



Regular Board Meeting

MINUTES

September 16, 2024 6:00 PM

Present:	D. Christie N. Hazelton S. Davis R. Gratz R. Pooley M. Skinner D. Turner M. Gauthier C. McKay H. Silver	Chairperson Vice Chair Trustee Trustee Trustee Interim Superintendent Secretary-Treasurer Director of Instruction Director of Instruction Recording Secretary
In-House Guests:	P. Higginson D. Williams L. Wendling 4 Members of the Public	DPAC Representative SD91 Manager of Budgets & Finance MNP Audit Accountant
Present Online:	C. Walker 3 Members of the Public	Trustee
Absent:	D. Albertson K. Black	Trustee Assistant Secretary-Treasurer

1. CALL TO ORDER

Chairperson D. Christie called the Regular Meeting to order at 6:01 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 we are working diligently towards creating equity for our learners through conscious Acts of Reconciliation.

3. INTRODUCTIONS

The following guests were introduced:

- P. Higginson - DPAC Chair
- D. Williams - Budgets and Finance Manager
- L. Wendling, CPA, CA - MNP Audit Accountant

4. APPROVAL OF THE CONSENT AGENDA

*24-59 MOVED and SECONDED
THAT the Consent Agenda for the Regular Meeting of Monday, September 16, 2024, be approved as presented.*

Carried

5. FINANCE

5.1 2023-2024 FINANCIAL AUDIT

MNP Audit Accountant L. Wendling reported on the 2023-2024 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 **2023-2024 AUDITED FINANCIAL STATEMENTS**

MNP Audit Accountant L. Wendling presented the '2023-2024 Audited Financial Statements.'

* MNP Audit Accountant L. Wendling and SD91 Manager of Budgets & Finance D. Williams departed the meeting at 6:09 p.m.

24-60 *MOVED and SECONDED*
THAT the Audited Financial Statements for School District No. 91 (Nechako Lakes) for the year ending June 30, 2024, be approved as presented.

Carried

5.3 **2024-2025 LOCAL CAPITAL EXPENDITURES**

Secretary-Treasurer D. Turner provided details about 2023-2024 local capital spending.

24-61 *MOVED and SECONDED*
THAT the Board of Education of School District No. 91 (Nechako Lakes) approves spending of \$190,744 from local capital - an increase of \$28,931 from the \$166,438 that was approved under Motion #24-14 on February 12, 2024, as part of the 2023-2024 Amended Annual Budget.

Carried

5.4 **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. The documentation is currently in draft form and is due to the Ministry by September 27, 2024. The Board's Budget & Finance Committee will meet in the coming days to finalize the documentation, and it will then be submitted as required.

6. **TRUSTEE REPORTS**

Trustees R. Gratz and N. Hazelton shared information about the September 11 Indigenous Education Council (IEC) meeting, including the following points:

- new IEC terms of reference that were implemented at the provincial level in August 2024
- SD91's 6th Annual Indigenous Education Conference on September 20, 2024
- opportunities in Burns Lake for Indigenous peoples who are close to completing their post-secondary degree

7. **DISTRICT PARENT ADVISORY COMMITTEE (DPAC)**

DPAC Chair P. Higginson shared a brief report, including the following points:

- the first DPAC meeting, including Executive Committee elections, is scheduled for September 26 in Fraser Lake
- parent notes about the school start-up season
- BCCPAC Summit 2024 on November 29 & 30 in Richmond

8. **LEADERSHIP SERIES - NORTHERN INTERIOR BRANCH**

Chairperson D. Christie stated that the BCSTA's Northern Interior Branch will be hosting a meeting and learning event in Prince George on October 4 and 5, 2024. Trustees were advised to communicate with staff to arrange registration and accommodations.

9. EDUCATION DIVISION

9.1 EDUCATION UPDATE

Interim Superintendent M. Skinner shared the Monthly Report to the Board, highlighting the following points:

- leadership changes across SD91
- 6th Annual Indigenous Education Conference, Bill 40 legislative changes
- new teachers' cafe-style gathering
- digital device restrictions
- My Education BC's family portal and online school payment system launch
- Feeding Futures BC

Directors of Instruction C. McKay and M. Gauthier provided updates about accessibility and ways that SD91 is working to engage our staff in a wide variety of professional development opportunities throughout the 2024-25 school year.

Interim Superintendent M. Skinner presented the 2024-25 Workplan Objectives that will help SD91 meet the goals set out in our 2020-2025 Strategic Education Plan, and shared that this year's Framework for Enhancing Student Learning (FESL) Report will be finalized, signed, and posted online in the coming days.

9.2 OUT-OF-COUNTRY FIELD/SPORTS TRIP REQUESTS

A. INITIAL REQUESTS

24-62 *MOVED and SECONDED*
THAT initial approval be given to selected NVSS grade 11-12 students to travel to Europe from March 22 to April 2, 2025.

Carried

24-63 *MOVED and SECONDED*
THAT initial approval be given to selected NVSS students to travel to Japan and participate in a sister school exchange from April 25 to June 8, 2025.

Carried

9.3 STAFFING AND ENROLLMENT UPDATE

Interim Superintendent M. Skinner shared that there are currently eight unqualified candidates with Letters of Permission to fill teaching positions in SD91. We also have fifteen new qualified teachers who have joined the SD91 team as of September 2024. There was also some discussion about the staffing shortages as well as current enrollment.

10. OPERATIONS DIVISION

10.1 2025-2026 CAPITAL PLAN (MINOR CAPITAL PROGRAMS)

Secretary-Treasurer D. Turner presented the '2025-2026 Capital Plan Resolution (Minor Capital Programs) Submission.'

24-64 *MOVED and SECONDED*
THAT the 2025-2026 Capital Plan Resolution (Minor Capital Programs) Submission be approved and submitted as presented.

Carried

10.2 2025-2026 CAPITAL PLAN (SCHOOL FOOD INFRASTRUCTURE PROGRAM)

Secretary-Treasurer D. Turner presented the '2025-2026 Capital Plan Resolution (School Food Infrastructure Program) Submission.'

24-65 *MOVED and SECONDED*
THAT the 2025-2026 Capital Plan Resolution (School Food Infrastructure Program) Submission be approved and submitted as presented.

Carried

10.3 2025-2026 CAPITAL PLAN (MINOR CHILD CARE - CONVERSION)

Secretary-Treasurer D. Turner presented the '2025-2026 Capital Plan Resolution (Minor Child Care - Conversion) Submission' and a brief discussion followed.

24-66 *MOVED and SECONDED*
THAT the 2025-2026 Capital Plan (Minor Child Care - Conversion) Submission be approved and submitted as presented.

Carried

10.4 POLICY AND REGULATIONS

A. POLICY AND REGULATION 204.1 - BOARD MEETING PROCEDURES

There was discussion on 'Policy 204.1 - Board Meeting Procedures.'

24-67 *MOVED and SECONDED*
THAT 'Policy 204.1 - Board Meeting Procedures' be given third reading and adopted.

Carried

*** Trustee C. Walker registered his vote as opposed.*

11. PUBLIC QUESTIONS

Member of the Public Question #1:

How many replies in the second round of feedback regarding Policy 204.1?

Response:

28 total - 20 from people who had provided feedback at an earlier opportunity and 8 new responders.

Member of the Public Follow-up Question #1a:

How many responders were for/against Policy 204.1?

Response:

A response may be provided via email at a later time.

Member of the Public Question #2:

I wanted to ask about the SD91 auction site.

Response:

Question disallowed as the matter was not included in this meeting agenda. This member of the public was invited to submit his question to staff via email.

Member of the Public Question #3:

Are parents considered as a partner group to engage in the upcoming Indigenous Education Conference?

Response:

Interim Superintendent will share the information with DPAC.

Member of the Public Question #4:

Is the Before/After Care Program at William Konkin Elementary (WKE) for WKE students only, or is it open to other Burns Lake students as well?

Response:

Interim Superintendent M. Skinner will respond via email.

12. ADJOURNMENT

24-68 *MOVED and SECONDED*

THAT the Meeting of Monday, September 16, 2024, adjourn at 6:55 p.m.

Carried

Darlene Turner, Secretary-Treasurer

Dave Christie, Chairperson