

MINUTES BOARD OF EDUCATION PUBLIC MEETING

September 23, 2025 – 7:00 p.m.

TRUSTEES: Amanda Dowhy, Board Chair
Cendra Beaton (online via MS Teams)
Ebony Logins
Christine Lervold, Vice Chair
Russ Chipps (online via MS Teams)
Trudy Spiller

STAFF: Paul Block, Superintendent
Brian Jonker, Secretary Treasurer
Monica Braniff, Deputy Superintendent
D'Arcy Deacon, Associate Superintendent
Fred Hibbs, Executive Director, Human Resources
David Lee-Bonar, Assistant Secretary Treasurer
Steve Tonnesen, Manager, Information Technology - Operations

REGRETS: Allison Watson, Trustee
Vanessa White, Acting Associate Superintendent

SECRETARY: Jenny Seal

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 7:10 p.m. by the Board Chair who acknowledged the territories of the First Nations. Challenges with sound equipment delayed the start of the meeting. The Chair requested speakers provide notice so the proper mic can be turned on. The Chair reviewed the Q&A function for the public.

2. AGENDA

2.1 Call for amendments and additional items

3. MOVED Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) adopt the public meeting agenda of September 23, 2025, as presented.
CARRIED unanimously

2.2 Report on In Camera Meeting – Amanda Dowhy

This notice is to inform the public that prior to this meeting an “in-camera” meeting of the Board was held where issues of legal, land and personnel were discussed.

3. MINUTES

3.1 Call for amendments to minutes

4. MOVED Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) adopt the public meeting minutes of August 26, 2025, as presented.
CARRIED unanimously

4. INFORMATIONAL ITEMS AND ANNOUNCEMENTS

4.1 Board Chair Update – Amanda Dowhy

The Chair celebrated this September as the smoothest school start-up witnessed in the 12 years of being a parent in this district. Collaborative efforts across the District were credited for SCIANEW_STELITKE opening on time and on budget.

5. EDUCATIONAL PRESENTATIONS

5.1 Royal Bay Secondary School Trip to Scottsdale, AZ., February 26-March 1, 2026 – Jacob Wheating

Melissa Horner, Principal, introduced Jacob Weating who provided details about the consistent benefits of the Girls Lacrosse Academy trip to the United States.

5. MOVED Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) approve the Royal Bay Secondary School Trip to Scottsdale, AZ., February 26 – March 1 2026, subject to the oversight and direction of the Superintendent's Office.
CARRIED with 5 votes FOR and 1 OPPOSED.

The Board expressed appreciation for the opportunities school trips provide for the students. One trustee voted against, to represent opposition of travel to the United States right now.

5.2 Royal Bay Secondary School Trip to Avignon, France, March 6 – April 2, 2026 – Arianne Berteau

Melissa Horner, Principal, introduced Arianne Berteau, noting this trip as a life-changing experience for students. Arianne Berteau provided an overview of the trip, its third year being offered. The date of the trip was clarified to be March 6 to April 2, 2026.

6. MOVED Cendra Beaton/Ebony Logins
That the Board of Education of School District 62 (Sooke) approve the Royal Bay Secondary School Trip to Avignon, France, March/April 2026, subject to the oversight and direction of the Superintendent's Office.
CARRIED unanimously

- 5.3 Royal Bay Secondary School Trip to Sisters, OR., May 8-12, 2026 – Jacob Wheating
Jacob Weating provided an overview of the Girls Lacrosse trip to Sisters, Oregon. Consistent travel to the United States is the only way to provide these scouting and networking opportunities that can carry through to post-secondary. Fundraising will occur to ensure equity of access.

7. **MOVED** Trudy Spiller/Christine Lervold
That the Board of Education of School District 62 (Sooke) approve the Royal Bay Secondary School Trip to Sisters, OR, May 2026, subject to the oversight and direction of the Superintendent's Office.
CARRIED with 5 voting FOR and 1 OPPOSED.

A point of order called by Trustee Logins to allow the Principal of Royal Bay to make a comment before the item was turned to the Board for consideration. The Chair ruled the point well taken and invited the RBSS principal to speak.

Melissa Horner emphasised the importance of travel to the USA given the opportunities for girls' lacrosse teams are very limited in this area. Discussion and planning for the trip was thorough.

- 5.4 Spencer Middle School Trip to Vietnam Spring Break March 2026 – Yvonne Clarke
Jen Nixon, Principal, introduced Yvonne Clarke and Jessica Hussey who provided an overview of the trip to Vietnam. EF Tours trip to Vietnam has a wonderfully appropriate itinerary to keep middle school students engaged. Educational tourism teaches students about themselves and their ability to have a positive impact on the world. Fundraising will offset the cost of insurance, gratuities, excursions and the cost of a private group tour.

8. **MOVED** Christine Lervold/Ebony Logins
That the Board of Education of School District 62 (Sooke) approve the Spencer Middle School trip to Vietnam, Spring break March 2026 subject to the direction of the Superintendent's Office.
CARRIED unanimously

6. INDIGENOUS EDUCATION COUNCIL

- 6.1 Indigenous Education Council Update
A written report was submitted by Michelle Thut and Jon Carr.
The Superintendent welcomed Michelle Thut, long standing administrator of the T'Sou-ke Nation, to her role as Co-Chair.

7. CORRESPONDENCE & DELEGATIONS

- 7.1 Correspondence – Amanda Dowhy
a. Letter from Ombudsperson of BC Dated August 15, 2025 RE Quarterly Report

9. **MOVED** Trudy Spiller/Ebony Logins
That the Board of Education of School District 62 (Sooke) receive the above noted correspondence in item 7.1 a.
CARRIED unanimously

7.2 Standing Delegations (STA, CUPE, PVP, SPEAC) – 5 minutes each

STA – Christina Kempenaar

Christina Kempenaar spoke about her role as 1st vice president and professional development chair for the STA. The grievance process is in place so that teachers and management can work together to find solutions. As the lead on grievances, the 1st vice president reads arbitration rulings to provide precedents. As professional development chair, the committee organizes professional development events, workshops and conferences. Teachers love to learn and work to become better teachers.

SPVPA – Mellissa Ryan

The Principal of École John Stubbs expressed gratitude for how clean, shiny and new the schools were at the beginning of the year and thanked the facilities team for their projects over the summer, admin staff for their registration work, and the transportation team for establishing routes. It was a group effort that led to a wonderful startup. Community and parental involvement through PACs at schools was highlighted and appreciated. The opening of the board operated childcare programs at École John Stubbs, Poirier, Savory and Sangster was acknowledged along with the team effort to make that happen. Everyone is invited to the SCIANEW_STELITKE open house tomorrow at 6:00 p.m.

SPEAC – Tom Davis

The SPEAC President reported that PACs have been very busy planning BBQs, craft fairs, and the first parent info night of the year, in partnership with Inclusive Education Services (IES) taking place Oct 8th.

CUPE 459 – Tim Hamblin

The CUPE 1st Vice President sent his appreciation for the Indigenous Learning Day and to the custodial crew for doing an amazing job of cleaning up the schools over the summer. With respiratory illness season approaching, it is important to mention that relief custodians only get 6 hours to cover an 8-hour position which translates to reduced cleanliness of schools.

7.2 Other Delegations – there were no other delegations.

8. FINANCE, FACILITIES AND SERVICES

- 8.1 Resources Committee Meeting of September 16, 2025 – Christine Lervold
The Committee Chair highlighted page 46 of the meeting materials which

contains a summary of 5 larger projects. Positive feedback was received for improvements done to the schools throughout the summer and year, some of which were accessibility improvements.

10. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) approve the 2026/27 Minor Capital Plan submission as presented to the Resources Committee on September 16, 2025.
CARRIED unanimously

11. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) receive the report from the Resources Committee Meeting of September 16, 2025.
CARRIED unanimously

8.2 2024/25 Financial Statements Approval – Christine Lervold

The Chair reminded the Board of the annual legislated requirement for the financial statements to be approved and submitted to the Ministry September 30th. The Financial Statement Discussion and Analysis document was highlighted, along with points in the financial statement.

12. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) approve the 2024/25 financial statements as presented at the Audit Committee meeting of September 17, 2025.

A point of order called by Trustee Logins regarding an opportunity for questions. The chair ruled the point well taken and called for any questions. None were raised.

The Motion CARRIED unanimously.

9. EDUCATION PROGRAM

9.1 Education-Policy Committee Meeting of September 8, 2025 – Cendra Beaton

The Acting Committee Chair reported there was discussion at the meeting regarding the Student Voice Engagement Plan, presented by Associate Superintendent D'Arcy Deacon. The procedure for policy notice of motion was outlined.

13. **MOVED** Cendra Beaton/Trudy Spiller
That the Board of Education for School District #62 (Sooke) give Notice of Motion to draft revised Policy A-101 "Administrative Organization".
CARRIED unanimously

14. **MOVED** Cendra Beaton/Trudy Spiller
That the Board of Education for School District #62 (Sooke) give Notice of Motion to draft revised Policy and Regulations C-114 "Sanctuary Schools"
CARRIED unanimously
15. **MOVED** Cendra Beaton/Trudy Spiller
That the Board of Education for School District #62 (Sooke) give Notice of Motion to draft revised Regulations E-205 "Recruitment and Selection of Administrative Personnel"
CARRIED unanimously
16. **MOVED** Cendra Beaton/Christine Lervold
That the Board of Education of School District 62 (Sooke) receive the report from the Education-Policy Committee Meeting of September 9, 2025.
CARRIED unanimously

9.2 Adoption of Draft Revised Policies and Regulations - Paul Block
The Superintendent confirmed the timeline of events for these Notice of Motions.

17. **MOVED** Christine Lervold/Trudy Spiller
Given that the required period for Notice of Motion has been served, that the Board of Education of School District 62 (Sooke) ADOPT draft revised Policies and Regulations, C-111, "International Education and Non-Resident Students", C-112 "Ordinarily Resident" and C-319, "Student Suspension".
CARRIED unanimously

10. STUDENTS

- 10.1 Enrollment Update – Monica Braniff
The Deputy Superintendent explained that the enrolment numbers are still fluid even though the 1701 snapshot is 1 week away (September 29th). Currently, K-12 standard enrolment sits at 13,599 students, showing slowed growth.

The meeting was recessed at 8:52 p.m. and reconvened at 9:01 p.m.

11. FOUNDATIONS AND GOVERNANCE

- 11.1 Trustee Liaison Reports – Board of Education
Vancouver Island School Trustee Association (VISTA) takes place October 3-4, 2025 in Campbell River.
- 11.2 Enhancing Student Learning Report for 2024/25 – Monica Braniff
The Chair reiterated the legislated requirement to submit the Enhancing Student Learning Report (ESLR) to the Ministry no later than September 29, 2025.

The Deputy Superintendent noted the Framework for Enhancing Student Learning (FESL) format has changed since last year and has improved the process. FESL is the requirement to report and ESLR is the report. Areas of strength and areas of growth were discussed as well as effectiveness of implemented strategies.

18. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) receive and approve the Enhancing Student Learning Report for 2024/25.
CARRIED unanimously

11.3 2021-25 Strategic Plan Annual Report – Paul Block

The Superintendent highlighted data points in the 2021-2025 Strategic Plan Final Report in Learning, Engagement and Growth and discussed strategies implemented to address areas for improvement.

19. **MOVED** Ebony Logins/Christine Lervold
That the Board of Education for School District #62 (Sooke) receive the 2021-2025 Strategic Plan Final Report as presented at the September 2025, Board of Education meeting.
CARRIED unanimously

11.4 Response to Unexpected Health Emergencies - Policy & Implementation Update– Paul Block

The requirement for this policy was brought forward by the Ministry on June 30th. An inventory of AEDs and naloxone kits identified need across the District. No funds were provided to accomplish and maintain the required standard. AEDs need annual maintenance and have a 3-year battery life. Naloxone kits are replaced annually.

12. ADMINISTRATION

12.1 Board of Education Work Plan – Amanda Dowhy

The Board Chair noted the annual work plan is approved at the beginning of the year and then in 3-month increments going forward.

20. **MOVED** Trudy Spiller/Christine Lervold
That the Board of Education of School District 62 (Sooke) adopt the Board Work Plan as presented at the September 23, 2025 Board meeting.
CARRIED with 4 votes FOR and 2 OPPOSED

13. PERSONNEL

13.1 Superintendent's Report – Paul Block

The Superintendent invited the Deputy Superintendent to speak to the Indigenous Learning Day. The success of the day was attributed to staff showing up with open minds and open hearts. The union partners were recognized, as their leadership contributed to that success. Feedback received showed the impact of hearing the

stories of the Elders. Sharing stories builds common understanding.

The Superintendent spoke about Strategic Plan Engagement opportunities to actualize the goals in the plan.

Associate Superintendent D'Arcy Deacon reported the successful opening of the John Horgan campus and listed opportunities available to students in our District.

14. UPCOMING EVENTS

- National Day for Truth & Reconciliation – Sep 30
- Vancouver Island School Trustees Association Conference Oct 3-4
- Education-Policy Meeting – Oct 7
- [SPEAC](#)/Inclusive Education Services (IES) Parent Information Night – Oct 8 online and in-person @ the Board Office
- Thanksgiving – Oct 13
- Resources Committee Meeting – Oct 14
- [SPEAC](#) Meeting – Oct 15 @ 6:30 p.m. online
- 2025-29 Strategic Plan Parent Forum – Oct 22
- 2025-29 Strategic Plan Student Forum – Oct 23
- Non-instructional Day – Oct 24
- Public Board Meeting – Oct 28

15. RISE AND REPORT

16. QUESTION PERIOD

Members of the public had the opportunity to ask questions related to agenda items discussed at tonight's meeting. There were no questions.

17. ADJOURNMENT

The meeting was adjourned at 10:07 p.m.

Certified Correct on October 28, 2025:



Chairperson of the Board



Secretary-Treasurer