



**COAST MOUNTAINS BOARD OF EDUCATION  
SCHOOL DISTRICT 82**

**BOARD OF EDUCATION  
REGULAR MEETING**

**HYBRID MEETING  
(IN PERSON AT BOARD OF EDUCATION OFFICE  
OR VIRTUAL VIA ZOOM)**

**TUESDAY, JANUARY 28, 2025  
5:00 P.M.**

*Learning Together, Realizing Success for All - Engage, Ignite, Empower*



# COAST MOUNTAINS BOARD OF EDUCATION SCHOOL DISTRICT 82

## REGULAR MEETING OF THE BOARD OF EDUCATION

TUESDAY, JANUARY 28, 2025 – 5:00 P.M. – HYBRID MEETING  
(IN PERSON AT BOARD OF EDUCATION OFFICE OR VIRTUAL VIA ZOOM)

### A G E N D A

<b><u>Presentation: Literacy Overview – Coast Mountains School District 82</u></b>			
1. ACKNOWLEDGEMENT OF THE TERRITORY & CALL TO ORDER			
2. DECLARATION OF QUORUM			
3. APPROVAL OF AGENDA	Motion		
4. APPROVAL OF MINUTES OF PRIOR MEETING			
4.1 Regular Meeting of the Board, December 18, 2024	Motion	Attachment	Pages 2-11
5. RECEIPT OF RECORDS OF IN CAMERA MEETING			
5.1 Summary of In Camera Meeting, December 18, 2024	Motion	Attachment	Pages 12-13
6. BUSINESS ARISING FROM THE MINUTES			
- There is no business arising from the minutes to report.			
7. CORRESPONDENCE			
7.1 City of Terrace Council Liaison Appointment to CMSD82 for 2025	Motion	Attachment	Pages 14-16
7.2 Letter from Minister of Education and Child Care re: 2024 Enhancing Student Learning Report	Motion	Attachment	Pages 17-18
8. SUPERINTENDENT OF SCHOOLS' MONTHLY REPORT – JANUARY 2025	Motion	Attachment	Pages 19-26
9. INDIGENOUS EDUCATION REPORT – JANUARY 2025	Motion	Attachment	Pages 27-29
10. STANDING COMMITTEE REPORTS			
10.1 <u>Business Committee Report</u> (Trustee Ed Harrison)			
10.1.1 Business Committee Meeting Minutes, January 15, 2025	Motion	Attachment	Pages 30-32
10.1.2 Annual Review – School District Video Surveillance System	Motion	Attachment	Pages 33-38
10.2 <u>Education Committee Report</u> (Trustee Karen Jonkman)			
10.2.1 Education Committee Meeting Minutes, January 15, 2025	Motion	Attachment	Pages 39-43
10.2.2 Final Approval: Out-of-Country Field Trip, Bear Valley School Travel Club	Motion	Attachment	Pages 44-49
10.2.3 K-12 Mental Health & Well-Being Plan 2024-2027	Motion	Attachment	Pages 50-57
11. NEW BUSINESS			
11.1 Regular (Public) Board Meeting Community Venue Changes – May & June 2025	Motion	Attachment	Page 58
12. TRUSTEE REPORTS			
12.1 Board Chair Report – January 2025			
12.2 Trustee Reports	Motion Information	Attachment Verbal	Pages 59-69
13. QUESTION PERIOD			
14. ADJOURNMENT			

**Next Hybrid Regular Meeting of the Board of Education, Coast Mountains School District 82:**  
**Wednesday, February 26, 2025 - 5:00 p.m. – Nechako Elementary School, Kitimat – In-Person or Virtual Via Zoom**

**Learning Together, Realizing Success for All – Engage, Ignite, Empower**



**MEETING AGENDA ITEM #4.1**

Action: X

**Information:**

Meeting: Regular

Meeting Date: January 28, 2025

Topic: **Minutes of the Regular Meeting of the Board, December 18, 2024**

### Background/Discussion:

Minutes as attached.

**Recommended Action:**

**THAT** the minutes of the Regular Meeting of the Board held December 18, 2024 be approved.

Presented by: Secretary Treasurer

**REGULAR MEETING OF THE BOARD OF EDUCATION  
OF SCHOOL DISTRICT 82 (COAST MOUNTAINS)  
WEDNESDAY, DECEMBER 18, 2024 – 5:00 P.M.  
BOARD OF EDUCATION OFFICE – HYBRID MEETING (IN PERSON OR VIRTUAL)**

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**PRESENT WERE:**

Chair - M. Warcup  
- E. Harrison  
(virtual) - W. Jones  
Vice Chair - K. Jonkman  
- A. Maitland  
(virtual) - M. Maxim  
(virtual) - J. Sundell

Superintendent of Schools  
Secretary Treasurer  
Recording Secretary

- T. MacMillan  
- G. Fuller  
- C. Gagnon

**DISTRICT STAFF PRESENT:**

Director of Instruction, Learning Services  
Director of Human Resources  
Director of Instruction, Learner Support  
Director of Facility Services  
District Principal, Early Learning & French Immersion  
District Vice Principal, Indigenous Education

- P. Barron  
- K. Bath  
- J. Nieckarz  
- R. Schibli  
- T. McDonald  
- B. Azak

Board Chair Warcup acknowledged with respect the school district's business being conducted on the unceded traditional territories of the Gitksan, Haisla, Nisga'a, Ts'msyen and Lheidli T'enneth Peoples noting Trustees Jones, Maxim and Sundell attended the meeting virtually from Stewart, Thornhill and Prince George respectively. We are honoured to work with their children and privileged to live on these lands.

Board Chair Warcup welcomed guests who joined the hybrid meeting both in person and virtually. The meeting was also livestreamed via CMSD82's YouTube Channel.

Prior to the start of the Regular Board Meeting, an official Oath of Office or Swearing in Ceremony was held for new Trustee Angela (Angie) Maitland with introductions by Superintendent MacMillan. Ms. Maitland was elected Trustee by acclamation for Electoral Area 1 (Kitimat) on November 12, 2024 for Coast Mountains School District 82 in the recent Kitimat Trustee By-Election for a term ending November 2026. Ms. Maitland filled the Trustee position vacated by Kitimat Trustee Sonny Duncan-Green who resigned on September 17, 2024.

Coast Mountains School District is governed by a seven-member Board of Education elected by the public every four years. The Board sets policies and directions for the operation of the district and its schools. School Trustees are locally elected representatives of the public, and they are the community's advocate for public education. They are required to carry out their responsibilities in a manner that assists the Board in fulfilling its duties under the *School Act*.

The Oath of Office Regulation forms part of the *School Act* where a Trustee pledges their commitment to their roles and responsibilities which was conducted by Secretary Treasurer Ginger Fuller.

Congratulations were extended to Trustee Maitland on her appointment to the Office of Trustee for Electoral Area 1 (Kitimat) for Coast Mountains School District.

Board Chair Warcup shared the following reminder for meeting guests regarding Question Period:

- At the end of each Regular (Public) Board Meeting, there is a 10-minute question period for the public. Questions must pertain to the agenda and can be presented in person at the Regular Board Meeting or emailed no later than 4:00 p.m. on the day of the Regular Board Meeting to the attention of Carole Gagnon, Executive Assistant.
- Questions or comments about personal issues, individuals or property acquisitions are not appropriate for public meetings. A written response to questions to the Board will be provided as soon as practicable. Questions asked at the Regular Board Meeting are recorded for follow up by the Board in the event an answer is not provided during the Question Period.

Best wishes were extended on behalf of the Board to all for a safe, restful and joyous Holiday Season and a happy, healthy New Year!

## 1. CALL TO ORDER

Board Chair Warcup called the meeting to order at 5:15 p.m.

## 2. DECLARATION OF QUORUM

A quorum was declared.



### 3. APPROVAL OF AGENDA

Motion #8746

**THAT** the agenda be adopted with the addition of the following agenda item:

#7.4 Ministry Correspondence Addressed to Board Chairs re: Establishment of Ministry of Infrastructure

Carried  
All in Favour

### 4. APPROVAL OF MINUTES OF PRIOR MEETING

#### 4.1 Regular Meeting, November 19, 2024

Motion #8747

**THAT** the minutes of the Regular Meeting of the Board held November 19, 2024 be approved.

Carried  
All in Favour

### 5. RECEIPT OF RECORDS OF IN CAMERA MEETING

#### 5.1 Summary of In Camera Meeting, November 19, 2024

Motion #8748

**THAT** the Summary of the In Camera Meeting of the Board held November 19, 2024 be approved.

Carried  
In Favour 6 / Abstained 1 (Trustee Maxim)

### 6. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes to report.

## 7. CORRESPONDENCE

### 7.1 Board Congratulations Letters to New MLAs for Skeena and Bulkley Valley-Stikine

Motion #8749

**THAT** the Board receive for information the congratulations letters issued to the newly elected Members of the Legislative Assembly within the ridings of Coast Mountains School District: Claire Rattee, Skeena Riding, and Sharon Hartwell, Bulkley Valley Stikine Riding, as presented.

Carried  
All in Favour

### 7.2 Board Congratulations Letter to New Minister of Education and Child Care

Motion #8750

**THAT** the Board receive for information the letter of congratulations issued to B.C.'s new Minister of Education and Child Care, Honourable Lisa Beare, as presented.

Carried  
All in Favour

### 7.3 Board Correspondence to New Minister of Infrastructure

Motion #8751

**THAT** the Board receive for information the letter of congratulations issued to B.C.'s new Minister of Infrastructure, Honourable Bowinn Ma, as presented.

Carried  
All in Favour

**7.4 Ministry Correspondence Addressed to Board Chairs re: Establishment Update of the Ministry of Infrastructure**

Motion #8752

**THAT** the Board receive for information the letter dated December 16, 2024 addressed to Board Chairs from the Minister of Education and Child Care and the Minister of Infrastructure proving an update on the establishment of the Ministry of Infrastructure and what it will mean to school districts at this time.

Carried  
All in Favour

*Trustee Maxim joined the meeting virtually.*

**8. SUPERINTENDENT OF SCHOOLS' MONTHLY REPORT – DECEMBER 2024**

Motion #8753

**THAT** the Superintendent of Schools' Monthly Report to the Regular Board Meeting of December 18, 2024 be received as presented.

Carried  
All in Favour

**9. INDIGENOUS EDUCATION REPORT – DECEMBER 2024**

Motion #8754

**THAT** the Board receive for information the Indigenous Education Report prepared by Interim Superintendent Janet Meyer including the addendum to the report for December 2024.

Carried  
All in Favour



**10. STANDING COMMITTEE REPORTS**

**10.1 Business Committee Report (Trustee Ed Harrison)**

**10.1.1 Business Committee Meeting Minutes, December 10, 2024**

Motion #8755

**THAT** the minutes of the Business Committee Meeting held on December 10, 2024 be received for information.

Carried  
All in Favour

**10.1.2 2023-2024 Statement of Financial Information (SOFI) Report**

Motion #8756

**THAT** the Board approve the amended Statement of Financial Information Report for the year end June 30, 2024.

Carried  
In Favour 6 / Against 1 (Trustee Maxim)

**10.2 Education Committee Report (Trustee Karen Jonkman)**

**10.2.1 Education Committee Meeting Minutes, December 11, 2024**

Motion #8757

**THAT** the minutes of the Education Committee Meeting held on December 11, 2024 be received for information.

Carried  
All in Favour

## 11. NEW BUSINESS

### 11.1 Board Standing Committee Trustee Appointments & Trustee School Liaisons

Board Chair Margaret spoke to her report on Board Standing Committee Trustee Appointments & Trustee School Liaisons follows:

The Board Chair appoints Trustee members to the two Standing Committees (the Education Committee and the Business Committee) typically following the Board Elections which are held annually in November. The Board Chair is a member ex-officio of the Standing Committees.

Trustees agreed to the following Board Standing Committee Trustee appointments:

Education Committee:

Trustee Karen Jonkman (Committee Chair)  
Trustee Wayne Jones  
Trustee Julia Sundell

Business Committee:

Trustee Ed Harrison (Committee Chair)  
Trustee Angie Maitland  
Trustee Margaret Warcup (Ex-officio)

Board Chairs throughout the province took part in discussion forum facilitated by BC School Trustees Association (BCSTA) on the role of Trustee School Liaisons as there are different interpretations amongst school districts. One school district that participated the BCSTA discussion forum provides a full Board tour of their schools with the Director of Facilities. This provides Trustees with first-hand information about infrastructure needs and new or upgraded facilities.

Considering this input, the following was put forth by the Board Chair for discussion regarding Trustee School Liaisons effective January 1, 2025:

- Trustees must sign the acknowledgment of the amended Trustee School Liaison – Rationale, Purpose & Parameters prior to being assigned Trustee School Liaison responsibility and we follow the established protocol of being invited to the schools.
- Trustee Margaret Warcup and Trustee Harrison will share the Terrace and Thornhill schools with the exception of the Northwest Trades & Employment Training Centre which Trustee Jonkman will continue to be the liaison.
- Trustee Jonkman and Trustee Maitland will share the Kitimat schools. In the past, Trustees worked out who was available to attend and sometimes attended events/PAC meetings together.
- Trustee Wayne Jones will be the liaison for Stewart.

- For Hazelton and Kitwanga Schools, if Trustee Julia Sundell signs the amended Trustee School Liaison – Rationale, Purpose & Parameters, she will be the liaison. If not, other Trustees are asked to share visits to Hazelton. Board Chair Warcup was able to visit a month ago when travelling through Hazelton. If a Trustee is not assigned, the Board could consider when the Regular Board Meeting is held in Hazelton to visit schools.
- Trustee Maxim is ineligible to be appointed to the Board Standing Committees or assigned Trustee School Liaison responsibility as he is presently censured for misconduct.

Trustees were in agreement to the aforementioned Trustee School Liaisons effective January 1, 2025 except for Trustee Sundell who does not agree to signing the amended Trustee School Liaison – Rationale, Purpose & Parameters agreement which she stated from the beginning of her term. Trustee Sundell finds the agreement very limited and not conducive to building relationships with schools.

## 12. TRUSTEE REPORTS

### 12.1 Board Chair Report – December 2024

Motion #8758

THAT the Board receive for information the Board Chair Report for December 2024.

Carried  
All in Favour

### 12.2 Trustee Reports

Trustee reported on activities they were involved in or updates for their liaison community(s) since the last Regular Board Meeting.

**13. QUESTION PERIOD**

Questions were received via email from a concerned parent of Mount Elizabeth Middle/Secondary School regarding the structural issues relating to the old/middle wings and courtyard areas including a request for further clarification on remediation plans. The questions were forwarded to the Director of Facility Services, Rob Schibli, for follow up and response to the parent following Winter Break.

**14. ADJOURNMENT**

The next hybrid Regular Board of Education Meeting will be held on Tuesday, January 28, 2025 at the Board of Education Office in Terrace.

The meeting was adjourned at 6:13 p.m.

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Board of Education Chair

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Secretary Treasurer



## Coast Mountains Board of Education School District 82

### MEETING AGENDA ITEM #5.1

Action: X

Information:

Meeting: Regular

Meeting Date: January 28, 2025

Topic: **Summary of In Camera Meeting of the Board, December 18, 2024**

#### **Background/Discussion:**

Summary as attached.

#### **Recommended Action:**

**THAT** the Summary of the In Camera Meeting of the Board held December 18, 2024 be approved.

Presented by: Secretary Treasurer



**SUMMARY OF PROCEEDINGS AND DECISIONS MADE AT THE  
IN CAMERA MEETING OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT 82 (COAST MOUNTAINS)  
HELD DECEMBER 18, 2024  
PURSUANT TO SECTION 72(3) OF THE SCHOOL ACT**

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The Board of Education:

1. Discussed a legal issue.
2. Discussed personnel issues.





**MEETING AGENDA ITEM #7.1**

Action: X Information:  
Meeting: Regular Meeting Date: January 28, 2025  
Topic: **City of Terrace Council Liaison Appointment to CMSD82 for 2025**

**Background/Discussion:**

As shared with Trustees, the attached letter received from the City of Terrace on January 2, 2025 advises that Councillor Inder Dhillon is appointed as Council liaison to Coast Mountains School District 82 for 2025.

**Recommended Action:**

**THAT** the Board receive for the information the City of Terrace letter detailing the Council liaison appointment to the School District for 2025.

Presented by: Board Chair Warcup

# THE CITY OF TERRACE



CITY HALL  
3215 EBY STREET  
TERRACE, B.C. V8G 2X8  
250-635-6311 PH.  
250-638-4777 FAX  
[www.terrace.ca](http://www.terrace.ca)

*January 2, 2025*

*Coast Mountains School District #82  
Tracey MacMillan, Superintendent  
3211 Kenney Street  
Terrace, BC, V8G 3E9*

*Dear Members:*

**Re: Terrace City Council Appointments**

*I am pleased to advise that Councillor Inder Dhillon has been appointed as Council liaison to the Coast Mountains School District #82 for 2025. Councillor Dhillon will act as liaison between your organization and Terrace City Council. If you wish to invite him to a specific meeting please contact this office at 3215 Eby Street, V8G 2X8, email: [mgordon@terrace.ca](mailto:mgordon@terrace.ca), or phone (250) 638-4724.*

*We do not expect the Council Liaison to attend all of the Coast Mountains School District Board meetings but rather to be a point of contact regarding issues relating to City business. Councillor Dhillon looks forward to working with your Members in the coming year. Please do not hesitate to contact him with any concerns you may wish to have brought to Council's attention, or for any assistance you may require. Enclosed is a list of telephone contact numbers and emails for your reference.*

*Yours truly,*

*Mikala Gordon*  
**Executive Assistant**

*Encl.*

*c.c.: Councillor Inder Dhillon*



**City of Terrace**  
3215 Eby Street  
250.635.6311 | 250.635.4777

### **PUBLIC CONTACT LIST FOR COUNCIL**

If you would like to invite the Mayor and/or Council to an event, please send the information to Mikala Gordon at [mgordon@terrace.ca](mailto:mgordon@terrace.ca) or call 250.638.4724.

<b>Mayor Sean Bujtas</b> 4703 Gair Avenue Terrace BC, V8G 2J8	<a href="mailto:sbujtas@terrace.ca">sbujtas@terrace.ca</a> Cell: 250-615-6334
<b>Councillor Chris Apps</b>	<a href="mailto:capps@terrace.ca">capps@terrace.ca</a>
<b>Councillor James Cordeiro</b> 5242 Mountain Vista Drive Terrace, BC V8G 4X5	<a href="mailto:jcordeiro@terrace.ca">jcordeiro@terrace.ca</a>
<b>Councillor Inder Dhillon</b> 4116 Golden Place Terrace, BC V8G 5N6	<a href="mailto:idhillon@terrace.ca">idhillon@terrace.ca</a> Cell :778-999-0774
<b>Councillor Brian Downie</b> #45- 3232 Apsley Street Terrace, BC V8G 5L1	<a href="mailto:bdownie@terrace.ca">bdownie@terrace.ca</a> Cell: 250-615-7852
<b>Councillor Dave Gordon</b> 4508 Johns Road Terrace, BC V8G 0B3	<a href="mailto:dgordon@terrace.ca">dgordon@terrace.ca</a>
<b>Councillor Sarah Zimmerman</b> 4445 Lazelle Avenue Terrace, BC V8G 1R9	<a href="mailto:szimmerman@terrace.ca">szimmerman@terrace.ca</a> Cell: 250-631-6007



**MEETING AGENDA ITEM #7.2**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 28, 2025
Topic:	<b>Letter from Minister of Education and Child Care re: 2024 Enhancing Student Learning Report</b>		

**Background/Discussion:**

As shared with Trustees, the attached letter was received from the Minister of Education and Child Care Lisa Beare on December 27, 2024 thanking school districts for their commitment to the Framework for Enhancing Student Learning (FESL) and equity of outcomes for all students in B.C. Minister Beare further extended a thank you to Coast Mountains School District for the submission of our 2024 Enhancing Student Learning Report.

Minister Beare noted in her letter the Ministry's 2024 annual review team would compile a feedback report for each district to reflect on continuous improvement processes demonstrated in the FESL report. Feedback reports were recently provided by the Deputy Minister with Superintendents and copied to Board Chairs.

An overview of the feedback report received for Coast Mountains School District will be shared by our Superintendent and District Education Team at the next virtual Education Committee Meeting to be held on February 12, 2025, then forwarded to the Regular Board Meeting scheduled on February 26, 2025 for Trustees' information.

**Recommended Action:**

**THAT** the Board receive for information the letter from the Minister of Education and Child Care Lisa Beare on December 27, 2025 thanking districts for their commitment to the Framework for Enhancing Student Learning (FESL) and equity of outcomes for all students in B.C. including a thank you for Coast Mountains School District's submission of the 2024 Enhancing Student Learning Report. Minister Beare further noted feedback reports would be shared with Superintendents and copied to Board Chairs.

Presented by: Board Chair Warcup



December 27, 2024

Ref: 303237

Dear Board Chairs:

As the new Minister of Education and Child Care and a former School Board Trustee, I would like to thank you and your team for your commitment to the Framework for Enhancing Student Learning and equity of outcomes for all students in BC. On behalf of the Ministry of Education and Child Care, I would like to thank you for your district's 2024 Enhancing Student Learning Report submission.

The 2024 annual review of all 60 district Enhancing Student Learning Reports (the Reports) has now been completed. The annual review team compiled a feedback report for each district to reflect on continuous improvement processes demonstrated in the Report. Feedback reports will soon be sent from Deputy Minister Kaye Krishna to superintendents and copied to board chairs.

Thank you for your ongoing dedication and collaboration in fostering robust strategic planning to drive continuous improvement. This work is foundational to our shared purpose and collective responsibility to developing educated citizens, supporting student success and improving equity of outcomes.

I look forward to working alongside you to continue to create meaningful change within the lives of all students across British Columbia.

Sincerely,

Lisa Beare  
Minister

cc: Superintendents



## Coast Mountains Board of Education School District 82

### MEETING AGENDA ITEM #8.

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 28, 2025
Topic:	<b>Superintendent of Schools' Monthly Report – January 2025</b>		

#### **Background/Discussion:**

Attached for reference is the Superintendent of Schools' Monthly Report for presentation at the January 28, 2025 Regular Board Meeting as prepared by Superintendent Tracey MacMillan.

The Superintendent of Schools' Monthly Report will be shared with all staff and partner groups as well as posted to the school district website following the Regular Board Meeting.

#### **Recommended Action:**

**THAT** the Superintendent of Schools' Monthly Report to the Regular Board Meeting of January 28, 2025 be received as presented.

Presented by: Superintendent of Schools



# Superintendent's Report to the Board January 2025



## A Message from the Superintendent

Ama Sah / Good Day,

**Welcome to 2025!** We wish you all the best for the new year! Over the next couple of months, we are excited to introduce new programming initiatives in collaboration with the Coast Mountains' Northwest Trades & Employment Training Centre (NTETC). These initiatives include:

- **Dual Credit Electrical and Welding program** in Hazelton;
- **Trades Sampler** for Caledonia and Parkside Secondary students;
- **Trades Sampler** in Stewart;
- **Tuition-free Childcare First-Aid & CPR** one-day course;
- **Early Childhood Education (ECE) Work Experience** in Hazelton, Terrace, and Kitimat;
- **ECCE Health, Safety, and Nutrition online evening course** for Dual Credit learners across the District; and
- **Hospital visits** in collaboration with Northern Health.



This is just one of the ways Coast Mountains School District ensures that enhanced programming is offered to all school communities in an equitable manner. We extend our heartfelt thanks to Dan Hamel, NTETC Principal, as well as our school staff, administrative teams, and community partners for their efforts in facilitating these wonderful opportunities for our learners. Please refer to the "Up and Coming Events" section of this report for a more comprehensive list of offerings.

I have also begun my next round of school visits, which provide opportunities to engage with learners, staff, and administrators. These interactions help me stay connected with the realities of daily classroom life. The District Leadership Team continues their visits to support pedagogical initiatives, address the needs of diverse learners, maintain school buildings, and collaborate with Human Resources to plan for upcoming retirements.

This month, I attended my first District Parent Advisory Council (DPAC) meeting. I am grateful for DPAC's genuine interest in education and their dedication to supporting their children's learning in such a positive and collaborative manner. I look forward to meeting more parents as we progress through the second term.



Kelley Axelson, Caledonia Secondary Teacher provides a tour of The BC Skeena Qualifier Robotics Competition held at Caledonia Secondary School on January 18.

Last weekend, we had the pleasure of watching students showcase their skills at The BC Skeena Qualifier Robotics Competition held at Caledonia Secondary School. The students were incredible! The intricacy of coding and programming required to build and control the robots was truly impressive. This is just one example of the many program enhancements available throughout Coast Mountains School District. We regularly receive invitations to attend sports events, plays, musicals, cultural activities, and on-the-land learning experiences. None of these programs would be possible without the tireless efforts of our dedicated staff and community volunteers, who give countless hours after school and on weekends. We sincerely thank you!

Throughout the remainder of this report, we are proud to highlight a sampling of program initiatives and enhancements for learners, as well as professional learning opportunities for staff and community partners, that have taken place across Coast Mountains School District this past month.

With gratitude and appreciation,

Tracey MacMillan, Superintendent

*Coast Mountains School District is in service to diverse First Nations, Métis and Inuit learners and their caregivers who live, learn and play on the traditional lands of the Gitksan, Haisla, Nisga'a and Ts'msyen peoples.*



# Superintendent's Report to the Board

## January 2025



### Addressing the Critical Issue of Human Trafficking

On January 14, Coast Mountains School District, the Royal Canadian Mounted Police (RCMP), and Northern Health hosted a community in-service session addressing the critical issue of human trafficking. The goal was to raise awareness about human trafficking and its implications in the northwest region.

Cathy Peters, a prominent advocate from the organization "Be Amazing," was one of the key speakers. She is dedicated to raising awareness about human sex trafficking, sexual exploitation, and child sex trafficking for prostitution. Cathy regularly speaks and presents to politicians, police, and the public to combat these pressing issues.



Speakers and facilitators of the Human Tracking In-Service Session pose for a picture with Superintendent Tracey MacMillan (r) and Julia Nieckarz, Director of Instruction, Inclusive Education (third from the left).



RCMP guest speaker, Lori Foster elaborated on the assistance provided by the RCMP related to human trafficking.

Additionally, Sue Brown,

the director of advocacy and a staff lawyer at Justice for Girls, also spoke at the session. With over 15 years of experience as a human rights advocate and practicing lawyer, Sue is dedicated to promoting the health, equality, and dignity of teenage girls and young women living in poverty. Her work focuses on addressing issues such as violence, exploitation, and human trafficking.

Kelly Cates, Community Policing & Media Relations representative from the Terrace RCMP detachment, provided education

on what human trafficking is, who is at risk, information on recruitment tactics used by human traffickers, and the human trafficking laws in Canada. Lori Foster from the RCMP further elaborated on how the RCMP can provide assistance.

The event saw a large variety of community members in attendance, including employees from Northern Health, Ministry of Children and

Family Development (MCFD), Child and Youth Mental Health (CYMH), the school district, RCMP members, Foundry, K'san, and many more. We extend our gratitude to Julia Nieckarz, Director of Instruction, Inclusive Education, for her leadership and invaluable contributions to this sensitive and important initiative as the lead representative from Coast Mountains School District.

The event was highly successful, leaving attendees inspired and equipped to take action. Participants are now heading back to their respective organizations with a wealth of knowledge, eager to share information, initiate their own task forces, and drive meaningful change in their communities.



On January 14, Coast Mountains School District, the Royal Canadian Mounted Police (RCMP), and Northern Health hosted a community in-service session addressing the critical issue of human trafficking.



CMSD District Staff participate in the Human Trafficking In-Service Session held on January 14 at the NTETC meeting room.



# Superintendent's Report to the Board

## January 2025



### Celebrating Nechako Elementary Inclusive Ed Team

It has been such a pleasure getting to work with the Inclusive Education Team at Nechako Elementary School consisting of David Mills, Principal, Rebecca Gray and Monica Rigoni, Teachers, and Elise Borgens, Education Assistant. David, Rebecca, Monica and Elise are working hard together to ensure an inclusive and collaborative learning environment for their students.

Specifically, they have been working to develop the functional communication and transition skills of a limited verbal autistic student who is new to their community. They have leveraged technology to engage this student in Touch Chat to support communication with the help of Guillian Reniero, our exceptional Speech and Language Pathologist. The team is fluently incorporating visuals and timers to support this student in following adult directions with limited anxiety, opposition, or escalation.



Nechako Elementary School's Inclusive Education Team go above and beyond to help a limited verbal autistic student new to Kitimat. Pictured l-r: Rebecca Gray, Elise Borgens, Monica Rigoni and David Mills.

Nechako Elementary's team has gone above and beyond to collect data to help drive and inform their instructional practices. A special acknowledgement goes to Elise, the Education Assistant supporting the program, who has taken the initiative to collect and analyze data daily in order to reflectively meet the needs of this student and develop the positive rapport required to ensure close and trustful student/teacher relationships.

Nechako Elementary's teamwork, reflection, and collaboration are a wonderful example of how our staff go above and beyond to ensure meaningful learning and positive experiences for our kids with complex needs.

### Students Learn Gardening & Cooking at Kitwanga Elementary

Kitwanga Elementary students have been busy learning to safely prepare meals using the potatoes that all the students planted, grew, and cared for in the school garden last spring and harvested this fall! The Grade 4/5 class made fries/poutines, and the Grade 6/7 class made the whole school a breakfast including making hashbrown patties out of the school potatoes!



# Superintendent's Report to the Board January 2025



## Robotics Happenings in CMRD



### The BC Skeena Qualifier Robotics Competition

On Saturday, January 18, a Robotics event called, "The BC Skeena Qualifier" was held in Terrace at Caledonia Secondary School. This event was the official FIRST qualifier, with one team qualifying for the opportunity to travel to Vancouver and take part in a provincial level of competition. It was very exciting! The focus of this event was to run a qualifying event for the next level of competition but also to gather as like-minded people to build and code robots. Teams from Skeena Middle School, Caledonia Secondary School and Kitimat all participated, with approximately 35 students engaged in the event. Participants would like to express their appreciation for the support from many amazing parent and staff volunteers!



Special thanks to the Caledonia Secondary School and Skeena Middle School Teams, parents and volunteers who helped facilitate this amazing competition.



*The students were incredible! The intricacy of coding and programming required to build and control the robots was truly impressive!*



### Preparing for Regional Zone01 Robotics Competition

CMRD Robotics teachers gathered with Zone01 Leader Dominic Bruneau for hands-on robotics coding at Kildala Elementary School on January 20. Teachers are preparing for the April 14 Regional Zone01 competition. 120 student competitors and robotics teachers are expected at Mount Elizabeth Middle/Secondary School. The winning team is invited to the National Zone01 finals in Montreal. Rio Tinto supports the cost of training and team registration and has agreed to partially fund three more years of robotics support with Zone01.



CMRD teachers gathered at Kildala Elementary School for a hands-on robotics coding training session on January 20 with Dominic Bruneau, Zone01 Leader in preparation for the April 14 Regional Zone01 competition.



# Superintendent's Report to the Board

## January 2025



### Acadience Literacy Update

On January 10, some of Skeena Middle School's teachers came to the Board Office to be trained in Acadience for Grades 7 and 8 as a pilot. Acadience Reading helps teachers identify children at risk for reading difficulties and determine the skills to target for instructional support. Acadience Reading K-8:

- provides universal screening
- detects when students need extra support
- is sensitive to effects of intervention
- supports the response to intervention/multi-tiered model



Skeena Middle School Teachers, Jill Green and Emily George (r), attended a training session with Tina McDonald, District Principal, Curriculum Support (l) on January 10 as a pilot for Acadience Grades 7 and 8.

We will be assessing a couple of grade 7 and 8 classes at Skeena Middle School on January 27 and in May. The goal is to use this resource across the district in order to support our K-8 learners in literacy.



The love of reading for children is a collaborative effort by all ages.

Our second round of Acadience assessments will run from February 3 to 28 in all K-6 schools. We thank Tina McDonald, District Principal, Curriculum Support, Laura Gray, and Hayden Drygas, Literacy Coordinating Teachers for their work supporting schools with Literacy initiatives and these assessments. Upcoming Acadience K-6 Acadience Learning Online (ALO) training sessions are as follows: January 21 – Kitimat City High School, March 5 – Terrace School Board Office, April 1 - Kitimat City High School, April 2 - New Hazelton Elementary School, and June 4 - Terrace School Board Office. Our goal is to ensure that every teacher in K-6 is trained before the start of the next school year. Training sessions in the fall of 2025 will be offered for new teachers or teachers in new roles.

This year, alongside developing a K-6 Framework with the support of our literacy leaders and Teacher Focus Group, we will continue to support our educators in implementing Multi-Tiered System of Supports (MTSS) and enhancing universal classroom instruction. Additionally, we would like to share and highlight that POPARD has requested to collaborate with CMSD to build educational videos highlighting the structured literacy approach. POPARD is a Ministry of Education and Child Care program providing services to schools in B.C. for students with autism spectrum disorder (ASD). Together, we will showcase the incredible work our district teachers are accomplishing with the University of Florida Literacy Institute (UFLI), Acadience Progress Monitoring, and Empower Reading programs. We look forward to the opportunity to collaborate with them.

### Literacy In-Service for Indigenous Support Workers

Laura Gray, Literacy Lead Teacher and Tina McDonald, District Principal, Curriculum Support provided training on January 24 in the NTETC meeting room for Indigenous Support Workers on how to use the University of Florida Learning Institute (UFLI) program as an enhancement. We were grateful for the 26 Indigenous Support Workers and Indigenous Education Department staff who attended this presentation. Many excellent questions were generated during the presentation. Indigenous Support Workers demonstrated a keen interest in supporting students with improving their literacy skills. Thank you all for your dedication in supporting learners.



Indigenous Support Workers took part in a Literacy In-Service Session on January 24 on the use of UFLI as an enhancement to support students with improving their literacy skills.

# Superintendent's Report to the Board

## January 2025



## Hazelton Secondary Careers & Trades Program

Hazelton Secondary School Careers & Trades Coordinator, Stephanie Muldoe, is a dedicated advocate for students. In her role as a coordinator, she is able to support students with volunteer and work experience, dual credit support, job skills and training, and organize meaningful land-based learning experiences. With the support of the First Nations Education Coordinators, Indigenous Support Workers, community members and staff she has organized opportunities for students to connect with the land, develop practical skills, and engage with Indigenous ways of knowing and being. Building on Hazelton Secondary students' strengths, knowledge and desire to learn, these trips become an essential part of fostering a deep understanding of traditional



The Hazelton Secondary Careers & Trades Program supports students' personal growth and helps build their skills and confidence to succeed in both their academic lives and future planning.



The Hazelton Secondary Careers & Trades Program fosters a deep understanding of traditional practices, while also promoting a sense of cultural pride and identity.

practices, while also promoting a sense of cultural pride and identity. Through collaboration and knowledge sharing, Stephanie ensures that these experiences are rooted in respect for Indigenous knowledge systems and are tailored to the needs of each student.

In addition to these learning experiences, Stephanie fosters partnership between the school and Indigenous communities, creating opportunities for students to engage in job training and skill-building initiatives as part of the school curriculum. Through these partnerships, students gain practical knowledge that deepens their connection to their cultural heritage while equipping them with essential tools for future career paths. By integrating education, tradition, and community collaboration, Stephanie plays a vital role in fostering students' personal growth and empowering them with the skills and confidence needed to excel academically and plan for their futures.

Through these partnerships, students are empowered with practical knowledge that not only strengthens their connection to their cultural heritage but also equips them with the tools necessary for future career paths. By weaving together education, tradition, and community collaboration, Stephanie plays a key role in supporting students' personal growth and helping them build the skills and confidence to succeed in both their academic lives and future planning.

## Up and Coming Events

Northwest Trades & Employment Training Centre (NTETC) presents the upcoming opportunities and events with many other ideas in the works, noting this does not include their other programming that is ongoing such as Work Experience, Discovery, Work in Trades, Dual Credit, Distance Learning, or Career Life Connection 12:

- **January** - Coast Mountain College and Piping Industry College of BC (PIC) presentations at middle/high schools (Grades 9-12), talking about next steps, dual credit and career opportunities.
- **February 3** - Dual Credit program in Electrical and Welding begins in Hazelton. Sampler Program at Coast Mountain College begins for Caledonia Secondary and Parkside Secondary Schools students (32 seats). **February 4** - Childcare First-Aid & CPR one day course – tuition free. **February 5** – Early Child Care Education: ECCE 104 - Health, Safety and Nutrition evening course online district wide (Dual Credit). **End of February** – Early Child Care Education: ECCE work experience; we will be placing students into local daycares (includes Hazelton, Terrace & Kitimat).
- **March 11** - Skills Canada Competition at Coast Mountain College.
- **April** - Sampler Program in Stewart begins. Hospital visits (working with Northern Health). Stewart Maker Day (whole school).
- **May 13-15** - Adventures in Healthcare. Adventures in Port of Prince Rupert. **May 29** - Grade 7 Maker Day at NTETC.
- **June 11** - Grade 6/7 Maker Day in Kitimat at Nechako Elementary School.



# Superintendent's Report to the Board January 2025



## This Month On Social Media...



@CoastMountainsSchoolDistrict



@CoastMountainsSchools



@CoastMtnSD



Superintendent Tracey MacMillan & Director of Instruction Phillip Barron proudly represented CMSD at Teacher Recruitment Fairs held at UBC and Mount Saint Vincent University. Both events were excellent opportunities to meet the next generation of exceptional educators.



Passionate about teaching? Coast Mountains School District in Northwest British Columbia is looking for exceptional educators for 2025-26. Learn more about our district at <https://cmsd.bc.ca>



### Upcoming Dates

January 28 – Hybrid Board Meeting (Terrace)  
February 12 – Business Committee Meeting (virtual)  
February 12 – Education Committee Meeting (virtual)  
February 17 – Family Day (schools are not in session)  
February 26 – Hybrid Board Meeting (Kitimat)



**MEETING AGENDA ITEM #9.**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 28, 2025
Topic:	<b>Indigenous Education Report – January 2025</b>		

**Background/Discussion:**

Attached for reference is the Indigenous Education Report for presentation at the January 28, 2025 Regular Board Meeting as prepared by Beverley Azak, District Vice Principal, Indigenous Education.

A monthly Indigenous Education Report will be provided for inclusion in the agenda package for Regular Board Meetings.

**Recommended Action:**

**THAT** the Board receive for information the Indigenous Education Report for January 2025.

Presented by: Superintendent of Schools



# Indigenous Education Report

## January 2025

Submitted to the Superintendent by Beverly Azak,  
District Vice Principal, Indigenous Education

### Indigenous Support Workers

The Indigenous Education Department provided a coaching session for the Indigenous Support Workers (ISWs) on November 28. The ISWs received a review in logging data into a student service log for Indigenous learners either for an individual learner or a group service entry. The ISWs also had a session of participating in Literacy games.

The ISWs participated in an In-Service Session on January 24 for the University of Florida Literacy Institute (UFLI) training that measures the acquisition of early literacy skills from kindergarten to grade 6.



Indigenous Support Worker, Kelsey Carlow supported learners during a performance held at Nechako Elementary School in Kitimat.



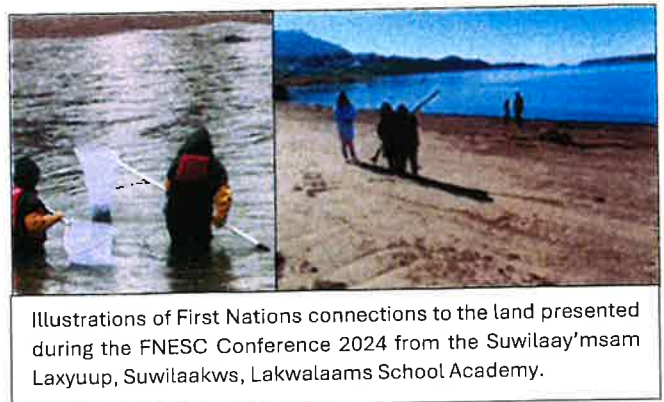
### Bear Valley School Students Made Devil's Club Salve

Students at Bear Valley made Wa'ums Haldaakws, Devil's Club salve with Science Teacher, Eric Drew. They applied for authorization and received permission from Nisga'a Lisims Government to use the Nisga'a language for the Devil's Club medicine label on the salve container, demonstrating respect for cultural practices and appropriate language use.

### FNESC Conference 2024

The 2024 First Nations Education Steering Committee (FNESC) Education Conference was held December 12 to 14 in Vancouver. CMSD82 representatives who attended the conference included the District Vice Principal, Indigenous Education, Gitxsanimx Immersion Teacher, Indigenous Education District Teacher Mentor, and Mount Elizabeth Middle/Secondary School Principal. The event was a great opportunity to access other knowledge, network and share. FNESC's goal is to increase the capacity of all those in the education system to make transformative changes in First Nations education. The conference theme this year was *Connecting to Our Land*.

The workshops highlighted how First Nations deep connections to the land serve as the foundation for many aspects of learning and education. The conference events and workshops delved into language learning, ecological education, and on-the-land experiences, showcasing the initiatives offered by both First Nations schools and District schools. We thank those who attended from the District and shared their knowledge, insights, and experiences, which greatly enhance our collective efforts and enrich the important work we do together.



Illustrations of First Nations connections to the land presented during the FNESC Conference 2024 from the Suwilaay/msam Laxyuup, Suwilaakws, Lakwalaams School Academy.

# Indigenous Education Report – January 2025 (cont'd)

## Update from the Superintendent

The Director of Instruction for Indigenous Education position has been re-advertised, and we remain hopeful that this critical role will be filled. The staffing process will begin following the position's closing date, which is January 31, 2025. Those interested can find the advertisement and further details on the Coast Mountains School District website at <https://cmsd.bc.ca/jobs/administrative>.

The District is actively advancing its efforts to establish an Indigenous Education Council, in collaboration with the Board of Education, the Superintendent's Office, the Finance Department and the Inter-Tribal Education Committee (ITEC). This initiative aligns with the Ministry of Education and Child Care's directive under Bill 40, the *School Amendment Act, 2023*, which mandates the creation of Indigenous Education Councils within school districts.

We are grateful to all participants contributing to this important work. Special recognition is extended to Lindsay Harder, Executive Assistant to the Secretary Treasurer & Indigenous Education Council, for her hard work, thorough research, meticulous record-keeping, and support in coordinating efforts as we move through this process.

Respectfully submitted,

Beverly Azak  
District Vice Principal, Indigenous Education

*Coast Mountains School District is in service to diverse First Nations, Métis and Inuit learners and their caregivers who live, learn and play on the traditional lands of the Gitksan, Haisla, Nisga'a and Ts'msyen peoples.*





## Coast Mountains Board of Education School District 82

### MEETING AGENDA ITEM #10.1.1

Action: X

Information:

Meeting: Regular

Meeting Date: January 28, 2025

Topic: **Minutes of the Business Committee Meeting, January 15, 2025**

#### **Background/Discussion:**

Minutes as attached.

#### **Recommended Action:**

**THAT** the minutes of the Business Committee Meeting held January 15, 2025 be received for information.

Presented by: Secretary Treasurer





## BUSINESS COMMITTEE MEETING

Wednesday, January 15, 2025 – 10:30 a.m. to 12:00 p.m.  
Virtual via Zoom

### Committee Members:

Trustee Ed Harrison (Chair)  
Tracey MacMillan, Superintendent of Schools  
Trustee Angie Maitland  
Ginger Fuller, Secretary Treasurer

### Recording Secretary:

Lindsay Harder, Executive Assistant

### Guests:

Lynda Lang, Manager of Finance  
Robert Schibli, Director of Facility Services  
Trustee Margaret Warcup

## MEETING MINUTES

Items	Action
The meeting was chaired by Trustee Ed Harrison and called to order at 10:31 a.m. Trustee Harrison acknowledged the school district's business being conducted on the traditional and unceded territories of the Gitxsan, Haisla, Nisga'a, and Ts'msyen Peoples, and the honour to work with their children and privilege to live on their land.	
1. <b>Previous Meeting Minutes</b> - December 10, 2024	1. The minutes of the previous Business Committee Meeting held on December 10, 2024 were accepted as presented.
2. <b>Human Resources</b> 2.1 Grievance Update – CMTF & CUPE	2.1 Secretary Treasurer Fuller provided a grievance update relating to the Coast Mountain Teachers' Federation (CMTF) and the Canadian Union of Public Employees Union (CUPE), Local 2052. CUPE has no grievances. CMTF current numbers are eight-Step 1, two- Step 2 grievances, and two-Step 3 grievance. <b>Information only; no action required.</b>
3. <b>Facilities/Transportation/OH&amp;S</b> 3.1 Monthly Facilities Report, January 2025	3.1 Director Schibli provided an update of recent work, structural upgrades continue in the middle school wing of MEMSS with plans to build 5 new classrooms and an exercise room. The expected completion date for the last structural components is January 24th. The posts are all in place, and the team is in the process of reassembling the heating and ventilation system.  <i>Suwilaawks Playground</i> – The bidding process for the playground project is closing next week. Maintenance hopes to have a provider established by early February. An architect has been brought in to design a four-classroom addition, we need to evaluate an optimal placement of this addition on.  <i>Minor Capital Submission</i> – Waiting a response or update from the submission made. Director Schibli Plans will contact a representative to inquire on the status of the project.





3.2 District Joint OH&S Committee Meeting Minutes – Scheduled January 23, 2025	<p>Facilities – Over the winter break most upgrades have been completed with projects at Uplands Elementary, Kitimat City High, and REM Lee Theatre. <b>Information only; no action required.</b></p> <p>3.2 No Report</p>
<p><b>4. Board Representations</b></p> <p>4.1 BCPSEA</p> <p>4.2 BCSTA</p>	<p>4.1 No Report</p> <p>4.2 No Report</p>
<b>5. Outstanding Items from Previous Meeting</b>	5. There were no outstanding items from the previous meeting.
<p><b>6. Finances</b></p> <p>6.1 Monthly Financial Statements, November 2024</p> <p>6.2 Interim Operating Grants – December 2024</p>	<p>6.1 Secretary Treasurer Fuller spoke to the November 30, 2024 Monthly Financial Statements, there were no areas of concern. <b>Information only; no action required.</b></p> <p>6.2 Secretary Treasurer Fuller advises the Ministry of Education and Child Care is experiencing delays in providing the Interim Operating Grant Summary for December 2024 which is affecting the ability to prepare a summary based off the September 2024 enrolment. <b>Action: Table Item “6.2 Interim Operating Grants” to the next Business Committee Meeting on February 12, 2025.</b></p>
<p><b>7. New Business</b></p> <p>7.1 Annual Review – School District Video Surveillance System</p>	<p>7.1 Director Schibli shared the Annual Review of the School District Video Surveillance System Report. To comply with the School Act Section 74.01 and the Freedom of Information and Protection of Privacy Act, an annual review of the School District's video surveillance has been conducted. <b>Action: Forward the Annual Review of the School District Video Surveillance System Report for information to the next Regular Board Meeting on January 28, 2025.</b></p>
<b>8. Next Meeting</b>	<p>8. The next Business Committee Meeting is scheduled on Wednesday, February 12, 2025, from 10:30 a.m. to 12:00 p.m.</p> <p>The meeting was adjourned at 11:13 a.m.</p>



**MEETING AGENDA ITEM #10.1.2**

Action: X Information:  
Meeting: Regular Meeting Date: January 28, 2025  
Topic: **Annual Review – School District Video Surveillance System**

**Background/Discussion:**

In compliance with the *School Act*, section 74.01, an annual review is conducted in January of the school district surveillance system in conjunction with CMSD82 Policy 4015: Video Surveillance (as attached) to ensure the school district's surveillance system provides protection and safety of individuals, school land, belongings or school property.

As outlined in the attached report, the Director of Facility Services conducted a review on January 10, 2025 of the operation and equipment of the school district surveillance system and found all systems to be meeting the intent of protecting the safety of the respective school facility, staff and students in accordance with the *School Act* and CMSD82 Policy 4015: Video Surveillance.

The Business Committee at its January 15, 2025 meeting reviewed the Annual Review Report of the School District Surveillance System and forwards to the Board for information.

**Recommended Action:**

**THAT** the Board receive for information the Annual Review of the School District Video Surveillance System Report as presented.

Presented by: Secretary Treasurer



## **SECTION 4000: FACILITIES, GROUNDS AND EQUIPMENT**

### **POLICY 4015: VIDEO SURVEILLANCE**

- *Date Adopted: June 12, 2013*
  - *Date Reviewed: April 10, 2019*
- 

#### **POLICY**

The Board authorizes the use of video surveillance equipment on school district property. All video surveillance will be conducted in compliance with the provisions of the:

- *School Act, Section 74.01*
- *Freedom of Information and Protection of Privacy Act*
- *Coast Mountains Board of Education School District 82 Procedures*



January 10<sup>th</sup> 2025

## Annual Review of CMSD Surveillance Systems

Conducted by Robert Schibli, Director of Facility Services.

On January 10<sup>th</sup>, 2025, I have reviewed the operation and equipment at the following sites and found them to be meeting the intent of protecting the safety of the school facility, staff, and students.

- 1) Caledonia Secondary School
- 2) Skeena Middle School
- 3) Hazelton Secondary School
- 4) Kitimat City High School
- 5) Mount Elizabeth Middle/Secondary School
- 6) Parkside Secondary School
- 7) Ecole Mountainview
- 8) Cassie Hall Elementary School
- 9) Suwilaawks Community School
- 10) Kildala Elementary School
- 11) Nechako Elementary School
- 12) Thornhill Elementary School
- 13) New Hazelton Elementary School
- 14) Majagaleehl Gali Aks Elementary School
- 15) Kitwanga Elementary School
- 16) Bear Valley School
- 17) School Board Office Complex

Upon their request, the District provided surveillance footage to the RCMP/GRC to aid in their investigation of three separate incidents on School District property in 2024.

See below for reference to the School Act section 74.01 that mandates this annual review.

### **Video Surveillance Cameras**

**74.01 (1)** *A board may install and operate a video surveillance camera in a school facility or on school land for the purposes of protecting*

*(a) the safety of individuals in a school facility or on school land,*

*(b) an individual's belongings in a school facility or on school land, or*

*(c) school property*

*with the prior approval of the parents' advisory council for the school where the board proposes to install and operate a video surveillance camera.*



*(2) A parents' advisory council may make recommendations to a board to install and operate a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1).*

*(3) If a board*

*(a) has installed and operates a video surveillance camera in a school facility or on school land before the date this section comes into force, or*

*(b) installs and operates a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1),*

*the board must conduct an annual review that assesses if the installation and operation of the video surveillance camera is accomplishing a purpose set out in subsection (1).*

*(4) Subsections (1) to (3) do not apply to the installation and operation of a video surveillance camera in a school facility or on school land on a temporary basis for a specific investigative purpose.*

*(5) Subsection (1) does not apply to a video surveillance camera installed in a school facility or on school land before the date this section comes into force.*

- (2) Except for minutes of a meeting from which persons other than trustees or officers of the board, or both, were excluded, the minutes 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.
- (3) 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.
- (4) [Repealed 2000-11-43.]

## **Division 2 — Powers and Duties**

### **Establishment and closure of schools**

- 73** (1) A board may
- (a) subject to the orders of the minister, open, close or reopen a school permanently or for a specified period of time, and
  - (b) temporarily close a school building if the health or safety of the students is endangered.
- (2) The board may operate more than one school in a single building or location.

### **Management of schools and property**

- 74** (1) Subject to the orders of the minister, a board is responsible for the management of the schools in its school district and for the custody, maintenance and safekeeping of all property owned or leased by the board.
- (2) A board must ensure that a principal, vice principal or director of instruction is responsible for each school in its school district.

### **Video surveillance cameras**

- 74.01** (1) A board may install and operate a video surveillance camera in a school facility or on school land for the purposes of protecting
- (a) the safety of individuals in a school facility or on school land,
  - (b) an individual's belongings in a school facility or on school land, or
  - (c) school property
- with the prior approval of the parents' advisory council for the school where the board proposes to install and operate a video surveillance camera.
- (2) A parents' advisory council may make recommendations to a board to install and operate a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1).



(3) If a board

- (a) has installed and operates a video surveillance camera in a school facility or on school land before the date this section comes into force, or
- (b) installs and operates a video surveillance camera in a school facility or on school land for the purposes set out in subsection (1),

the board must conduct an annual review that assesses if the installation and operation of the video surveillance camera is accomplishing a purpose set out in subsection (1).

- (4) Subsections (1) to (3) do not apply to the installation and operation of a video surveillance camera in a school facility or on school land on a temporary basis for a specific investigative purpose.
- (5) Subsection (1) does not apply to a video surveillance camera installed in a school facility or on school land before the date this section comes into force.

## **Enrolment in an educational program**

### **74.1 (1)** In this section:

**"catchment area child"** means a person

- (a) of school age, and
- (b) resident in the catchment area of the school;

**"non-catchment area child"** means a person

- (a) of school age,
- (b) resident in the school district, and
- (c) not resident in the catchment area of the school;

**"non-school district child"** means a person

- (a) of school age,
- (b) resident in British Columbia, and
- (c) not resident in the school district;

**"previous school year"** means the school year previous to the school year for which the person is applying to enrol in an educational program;

**"school district child"** means a catchment area child or a non-catchment area child.

- (2) A board must enrol all persons who exercise their entitlement to enrol in an educational program under section 2 (1).
- (3) A board may refuse to enrol a non-school district child under section 2 (2) if the child is
  - (a) a student suspended by a board under section 85 (2) (d), or



## Coast Mountains Board of Education School District 82

### MEETING AGENDA ITEM #10.2.1

Action: X Information:  
Meeting: Regular Meeting Date: January 28, 2025  
Topic: **Minutes of the Education Committee Meeting, January 15, 2025**

#### **Background/Discussion:**

Minutes as attached.

#### **Recommended Action:**

**THAT** the minutes of the Education Committee Meeting held January 15, 2025 be received for information.

Presented by: Superintendent of Schools



## EDUCATION COMMITTEE MEETING

Wednesday, January 15, 2025 – 4:00 p.m. to 5:30 p.m.

Zoom Virtual Meeting

### Committee Members:

- Trustee Karen Jonkman (Chairperson)
- Phillip Barron, Director of Instruction, Learning Services
- Anya Carrel, Teacher, Skeena Middle School (CMTF representative)
- Jocelynn Drew, Principal, Bear Valley School (CMAA representative)
- Krista Jay, Treasurer, District Parent Advisory Council (DPAC representative)
- Tracey MacMillan, Superintendent of Schools
- Angie Maitland, Director of Education, Haisla Nation (First Nations representative)
- Annette McAlpine, Principal, Uplands Elementary School (CMAA representative)
- Julia Nieckarz, Director of Instruction, Inclusive Education
- Troy Peters, Chairperson, District Parent Advisory Council (DPAC representative)
- Stacey Rodriguez, Vice Principal, Mount Elizabeth Middle-Secondary School (CMAA representative)
- Michelle Sutherland, Teacher, Mount Elizabeth Middle/Secondary School (CMTF representative)
- Freda Wright, Education Coordinator, Kitselas First Nation (First Nations representative)

### Regrets:

- Trustee Wayne Jones
- Marian Kotovich-Laval, Education Coordinator, Kitsumkalum First Nation (First Nations representative)
- Monica Simms, Education Advisor, Gitksan Government Commission (First Nations representative)
- Trustee Julia Sundell
- Pansy Wright-Simms, Education Advisor, Gitanmaax First Nation (First Nations representative)

### Guests:

- Anna Ashley, Indigenous Education District Teacher Mentor
- Beverly Azak, District Vice Principal, Indigenous Education
- Tina McDonald, District Principal, Curriculum Support

### Recording Secretary:

- Carole Gagnon, Executive Assistant

## MEETING MINUTES

Items	Action
The virtual meeting was called to order at 4:04 p.m. chaired by Trustee Karen Jonkman, Committee Chairperson.	
1. <b>Acknowledgement of the Territories, Introductions &amp; Welcome</b>	<p>Chairperson Jonkman acknowledged with respect the school district's business being conducted on the traditional and unceded territories of the Gitksan, Haisla, Nisga'a and Ts'mysen Peoples. We are honoured to work with their children and privileged to live, learn, work, and play on these lands.</p> <p>A warm welcome was extended to all for joining the first virtual Education Committee Meeting of the new year followed by introductions and meeting regrets. Chairperson Jonkman noted on January 15 we recognize Black Excellence Day. Black people and communities have helped build British Columbia and Canada. We take the opportunity today, on the third annual Black Excellence Day marked by the province and nation, to celebrate those achievements and honour those experiences. It also serves as a call to action for all of us to continue to support and uplift Black voices and experiences. By recognizing the excellence within Canada's Black communities, we are taking another step toward building a province and a nation where everyone, regardless of race, feels seen, valued and empowered.</p>



<b>2. Previous Meeting Minutes, December 11, 2024</b>	<p>The meeting minutes of the previous Education Committee Meeting held December 11, 2024 were received.</p> <p><b>Information only; no action required.</b></p>
<b>3. 2024 FNEsc Education Conference: Connecting to Our Land</b>	<p>Chairperson Jonkman welcomed Beverly Azak, District Vice Principal, Indigenous Education and Anna Ashley, Indigenous Education District Teacher Mentor to present on their participation at the 2024 FNEsc (First Nations Steering Committee) Education Conference held in Vancouver on December 12-14.</p> <p>Power point presentations were presented for Committee members' information which are available upon request.</p> <p>The event was a great opportunity to access other knowledge, network and share. FNEsc's goal is to increase the capacity of all those in the education system to make transformative changes in First Nations education. The conference theme this year was <i>Connecting to Our Land</i>.</p> <p>The workshops explored how First Nations connections to the land are the foundation for many aspects of learning and education. The conference events and workshops explored language learning, ecological learning and on-the-land learning, demonstrating what First Nations schools and District schools are providing. The event was well attended.</p> <p>Chairperson Jonkman thanked District Vice Principal Azak and Ms. Ashley for their interesting and information presentations.</p> <p><b>Information only; no action required.</b></p>
<b>4. Board Approval Final Application: Level 5 Out-of-Country Field Trip</b>	<p>Director Barron spoke to the Level 5 Out-of-Country Field Trip Application for the Bear Valley School Travel Club to Costa Rica and Panama, May 28 to June 7, 2025 presented for the Education Committee's consideration.</p> <p>On October 23, 2024, the Board provided "approval in principle" for this Out-of-Country Field Trip. In accordance with Policy 1080: Field Trips and Outdoor Education "final Board approval" is required for International Level Five Field Trips with the submission of the completed Field Trip Application to the Board within 120 days of departure.</p> <p>In order to meet the prescribed approval timeline, the completed Field Trip Application requires the Education Committee's review and consideration which then would be forwarded to the Board for final approval.</p> <p><b>Action: The Education Committee recommended the Out-of-Country Field Trip Application for the Bear Valley School Travel Club to Costa Rica and Panama, May 28 to June 7, 2025 be forwarded to the Board for approval at the January 28, 2025 Regular Board Meeting.</b></p>
<b>5. Recruitment &amp; Retention Update</b>	<p>Superintendent MacMillan shared a written summary of the feedback received during the Breakout Discussion held at the Committee meeting on December 11, 2024 regarding the Recruitment &amp; Retention Update agenda item.</p> <p>Superintendent MacMillan indicated this summary will be shared with the Human Resources and Finances Department for their information related to the feedback and actionable items will be utilized for the upcoming recruitment year.</p> <p><b>Information only; no action required.</b></p>



## 6. CMSD K-12 Mental Health & Well-Being Plan 2024-2027

Director Nieckarz introduced the K-12 Mental Health & Well Being Plan 2024-2027 for Coast Mountains School District:

- In September 2020, the Ministry of Education and Child Care released the Mental Health in Schools (MHIS) Strategy to provide a vision for embedding mental health and well-being into all aspects of the K-12 education system. The Strategy focuses on three main elements: Compassionate Systems Leadership, Capacity Building, and Mental Health in Classrooms. The MHIS Strategy recognizes the critical role schools play in promoting positive mental health for British Columbians.
- Creating and sustaining environments that support mental health and well-being are key to the work of BC school districts. We are all more successful when we learn and work in healthy and safe environments where well-being is embedded. While the primary focus for schools is mental health promotion, school staff also provide initial supports for students with significant mental health challenges, and for connecting them with further support when necessary. A district mental health plan helps to coordinate and communicate this important work.

Director Nieckarz indicated the conversation around creating a comprehensive plan for CMSD started in 2023-2024 with the BC Children's Hospital, health promotion and health literacy including the guidance of Practice Support Coaches, Gail Markin and Mari del Casal. District administration met monthly in discussion with BC Children's Hospital for guidance, assistance in developing a plan and the new process for the province.

Director Nieckarz further shared CMSD's hope for "A clear and focused District Vision for Mental Health and Well-Being" that reflects:

- Areas of Strength and Areas for Improvement that emerged from the mapping activity using the self-reflection tool.
- A review of the district's data on student mental health and well-being.
- Engagement with the school community.
- Alignment with the district's strategic plan and vision for mental health.

The focus Priority Areas for Mental Health and Well-Being Plan are:

- Priority Area 1: Digital Safety
- Priority Area 2: Increase Mental Health Literacy Across the District
- Priority Area 3: Building Relationships with Students, Staff, and Communities

Director Nieckarz invited Committee members to participate in break-out rooms based on the Priority Areas for their feedback. The questions for the break-out rooms included:

- What does the term Mental Health/Digital Literacy/Building Relationships mean to you?
- What are your thoughts around this topic?
- How does your organization support/provide understanding on this concept/topic to employees?
- How do you think this supports youth in our schools?
- What specific information do you think will support youth engagement in schools?
- What specific information or communication could support parent engagement?
- What other ideas do you have to support this concept?

Director Nieckarz thanked the Committee members for their participation in the break-out session and their valued feedback received.

**Action:** The Education Committee recommended the CMSD K-12 Mental Health & Well-Being Plan 2024-2027 be forwarded to the Board for information at the January 28, 2025 Regular Board Meeting.



## 7. Next Meeting & Adjournment

Chairperson Jonkman thanked everyone for their participation in the meeting. The next Education Committee Meeting will be held virtually on Wednesday, February 12, 2025 from 4:00 p.m. to 5:30 p.m. by Zoom.

The meeting was adjourned at 5:27 p.m.

DRAFT





**MEETING AGENDA ITEM #10.2.2**

Action: X Information:

Meeting: Regular Meeting Date: January 28, 2025

Topic: **Board Approval: Out-of-Country Final Field Trip Application**  
· **Bear Valley School Travel Club, Costa Rica and Panama,**  
**May 28-June 7, 2025**

**Background/Discussion:**

The attached Out-of-Country Field Trip Application for the Bear Valley School Travel Club to Costa Rica and Panama, May 28 to June 7, 2025 was presented and reviewed at the January 15, 2025 Education Committee Meeting.

On October 23, 2024, the Field Trip Application received Board "approved in principle" as attached. In accordance with Policy 1080: Field Trips and Outdoor Education "final Board approval" is required for this Out-of-Country (Level 5) Field Trip with the submission of the completed Field Trip Application to the Board within 120 days of departure.

In order to meet the prescribed approval timeline, the completed Field Trip Application required the Education Committee's review and consideration at its January 15, 2025 meeting, then forwarded to the Regular Board Meeting for the Board's final approval on January 28, 2025.

The Education Committee recommended this Out-of-Country Field Trip Application be forwarded to the Board for final approval.

**Recommended Action:**

**THAT** the Board approve the Bear Valley School Travel Club Out-of-Country Field Trip Application to Costa Rica and Panama, May 28-June 7, 2025 at no cost to the Board and subject to ensuring the safety of students and adhering to Federal and Provincial travel advisories, regulations and protocols throughout the travel dates.

Presented by: Superintendent of Schools

**Bear Valley School Travel Club**  
**Costa Rica and Panama Level Five Field Trip - May 28 to June 7, 2025**  
**Group Leader: Jocelynn Drew**

**Wednesday, May 28**

- ⇒ Travel Stewart to Terrace

**Thursday, May 29**

- ⇒ Fly to Costa Rica - Guanacaste

**Friday, May 30**

- ⇒ Meet Tour Director at destination
- ⇒ Travel to the Guanacaste Region

**Saturday, May 31**

- ⇒ Guanacaste Region
- ⇒ Visit Rincon de la Vieja National Park
- ⇒ Enjoy a snorkeling activity

**Sunday, June 1**

- ⇒ Travel to Arenal Region
- ⇒ Enjoy the rainforest from the unique perspective of a zipline through the canopy Arenal Region

**Monday, June 2**

- ⇒ Enjoy a kayaking trip on Lake Arenal
- ⇒ Visit La Fortuna Waterfall
- ⇒ Visit the Arenal Hot Springs
- ⇒ Travel Sarapiquí and San Jose

**Tuesday, June 3**

- ⇒ Travel to San Jose via Sarapiquí
- ⇒ Enjoy a whitewater rafting excursion

**Wednesday, June 4**

- ⇒ Fly to Panama City
- ⇒ Enjoy a walking tour of Cinta Costera

**Thursday, June 5**

- ⇒ Panama City to Gatun Lake
- ⇒ Take a boat ride on Gatun Lake in the Panama Canal to learn about the different species on Monkey Island
- ⇒ Visit Biomuseo
- ⇒ Visit the Miraflores Locks Visitor Centre at the Panama Canal

**Friday, June 6**

- ⇒ Depart for home

**Saturday, June 7**

- Travel Terrace to Stewart

... continued

**Bear Valley School Travel Club**  
**Costa Rica and Panama Level Five Field Trip - May 28 to June 7, 2025**  
**Group Leader: Jocelynn Drew (cont'd)**

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A detailed itinerary and flight schedule will be finalized by EF Tours (Education First) at the end of January 2025. The purpose of the travel club is to provide access to other cultures, peoples, and world views. Students became members of the travel club as soon as they: a) submit an application, b) register with EF Tours.

Travel Club meetings began in September 2024 and were open to all grade 8-12 students. A debriefing/feedback meeting will be held after the travel club's return.

13 Students are participating in the Trip to Costa Rica. The ratio for student to chaperone is 6:1. EF Tour provides one free chaperone for every 6 students. All chaperones have a good relationship with the students - Principal, Teacher, and Junior Ranger Leader. Criminal record checks are in place.

Academic standing is not considered but a suspension could have a student removed from the roster.

The cost is approximately \$6,000/student. This includes plane fare, hotels, breakfasts, most dinners, admission to all planned attractions, travel within the areas we visit, a 24/7 tour director, hotel security, and travel insurance. EF Tours has a 'Cancel for Whatever Reason' policy. Every traveler has a personal account with EF Tours and can look at all the details of every aspect of the trip online. EF Tours also provides several payment options. Parents-Caregivers will be fundraising alongside their children to help with the cost.



**Field Trip Proposal – Form B (Higher care outings)**  
**Coast Mountains Board of Education SD 82**  
**School Name:** Bear Valley School

Destination: Costa Rica and Panama			
Departure Date: <u>MAY 28-JUNE 7/25</u>		Departure Time: <u>TBA</u>	Return Time: <u>TBA</u>
Lead Teacher: Jocelynn Drew			
Phone: (250) 615-8268		Email: <u>jocelynn.drew@cmsd.bc.ca</u>	
Area of study: Social Studies, PE		Purpose of trip: Cultural experiences and Outdoor active living	
Grade: 8-12	# of students: 13	# of Male: 5	# of Female: 8

Names of supervisors:	Staff (S) Volunteer (V) Other (O)	Gender: Male/Female
Lead Teacher: Jocelynn Drew	S	F
Other Supervisor: Eric Drew	S	M
Other Supervisor: Erin Boyle	V	F
Other Supervisor:		
Total Number of Supervisors: 3		
Name of Service Provider if applicable: EF Tours	SP Contact Person: Stef Carlson	SP Phone: (604) 256-0819

Transportation (check all that apply)		Estimated cost of trip:
<b>Method</b> <input checked="" type="checkbox"/> walking <input type="checkbox"/> school owned bus/van <input checked="" type="checkbox"/> public transport <input type="checkbox"/> charter bus <input type="checkbox"/> 15 passenger van <input type="checkbox"/> rental van <input checked="" type="checkbox"/> by service provider <input type="checkbox"/> transport not provided; participants responsible for own <input checked="" type="checkbox"/> other (specify): airplane and boat	<b>Driver</b> <input checked="" type="checkbox"/> professional driver <input checked="" type="checkbox"/> volunteer driver (staff/other supervisor) <input type="checkbox"/> volunteer driver/student <input type="checkbox"/> other (specify):	Sources of funding (ie. cost/student/other sources – if so accommodated Fundraising and parent funded)  <b>Equal access for all students:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See attached  <b>Special Needs Addressed:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> See attached  <b>Alternative Activity non-participants:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <b>Contingency Plan:</b> <u>Students will attend school</u>

Educational Value
Goals and/or student learning outcomes: Experiencing global cultures, exposure to history, food and traditions
Follow-up activities that will occur: presentation to school and community
<b>Safety Guidelines:</b> I am familiar with relevant board policies, district procedures and the YouthSafe Outdoors: Safety First! Guidelines for BC School Off-site Experiences (2005): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Safety Plan:</b> Briefly describe (or attach in Detailed Trip Plan), the risk assessment and safety planning process to address key risks related to:
Environment (eg. weather, terrain, wildlife): as discussed in our Travel Club meetings
Activity (eg. transportation, outdoor pursuits/aquatic specific): as discussed in our Travel Club meetings
Group (eg. clothing, equipment, water, food, behaviour): as discussed in our Travel Club meetings





Field Trip Proposal – Form B (Higher care outings)

**Supervision Plan**

Briefly describe the supervision processes to be used. (eg. large or small group setting(s), lead/sweep, head counts, buddy system, level of supervision (constant visual, on-site, in the area), other elements of supervision plan as relevant: Each supervisor will be assigned a group for each activity, or leg of the trip. (6:1)

**Volunteer Plan**

Process to identify volunteer candidates:

Volunteer screening processes (check any/all that apply) ☒ background check ☐ reference ☒ criminal record check

**Emergency Plan**

First Aid kit(s) stocked and carried/accessible ☒ first aid ☐ repair ☐ survival

Emergency communications equipment carried and/or accessible: check any/all that apply

☐ telephone ☒ cell phone ☐ satellite phone ☐ radio (VHF, UHF) ☐ family radio service ☐ none ☒ other

Primary First Aider: Erin Boyle

Certification Held: Level 3

School Contact Available 24/7: Andrea Thonsen

Phone (H) (250) 615-1575 (W) (250) 636-2238 (C)

**Attachments checklist**

Check all that apply and attach to this form:



- ☒ program/activity/trip plan
- ☐ itinerary card
- ☒ assessing teacher/leader readiness form
- ☒ parental consent and acknowledgement of risk form
- ☐ other:

- ☒ volunteer consent/acknowledgement of Risk Form
- ☒ volunteer driver authorization form
- ☒ service provider proposal, agreement and/or contract
- ☐ passenger list form
- ☒ completed Field Trip Checklist attached

**Evaluation**

Criteria for success of Field Trip experience: All travellers will return home safely, having experienced an amazing educational opportunity

Process to determine success: Debrief with students, parents, and supervisors. Personal reflections.

<b>Name of Lead teacher:</b> (print) Jocelynn Drew	<b>Date:</b> (Y/M/D) 2025/01/13	<b>Signature:</b> 
<b>Name of Administrator:</b> (print) Jocelynn Drew	<b>Date:</b> (Y/M/D) 2025/01/13	<b>Signature:</b> 
<b>Additional Approval:</b> (if needed)	<b>Date:</b> (Y/M/D)	<b>Signature:</b>

Personal information contained on this form is collected under the authority of the School Act for the purpose of participating in school trips. If you have any questions about this form, please contact your school administrator.



\* REVISED RETURN  
→ MAY 28, 2025  
TO JUNE 7, 2025

## BOARD APPROVAL IN PRINCIPLE – LEVEL FIVE FIELD TRIPS

School Name: Bear Valley School

Class / Group: BVS Travel Club (Grades 8-12)

School Administrator: Jocelynn Drew

Destination: Costa Rica and Panama

Approx. Departure Date: May 15, 2025 Depart from Terrace, BC

Approx. Return Date: May 23

Lead Teacher: Jocelynn Drew Contact Telephone Number: 2506158268

Number of Students & Chaperones Participating in Field Trip (provide breakdown):

3 Chaperones - (1) <sup>(admin)</sup> Jocelynn Drew (2) Erin Boyle (parent)  
(3) Eric Drew (HS teacher) (12 Students - 15

Estimated Field Trip Anticipated Cost per Student: \$6000/student <sup>Students will know more when it comes up to signing up time</sup>

Anticipated Sources of Funding: Fundraising and Parental Contributions

Fundraising Plans: Each parent will plan a fundraiser and corporate sponsors

Plan(s) in place for students wishing to participate who have financial restrictions:

We plan to raise all funds, so this will not be an issue. Kids/families must work to earn \$

How will all students have equal access for the selection process to participate in this Field Trip ensuring a fair/equal access?:

Trip is open to all grade 8-12's

Board Approval in Principle Received: \_\_\_\_\_

(Yes/ No)

Board Meeting Date & Motion: OCTOBER 23, 2024



## Coast Mountains Board of Education School District 82

### **MEETING AGENDA ITEM #10.2.3**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 28, 2025
Topic:	<b>K-12 Mental Health &amp; Well-Being Plan 2024-2027</b>		

#### **Background/Discussion:**

In September 2020, the Ministry of Education and Child Care released the Mental Health in Schools (MHIS) Strategy to provide a vision for embedding mental health and well-being into all aspects of the K-12 education system. The Strategy focuses on three main elements: Compassionate Systems Leadership, Capacity Building, and Mental Health in Classrooms. The MHIS Strategy recognizes the critical role schools play in promoting positive mental health for British Columbians.

Creating and sustaining environments that support mental health and well-being are key to the work of BC school districts. We are all more successful when we learn and work in healthy and safe environments where well-being is embedded. While the primary focus for schools is mental health promotion, school staff also provide initial supports for students with significant mental health challenges, and for connecting them with further support when necessary. A district mental health plan helps to coordinate and communicate this important work.

The conversation around creating a comprehensive plan for Coast Mountains School District started in 2023-2024 with the BC Children's Hospital, health promotion and health literacy including the guidance of Practice Support Coaches. District administration met monthly in discussion with BC Children's Hospital for guidance, assistance in developing a plan and the new process for the province.

The K-12 Mental Health & Well-Being Plan 2024-2027 for Coast Mountains School District is attached for Trustees' information. This plan was presented to the Education Committee Meeting on January 15, 2025. The Education Committee recommended the plan be forwarded to the Board for information at its January 28, 2025 Regular Board Meeting.

#### **Recommended Action:**

**THAT** the Board receive for information the K-12 Mental Health & Well-Being Plan 2024-2027 for Coast Mountains School District.

Presented by: Superintendent of Schools

# K-12 Mental Health & Well-being Plan

## Coast Mountains School District

### 2024-2027



## SECTION 1: Background

Alignment with any Related District Policy & Strategic Plan: Coast Mountains School District Strategic Plan

### Goal: We Facilitate Well-Being Across Coast Mountains School District

- Continue to build a culture of care and a compassionate system
- Ensure all schools are safe and welcoming with a strong sense of belonging focusing on mental well-being
- Ensure social emotional learning and trauma informed practice is embedded within all schools

### Alignment with BC Ministry Policy:

In September 2020, the Ministry of Education and Child Care released the Mental Health in Schools (MHIS) Strategy<sup>1</sup> to provide a vision for embedding mental health and well-being into all aspects of the K-12 education system. The Strategy focuses on three main elements: Compassionate Systems Leadership, Capacity Building, and Mental Health in Classrooms. The MHIS strategy recognizes the critical role schools play in promoting positive mental health for British Columbians.

Creating and sustaining environments that support mental health and well-being are key to the work of BC school districts. We are all more successful when we learn and work in healthy and safe environments where well-being is embedded. While the primary focus for schools is mental health promotion, school staff provide initial support for students with significant mental health challenges, and for connecting them with further support when necessary. A district mental health plan helps to coordinate and communicate this important work.

*Every student in British Columbia deserves a safe, caring and healthy environment that helps them to learn, grow and thrive. (BC Mental Health in Schools Strategy)*

### A Two-Eyed Seeing approach to mental health and wellness<sup>2</sup>:

*Two-Eyed Seeing is an approach that brings together the strengths of both Indigenous and Western worldviews. Where Western conceptualizations often differentiate mental health from physical health, Indigenous perspectives view mental wellness as shaped through a balance of the mental, physical, spiritual and emotional aspects of life<sup>3</sup>. For example, [The](#)*

<sup>1</sup> <https://www2.gov.bc.ca/assets/gov/erase/documents/mental-health-wellness/mhis-strategy.pdf>

<sup>2</sup> Hatcher, A., Bartlett, C., Marshall, A., & Marshall, M. (2009). Two-eyed seeing in the classroom environment: Concepts, approaches, and challenges. *Canadian Journal of Science, Mathematics and Technology Education*, 9(3), 141-153.

<sup>3</sup> <https://www.sac-isc.gc.ca/eng/1576093687903/1576093725971>



First Nations Perspective on Health and Wellness<sup>4</sup> (see Figure 1) aims to create a shared understanding of a holistic vision of health and wellness. Districts can take a Two-Eyed Seeing approach that reflects and brings together the perspectives of local Indigenous communities, students and staff members with Western perspectives in their district’s Strategy and Action Plan.

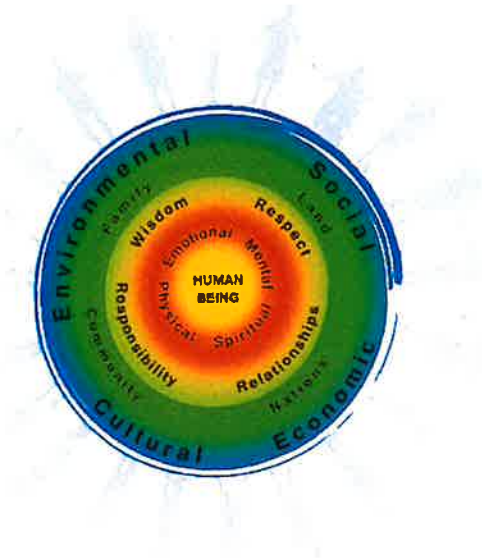


Figure 1: BC First Nations Health Authority’s First Nations Perspective on Health and Wellness

**Data Summary/Sources Used when Creating this Action Plan/Strategy:**

- Adolescent Health Survey (AHS)
- Childhood Experiences Questionnaire (CHEQ)
- Early Development Instrument (EDI)
- Middle Years Development Instrument (MDI)
- Youth Development Instrument (YDI)
- Student Learning Survey (SLS)
- Student Voice Middle/Secondary School Sessions
- Attendance, Office Referral Data
- Staff Well-being Surveys
- District Goals Survey (sent to parents/caregivers, community partners)

**Groups/People Involved in Creating this Plan/Strategy:**

District Mental Health & Wellness Team Lead	Director of Inclusive Education
District Mental Health & Wellness Team Members	District Education Team and school counsellor
Others Consulted	DPAC, Principals and Vice Principals, School Staff, Students, Partners, Rights

<sup>4</sup> <https://www.fnha.ca/wellness/wellness-for-first-nations/first-nations-perspective-on-health-and-wellness>

### Opportunities for Alignment & Collaboration within the District

*An opportunity exists for future alignment and collaboration with other groups with similar interests both within Coast Mountains School District and across Northwest British Columbia, including:*

- Northern Health
- First Nations Health Authority
- Foundry
- Child Youth Mental Health
- Kermode Friendship Centre
- Children and Families
- Northwest Regional Hospital
- Northern Inter-Tribal Families Services
- And others who wish to be partners in this plan...

### Compassionate Systems Leadership

### Indigenous Education Initiatives/Plans

### School Improvement Plans: Individual Mental Health Plans for Each School

### Glossary of Mental Health Terms:

**Mental Health:** Includes our emotional, psychological, and social well-being, affecting how we think, feel and act.

**Mental Health Literacy (MHL):** Developing an understanding of how to obtain and maintain good mental health. It also includes understanding about mental disorders, accessing help when needed, and decreasing stigma around the topic of mental illness.

**Social Emotional Learning (SEL):** A key aspect of the core competencies in BC's K-12 curriculum and includes the knowledge, skills and attitudes to:

- develop healthy identities
- manage emotions and achieve personal and collective goals
- feel and show empathy for others
- establish and maintain supportive relationships
- make responsible and caring decisions

**Everyday Anxiety Strategies for Educators (EASE):** A collection of school-based, evidence informed, anxiety management and resilience building resources.

**Trauma Informed Practice:** A systemic approach that acknowledges the short- and long-term effects of trauma.

**Mental Health Disorder:** A mental disorder is diagnosed according to internationally accepted criteria; it requires evidence-based assessment and treatment from a health professional.

**Compassionate Systems Leadership (CSL):** An approach that inspires transformation and instructional best practices that lead to student success. CSL is anchored in self-awareness, social awareness, responsible decision-making, self-management and relationship skills.

**Student Voice:** Refers to the values, opinions, beliefs, perspectives, and cultural backgrounds of individual students and groups of students and to mental health and wellness supports that are based on student interests and needs and choices.

**British Columbia Children's Hospital (BCCH):** A medical facility located in Vancouver British Columbia and an agency of the Provincial Health Services Authority.

**Response to Intervention (RTI):** A three-leveled approach to the early identification and support of students with learning and behavior needs.

**Digital Safety:** is the practice of protecting your personal information, data, and digital identity. (cyber-attacks, identity theft, online harassment, and privacy breaches. It involves preventing and minimizing harm in the online environment.

## SECTION 2: Our Vision/Guiding Statement for School Mental Health

*A clear and focused District Vision for Mental Health and Well-Being, that is created collaboratively and is aligned with district priorities and initiatives, is a key foundation for school mental health Strategy and Action Plan development. A shared vision embodies the district's essential values, guides toward our shared aspirations and helps align the work with a deeper sense of purpose.*

### Vision / Guiding Statement

We will facilitate well-being across Coast Mountains School District for all students, staff and then reaching out into the community.

## SECTION 3: Describing the Current Reality: Areas of Strength & Areas for Improvement

*Coast Mountains School District has identified both areas of strength and areas for improvement below based on the mapping activity using the self-reflection tool, a review of the district's data on student and staff mental health and well-being, and the engagement work conducted to date.*

### Areas of Strength

Alignment of policies and initiatives

Compassionate Systems Leadership is being embedded across the district



	Trauma Informed Practice has been a focus for many years
	Student voice opportunities are increasing across the district
	Health and well-being data is available and being used for planning

<b>Areas for Improvement</b>	More focused mental health and substance use literacy
	Be responsive to the mental health data: Review, share, plan, and measure
	Make data and response to data available to students
	Sharing of health and well-being information and learning with caregivers
	Digital safety

## SECTION 4: Developing Priority Areas & Goals

*Priority areas have been identified through the analysis of the current reality and informed by:*

- *Areas of Strength and Areas for Improvement that emerged from the mapping activity using the self-reflection tool*
- *A review of the district's data on student and staff mental health and well-being*
- *Engagement with the school community*
- *Alignment with the district's strategic plan and vision for mental health*

### Brief Summary of How Priority Areas & Goals were Selected:

- District Scan of existing supports, through mapping session with BCCH over several months
- Consultation with DPAC, Principals and Vice Principals, School staff
- Consultation during middle and secondary school student voice sessions
- District wide engagement with survey (students, parents/caregivers, staff, community partners)
- Review of Consultation data by District Mental Health Team

### Priority Areas:

### Priority Area 1: Digital Safety

*This priority will support the district's understanding of digital safety and how this relates to other health areas. For example, improved digital safety will also support other related health topics as it is connected to things like bullying, sleep habits, sexual health.*

### Priority Area 2: Increase Mental Health Literacy Across the District

*This priority includes increasing the district's awareness of mental health literacy and its meaning, including reducing stigma, understanding mental health disorders, awareness of help-seeking behaviors, understanding stress, and developing coping mechanisms.*

### Priority Area 3: Building Relationships with Students, Staff, and Communities

*This priority focuses on developing trusting relationships through clear communications, deeper connections, and the sharing of resources to support youth.*

#### Goals to Address the Priority:

Coast Mountains School District has developed clear measurable goals that address the Priority Areas that we will achieve over the 3-year period. Our goals are Specific, Measurable, Attainable, Relevant, Time-bound, Inclusive and Equitable (SMARTIE<sup>5</sup>).

### Priority Area 1: Digital Safety

**Goal 1: Supporting Schools with the Updated/Revised Policy and Guidelines Around Student Use of Personal Digital Devices.**

**Goal 2: Provide Support Through In-service Training and Resources to Teacher Group(s) to Deliver Digital Safety to Students.**

**Goal 3: Supporting Parents and Caregivers with Clear Information on How to Manage Digital Safety in the Home.**

### Priority Area 2: Increase Mental Health Literacy Across the District

**Goal 1: Supporting Mental Health Literacy (MHL) Across Transition Years (Grades 6/7, 9/10).**

**Goal 2: Promote Everyday Anxiety Strategies for Educators (EASE) K to 3.**

<sup>5</sup> See CASEL's guide to developing SMARTIE goals for more information (<https://schoolguide.casel.org/resource/developing-smartie-goals-for-sel-ost/>)



**Priority Area 2: Increase Mental Health Literacy Across the District**

**Goal 3: Supporting Parents and Caregivers with Access to Mental Health Literacy (MHL) and Everyday Anxiety Strategies for Educators (EASE).**

**Priority Area 3: Building Relationships with Students, Staff, and Communities**

**Goal 1: Awareness: Develop a Journey Map Poster to Show Connects to Mental Health Services Within the School Community**

**Goal 2: Relationship: Student Leadership**

**Goal 3: Relationship: Find a Way to Share and Celebrate Mental Health and Well-being Work Happening Across the Community**

**Signatures:**

_____	
Date	
_____	_____
Chairperson, Board of Education	District Mental Health & Wellness Team Lead
_____	
Superintendent	

*This plan was developed with support from the BC Children's Hospital Health Promotion & Schools Practice Support Coaching Program*



**MEETING AGENDA ITEM #11.1**

Action:	X	Information:	
Meeting:	Regular	Meeting Date:	January 28, 2025
Topic:	<b>Regular (Public) Board Meeting Community Venue Changes – May &amp; June 2025</b>		

**Background/Discussion:**

Superintendent MacMillan was invited to participate in the January 15, 2025 District Parent Advisory Council (DPAC) Meeting. During the meeting, a request was put forward that consideration be given to hold the Regular (Public) Board Meeting in Hazelton when the Hazelton French Immersion Consultation Report is being received/reviewed by the Board to allow the French Immersion parents an opportunity to attend the Regular Board Meeting and ask questions in person rather than online.

The District Leadership Team have determined the Hazelton French Immersion Consultation Report will be presented to the Board at the May 28, 2025 Regular (Public) Board Meeting with a request for the Board's approval that the Regular Board Meeting be held in Hazelton (school venue to be determined).

Should the Board approve the May 28, 2025 Regular (Public) Board Meeting be held in Hazelton, approval is requested to hold the June 18, 2025 Regular (Public) Board Meeting in Stewart, as it was originally scheduled during the month of May 2025.

**Recommended Action:**

**THAT** the Board approve the following community venue changes for the May and June 2025 Regular (Public) Board Meetings:

- May 28, 2025 Regular Board Meeting be held in Hazelton.
- June 18, 2025 Regular Board Meeting be held in Stewart.

Presented by: Superintendent Tracey MacMillan



## Coast Mountains Board of Education School District 82

### MEETING AGENDA ITEM #12.1

Action: X Information:

Meeting: Regular Meeting Date: January 28, 2025

Topic: **Board Chair Report – January 2025**

#### **Background/Discussion:**

Attached for Trustees' information is the Board Chair's Report for the month of January 2025 respectfully submitted by Board Chair Margaret Warcup.

A monthly Board Chair Report will be provided for inclusion in the agenda package for future Regular Board Meetings.

#### **Recommended Action:**

**THAT** the Board receive for information the Board Chair's Report for January 2025.

Presented by: Board Chair



### **BOARD CHAIR REPORT**

#### **JANUARY 28, 2025 REGULAR BOARD OF EDUCATION MEETING**

The first BCSTA Board Chair call of the new year was held on January 16. During the call it was predicted there may be a call on February 16 regarding the release of BC Ministry mandate letters for Premier Ebbby's new cabinet. It is anticipated a further call will be scheduled to provide additional information for Board Chairs on the new Ministry of Infrastructure.

I urge all Trustee to review the mandate letters as they provide insight on how we will be working with the provincial Ministries in the delivery of public education. The mandates were responded to on behalf of school districts by Carolyn Broady, the President of the Board of Directors for the British Columbia School Trustees Association (BCSTA). She noted the key themes include support for creating safe and inclusive schools, help for students struggling with literacy and numeracy, a focus on childcare, before and after school and the jurisdiction of childcare for Indigenous communities. There is also a mandate letter to the Parliamentary Secretary for Child Care and the Minister of Children and Family Development that links to our services.

Recently Trustees received three BCSTA comprehensive reports to guide the work that we do. These being Sustainability as part of Board of Education Governance addressing how schools by policy meet the CleanBC emission reduction targets, The One Province, One Plan Substance and Overdose Safety in BC Schools and the BCSTA Committee report on Comprehensive School Health Working Group. All of which as we review our governance policies will provide guidance.

During the call it was also shared the BCSTA Annual General Meeting to be held April 24-26, 2025 will include bylaw amendments and we are urged to review these. These are anticipated to be available for review at the end of March 2025. As a Board, we may need to set a time to discuss the changes and be ready for our input.

Lastly, we were reminded with the recent provincial election the Select Standing Committee for Finance will again be active and BCSTA recommends participating in this process. I will watch for this to be announced, and we can decide whether to participate or not.

The Board Chair call on January 25 included a presentation on cybercrime by Jennifer Wray, Assistant Deputy Minister and Chief Information Officer. Her speaking notes are attached to my report. We had received a letter from the Minister of Education and Child Care in December in regard to the significant challenges occurring due to cybersecurity and ransomware attacks. The importance of our information technology support and policies is emphasized as a significant risk area for school districts. There is potential for significant costs, loss of information and privacy losses. My concern was heightened when it was shared it is not IF but WHEN for school districts. The Ministry is providing resources to assist. Also suggested is the use of CYBERBC.

**BOARD CHAIR REPORT *(continued)***  
**JANUARY 2025 REGULAR BOARD OF EDUCATION MEETING**

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As Board Chair, along with our Administrative staff, we participated in a Zoom call with the British Columbia Public School Employers' Association (BCPSEA) leads for the upcoming bargaining. Each school district in the Northwest was given this opportunity to participate in a virtual call, so unique or specifics of our communities could be shared.

Lastly, the MLA for Skeena, Claire Rattee met with Trustees (who could attend) on January 24 to discuss the points the Board raised during the elections.

Respectfully submitted by,



Trustee Margaret Warcup  
Board Chair

Attachment

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*We respectfully acknowledge that the lands on which we live, work, learn  
and play as the traditional and unceded territories of the  
Gitxsan, Nisga'a, Haisla and Ts'msyen Peoples.*

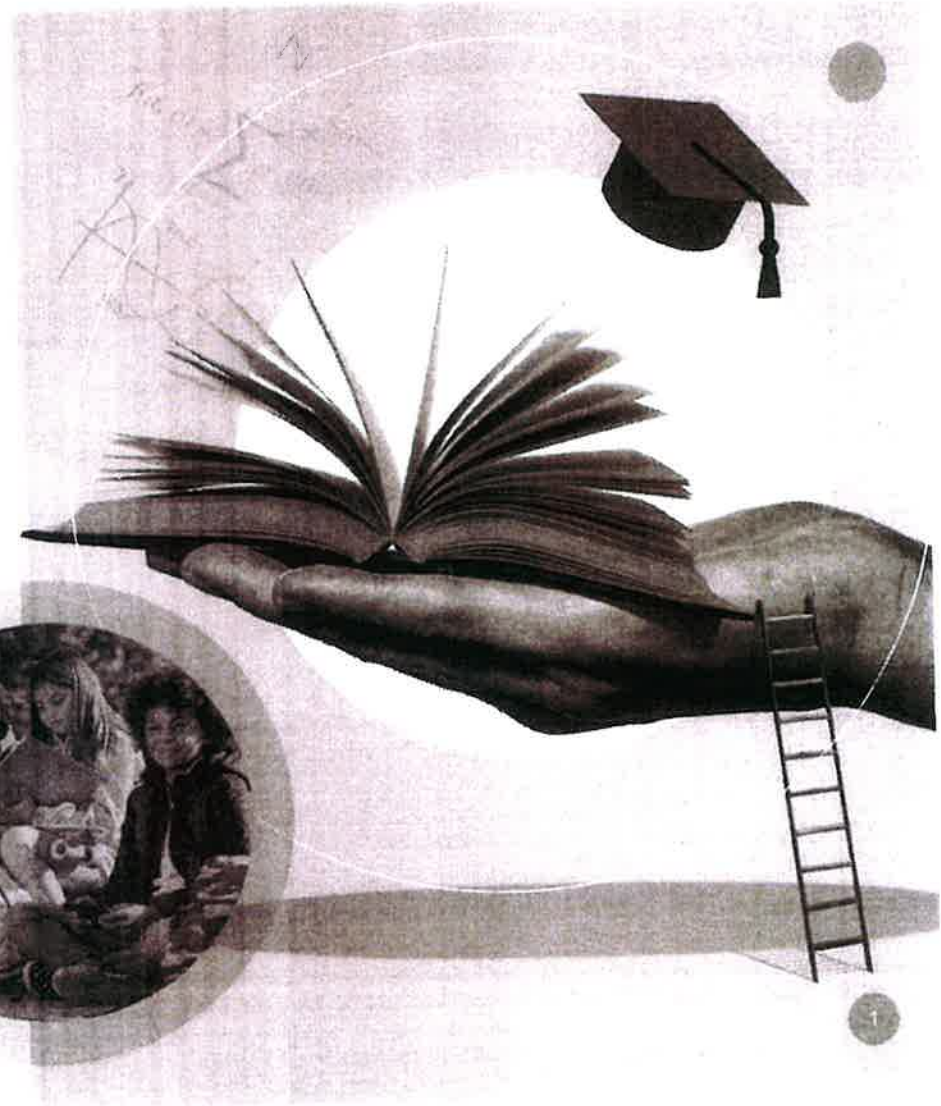
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# K-12 Cybersecurity

**Jennifer Wray**

ASSISTANT DEPUTY MINSITER  
& CHIEF INFORMATION OFFICER



PREVENTION RESPONSE RECOVERY

## Global Context

- Worldwide cost estimate of cybercrime in 2023: **\$8 Trillion**
- Cybercrime is seen globally as a threat **only surpassed by climate change**
- Average cost of Canadian company data breach: **\$7M**
- BC government experiencing **1,400,000,000** unauthorized access attempts *every day*
- K-12 sector was the **number one target** globally in 2023

CTV News Vancouver

### Millions of cyberattacks per hour as B.C. government investigates multiple breaches

Careful attention to government statements and legislation is required to get a handle on the level of risk British Columbians' information is under...

1 day ago



CBC

<https://www.cbc.ca/news/canada/british-columbia>

### Hackers release corporate data stolen from London Drugs

May 23, 2024 — Retailer **London Drugs** says cybercriminals who stole files from its corporate head office last month have released some of the **data** after it...

CBC

### Sensitive data stolen in Okanagan College cyber attack now posted to dark web, ransomware group claims

Hackers believed to be responsible for a cyber attack on Okanagan College earlier this month claim they have now posted sensitive data onto...

Jan 31, 2023

National Post

### Global Affairs investigating 'malicious' hack after VPN compromised for over one month

OTTAWA — Global Affairs Canada is scrambling to investigate a major data breach caused by a month-long 'malicious' compromise of an internal

Jan 30, 2024

## BC K-12 Sector Context

- Since March 2024, **four** BC school districts have been the target of cyber incidents, **three of which were ransomware attacks**.
- These attacks disrupt the business of education, put district data at risk, and create significant financial burden on impacted school districts.
- More importantly, these attacks are putting the **safety, security and privacy of students, families and staff at risk**.
- The financial impact - incident response, forensic investigation, data remediation and legal fees - **easily exceed \$1M** (more if ransom is paid)



## How do attacks happen?

- Cyber-crime groups (Threat Actors) use a variety of techniques to steal or destroy information, interrupting critical public services.
- Networks and communications are constantly scouted for vulnerability. AI is facilitating this at a much faster rate than ever.
- Attacks occur through **legacy IT system vulnerability**, phishing emails and compromised user accounts particularly those not protected by **Multi-factor Authentication (MFA)**
- Once infected, data systems are encrypted and inaccessible until ransom is paid, or data is leaked to the dark web. Websites will be offline, student and staff data is compromised, financial systems may be down.
- Access to MyEducation BC and all other Ministry systems become inaccessible for all staff - systems could be offline for days or weeks.





## Lowering the risk

PREVENTION RESPONSE RECOVERY



- Boards of education have the responsibility and legal accountability for the implementation and management of their district's security policies and standards.
- No organization globally is immune to attack.
- Taking appropriate measures can mitigate up to 80% of the risk.
- It is critically important that school districts follow industry standards, adhere to recommended cybersecurity practices, and take measures to secure their district's networks.





## 10 Steps to Cybersecurity in K-12

- 1 Protect staff accounts by implementing multifactor authentication (MFA).
- 2 Train staff on cyber awareness.
- 3 Incorporate cybersecurity into the Risk Registry
- 4 Develop and review security policies
- 5 Strengthen network to restrict attackers, minimizing their access your entire system.
- 6 Secure email service and implement web filtering
- 7 Update systems and applications regularly (also known as Asset Management).
- 8 Install security software on all laptops, workstations and servers.
- 9 Develop and implement a robust backup and recovery strategy
- 10 Develop an Incident Response Plan (include a Retainer Agreement)

Source: Focused Education Resources



## Support is available

ECC partners with IM/IT vendors, Focused Education Resources BC and the Ministry of Citizens Services to support districts in implementing cybersecurity best practices to prevent, respond and recover from cyber-attacks.



### Prevention & Training

#### Focused Education BC

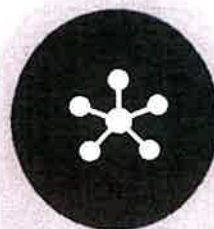
- ✓ Online educational resources
- ✓ Webinars
- ✓ Multifactor Authentication (MFA) implementation toolkit
- ✓ Incident response toolkit

#### ECC

- ✓ A dedicated cybersecurity resident engineer
- ✓ Technical support and advice

#### CyberBC

- ✓ Defensible Security Framework
- ✓ Corporate Supply Agreement – Security Advisory Services



### Incident Response

#### Focused Education BC

- ✓ Sector Incident Response (IR) retainer
- ✓ Crisis communications toolkit and access to communications expert

#### ECC

- ✓ Access to technical, communications support, guidance

#### CyberBC

- ✓ Corporate Supply Agreement – Security Advisory Services



### Recovery

#### Focused Education BC

- ✓ Access to technical expertise
- ❖ Coming soon - sector backup and recovery software procurement

# Thank you!

**Jennifer Wray**

Assistant Deputy Minister &  
Chief Information Officer

**Services & Technology**

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<https://focusedresources.ca/en/privacy-technology/cybersecurity>

<https://www2.gov.bc.ca/gov/content/governments/services-for-government/information-management-technology/information-security/cyber-bc>