School District 8
Kootenay Lake

MEETING OF THE BOARD HELD IN PUBLIC
MINUTES
TUESDAY, SEPTEMBER 9, 2025

Board:	D. Lang, Chair J. Bremner, Vice-Chair *(via video conference)* M. J. Blackmore S. Chew *(via video conference)* K. Etheridge *(via video conference)* A. Gribbin S. Nazaroff *(via video conference)* M. Shunter L. Trenaman
Student Trustees:	Nil
District Staff:	T. Smillie, Superintendent C. MacArthur, Secretary-Treasurer L. Carriere, Director of Aboriginal Education B. Eaton, Director of Instruction - Curriculum, Instruction, and Assessment D. Holitzki, Assistant Superintendent C. Kerr, Director of Operations C. Singh, Director of Human Resources S. Bruskowski, Executive Assistant
Regrets:	Nil

1. **Call to Order**

   The meeting was called to order at 5:00 PM.

2. **Acknowledgement of Aboriginal Territory**
3. **Changes to the Proposed Agenda** - Nil
4. **Consent Package Questions**
5. **Adoption of Agenda**

   UPON a motion duly made and seconded it was **RESOLVED:** 25/26-001

   THAT the Agenda for this September 9, 2025 meeting **BE ADOPTED**, as circulated.

   The motion carried unanimously.

6. **Receiving Public Presentations** – Nil
7. **Comments or Questions from the Public regarding items on this Agenda** – Nil
8. **Adoption of Minutes**

   UPON a motion duly made and seconded it was **RESOLVED:** 25/26-002

THAT the minutes from the June 10, 2025 Meeting of the Board Held in Public **BE ADOPTED**, as circulated.

The motion carried unanimously.

9. **Future and Action Item Tracking** – Nil
10. **Education** – Reports from the Superintendent

A. Temporary Superintendent Succession Designate 2025-2026

Superintendent Smillie designated Assistant Superintendent Holitzki to take on her responsibilities for the current school year in case of her temporary emergency absence as outlined in the memo.

B. School Food Program

Assistant Superintendent Holitzki reported to the Board on the 2025–2026 school food program. She noted that SD8 will receive $597,706 in Feeding Futures funding along with $122,231 from the new National School Food Program, which together will expand support for vulnerable students. She highlighted that approximately 3,000 students accessed food programs in 2024–2025 and that this number is expected to increase with the additional funding. She confirmed that programs such as Fresh for Kids and Indigenous food equity support will continue to ensure students have daily access to nutritious meals that support their health and learning.

In response to Trustees' inquiries, Assistant Superintendent Holitzki explained that the BC Fresh for Kids Program prioritizes sourcing food as locally as possible. The district is actively exploring opportunities to expand its food sourcing from the Creston Valley. Additional information was shared regarding grant programs that support school food initiatives, as well as efforts to ensure student access to these programs.

C. Student Trustee Program and District Student Voice Framework

Director Eaton reported to the Board on the Student Trustee Program and the District Student Voice Framework. He highlighted that since 2018, the Student Trustee Program has ensured students directly influence Board decisions while fostering leadership and civic responsibility. He also noted that the District Student Voice Council and leadership conferences provide important forums for students to shape district policy and initiatives, including climate action, equity, and wellness. He confirmed that in 2025-2026, the framework will further strengthen connections between Student Trustees and school-level councils to ensure student perspectives continue to guide district planning.

Trustees expressed their appreciation and strong support for the program, highlighting their interest in its continued expansion and their desire to involving Student Trustees in policy development.

D. Indigenous Education Council (IEC) Board Representative

Superintendent Smillie informed the Board that a Board Representative will attend the Indigenous Education Council (IEC) meetings moving forward as per IEC Terms of Reference. Chair Lang invited Trustees to express interest in that role via email to the Board Chair by Friday, September 12, 2025 by 4:00 pm.

E. National Day for Truth and Reconciliation

Director Carriere informed the Board that SD8 consulted with the Indigenous Education Council (IEC) to guide activities for the National Day for Truth and Reconciliation. She noted that schools will host assemblies, engage Elders and Knowledge Keepers, and embed year-round learning to honour survivors and advance reconciliation.

Director Carriere and Superintendent Smillie responded to Trustees' questions regarding curriculum development related to Truth and Reconciliation, as well as the role of Indigenous Education Councils (IECs) and their intended relationship with the Board of Education.

11. Operations and Finance – Reports from the Secretary-Treasurer

A. 2024-2025 Audited Financial Statements

Secretary-Treasurer MacArthur reported that KPMG had presented School District No. 8 (Kootenay Lake) with a clean audit with no issues, deficiencies, or unadjusted errors. Trustees thanked the Secretary-Treasurer and her team for their strong work.

She presented the 2024-2025 Audited Financial Statements, noting the operating fund appropriation of $275,873, from $4,122,404 to $4,398,277. She confirmed the district remains in a strong financial position, with unrestricted accumulated operating surplus levels aligned with Board Policy 621 and ministry guidelines.

Trustees' questions were answered, and the Superintendent thanked Secretary-Treasurer MacArthur and her team for their work.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-003

THAT the appropriation of the accumulated surplus for the Operating Fund be increased by $275,873 from $4,122,404 to $4,398,277 as stated in note 19 of the audited financial statements of the year ended June 30,2025, **BE APPROVED**.

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-004

THAT the Audited Financial Statements and Financial Discussion & Analysis for the year ended June 30, 2025, **BE APPROVED**.

The motion carried unanimously.

B. Statement of Financial Information (SOFI)

Secretary-Treasurer MacArthur presented the 2024–2025 Statement of Financial Information (SOFI) to the Board. She explained that the SOFI, required under the Financial Information Act, must be submitted by December 31, 2025, and includes audited financial statements, debt schedules, remuneration and expense reporting, and vendor payments. She confirmed that the report will be posted to the SD8 website.

C. Quarterly Capital Plans Update

Director Kerr presented the quarterly capital plans update, as outlined in the agenda package. In response to Trustees' questions, Director Kerr provided information on measures to address the rising frequency of heat waves, as well as plans for window replacements.

D. Approve Minor Capital Plans Submission

Secretary-Treasurer MacArthur presented the district's draft 2026/27 Minor Capital Plan to the Board as outlined in the agenda package. A submission is required annually by the Ministry of Education and Child Care and required Board approval prior to submission to the ministry. She outlined proposed projects totaling $1.863 million. She noted that School Enhancement Projects (SEP) projects support building efficiency and safety, while Carbon Neutral Capital Program (CNCP) funding addresses carbon reduction goals. She recommended the Board give all three readings and approve the submission of the 2026/27 Minor Capital Plan.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-005
THAT the Board of Education conclude three readings at this meeting for the approval of the submission of the Minor 2026/27 Capital Plan.

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-006
THAT the 2026/27 funding request of $1,400,000 for window replacement and sprinkler upgrades under the School Enhancement Program be approved. **READ A FIRST TIME** THE 9th DAY OF September 2025; **READ A SECOND TIME** THE 9th DAY OF September 2025; **READ A THIRD TIME, PASSED** THE 9th DAY OF September 2025.

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-007
THAT the 2026/27 funding request of $463,000 for the HVAC (Heating Ventilation Air Conditioning) under the Carbon Neutral Capital Program be approved. **READ A FIRST TIME** THE 9th DAY OF September 2025; **READ A SECOND TIME** THE 9th DAY

OF September 2025; **READ A THIRD TIME, PASSED** THE 9th DAY OF September 2025.

The motion carried unanimously.

UPON a motion duly made and seconded it was **RESOLVED:** 25/26-008

THAT the 2026/27 funding request for 6 buses be approved. **READ A FIRST TIME** THE 9th DAY OF September 2025; **READ A SECOND TIME** THE 9th DAY OF September 2025; **READ A THIRD TIME, PASSED** THE 9th DAY OF September 2025.

The motion carried unanimously.

12. Governance and Policy – Nil

13. Human Resources – Nil

14. Trustee Verbal Reports

A. Student Trustees – NIL

B. Trustees

- Trustee Trenaman attended the Kootenay Boundary Branch (KBB) meeting, where she met with the Branch Chair and BCSTA staff to review the Branch constitution.

C. Chair

Chair Lang attended the Jewett Elementary School time capsule opening, the JV Humphries Elementary-Secondary School graduation ceremony, the BC Public School Employers' Association meetings, Trustee representative sector calls, the monthly BCSTA board chairs meeting, and various meetings of the Board of Education meetings over the summer. She met with the BC School Trustees' Association, with MLA Anderson and Minister Ma, from the Ministry of Infrastructure

D. British Columbia School Trustee Association (BCSTA)

Trustee Chew reminded everyone of the upcoming BCSTA Academy.

E. British Columbia Public School Employers' Association (BCPSEA)

Chair Lang reminded the Board of information that was circulated via email.

F. District Parent Advisory Committee (DPAC) – Nil

G. Other – Nil

15. Comments or Questions from the Public – Nil

16. Meeting Schedule and Reminders

A. Board Meetings

The next Meeting of the Board held in Public is scheduled for October 14, 2025 **in Creston**.

17. Adjournment

The meeting was adjourned at 7:11 PM.

[redacted]

Board Chair Secretary-Treasurer