

Public Board of Education Meeting Agenda



December 15, 2025
6:30 p.m.
School District Office

1. Election of Officers of the Board

The Acting Secretary-Treasurer Horswill will conduct an election for the Board Chair position:

MOTION to appoint Superintendent Lenardon and Director Gustafson as scrutineers.

The newly elected Chair assumes the role of meeting Chair.

MOTION to appoint Superintendent Lenardon and Acting Secretary-Treasurer Horswill as scrutineers.

1.1 The Newly Elected Board Chair will conduct elections for the following positions:

- Board Vice-Chair
- BCSTA Provincial Council Board Representative
- BCSTA Provincial Council Alternate Board Representative
- BCPSEA Board Representative
- BCPSEA Board Alternate Representative

THAT the Board of Education directs the Acting Secretary-Treasurer Horswill to destroy all ballots used in the election of the Officers of the Board immediately following the adjournment of the meeting.

2. Board Chair opens the meeting and calls the meeting to Order

2.1 Acknowledgement that the meeting was being held on the traditional and unceded territory of Secwepemcúl'ecw, specifically T'exelc, and that Cariboo-Chilcotin School District is proud to serve the students and families of the Secwepemc, Tsilhqot'in and Dakelh Nations.

3. Approval of Agenda

THAT the agenda for December 15, 2025, Public Meeting of the Board of Education be approved.

3.1. Approval of Minutes

THAT the minutes of November 24, 2025, Public Meeting of the Board of Education be approved as presented.

3.2. Consent Items

THAT the report of October 6, 2025, IEC Meeting Minutes, be approved, and any recommendations contained therein.

THAT the report of December 8, 2025, In-Camera Meeting of the Board of Education approves any recommendations contained therein.

4. Delegation / Presentations

4.1. 100 Mile Elementary Success Sharing, Principal Crystal Dawn Langton

Public Board of Education Meeting Agenda



5. Reports on Progress

5.1. Superintendent Reports

5.2 Acting Secretary-Treasurer Reports

5.2.1 Board Meeting Structure – Notice of Motion Board Procedural Bylaw

THAT the Board of Education provides Notice of Motion that at the January 26, 2026, Regular Meeting, the Board intends to consider changes to Procedural Bylaw B2702-1 that governs Board operations, including the role of the trustees, the management of meetings, and public participation.

4.1 Committee of the Whole Report [link report](#)

THAT the Board of Education receive the Committee of the Whole Report and approve any recommendations contained therein.

5 New Business

6 Trustees' Report

7 Question and Comment Period

8 Adjournment

Public Board of Education Meeting Minutes



November 24, 2025 (6:32 p.m)

Trustees in Attendance:

TEAMS: Angie Delaine (Chair), Willow Macdonald, Melissa Coates, Mary Forbes, Linda Martens.

Regrets: Anne Kohut, Michael Franklin.

Staff: Superintendent Cheryl Lenardon, Director of Human Resources Taryn Aumond, Directors of Instruction Sean Cameron, Grant Gustafson, Hattie Darney, Director of Operations Marc Loewen, Executive Assistant Jodi Symmes.

1. Board Chair opens the meeting and calls the meeting to Order

1.2 Acknowledgement that the meeting was being held on the traditional and unceded territory of Secwepemcú'ecw, specifically T'exelc, and that Cariboo-Chilcotin School District is proud to serve the students and families of the Secwepemc, Tsilhqot'in and Dakelh Nations.

2. Approval of Agenda

THAT the agenda for November 24, 2025, Public Meeting of the Board of Education be approved.

2025.11.24-01

Moved: Trustee Coates
Seconded: Trustee Martens

2.1. Approval of Minutes

THAT the minutes of October 27, 2025, Public Meeting of the Board of Education be approved as presented.

2025.11.24-02

Moved: Trustee Macdonald
Seconded: Trustee Martens

2.2. Consent Items

THAT the report of October 27, 2025, In-Camera Meeting of the Board of Education be approved as presented.

2025.11.24-03

Moved: Trustee Coates
Seconded: Trustee Macdonald

3. Delegation / Presentations

4. Reports on Progress

4.1. Superintendent Reports

Superintendent Lenardon provided an overview of the great things that have happened over the past month. Remembrance Days celebrations across the district, Pro-D activities, Mentorship in the Wild – Leadership and Mentorship and how it is being embraced across the district. IEC Sponsored Professional Learning: A district team explored Social Emotional Learning Strategies through Nature-based Learning, attended the BCSSA Fall Conference, CCSD27 has been mentioned in the InspireEd Journal. The district looks forward to the 2025 FNEC Conference.

4.1.1 Approval of School Plans

***THAT** The Board of Education approves the submitted school plans as presented.*

2025.11.24-04

Moved: Trustee Coates
Seconded: Trustee Martens

4.1.2 Child Care – Annual Operating Report

Director Darney reviewed all Childcare locations and Strong Start/early learning group locations within the district, along with the information for each. At present, there are seven childcare and six Strong-Start/early learning groups.

4.2 Acting Secretary-Treasurer Reports

4.3 Committee of the Whole Report ([link report](#))

***THAT** the Board of Education receives the November 10, 2025, Committee of the Whole Report, and approves any recommendations contained therein.*

2025.11.24-05

Moved: Trustee Macdonald
Seconded: Trustee Forbes

5 New Business

6 Trustees' Report

7 Question and Comment Period

8 Adjournment 7:09 pm

Cheryl Lenardon
Acting - Secretary-Treasurer

Angie Delainey
Chair

Agenda Item: 3.2

In-Camera Meeting Notes provided pursuant to Section 72 (3) of the School Act:

"A board must prepare a record containing a general statement as to the nature of the matters discussed and the general nature of the decisions reached at a meeting from which persons other than trustees or officers of the board, or both, were excluded, and the record must be open for inspection at all reasonable times by any person, who may make copies and extracts on payment of a fee set by the board".

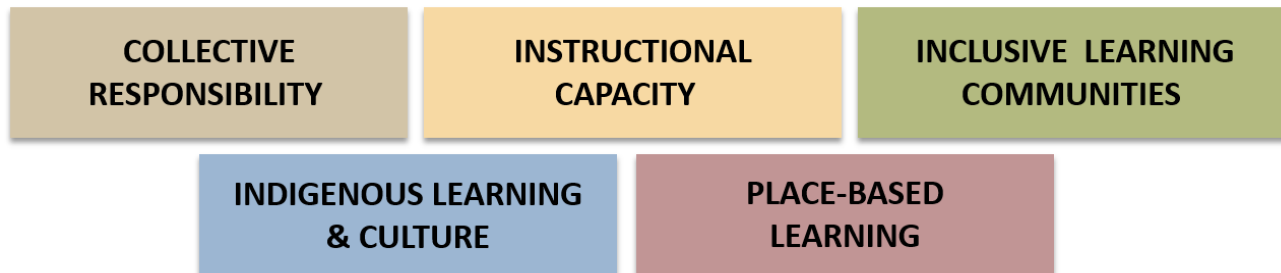
DATE:	November 24, 2025
TRUSTEE PRESENT:	
TRUSTEE ATTENDING VIA TEAMS:	Angie Delaine (Chair), Mary Forbes, Michael Franklin, Melissa Coates, Linda Martens, Willow Macdonald.
REGRETS:	Anne Kohut.
STAFF PRESENT:	Acting Secretary-Treasurer Russell Horswill, Director of Human Resources Taryn Aumond, Directors of Instruction Sean Cameron, Grant Gustafson, Hattie Darney, Director of Operations Marc Loewen, and Executive Assistant Jodi Symmes.

1. Opening by Chair
 - 1.1. Call to Order – 5:02 p.m. and acknowledgment of traditional territory.
2. Agenda and Minutes
 - 2.1. Approval of Agenda
 - 2.2.1 In-Camera Meeting Approval of Minutes
3. Action Items
 - 3.1. Approval of In-Camera - Committee of the Whole
4. Discussion Items
 - 4.1. Briefing Note provided
 - 4.2. Legal Update
 - 4.3. Board Structure
5. Information Items
 - 5.1. Briefing Note provided
 - 5.2. Policy Review Plan Update
 - 5.3. Bargaining Update
6. Adjournment



Walking Together in the 2025-2026 School Year
in Cariboo-Chilcotin School District No. 27

Being Good Ancestors For



District Key Focus Areas for Enhancing Learner Success 2024-2027

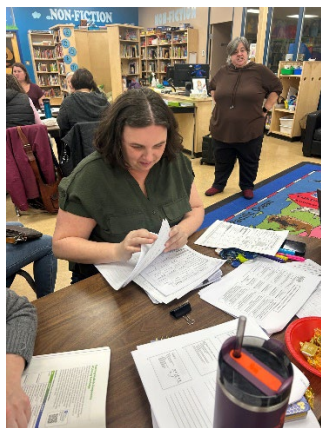
Superintendent Report to Board of Education December 15, 2025

November Professional Development Day

There were a number of high-quality learning opportunities offered by the Cariboo-Chilcotin Teachers Association on the November 24 professional development day. Workshops included harm reduction for youth, Metis stories, classroom management, T̓silhqot'in Culture, getting outdoors, erase foundations of school safety, reconciliation, traditional medicines, assessment, and literacy. Presenters included provincial and local community and district experts.

The Board recently approved school plans, each with a literacy focus, and reviewed district data on literacy achievement. There were a number of pro-d day sessions to enhance instructional capacity.

Focus Area Post: [Collaborative Literacy - Next Steps](#)



Cataline Elementary School primary teachers continued their literacy connection and work with District Helping Teacher, Marianne Okrainetz, during the November Professional Development Day. Ms. Okrainetz has supported our primary teachers this school year with their literacy assessments, as well as joining us for our literacy scoring session, assisting with 'next steps' and targeted literacy instruction.

During the November Pro-D, most Cataline primary teachers joined Ms. Okrainetz for a day of planning and collaborating around literacy. The goal was to spend time discussing literacy assessments and how to analyze the data, and then look at the "What Next" and "Next Steps" in literacy instruction. As well, teachers collaborated with colleagues from around the district, to look at how to help with literacy interventions to support students who with highest priorities.

Focus Area Post: [Strengthening Literacy - Cariboo-Chilcotin School District](#)



Twenty-eight educators from Likely, Big Lake, 100 Mile Elementary and Mile 108 Schools came together to strengthen instructional practice in literacy. This session is part of our ongoing, collaborative series of professional learning opportunities designed to enhance students' literacy skills through a consistent, shared, and evidence-based approach that supports stronger literacy

outcomes across our schools. A special thank-you to Speech and Language Pathologist Charlotte Lundeen for leading this session and sharing her expertise!

FNESC 2025 Conference

Focus Area Post: [Cariboo-Chilcotin Team at FNESC](#)

Language teachers and district staff represented Cariboo-Chilcotin School District at the [First Nations Education Steering Committee \(FNESC\) annual conference](#) in Vancouver. The team learned from powerful presentations, connected with one another and colleagues from across the province, and celebrated both what is already happening in our schools and what is possible.



Focus Area Post: [Language teacher Does the honour at FNESC](#)

Tsilqot'in language teacher Annette Frank blessed lunch at the First Nations Education Council (FNESC) Conference in Vancouver. This conference is the premier gathering of First Nations educational leadership and staff in BC. It was a big honour to have our very own Annette sing to begin the meal.



Click to see the [video clip](#) ➔

Holiday Activities

Focus Area Posts on the district and school websites feature some of the many ways staff, students, and parents and caregivers have been giving back to the school and greater community through their seasonal activities.

Focus Area Post: [CDC Wish Breakfast](#)

Skyline staff attended the Child Development Centre Wish Breakfast with Community Partners. All fun and presents at Boston Pizza for the 20th Annual Wish Breakfast.



Focus Area Post: [Horse Lake Students Give Back](#)

Grade 3/4 students from Horse Lake Elementary recently had an opportunity to take part in a special community project. Guided by a parent and grandparent of one of the students, the students created unique Christmas-themed centerpieces. The finished products will adorn the tables at the upcoming Rotary Club Seniors Dinner in 100 Mile House. The class truly enjoyed the workshop and took great pride in their creations. It was a meaningful way for students to contribute to something that brings joy to others in our community.



Focus Area Post: [Turkey Dinner At Lunch](#)

Once again the parents of 150 Mile Elementary were out in force helping prepare for our annual Turkey Dinner at Lunch. On Wednesday, December 10th the school will sit down together in the gym to have a turkey/ham, with all the trimmings, dinner and possibly a visit from Santa. This annual event brings our school community together and offers a great meal to many who may not have otherwise.



Focus Area Post: [K/! Students Bring Cheer to the Cariboo Café](#)

Mrs. Merth's students at Marie Sharpe Elementary have been diligently decorating Coffee Sleeves for customers of the Cariboo Cafe! Their goal was to bring cheer to all this holiday season! They had fun doing it too!! What a fun way to contribute to our community! Thanks, Mrs. Merth!



Spreading Cheer

Focus Area Post: [Holiday greetings with the help of Mile 108 School and PAC](#)

Big thanks to Mile 108 School and PAC for creating the cards sent out on behalf of trustees and leadership for the holidays. The PAC and school collaborated on a fun initiative for students to create designs that were professionally done up into greeting cards that families could order to give to their families and friends. They made the difficult choice of three designs for the district to use this year. We are grateful to have cheerful student art to share as our cards this year.



Key Focus Areas of our District Plan for Learner Success



Schools continue to contribute powerful images and descriptions to help share the story of how the key focus areas of the District are coming to life across the Cariboo-Chilcotin. These examples may be viewed on the [district website](#) as [focus area posts](#).

This work is embedded in daily life in our schools and across departments. There is significant cross-over of the themes as all members of the school district community act for greater collective responsibility, instructional capacity, inclusive learning communities, Indigenous learning and culture, and place-based learning. Please take a few moments to explore our stories and celebrate our success with us.

Collective Responsibility >

- Common information
- Professional conversations
- Collaborative relationships
- Intentional action

Instructional Capacity >

- Literacy
- Numeracy
- Assessment
- Collaborative Professional Development

Inclusive Learning Communities >

- Safe, welcome environments
- Meaningful engagement in learning
- Connection to caring adults
- Student voice

Indigenous Learning & Culture >

- Local cultural learning
- Language
- Equity of outcomes
- Belonging, Mastery, Independence, Generosity

Place-Based Learning >

- Time outdoors
- Time in nature
- Learning on and from the land
- Local learning

TO: Board of Education

FROM: Russell Horswill, Acting Secretary-Treasurer

DATE: December 15, 2025

RE: Item 4.1.1 - Board Meeting Structure – Notice of Motion Board Procedural Bylaw

BACKGROUND

The Board of Education discussed a new Board Meeting structure that would ensure the public can attend meetings, including the Committee of the Whole meetings, and that the Board can operate efficiently, safely, and in a secure manner. The Board confirmed their need to have open conversation on agenda items, that any public questions/comments are “in order” as provided for in the procedural bylaw, and that disruptions during the meeting are eliminated.

The Board meetings are governed by the local procedural bylaw, section 67 of the *School Act*, as well as other regulatory frameworks such as the Workers’ Compensation Act. Technology exists to effectively operate Board and Committee meetings that utilize teleconferencing and videoconferencing with all or some of the participants online.

POTENTIAL BOARD MEETING STRUCTURE

In order to improve corporate governance of the Board of Education and to reduce potential bullying and harassment of staff attending public meetings, the following changes are recommended:

1. Public Attendance – Implement an operational change that would only allow the public to attend meetings open to the public through teleconferencing or videoconferencing online (Teams). No individuals would be allowed into the School Board Office building during meetings.
2. Delegations – Delegations would continue to seek approval as provided in the Procedural Bylaw; however, their presentation would be online through Teams. All rules currently in place would remain except they would not be physically present at the meeting.
3. Question / Comment Period – A change is recommended to the Procedural Bylaw that would focus this agenda item on questions the public may have on specific agenda items. The ability to comment on agenda items would be removed. Additionally, given that the agendas for public meetings are released prior to the meetings, it is recommended that the Board move to a process that requires questions to be submitted in writing by 2:00 pm the day of the meeting. The Board Chair would then be able to read the questions and provide a Board response at the meeting. This process eliminates the requirement to allow a member of the public to speak during the meeting but still provides an opportunity to access and question the Board. An incidental benefit of this process is the Board Chair is

“Learning, Growing, and Belonging Together”

aware of questions on specific agenda topics prior to the meeting, which would allow for them to potentially be addressed during discussion.

4. Locked Buildings – The Board Office building would be locked during all meetings. No members of the public would be allowed or invited to attend physically. Maintaining strict meeting controls will support the Board in providing a work environment expected by WorkSafeBC.

MEETING STRUCTURE CHANGE RATIONALE

- 1. To ensure safe and respectful meetings for staff and trustees**

The Board must meet its WorkSafeBC obligations to protect workers from bullying and harassment. Moving public participation online reduces the likelihood of disruptive or unsafe behaviours during meetings.

- 2. To improve the efficiency and effectiveness of Board governance**

A controlled online environment allows trustees to focus on open, productive discussion of agenda items without interruptions, helping the Board conduct its business more effectively.

- 3. To maintain transparency while managing public participation responsibly**

Meetings will continue to be open to the public—via live streaming or online access—ensuring transparency while allowing the Board to manage attendance and participation in an orderly manner.

- 4. To enhance the clarity and relevance of public questions**

Requiring written questions submitted by 2:00 p.m. on meeting days ensures that questions relate directly to agenda items, prevents disorderly commentary, and allows the Board Chair to provide well-informed responses during the meeting.

- 5. To modernize Board meeting processes using reliable technology**

The district's Microsoft Teams infrastructure supports secure, well-managed online attendance and delegation presentations, making it an effective tool for hosting public meetings in a controlled and accessible manner.

PROCEDURAL BYLAW CHANGES

In order for the Board of Education to implement the proposed board meeting structure recommended herein, the following changes are required to Procedural Bylaw B2702-1:

- 2.3.1 The purpose of the regular meeting is for the Board to conduct its business. Meetings will be open to the public and may be live streamed at the Board's discretion. The Board may restrict the public's physical access to meetings open to the public, provided such meetings are live streamed through teleconferencing or videoconferencing.

- 2.6.4 Public Information Meetings may be held by teleconferencing or videoconferencing, as determined by the Board.

- 2.8.1 ~~If a trustee(s) is unable to attend a meeting,~~ The Board, or Board committee may permit attendance through teleconferencing or videoconferencing, provided that all trustees in attendance are able to communicate with one another. The Board may schedule a meeting where all participants, including the general public, attend through teleconferencing or videoconferencing.
- 2.8.2 If a member of the general public is unable to attend through teleconferencing or videoconferencing, then the Secretary-Treasurer's office shall work with the member of the general public to facilitate access through the use of district technology.
- 3.3 The regular meeting agenda shall generally follow the order outlined below:
...
- Question ~~and Comment~~ Period
- 3.5 For all regular meetings, one (1) public question/~~comment~~ period will be held to a maximum of ten (10) minutes. Only questions/~~comments~~ that relate to agenda items at the meeting may be asked. ~~The question/comment period is dedicated only for members of the public in attendance at a meeting.~~ All questions must be submitted to the Secretary-Treasurer's office by 2:00 p.m. on the meeting date in order to be considered by the Board. The Chair may defer answering a question duly received to a subsequent meeting.
- 3.10 ~~The list of items~~ Regular Meeting agenda package, with supporting documents, shall be posted on the district website at least 24 hours prior to the regular public meeting.
- 5.3 ~~A list of official correspondence received by the Board will be available at each regular meeting.~~
- 9.2 The Board will receive ~~representations and~~ delegations on any subject pertinent to Board business, provided the item has been placed on the agenda.
- 9.8 Delegates will present to the Board through teleconferencing or videoconferencing when the Board has restricted physical access as provided for in clause 2.3.1.

RECOMMENDATION

THAT the Board of Education provides Notice of Motion that at the January 26, 2026, Regular Meeting, the Board intends to consider changes to Procedural Bylaw B2702-1 that governs Board operations, including the role of the trustees, the management of meetings, and public participation.