



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

**BOARD OF EDUCATION  
REGULAR MEETING**

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

**WEDNESDAY, SEPTEMBER 24, 2025  
5:00 P.M.**

**MEETING HANDOUT:**

**Item #10.2.1 - Education Committee Meeting Minutes, September 17, 2025 ..... Pages 1-5**



## EDUCATION COMMITTEE MEETING

Wednesday, September 17, 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)
- Trustee Wayne Jones
- Tracey MacMillan, Superintendent of Schools
- Annette McAlpine, Principal, Uplands Elementary School (CMAA representative)
- Donna Mortimer, Director of Instruction, Indigenous Education
- Julia Nieckarz, Director of Instruction, Inclusive Education
- Troy Peters, Chairperson, District Parent Advisory Council (DPAC representative)
- Shannon Ridsdale, Education Coordinator, Hagswilget First Nation (First Nation representative)
- Stacey Rodrigues, Vice Principal, Mount Elizabeth Middle-Secondary School (CMAA representative)
- Annette Sorensen, Director, Education and Training, Haisla Nation (First Nation representative)
- Michelle Sutherland, Teacher, Mount Elizabeth Middle/Secondary School (CMTF representative)
- Cheryl Watts, Gitwangak First Nation (First Nation representative)

### Regrets:

- Monica Brady, President, CUPE Local 2052 (CUPE representative)
- Marian Kotowich-Laval, Education Coordinator, Kitsumkalum First Nation (First Nation representative)
- Monica Simms, Education Advisor, Gitksan Government Commission (First Nation representative)
- Trustee Julia Sundell

### Guests:

- Tina McDonald, District Principal, Curriculum Support

### Recording Secretary:

- Carole Gagnon, Executive Assistant

## MEETING MINUTES

Items	Action
The virtual meeting was called to order at 4:02 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 school followed by introductions and meeting regrets.</p> <p>Chairperson Jonkman spoke to the following items prior to the start of the meeting:</p> <ul style="list-style-type: none"><li>• <b>National Week for Truth &amp; Reconciliation 2025</b> - September 22 to 29 is Truth &amp; Reconciliation Week and Tuesday, September 30 is National Day for Truth &amp; Reconciliation and Orange Shirt Day. In Coast Mountains School District, learners and staff are encouraged to wear orange on the days their school honours this day.</li></ul>



<b>1. Acknowledgement of the Territories, Introductions &amp; Welcome</b> <i>(cont'd)</i>	<ul style="list-style-type: none"><li>During this week, Canadians honour the survivors of residential schools in Canada and the thousands of children who did not return home, along with their communities and loved ones. Schools are engaging this week in ongoing learning about the impacts of the residential school system and furthering their understanding of the experiences and history of First Nations, Metis and Inuit people.</li><li><b>Orange Shirt Day</b> - Tuesday, September 30 is the National Day for Truth &amp; Reconciliation in Canada. By wearing an orange shirt on this day, you commit to the enduring truth that EVERY CHILD MATTERS, every day and everywhere. Phillis Webstad, a Residential School Survivor, inspired Orange Shirt Day (now in its 12th year), a national movement to remember and honour First Nation, Metis and Inuit children who attended Canada's Residential School System, including the thousands who never returned home.</li></ul>
<b>2. Previous Meeting Minutes, June 11, 2025</b>	<p>The meeting minutes of the previous Education Committee Meeting held June 11, 2025 were received.</p> <p><b>Information only; no action required.</b></p>
<b>3. Information Items</b> <ul style="list-style-type: none"><li>School Start-Up Highlights</li><li>District In-Service Day – September 26</li><li>September 22-29 – Truth &amp; Reconciliation Week</li></ul>	<p><u>School Start-Up Highlights</u></p> <ul style="list-style-type: none"><li>Superintendent MacMillan shared it was a positive start to the school year, supported by good weather and high energy. Facilities teams completed deep cleans and upgrades (painting, flooring, classroom renovations). A Principals and Vice Principals Summer Forum was held August 20 and 21 to set direction for the year. A New Teacher and Teacher On-Call Orientation was held on August 28 in partnership with the Coast Mountain Teachers Federation. MLA for Skeena Claire Rattee toured Mount Elizabeth Middle/Secondary School with Superintendent MacMillan and District Staff on September 10, expressing support for a replacement school (top priority on the capital plan for over 10 years) with an important reference to maintain the theatre. The Inaugural Indigenous Education Council (IEC) meeting is planned for October 7, with local Nation representation. Exploration of a new numeracy framework is underway to complement the literacy framework. Student enrollment is up by 114 students (total 4,349). Letters of Permission assignments are down (18 versus 21 last year). The district maintains a continued focus on the Strategic Plan guiding our focus on literacy, numeracy, inclusion, and mental health.</li><li>Director Nieckarz welcomed new kindergarten students, noted excitement about neurodiverse learners, and praised the outreach program led by Zack Frankel, the newly appointed Vice Principal, Graduation Success Advisor for Terrace, which has seen strong community engagement.</li><li>District Principal McDonald spoke to the successful summer program at Ecole Mountainview, with plans to diversify activities in future. Progress continues on the K-6 Literacy Framework and assessment tool, including French Immersion. She noted our district is ahead of others in literacy work, including French Immersion assessment tools. Discussed potential collaboration with the Ministry on a province-wide dyslexia tool.</li><li>Director Barron highlighted the district's strong mentorship program for new teachers and leaders, with positive feedback. The new school-based leaders are in place, with mentorship support. District is engaging in AI and anti-racism initiatives, with more information to come.</li></ul>





<p><b>3. Information Items (cont'd)</b></p> <ul style="list-style-type: none"> <li>• School Start-Up Highlights</li> <li>• District In-Service Day – September 26</li> <li>• September 22-29 – Truth &amp; Reconciliation Week</li> </ul>	<p><u>District In-Service Day – September 26</u></p> <ul style="list-style-type: none"> <li>• Director Mortimer spoke to the Indigenous Support Worker Forum planned on October 10 as well as the District In-Service Day on September 26 themed "Walking Together: Honoring Truth and Reconciliation." Morning sessions will be held in school communities with local Elders and First Nations sharing teachings. Keynote speaker will be Leona Prince, author and storyteller; her book will be distributed to schools in preparation for her presentation. Lunch will be provided for each school with an afternoon review of the updated Local Education Agreements (LEAs). Many LEAs have been updated and signed in June/July, some for the first time in over 10 years.</li> </ul> <p><u>September 22-29 – Truth &amp; Reconciliation Week</u></p> <ul style="list-style-type: none"> <li>• Director Mortimer shared activities are planned across the district for September 22–29, culminating in Orange Shirt Day on September 30. Schools encouraged to wear orange and engage in learning about residential schools and Indigenous history. Some schools are creating their own orange shirts as a unique activity.</li> </ul> <p><b>Information only; no action required.</b></p>
<p><b>4. Discussion Item</b></p> <ul style="list-style-type: none"> <li>• Work of the Education Committee <ul style="list-style-type: none"> <li>• Mandate</li> <li>• Strategic Plan High Level Goals</li> <li>• Discussion/Feedback of Future Agenda Items (Breakout Rooms) – Proposed Education Committee Meetings 2025-26 Year-At-A-Glance</li> </ul> </li> </ul>	<p>Superintendent MacMillan highlighted the Committee mandate provided in the meeting package, which is to review and recommend to the Board on matters connected to student achievement, educational program and services. These matters directly connect to the district's Strategic Plan, which guides our focus on literacy, numeracy, inclusion and mental health and well-being so in the smaller breakout room groups, we want to hear from everyone – what you find most meaningful, engaging or missing, because everyone's input and feedback will help us to reflect back to last year's topics and the format, which will shape our focus for moving ahead this year. Superintendent MacMillan noted the meeting format for last school year was changed to include breakout rooms to generate more conversation. District staff want to ensure the meetings are valuable and inclusive for everyone. During today's breakout rooms we will have an opportunity to discuss/review the meeting format and review the draft agenda focus topics which were based on what we heard from the Committee last year.</p> <p>Superintendent MacMillan invited Committee members to join breakout rooms providing an opportunity to always improve our process and practice. The questions for the breakout rooms included:</p> <p><u>Looking Back</u></p> <ul style="list-style-type: none"> <li>• Which topics from last year stood out to you as most meaningful or relevant? Why?</li> <li>• What did you find most engaging or impactful about those sessions?</li> </ul> <p><u>Looking Ahead: Draft Agenda for 2025-26</u></p> <ul style="list-style-type: none"> <li>• Here is the proposed list of dates and focus topics for this year – what do you think?</li> <li>• Are there any areas or topics you feel are missing that we should consider adding?</li> <li>• Which topics are you personally most interested in exploring further, and why?</li> </ul> <p><u>Meeting Format</u></p> <ul style="list-style-type: none"> <li>• How did you find the breakout room format? Did it help with engagement and sharing perspectives?</li> <li>• Are there adjustments we could make to improve the way we structure our meetings?</li> </ul>

<p><b>4. Discussion Item (cont'd)</b></p> <ul style="list-style-type: none"> <li>• Work of the Education Committee <ul style="list-style-type: none"> <li>• Mandate</li> <li>• Strategic Plan High Level Goals</li> <li>• Discussion/Feedback of Future Agenda Items (Breakout Rooms) – Proposed Education Committee Meetings 2025-26 Year-At-A-Glance</li> </ul> </li> </ul>	<p><u><b>Feedback and Improvement</b></u></p> <ul style="list-style-type: none"> <li>• What suggestions do you have to make Education Committee meetings more valuable, inclusive, and engaging?</li> <li>• How can we ensure that all voices are heard in discussions?</li> </ul> <p>Each breakout room reported on their discussion noting the feedback and suggestions will be incorporated in future meetings, i.e. send discussion questions for breakout rooms in advance to allow for more preparation time, more selective breakout room groups, and longer Q&amp;A. Superintendent MacMillan thanked the Committee members for their participation in the break-out session and their valued feedback received. The Committee accepted the proposed Education Committee Meetings 2025-2026 Year-At-A-Glance Agenda as attached.</p> <p><b>Information only; no action required.</b></p>
<p><b>5. Hazelton French Immersion Fall Consultation Meeting(s) – Brief Overview</b></p>	<p>District Principal McDonald provided a brief overview regarding the Hazelton French Immersion Fall Consultation Meeting(s) planned for the 2025-26 school year. This overview is a reminder to the letter from Superintendent MacMillan dated April 30, 2025 provided to the Hazelton French Immersion parents and caregivers (presented to the Board in April 2025) encompassing a comprehensive overview in follow up to the Hazelton French Immersion Program consultations held during the 2024-2025 school year, the review report and list of recommendations presented to the Board at its Regular Meeting held on February 26, 2025.</p> <ul style="list-style-type: none"> <li>• District Principal McDonald reviewed the consultation process held last school year with good showing at the three meetings reflecting the need for sustainability of the program for students moving from Grade 7 at Majagaleehi Gali Aks Elementary School (MGA) to Hazelton Secondary School (HSS).</li> <li>• Despite early advertising this school year for the French Immersion Program with flyers sent out to families and communication to promote the program in the Hazelton, we are met with this year again with further reductions in student enrolment. Currently there only 29 students registered in K-7 and 8 students in Grades 8 to 12 French Immersion Program at MGA and HSS respectively.</li> <li>• District Principal McDonald further elaborated on the ongoing challenges with enrolment and staffing at Hazelton.</li> <li>• Consultation meetings will be set in the fall and winter to discuss the sustainability of the program and make recommendations to the Board.</li> </ul> <p><b>Information only; no action required.</b></p>
<p><b>6. Next Meeting &amp; Adjournment</b></p>	<p>Chairperson Jonkman thanked everyone for their participation in the meeting noting the good discussions. The next Education Committee Meeting will be held virtually on Wednesday, October 15, 2025 from 4:00 p.m. to 5:30 p.m. via Zoom.</p> <p>The meeting was adjourned at 5:00 p.m.</p>



## EDUCATION COMMITTEE MEETINGS – 2025-2026 YEAR-AT-A-GLANCE AGENDA

Date	Time	Location	Tentative Agenda Items
Wednesday September 17	4:00 – 5:00 pm	Virtual	Truth & Reconciliation Week Overview – September 22-29, 2025 District In-Service Day Overview - September 26, 2025 Education Committee Meetings proposed 2025-26 Year At-A-Glance agenda calendar; breakout rooms to review format, receive feedback, suggested topics. French Immersion Hazelton Fall Consultation Meeting(s) brief overview re: Hazelton French Immersion Consultation Report recommendation presented to the Board on February 26, 2025.
Wednesday October 15	4:00 - 5:30 pm	Virtual	Enhancing Student Learning Report 2024-25 Draft Strategic Plan Work Plan for 2025-26 Strategic Literacy Plan Level 5 Out-of-Province/Country Field Trips
Wednesday November 12	4:00 - 5:30 pm	Virtual	Strategic Literacy Plan Board/Authority Approved (BAA) Recruitment & Retention Update School Growth Plans 2025-26
Wednesday January 14	4:00 - 5:30 pm	Virtual	2025 FNEC Education Conference Debrief Aboriginal Report 2024-25: How Are We Doing?
Wednesday February 11	4:00 - 5:30 pm	Virtual	Update CMSD K-12 Mental Health & Well-Being Plan 2024-27 Board/ Authority Approved (BAA) Level 5 Out-of-Province/Country Field Trips
Wednesday April 15	4:00 – 5:30 pm	Virtual	Update Distance Learning Management System: Brightspace, D2L Corporation, North Coast Distance Education Program
Wednesday May 13	4:00 - 5:30 pm	Virtual	Student Voice Overview Adolescent Health Survey
Wednesday June 10	4:00 - 5:30 pm	Virtual	Education Team Member Updates for 2026-27 & Question Period (Updates fully shared in writing in advance of the meeting with opportunity for verbal elaborations)
To Be Determined			Mentorship Anti-Racism Education (calendar) AI Update Numeracy Plan