

# SCHOOL DISTRICT NO. 51 (BOUNDARY)

Open Meeting of the Board of Education  
September 23, 2025, at 6:00 p.m.

## Minutes

The Chairperson called the meeting to order at 6:02 p.m.

Present:	R. Zitko	Chair
	S. Hall	Vice Chair
	B. Bird	Trustee
	L. Van Marck	Trustee
	K. Jepsen	Trustee
	J. Massey	Trustee
	A. Lautard	Superintendent
	M. Burdock	Secretary-Treasurer

Absent:	M. Danyluk	Trustee
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Acknowledgement of the Indigenous peoples and ancestors.

### Adoption of Agenda

MOVED/SECONDED

[“That the Agenda for September 23, 2025, be adopted as presented.”](#)

CARRIED

### Adoption of Minutes

MOVED/SECONDED

[“That the June 24, 2025, Regular Board Meeting minutes be adopted as presented.”](#)

CARRIED

### Correspondence

- Letter from Mrs. Wiebe and Mrs. Ball regarding the Elementary Outdoor Education Program was received and discussed. Board Chair Zitko to send written response.

### Strategic Plan Update

- Superintendent Lautard presented the School Growth Plans
  - Trustees noted plans were very authentic and included the “why”

## Business Items

### 1. Committee Reports

#### EDUCATION

- Superintendent Lautard presented the Enhancing Student Learning Report for 2025/26 and highlighted focus on literacy: asking questions, monitoring approaches in classrooms for what supports are needed, plan for a district-wide literacy assessment and the new BC kindergarten screener.

MOVED/SECONDED

“That the Board of Education receive and approve the School District No. 51 (Boundary) Enhancing Student Learning Report for 2025/26 for submission to the Ministry of Education and Child Care, publication and ongoing use as a planning document.”

CARRIED

#### FINANCE

- Secretary Treasurer Burdock introduced the Finance section and the Independent Auditor’s Report by BDO Canada LLP
  - Sinead Scanlon, Engagement Partner, presented. Ms. Scanlon confirmed the firm’s independence and that a clean audit opinion has been issued as per their report on pages 2-4.
- Secretary Treasurer Burdock presented the Local Capital continuity schedule

MOVED/SECONDED

“That the Board of Education maintain a transfer of \$275,000 from operating to Local Capital at June 30, 2025 as budgeted.”

CARRIED

- Secretary Treasurer Burdock presented the Internally Restricted Surplus

MOVED/SECONDED

“That the Board of Education approve the Internally Restricted Accumulated Operating Surplus as detailed in Note 18 of the Audited Financial Statements for the year ended June 30, 2025.”

CARRIED

- Secretary Treasurer Burdock presented the 2024/2025 Financial Statements and the Financial Statement Discussion and Analysis (FSD&A) report.
  - Two areas were highlighted:
    - Statement 2/Statement of Operations - summarizes the combined revenues received and expenses incurred during the 12 months between July 1 and June 30 in the Operating, Special Purpose and Capital funds. A

deficit of \$23,156 was reported for 2025/26, compared to the originally budgeted deficit of \$252,358.

- Schedule 2/Schedule of Operating - reports daily operation of the District, including instructional programs, school and district administration, facilities operations, maintenance and transportation functions. A \$198K surplus was reported for 2025/26, however, as per Internally Restricted Surplus note, the contingency reserve decreased by \$42K.

MOVED/SECONDED

“That the Board of Education receive and approve the Audited Financial Statements for the year ended June 30, 2025.”

CARRIED

#### **OPERATIONS**

- Secretary Treasurer Burdock presented the 2025/26 Capital Projects Update
- Secretary Treasurer Burdock presented the 2026/27 Five-Year Capital Plan – Minor Capital Programs submission

MOVED/SECONDED

“That, in accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 51 (Boundary) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2026/27, as provided on the Five-Year Capital Plan Summary for 2026/27 submitted to the Ministry of Education and Child Care.”

CARRIED

Trustee Bird left the meeting at 7:05 p.m.

#### **POLICY**

- First policy committee meeting is scheduled for October 21<sup>st</sup>
- BCSTA has established a *Policy Taskforce* led by Caroline Brody to support boards of education to review their policy manuals

#### **2. Board Chair Report**

- Board Chair Zitko provided a verbal update on the Board Chair call with MECC, highlighting:
  - Introduction of new Deputy CEO of BCSTA – Michael Rossi
  - Minister Beare shared what she heard from school districts, commenting on trends/themes
  - BCSTA President, Tracey Loffer, also shared what she heard from board chairs

#### **3. Senior Management Reports**

- Superintendent Lautard presented her report
- Secretary Treasurer Burdock presented her report

**4. Trustee Reports**

- BCSTA Provincial Council – No meeting to report
- Recreation Commission – Trustee Bird absent, no report
- Boundary Integrated Services Model – Trustee Van Marck reported out
- BCSTA Kootenay Boundary Branch – AGM this upcoming weekend
- BCPSEA – Secretary Treasurer Burdock reported out
- PAC Highlights – Trustee Van Marck and Jepsen provided written reports
- Okanagan Labour Relations Council – No meeting to report
- Rural and Remote – Trustee Jepsen provided a written report

**Question Period**

- No questions were asked relevant to the September 23, 2025, Regular Agenda Package

**Future Agenda Items**

- Board of Education - Annual Work Plan

Meeting adjourned at 7:50 p.m.

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Chairperson

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Secretary-Treasurer