

MINUTES BOARD OF EDUCATION PUBLIC MEETING

October 28, 2025 – 7:00 p.m.

TRUSTEES: Amanda Dowhy, Board Chair
Cendra Beaton
Trudy Spiller
Christine Lervold, Vice Chair
Ebony Logins
Allison Watson

STAFF: Paul Block, Superintendent
Brian Jonker, Secretary Treasurer
Monica Braniff, Deputy Superintendent
D'Arcy Deacon, Associate Superintendent
Fred Hibbs, Executive Director, Human Resources (online via MS Teams)
Steve Tonnesen, Manager, Information Technology - Operations

REGRETS: Vanessa White, Associate Superintendent
Russ Chipps, Trustee

SECRETARY: Jenny Seal

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 7:11 p.m. by the Board Chair who acknowledged the territories of the First Nations. The Chair provided instructions to presenters and attendees online.

2. AGENDA

2.1 Call for amendments and additional items

The Chair called for amendments or additions to the agenda. Trustee Watson put forth the following motion.

21. **MOVED** Allison Watson/Cendra Beaton
That the Board of Education of School District 62 (Sooke) move item 11.2 to follow 11.3, 11.4 and 11.5.
The motion was debated and **DEFEATED** with 2 votes FOR and 4 **OPPOSED**
22. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) adopt the public meeting agenda of October 28, 2025, as presented.
CARRIED with 4 votes FOR and 2 **OPPOSED**.

The Chair provided a reminder that as per By-law 1-20 1.2.2, all trustees present at a Board meeting must vote and any abstention is a vote FOR the motion. As such, the abstention made on the above motion is recorded as a vote FOR the motion.

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

The Chair called for amendments.

23. MOVED Christine Lervold/Trudy Spiller

That the Board of Education of School District 62 (Sooke)
adopt the public meeting minutes of September 23, 2025, as presented.
CARRIED unanimously

4. INFORMATIONAL ITEMS AND ANNOUNCEMENTS

4.1 Board Chair Update – Amanda Dowhy

The Chair provided a verbal report focusing on:

- Acknowledgement of Women’s History Month. The dates of school Remembrance day ceremonies have been circulated, and Trustees are asked to connect with school principals if they would like to attend.
- The District’s review of its public meeting format as Microsoft Teams is transitioning from Live Event to Townhall.
- That the next municipal election is on October 17, 2026 and will include election of school board trustees.

5. EDUCATIONAL PRESENTATIONS

5.1 École John Stubbs Middle School exchange trip to Québec, February 2026 – Mellissa Ryan/Ashlyn Buxcey/ Katrina Abell

The Chair noted full trip details will be submitted to the Superintendent’s office 45 days prior to departure.

The Principal of École John Stubbs Middle School provided an overview of the exchange trip to Mont-Laurier as an opportunity to learn about Québec history and make lifelong friends. The date will be January-early February with the Québec students coming late April to early May. Teacher Ashlyn Buxcey presented some of the agenda activities being considered.

24. MOVED Cendra Beaton/Christine Lervold
That the Board of Education of School District 62 (Sooke) approve the École John Stubbs Middle School exchange trip to Québec, February 2026, subject to the oversight and direction of the Superintendent's office.
CARRIED unanimously

5.2 Royal Bay Secondary School Trip to Amherst, Massachusetts June 11-15, 2026 –
Melissa Horner

The Principal of Royal Bay Secondary School provided an overview of the trip for the Lacrosse team which is an opportunity for the team to show off their skills and be tested in front of NCAA coaches.

An amendment was raised by Trustee Beaton to include the words "for the Boys Lacrosse Team" in the motion.

A point of order was raised by Trustee Beaton who stated the amendment was not friendly, but formal. The Chair ruled the point well taken and read the motion to amend.

25. MOVED Cendra Beaton/Christine Lervold
That the Board of Education of School District 62 (Sooke) amend the motion to approve the Royal Bay Secondary School Trip to Amherst, by adding the words Boys' Lacrosse Team.
CARRIED unanimously

26. MOVED Trudy Spiller/Christine Lervold
That the Board of Education of School District 62 (Sooke) approve the Royal Bay Secondary School Boys' Lacrosse Team Trip to Amherst, Massachusetts June 11-15, 2026, subject to the oversight and direction of the Superintendent's office.
CARRIED with 5 votes FOR and 1 OPPOSED

6. **INDIGENOUS EDUCATION COUNCIL**

- 6.1 Indigenous Education Council Update - Connie Swan/Jon Carr
The IEC report summarized topics discussed at the October 7th IEC meeting. The Superintendent reported that thorough discussion took place regarding the invitation to engage in the District budget development process. The Board's invitation to participate on Board Standing Committees was tabled. If questions arise, they will be brought to the Board, likely in December.

7. **CORRESPONDENCE & DELEGATIONS**

- 7.1 Correspondence – Amanda Dowhy
a. Email from Parent Dated Sep 14, 2025 RE Student Transportation
b. Email from Parent Dated Sep 26, 2025 RE Traffic Safety at John Muir

Discussion ensued regarding correspondence response timelines and protocols.

27. **MOVED Allison Watson/Ebony Logins**

That the Board of Education of SD62 (Sooke) direct the Chair and Superintendent to collaboratively develop a correspondence management framework for the Chair that outlines processes, timelines, and supports to ensure compliance with the Board's three-business-day motion for responding to public correspondence, identifies any professional development and operational resources required to support the Chair in fulfilling their role as the Board's official spokesperson, and report the proposed framework back to the Board at the next regular Board meeting.

CARRIED with 4 votes FOR and 2 OPPOSED

A point of order was called by Trustee Watson for debate on a motion previously passed. The Chair ruled the point well taken and requested trustees limit debate to the motion on the floor.

28. **MOVED Cendra Beaton/Allison Watson**

That the Board of Education of School District 62 (Sooke) receive the above noted correspondence as outlined in items 7.1a and b.

CARRIED unanimously

7.2 **Public Correspondence – Allison Watson**

Trustee Watson provided background and rationale for the development of a Public Correspondence Policy.

29. **MOVED Allison Watson/Cendra Beaton**

That the Board of Education of School District 62 (Sooke) refer development of a Public Correspondence Policy and accompanying Regulations to the Governance Committee for consideration by the Board.

CARRIED with 4 votes FOR and 2 OPPOSED

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

STA – Christina Kempennar

The STA Vice President provided details about the recent new teacher training session, organized in partnership with Human Resources and attended by nearly 40 teachers. The next pro d day is November 21st. The STA is happy to hear about a potential deal for the BCGEU and is grateful for PVP willingness to collaborate on complicated issues.

Members are feeling burnout earlier than usual, across the island and province. This is apparent by the number of enquiries received about medical leave. The STA requests the Board consider the workload teachers face.

SPVPA – Tess Vally

The Principal of Saseenos and Port Renfrew Elementary Schools presented a slide show highlighting events happening in schools across the District.

The Superintendent commended the work being done by administrators and staff at Port Renfrew Elementary. The Nation has noted the positive change seen in children over the past year. An impact is being made that deserves to be highlighted and amplified.

SPEAC – Tom Davis

The SPEAC President spoke about the 2025-2029 Strategic Plan Parent Forum scheduled for November 17th to support parent engagement across the District. The next SPEAC general meeting will be on November 19th. There will be no meeting in December. SPEAC expressed appreciation for the invitation to join the public transit forum and for strong advocacy and representation by the Board.

The SPEAC President questioned the revisions of policies on tonight's agenda and the role of Board Committees in policy revision.

CUPE 459 – Amber Leonard

The CUPE President read Call to Action #59 and drew attention to the fact that it has been ten years since the Truth & Reconciliation Commission released the 94 Calls to Action and only 11 have been addressed by government. This lack of action is a call for us to speak out. The District is doing the work. Going forward, the CUPE President will highlight the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP).

Employee health - with flu and cold season upon us, it is important to mention that custodial staff don't have coverage to clean as needed. CUPE requests the Board to look into the custodial replacement time and prioritize disinfection.

In closing, the CUPE President expressed appreciation for the reminders about upcoming elections. The Board's passion for managing correspondence is evident and the CUPE President would love to see that passion for full time jobs, combatting violence and clean, safe schools.

The Board expressed appreciation for highlighting the Calls to Action and UNDRIP.

The meeting was recessed at 9:11 p.m. and reconvened at 9:21 p.m.

7.4 Other Delegations – There were no other Delegations presenting.

8. FINANCE, FACILITIES AND SERVICES

8.1 Resources Committee Meeting of October 14, 2025 – Christine Lervold

The Committee Chair reviewed the steps and timeline for the North Langford Secondary School and provided an overview of the changes proposed to the District's design principles. The added specificity empowers staff with direction from the Board. The next Resources Committee meeting is scheduled for November 18th.

30. MOVED Christine Lervold/Trudy Spiller

That the Board of Education of School District 62 (Sooke) approve the refreshed design principles as endorsed by the Resources Committee on October 14, 2025.
CARRIED unanimously

31. MOVED Christine Lervold/Cendra Beaton

That the Board of Education of School District 62 (Sooke) receive the report from the Resources Committee Meeting of October 14, 2025.
CARRIED unanimously

9. EDUCATION PROGRAM

9.1 Education-Policy Committee Meeting of October 7, 2025 – Cendra Beaton

The Committee Chair urged Board members to watch the presentation by Denise Wehner that demonstrated how far our literacy programs have come and the impact they are having.

Engagement with a local consortium took place regarding draft revised Policy and Regulations C-314 "Substance Use Prevention and Intervention". After input, the revisions reflect a trauma informed lens. The requirement for a new Policy F-499 "Unexpected Health Emergencies" was discussed.

A point of order was raised by Trustee Logins to receive the report first. The Chair ruled the point not well taken. The order of the motions is consistent with past practice.

32. 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-314 "Substance Use Prevention and Intervention".
CARRIED unanimously

33. MOVED Cendra Beaton/Allison Watson

That the Board of Education for School district 62 (Sooke) give Notice of Motion to draft new Policy F-499 " Unexpected Health Emergencies".
CARRIED unanimously

34. **MOVED** Cendra Beaton/Trudy Spiller
That the Board of Education of School District 62 (Sooke) receive the report from the Education-Policy Committee Meeting of October 7, 2025.
CARRIED unanimously

- 9.2 **Adoption of revised Policies and Regulations** – Paul Block
The Superintendent confirmed no feedback has been received for the two policies moved below.

35. **MOVED** Cendra Beaton/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 Policy A-101 “Administrative Organization” and Draft Revised Regulations E-205 “Recruitment and Selection of Administrative Personnel”.
CARRIED unanimously

10. STUDENTS

There were no student presentations.

11. FOUNDATIONS AND GOVERNANCE

11.1 Trustee Liaison Reports – Board of Education

- a. Vancouver Island School Trustee Association Fall Conference Oct 3-4, 2025 – Christine Lervold
Trustee Lervold provided an overview of the participation and panel discussion with Indigenous representatives in the community and updates from various provincial committees.
- b. Victoria Family Court & Youth Justice Committee October 23, 2025 – Christine Lervold
Trustee Lervold provided an overview of the Victoria Family Court & Youth Justice Committee meeting.
- c. BCSTA Provincial Council – Christine Lervold
Trustee Lervold provided an overview of the BCSTA Provincial Council meeting which provided updates from the BCSTA President and CEO around advocacy, financial planning, action items and dates.

11.2 Governance Action Plan – Paul Block

The Superintendent provided a verbal summary of the written materials as a guide supported by a review conducted by the BCSTA. The Superintendent confirmed that any business conducted under existing frameworks are subject to those frameworks.

Discussion ensued around cost for external expertise and given the climate of the Board, if this was the appropriate time to advance an action plan.

36. **MOVED** Christine Lervold/Trudy Spiller
That the Board of Education of School District 62 (Sooke) receive the Governance Action Plan as presented at the October 28, 2025, Board Meeting, as the foundation for the development of the Governance Committee Work Plan for 2025/26.
DEFEATED with 3 FOR and 3 OPPOSED

11.3 Proposed amendment to Administrative Regulation A-340 – (School Board Committees), Section 1.6.1 – Cendra Beaton

Trustee Beaton provided a verbal summary of the rationale in the written submission for the motion emphasizing that this amendment can be done by the Board and does not need referral to a committee.

Discussion ensued both for and against the board approving this change without going through committee.

37. **MOVED** Cendra Beaton/Ebony Logins
That the Board of Education of the School District 62 (Sooke) amend Administrative Regulation A-340 (School Board Committees), Section 1.6.1, to include the following:

“Each trustee shall be assigned to a minimum of one Standing Committee, with the exception of the Board Chair. Assignments to Standing Committees shall be subject to each trustee’s interest and availability”.

The Motion was **DEFEATED** with 3 votes FOR and 3 OPPOSED.

A point of order called by Trustee Beaton RE: personal affront. The Chair ruled the point not well taken as the statement in question was a perspective regarding the motion and not a personal affront.

38. **Moved** Ebony Logins/Trudy Spiller
That the Board of Education of School District 62 (Sooke) extend the Public and In camera meeting to 11:30 p.m. to complete all items on the agendas.
The motion **CARRIED** with 5 votes FOR and 1 OPPOSED.

The meeting was recessed at 10:54 p.m. and reconvened at 11:00 p.m.

11.4 Proposed amendment to Administrative Regulation A-340 (School Board Committees), Section 1.8.4 – Cendra Beaton

Trustee Beaton provided a verbal summary of the rationale in the written submission for the motion.

39. MOVED Cendra Beaton/Ebony Logins

That the Board of Education of the School District 62 (Sooke) amend Administrative Regulation A-340 (School Board Committees), Section 1.8.4, to include the following:

“The Board Chair shall ensure that all trustees are provided equitable opportunities for assignment on ad-hoc committees, following consultation with each trustee and subject to their interest and availability”.

DEFEATED with 3 votes FOR and 3 OPPOSED.

11.5 Proposed amendment to Administrative Regulation A-340 (School Board Committees) – Cendra Beaton

Trustee Beaton provided a verbal summary of the rationale in the written submission for the motion.

40. MOVED Cendra Beaton/Allison Watson

That the Board of Education of School District 62 (Sooke) amend the Administrative Regulation A-340 (School Board Committees) by adding a new Section 1.9 for School Board Representation on Non-School Board Committees and that Section 1.9.1 state the following:

“The Chairperson shall ensure that all trustees are provided equitable opportunities for appointments to external and internal non-school board committees and representative roles when delegating such roles. Such appointments shall be made following consultation with each trustee and be subject to their interest and availability. These appointments shall be updated at the same time as Board committee assignments”.

The Motion was DEFEATED with 3 votes FOR and 3 OPPOSED.

12. ADMINISTRATION

12.1 Board of Education 90 Day Work Plan – Amanda Dowhy

The Board Chair provided an overview of the Board Work Plan from November to December and emphasized the Work Plan is a living document.

13. PERSONNEL

13.1 Superintendent’s Report – Paul Block

In light of the time, the Superintendent referred to the report included in the package. No questions or comments were raised from Trustees.

The Chair invited Q&A from the public. No questions were posed.

14. UPCOMING EVENTS

- Education-Policy Meeting – November 4
- BCPSEA Symposium – November 6-7
- National Indigenous Veterans Day – November 8
- Remembrance Day (schools closed) – November 11
- Resources Committee Meeting - November 18
- Next Public Board Meeting – November 25
- BCSTA Trustee Academy – November 26-29

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 11:11 p.m.

Certified Correct:



Chairperson of the Board

Secretary-Treasurer