



MISSION:
Achieving Educational Excellence through
engaging and personalized learning

VISION:
Competent and confident learners making positive
contributions in an evolving global environment

Regular Board Meeting	MINUTES	September 15, 2025 6:30 PM
Present:	D. Christie N. Hazelton S. Davis R. Gratz R. Pooley C. Walker A. McClinton D. Turner M. Skinner K. Black K. Evans M. Gauthier L. Prince H. Silver	Chairperson Vice Chair Trustee Trustee Trustee Trustee Superintendent Secretary-Treasurer Assistant Superintendent Assistant Secretary-Treasurer Director of Instruction Director of Instruction Director of Instruction Recording Secretary
In-House		
Guests:	L. Wendling C. Litton C. Work 5 Members of the Public	MNP Audit Accountant NVSS Teacher DPAC Representative
Absent:	D. Albertson	Trustee
1. CALL TO ORDER Chairperson D. Christie called the Regular Meeting to order at 6:32 p.m.		
2. RECOGNITION OF TRADITIONAL TERRITORY Chairperson D. Christie acknowledged that we are grateful to live, work, and play on the unceded, ancestral territories of fourteen First Nations represented by the Dakelh, Nedut'en, and Wet'suwet'en Peoples; and that we are working diligently towards creating equity for our learners through conscious Acts of Reconciliation.		
3. INTRODUCTIONS The following guests were introduced at the meeting: L. Wendling, MNP Audit Accountant C. Litton, NVSS Teacher C. Work, DPAC Representative		
4. APPROVAL OF THE CONSENT AGENDA The Consent Agenda, including the following items, was approved: - The Agenda for the Regular Meeting dated September 15, 2025. - The Minutes of the Regular Meeting dated June 23, 2025. - The Record of the In-Camera Meeting dated June 23, 2025.		
25-62 <i>MOVED and SECONDED</i> <i>THAT the Consent Agenda for the Regular Meeting of Monday, September 15, 2025, be approved as presented.</i>		
<i>Carried</i>		

5. **FINANCE**

5.1 **2024-2025 FINANCIAL AUDIT**

MNP Audit Accountant L. Wendling reported on the 2024-2025 audit findings, including the following points:

- report on the status of the engagement
- all auditor work has been completed and MNP is in a position to finalize the findings
- it was a clean audit based on review of all audit evidence
- all matters are in order

5.2 **2024-2025 AUDITED FINANCIAL STATEMENTS**

MNP Audit Accountant L. Wendling presented the '2024-2025 Audited Financial Statements.'

25-63 *MOVED and SECONDED*
THAT the Audited Financial Statements for School District No. 91 (Nechako Lakes) for the year ending June 30, 2025, be approved as presented.

Carried

* MNP Audit Accountant L. Wendling departed the meeting at 6:44 p.m.

5.3 **FINANCIAL STATEMENT DISCUSSION AND ANALYSIS**

Secretary-Treasurer D. Turner explained the Financial Statement Disclosure Analysis process that is required by the Ministry of Education and Child Care with a September 30 deadline.

6. **TRUSTEE REPORTS**

Chairperson D. Christie reported on his attendance at the Indigenous Education Advisory Council (IEAC) meeting on August 25 and 26, 2025. Presenters included the Honourable Steven Point and Dr. Gwen Point who encouraged attendees to consider “What can I do?” to help improve outcomes for our province’s Indigenous learners. The IEAC will be reviewing and updating its strategic plan when they meet again in the spring of 2026, as well as leading Indigenous Education presentations at the 2026 Canadian School Board Association meetings in the summer of 2026.

7. **EDUCATION DIVISION**

7.1 **EDUCATION UPDATE**

NVSS Teacher C. Litton shared a presentation about a range of outdoor learning opportunities for SD91 learners in Vanderhoof and he indicated that Trustees would be welcome to visit any of the outdoor classrooms.

* NVSS Teacher C. Litton departed the meeting at 7:18 p.m.

Superintendent A. McClinton provided her monthly report including the following highlights:

- Her first Nechako Lakes back-to-school experience
- Welcome back to Director of Instruction L. Prince
- Welcome to Director of Instruction K. Evans
- McLeod Cares student mentorship program
- Sinkut View Elementary’s pick-a-jar picnic event
- Upcoming strategic plan update plans, including opportunities for community engagement

7.2 **STAFFING AND ENROLLMENT UPDATE**

Assistant Superintendent M. Skinner reported that there are currently 85 fewer students enrolled in the District’s brick-and-mortar schools in comparison to September 2024. This information is in line with the declining enrollment trend that has been happening for the past few years.

Assistant Superintendent M. Skinner also reported that the District has six brand new teachers and eight letter-of-permission (LOP) teachers on staff to start out the 2025-26 year. There are fewer teachers-on-call (TOCs) this year and most are retired teachers. The district also employs approximately 340 support staff and there are currently 52 open postings for support staff position. While the District is short-staffed in both the teaching and support staff realms, the current support staff shortage creates a very challenging situation. District human resources staff has been exploring a wide range of recruiting opportunities in all communities and will continue to explore all avenues to alleviate the crisis.

7.3 BC OMBUDSPERSON UPDATE

Superintendent A. McClinton advised that staff have responded to the BC Ombudsperson’s request for information with respect to their provincial review, the results for which may not be available for a year or two.

7.4 OUT-OF-COUNTRY FIELD TRIP REQUEST

A. INITIAL REQUEST

LDSS Travel Club Students – Peru, March 14-28, 2026

25-64 *MOVED and SECONDED*
THAT initial approval be given to LDSS Travel Club students to travel to Peru from March 14 to 28, 2026.

Carried

8. OPERATIONS DIVISION

8.1 BYLAW APPROVAL

Section 68.4 of the *School Act* states, "The board may not give a bylaw more than two readings at any one meeting unless the members of the boards who are present at the meeting unanimously agree to give the bylaw all three readings at that board meeting."

25-65 *MOVED and SECONDED*
THAT ‘Capital Bylaw No. 2025/26-CPSD91-02’ be given three readings and adopted at this meeting as per Section 68.4 of the School Act.

Carried

A. CAPITAL PLAN

Board resolution to give three readings and approval to Capital Bylaw No. 2025/26-DPSD91-02.

25-66 *MOVED and SECONDED*
THAT Capital Bylaw No. 2025/26-CPSD91-02 as per the Ministry’s Amended Capital Plan Response letter dated May 15, 2025, be given first reading.

Carried

25-67 *MOVED and SECONDED*
THAT Capital Bylaw No. 2025/26-CPSD91-02 as per the Ministry’s Amended Capital Plan Response letter dated May 15, 2025, be given second reading.

Carried

25-68 *MOVED and SECONDED*
THAT Capital Bylaw No. 2025/26-CPSD91-02 as per the Ministry’s Amended Capital Plan Response letter dated May 15, 2025, be given third reading and adopted.

Carried

8.2 2026-2027 CAPITAL PLAN (MINOR CAPITAL PROGRAMS)

The '2026-2027 Capital Plan Resolution (Minor Capital Programs) Submission' was presented.

25-69 *MOVED and SECONDED*
THAT the ‘2026-2027 Capital Plan Resolution (Minor Capital Programs) Submission’ be approved and submitted as presented.

Carried

8.3 2026-2027 CAPITAL PLAN (SCHOOL FOOD INFRASTURE PROGRAM)

The '2026-2027 Capital Plan Resolution (School Food Infrastructure Program) Submission' was presented.

25-70 *MOVED and SECONDED
 THAT the '2026-2027 Capital Plan Resolution (School Food Infrastructure Program) Submission' be approved and submitted as presented.*

Carried

8.4 POLICY AND REGULATIONS

A. POLICY 302.7.2 – UNEXPECTED HEALTH EMERGENCIES

There was a discussion about ‘Policy 302.7.2 – Unexpected Health Emergencies.’

25-71 *MOVED and SECONDED
 THAT ‘Policy 302.7.2 – Unexpected Health Emergencies’ be given first reading and circulated for public feedback.*

Carried

9. PUBLIC QUESTIONS

There were no public questions.

10. ADJOURNMENT

25-72 *MOVED and SECONDED
 THAT the Regular Meeting of Monday, September 15, 2025, adjourn at 7:49 p.m.*

Carried

Darlene Turner, Secretary-Treasurer

Dave Christie, Chairperson

**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 91 (NECHAKO LAKES)
VANDERHOOF, BC**

RECORD OF THE SEPTEMBER 15, 2025, COMMITTEE MEETING

1. The personnel report was accepted.
 - Information was received on one non-teaching new casual
 - Information was received on eighty-eight non-teaching new appointments
 - Information was received on seven non-teaching increases in hours
 - Information was received on ten non-teaching leaves of absence
 - Information was received on five non-teaching returns from leave
 - Information was received on twenty-four non-teaching resignations
 - Information was received on four non-teaching retirements
 - Information was received on eleven teaching continuing appointments
 - Information was received on nine teaching limited duration appointments
 - Information was received on two teaching leaves of absence
 - Information was received on three teaching resignations
 - Information was received on one teaching medical leave
2. There was an update given on staffing.
3. There was an update given on grievances.
4. There was an update given on investigations.
5. There were discussions on eighteen topics related to Board business.
6. There were no emergent items added to the agenda.