation adjustments for other employee groups are also being deferred pending the outcome of bargaining, it was recommended that consideration of any amendments to trustee remuneration for 2026 be deferred until sector bargaining has concluded. Trustees agreed to defer consideration at this time.

**RECOMMENDATION:** That consideration of any amendments to annual trustee remuneration for 2026 be deferred until after the conclusion of sector bargaining.

**3. COMMITTEE REPORTS**

3.a) Ad Hoc Committee Report – January 8, 2026

Trustee Mason reported that additional information related to the Ad Hoc Committee's work will be included in the closed meeting package for the next meeting.

**4. OTHER INFORMATION**

4.a) Statement of Financial Disclosure

Trustees were reminded to submit their completed Statement of Financial Disclosure prior to the January 15 deadline.

**5. ADJOURNMENT**

**MOVED: D. LAWSON**

**THAT the Committee of the Whole Meeting of January 14, 2026, be adjourned.**

**STATUS: CARRIED**

SH/attachments