VANCOUVER ISLAND WEST SCHOOL DISTRICT 84

REGULAR MEETING OF THE BOARD OF EDUCATION

MONDAY, NOVEMBER 9, 2026 – FOLLOWING THE INAUGURAL MEETING (4:00PM)

SCHOOL BOARD OFFICE, GOLD RIVER, BC

AGENDA

1. **CALL TO ORDER**

2. **TERRITORIAL ACKNOWLDGEMENT**

3. **APPROVAL OF AGENDA**

4. **ADOPTION OF MINUTES**
    a. Regular Meeting of October 13, 2026

5. **BUSINESS ARISING FROM THE MINUTES**

6. **PUBLIC PRESENTATIONS**

7. **CORRESPONDENCE**

8. **REPORT OF THE CLOSED MEETING**

9. **TRUSTEE REPORTS**
    a. School Reports
    b. Working Relations Committee
    c. Policy Review Committee Meeting – December 14, 2026

10. **INDIGENOUS EDUCATION COUNCIL REPORT**

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**
    a. Community Consultations
    b. School Board Office Closure Holiday Break
    c. Support for Staff Holiday Functions

13. **STAFF REPORTS**
    a. Superintendent's Report
    b. Secretary Treasurer's Report

14. **TRUSTEE INQUIRIES**

15. **PRESS AND PUBLIC INQUIRES**

16. **NOTICE OF MEETINGS** December 14, 2026, at 4:00 pm – School Board Office, Gold River, BC at 4:00 pm.

17. **ADJOURNMENT**

REGULAR MEETING OF THE BOARD OF EDUCATION FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84 HELD ON MONDAY OCTOBER 13, 2026 CAPTAIN MEARES ELEMENTARY SECONDARY SCHOOL, TAHSIS, BC

TRUSTEES PRESENT: Arlaine Fehr, Chairperson (Gold River and Zeballos)
Allison Stiglitz (Tahsis)
Katie Unger (Gold River)
Jenniffer Hanson, Vice-Chairperson (Kyuquot)

ALSO PRESENT: Stephen Larre, Superintendent
Gillian Leask, Secretary Treasurer
Ellena Gjesdal, Executive Assistant

PUBLIC PRESENT: 8

CALL TO ORDER

Chairperson Fehr called the meeting to order at 4:00 pm.

TERRITORIAL ACKNOWLEDGEMENT

Chairperson Fehr acknowledged and gave thanks that we work, play and live on the traditional, ancestral and unceded territory of the Nuu-chah-nulth peoples, Ehattesaht-Chinehkint, Nuchatlaht, Mowachaht/Muchalaht, and Ka:'yu:'k't'h'/Che:k'tles7et'h First Nations.

APPROVAL OF AGENDA

2026: R-043 MOVED: Trustee Unger, SECONDED: Trustee Hanson
AND RESOLVED:
"TO approve the agenda"

ADOPTION OF MINUTES

2026: R-044 MOVED: Trustee Stiglitz, SECONDED: Trustee Unger
AND RESOLVED:
"TO adopt the minutes of the Regular Board meeting of September 14, 2026."

BUSINESS ARISING FROM THE MINUTES

Nil.

PUBLIC PRESENTATIONS

a. CMESS – Principal, Natalie Dickson

Captain Meares Elementary Secondary School reported continued progress in student achievement, belonging, and engagement. June 2026 results indicated that 93% of students were reading at or above grade-level goals, 79% were proficient or extending on the District Wide Write, and 71% were proficient or extending in reading comprehension. All Grade 12 students graduated with a Dogwood Diploma and confirmed post-secondary plans.

Under the theme Rooted, Growing and Connected, priorities for 2026–2027 focus on strengthening secondary writing, student voice and trusted-adult connections, while expanding opportunities for engagement with Elders and Knowledge Keepers and land-based learning. Development of the school greenhouse will further support cross-grade, experiential learning opportunities.

CORRESPONDENCE

2026: R-045 MOVED: Trustee Stiglitz, SECONDED: Trustee Unger
AND RESOLVED:
"TO accept and file the correspondence as presented."

Superintendent Larre recommended that the Board continue to participate in the Strathcona Regional District Accessibility Plan to assist in keeping consistency and structure moving forward.

2026: R-046 MOVED: Trustee Stiglitz, SECONDED: Trustee Hanson
AND RESOLVED:
"TO continue as a partner in the regional Strathcona Accessibility Plan."

REPORT OF THE CLOSED MEETING

Chairperson Fehr reported that there were four labour items, no land item, and no legal items.

TRUSTEE REPORTS

a. School Reports

a. CMESS as above.
b. GRSS – The school year commenced with the Muchalaht Lake campout, followed by student assessments and surveys to inform school goals. Students participated in a variety of NSOP and experiential learning opportunities, including surfing, salmon-related learning, apprenticeship sponsorship, and a sawmill course. Key priorities include literacy, review of the Code of Conduct, budget and resource planning, and continued land-based and community learning opportunities.

b. Working Relations Committee

Superintendent Larre reported that the first WRC meeting took place on October 5th, 2026. Key discussion topics included the Indigenous Language Teacher Allowance and District Literacy Initiatives.

INDIGENOUS EDUCATION COUNCIL REPORT

Superintendent Larre reported on the October 6, 2026 meeting. The elections of the Chair and Vice Chair were postponed due to elections in each community. The IEC approved the 2025-26 Indigenous Education Targeted Funds spending report. The IEC also gave their support for Captain Meares Elementary Secondary School to host the District student-led cultural event in May 2027. Feedback from IEC members who attended CI Day was positive. The next meeting is in November 2026

UNFINISHED BUSINESS

Nil.

NEW BUSINESS

a. Executive Compensation Disclosure Reporting
Secretary Treasurer Leask explained that the Public Sectors Employers' Act requires that all public sector employers report annually on the compensation of executive and exempt employees. The disclosure requirements apply to Chief Executive Officers and the next four top decision-makers with a base salary of $125,000 or more. The report must include an attestation from the Board Chair confirming that the Board is aware of the executive compensation paid. The report will be uploaded to the Public Sector Employers' Council (PSEC) and published to the district website once approved.

2026: R-047 MOVED: Trustee Stiglitz, SECONDED: Trustee Hanson
AND RESOLVED:
"TO accept the 2025-26 Executive Compensation Disclosure Report as presented."

b. Pay Transparency Report
Secretary Treasurer Leask presented the report, which is required under the Pay Transparency Act. She thanked the employees who participated in collecting gender data for this report and explained that since the District is a relatively small employer, most of the report is masked or suppressed to protect employee privacy and confidentiality.

2026: R-048 MOVED: Trustee Unger, SECONDED: Trustee Hanson
AND RESOLVED:
"TO accept the 2025-26 Pay Transparency Report as presented."

c. Outgoing Trustee Recognition
The Board extended its sincere appreciation to Trustee Katie Unger, representing Gold River and Ray Watkins Elementary School, and Vice-Chair Jenniffer Hanson, Trustee for Kyuquot, for their dedicated service to the District. Their advocacy, commitment, and strong voices on behalf of students were gratefully acknowledged. The Board and staff thanked both trustees for their contributions and wished them all the best in their future endeavours.

STAFF REPORTS

a. Superintendent's Report – as attached

b. Secretary Treasurer's Report – as attached

TRUSTEE INQUIRIES

Chairperson Fehr inquired about the updates to Administrative Procedures reported at the September Board meeting being published on the website. Superintendent Larre stated that he will follow up and ensure all are updated online.

Chairperson Fehr inquired about the new Administrative Procedure 223 – School Based Teams. She inquired who the District Inclusion Consultant is and whether the SBT meeting chairperson should be elected or appointed. Superintendent Larre responded that consultant Tracy Kennedy is currently the District Inclusion Consultant and that the meeting chairperson should be appointed, noting that he will amend the AP as such.

PRESS AND PUBLIC INQUIRIES

Nil.

NOTICE OF MEETING

The next regular meeting of the Board of Education will be held on November 9, 2026, School Board Office, Gold River, BC at 4:00 pm. The public is invited to attend. Any requests for agenda additions should go to egjesdal@viw.sd84.bc.ca two weeks prior to the meeting. Board meeting minutes are posted on the District's website at sd84.bc.ca/about-sd84/board-meetings.

ADJOURNMENT

The meeting was adjourned at 4:46 pm.

Certified Correct:

_____ _____

Chairperson

Secretary-Treasurer
Gillian Leask

BOARD OF EDUCATION
VANCOUVER ISLAND WEST SCHOOL DISTRICT 84

CORRESPONDENCE FOR THE REGULAR BOARD MEETING

November 9, 2026

Date	From	Subject	Action

Indigenous Education Council
Report on October 6 meeting

The meeting was scheduled to take place in Zeballos; however, a road blockage prevented school district staff from attending in person so they joined online.

1) Election of Chair and Vice Chair
   Election of a new chair and vice chair were postponed until the next (November) meeting due to local and municipal elections. The election of new municipal councils, First Nation councils, and school trustees could affect the eligibility of some IEC members to serve, so there was consensus reached to wait until the election results are known before deciding on a new Chair and Vice Chair.

2) Curriculum Implementation Day debrief
   Feedback on the district's annual Curriculum Implementation Day was positive, though there was a shared feeling that the day seems rushed, like there is not enough time. IEC members discussed whether there is possibility for a longer day, or a second follow-up day later in the year to get around the time pressure. There was also discussion about the creation of a "New Teacher's Handbook" to help provide some background information for staff who are new to the area and new to the local First Nations cultures.

3) Student Cultural Gathering
   Consensus was reached that the student cultural gathering (sometimes referred to as kleetsuu and sometimes as a student-led potlatch) would be held in Tahsis this spring. The IEC would like to see the final budget expenditures on last year's event to help with planning for the upcoming event.

4) Partnerships
   A question was raised about the school district's stated desire for improved school and community relationships – can we clarify what we mean by this? What are we asking parents to do differently? What are schools / principals / teachers willing to do differently? Stephen said that he would bring that question to the upcoming principals meeting for discussion.

5) Regional IEC Gathering
   There was discussion about the possibility of attending an Island-wide Regional IEC gathering. There is no information about a date or format currently, just an idea that had been raised. There was discussion about trying to partner with SD70 to more regionally on Nuu-chah-nulth language and culture resources.

6) Capacity Building
   There was discussion about creating a plan for the use of IEC capacity-building funds. With the reduced funding from the government this year, the SD84 IEC has about $120,000 in the capacity building fund (minus any expenses to date in 2026-27 school year). There was suggestion about creating a more formal process for how funds could be expended, such as a pro-d allotment for individual IEC members or communities. There was a recap of previously discussed ideas, such as community awareness-building workshops, meetings like a regional IEC gathering, and cost of monthly meetings. There was also discussion that with message from the government that there will be no additional capacity-building funds, there is no rush to expend the funds immediately as there will be ongoing need in future years (i.e. the decision not to spend money is an active decision). The current method of expending funds is to bring an idea to the IEC table for discussion – if there is consensus then the expenditure will be approved.

7) Membership in IEC
   There was discussion of the Terms of Reference for the IEC, which draws a distinction between the (a) eight voting members, with two from each local nation; (b) four non-voting members from the school district and NTC, and (c) guests who are sometimes issued standing invitations such as North Island Metis. Participants discussed the importance of either sending an alternate if a voting member cannot attend a meeting, or else giving a proxy vote (email to Chair / Secretariat) to another member.

8) Future meeting dates
   November 24 (online), December 15 (online), January 26 (online), February 23 (online), March 30 (location TBD), April 27 (location TBD), May 25 (location TBD), June 29 (location TBD)

Superintendent's Report

November 3, 2026

Welcoming a New Board of Education

Welcome to the new Board of Education for Vancouver Island West SD84! The beginning of a new Board term is an opportunity to build a strong foundation for governance, positive relationships, and shared understanding of the work of the school district. Orientation and onboarding for the new trustees is underway to develop and deepen their understanding of the school district, governance responsibilities, and the important work taking place in our schools. The upcoming BCSTA Trustee Academy will provide an additional opportunity for trustees to learn alongside colleagues from across British Columbia and to continue developing their knowledge of effective school district governance.

On behalf of the staff of the district, we wish to express sincere appreciation to the members of our former Board for their service to the students, families, staff, and communities of School District 84. Serving as a school trustee requires a significant commitment of time, energy, and dedication, and we are grateful for the contributions they made during their time in office.

Fall Assessments

Foundation Skills Assessment (FSA)

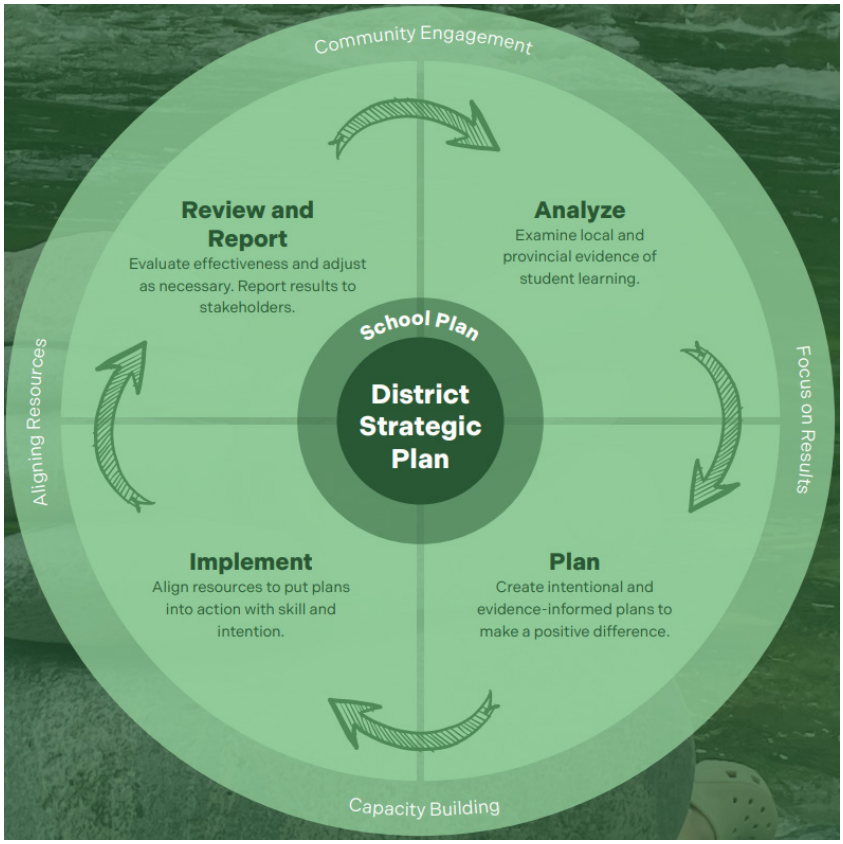
The FSA is one of the key provincial measures used to provide information about student achievement. Like any large-scale assessment, the FSA has limitations and has been the subject of debate regarding what it can and cannot tell us about individual students, schools, and the complexity of student learning. At the same time, because the assessment is administered across British Columbia and is used consistently from year to year, it provides one useful snapshot of student achievement and allows schools and districts to look at trends in learning over time. School districts are required to report on FSA results as part of the annual Framework for Enhancing Student Learning (FESL) report. In SD84, we look at FSA results alongside classroom assessment, district data, and other measures of student learning (see District Assessment Framework below), as we consider multiple sources of evidence to understand how our students are doing and where additional attention or support may be needed.

District Assessment Framework

A foundation of SD84's approach to continuous improvement is our District Assessment Framework, which provides consistent, district-wide measures of student learning that

allow us to monitor student achievement and respond to student needs. The framework incorporates multiple assessments of literacy and numeracy, including: the Early Reading Profile (literacy screener), PM Benchmarks (reading), the Island Reading Assessment (IRA), the District Wide Write (writing), and SNAP (numeracy). Assessments are initially administered in the fall, and again at identified points throughout the year, providing teachers and administrators with information about individual students as well as patterns of achievement across classrooms, schools, and the district.

The purpose of the framework is not just to collect assessment data for the purpose of reporting, but to provide evidence of learning that supports teachers in their instruction. Teachers use assessment information to develop class profiles, identify strengths and areas for growth, and identify students who may require targeted intervention. School-level results are also reviewed through quarterly School Learning Reviews, where administrators discuss student progress, review supports for students requiring additional intervention, and identify adjustments to strategies. With the fall round of assessments now complete, the first round of School Learning Reviews is taking place November 4 and 5; results of those Learning Reviews will be shared in the December Superintendent's Report.



By examining multiple sources of evidence and monitoring progress at several points during the year, the SD84 Assessment Framework helps align classroom instruction, intervention, school plans, and district strategic priorities in our cycle of continuous improvement.

School District No. 84 (Vancouver Island West)

Budget Report

as of October 31, 2026

Operating Fund

	Description	Expenditures	Annual Budget	Balance Remaining	% Budget Remaining	% Year Remaining
110	Teachers	479,787	2,257,578	1,777,791	79%	80%
105	Principals and Vice Principals	589,454	1,705,572	1,116,118	65%	67%
123	Educational Assistants	73,387	458,443	385,056	84%	80%
120	Support Staff	196,424	870,558	674,134	77%	73%
130	Other Professionals	297,827	811,028	513,201	63%	67%
140	Substitutes	68,334	260,332	191,998	74%	80%
200	Employee Benefits	348,032	1,392,002	1,043,970	75%	73%
310	Services	109,734	1,312,592	1,202,858	92%	73%
330	Student Transportation	855	10,500	9,645	92%	80%
340	Professional Development & Travel	70,131	520,084	449,953	87%	80%
370	Dues and Fees	8,676	46,200	37,524	81%	80%
390	Insurance	3,908	58,898	54,990	93%	80%
510	Supplies	133,047	594,529	461,482	78%	80%
540	Utilities	69,374	393,500	324,126	82%	67%
	Total	**2,448,969**	**10,691,816**	**8,242,847**	**77%**	**76%**

Special Purpose Funds

	Description	Prior Balance	Current Year Funding	Total Funds Available	Expenditures	Balance Remaining
	CEF Staffing	-	739,625	739,625	134,420	605,205
	CEF Overhead	-	241,902	241,902	58,000	183,902
	CEF Remedy	-	41,140	41,140	-	41,140
	Feeding Futures	38,913	385,030	423,943	64,388	359,555
	Literacy Pro-D Grant	181,907	-	181,907	22,546	159,361
	Early Care and Learning	394,118	-	394,118	18,969	375,149
	Community Link	22,207	154,587	176,794	18,058	158,736
	Mental Health	-	57,000	57,000	402	56,597.84
	Ready Set Learn	36,203	7,350	43,553	-	43,553
	LIF	-	36,743	36,743	5,636	31,107
	Strong Start	3,171	34,000	37,171	6,491	30,680
	Dual Credit First Nations Teacher Ed	25,000	-	25,000	-	25,000
	OLEP	-	6,922	6,922	-	6,922
	Total	**701,519**	**1,704,299**	**2,405,818**	**328,910**	**2,076,908**

Ongoing Capital Projects

	Project	Budget	Current Year Costs	Total Costs to Date	Budget Remaining	Status
2026-27	AFG Projects	652,375	324,363	324,363	328,011	ongoing
2025-26	KESS Electrical Upgrades	332,000	8,539	317,438	14,562	completed
2025-26	PA System Upgrades	510,000	-	488,887	21,113	completed
2025-26	Food Infrastructure Program	100,000	19,905	100,000	-	completed
2026-27	Food Infrastructure Program	100,000	34,022	43,081	56,919	work in progress
2026-27	CMESS Gym Washrooms	250,000	42,804	273,812	- 23,812	completed
2026-27	IT Infrastructure	145,000	3,437	49,696	95,304	work in progress
2026-27	Window Coverings	120,000	39,432	87,813	32,187	work in progress
2026-27	CMESS HVAC Upgrades	400,000	94,653	94,653	305,347	work in progress
2026-27	ZESS Heat Pump	200,000	116,985	116,985	83,015	work in progress
	Total	**2,809,375**	**684,141**	**1,896,728**	**912,647**	

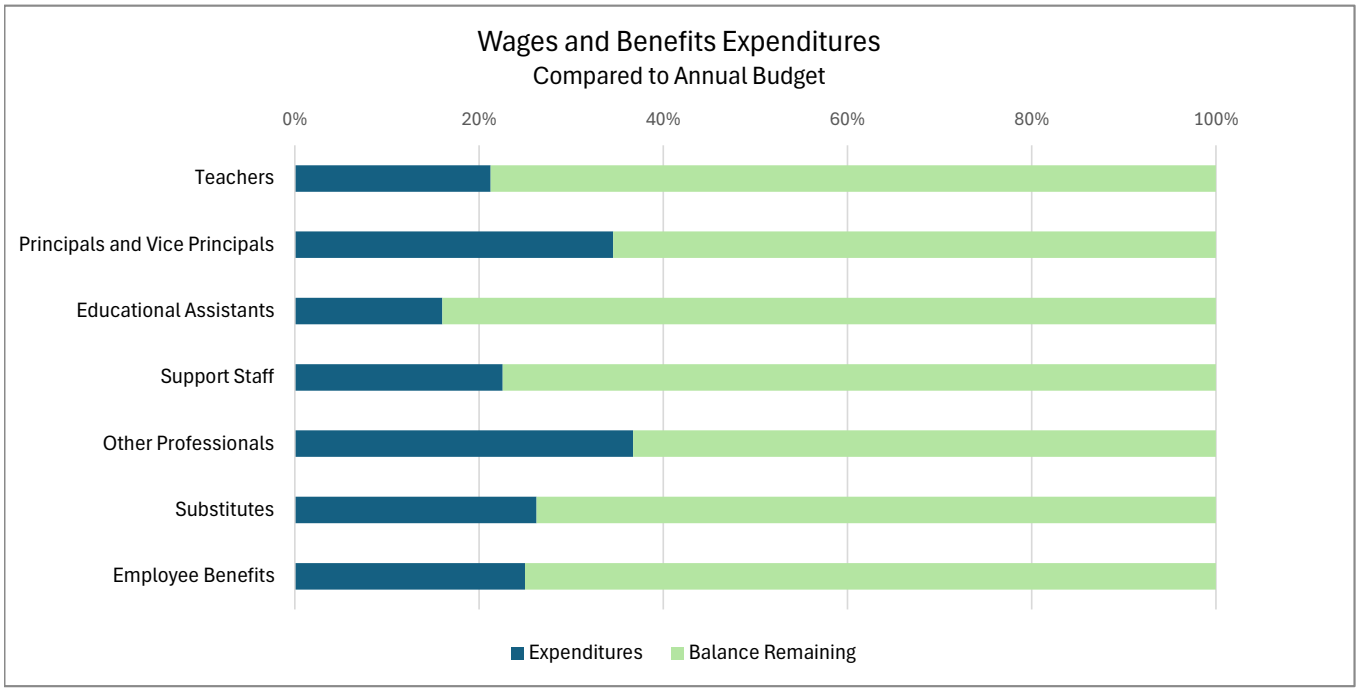
School District No. 84 (Vancouver Island West)

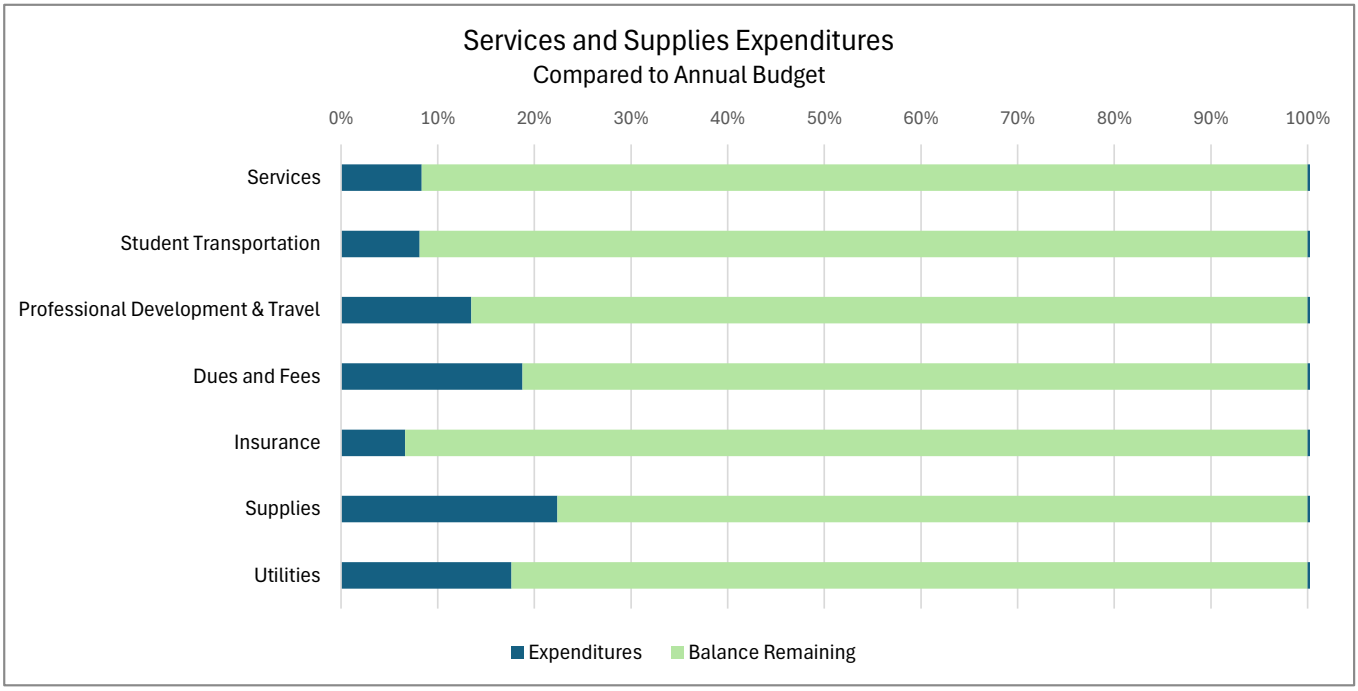
Budget Report - Operating Fund

as of October 31, 2026

20% of school year has passed

33% of fiscal year has passed





Vancouver Island West
School District 84

Secretary Treasurer's Report

November 2026

Finance

Overall operating spending remains on target. The budget report compares actual spending to the 2026/27 Annual Budget, which was adopted in May 2026. The Annual Budget did not include any wage increases as at the time of preparation there had been no offsetting funding confirmed. Wage increases for Teachers have now been implemented. Despite some Teacher vacancies to start the year, Teacher wages appear slightly over budget for this reason. This will be corrected when the Amended Annual Budget is adopted in February 2027 and funded wage increases are accurately reflected in the budget. Wage increases for Support Staff and Exempt Staff have not yet been implemented for the 2026/27 school year as they have not yet been finalized. The 2026/27 Amended Annual Budget, which will be presented to the Board in February 2027, will reflect finalized wage increases and offsetting funding. Because of this, there will be a larger than usual increase to wages in the operating fund between the preliminary and final budget. Spending for services and supplies continues to be slow, as is common at the start of the school year.

Facilities

Cost have been finalized for the CMESS gym washrooms renovation project. The scope of the demolition involved in the project was changed during the project, leading to a cost overage of $23.8k. This overage will be funded by interest revenue allocated to Ministry-funded capital projects.

Server rooms at each site are being assessed as part of the IT Infrastructure project, with improvements to optimize functionality being rolled out in partnership with IT staff. Measurements for any needed window coverings upgrades at outlying schools will be taken in the coming week, with ordering and installation to follow. Boilers for the CMESS HVAC upgrades project will be delivered shortly, with project completion still planned for winter break. The ZESS heat pumps have been commissioned and are running quite well. The final stage of the project including insulation on outside pipework and a covering over the outside pump will be completed soon.

Thank you to our operations and facilities staff who have been busy addressing emergent issues while managing several ongoing larger capital projects. Recently, Operations Supervisor Dillon Kennedy attended the Educational Facility Managers Association (EFMA) fall professional development conference in Vancouver, where he had the opportunity to participate in professional learning around building resilience, WorkSafe BC requirements, and capital planning within the BC K-12 sector, while connecting with colleagues from other districts and vendors.

Technology

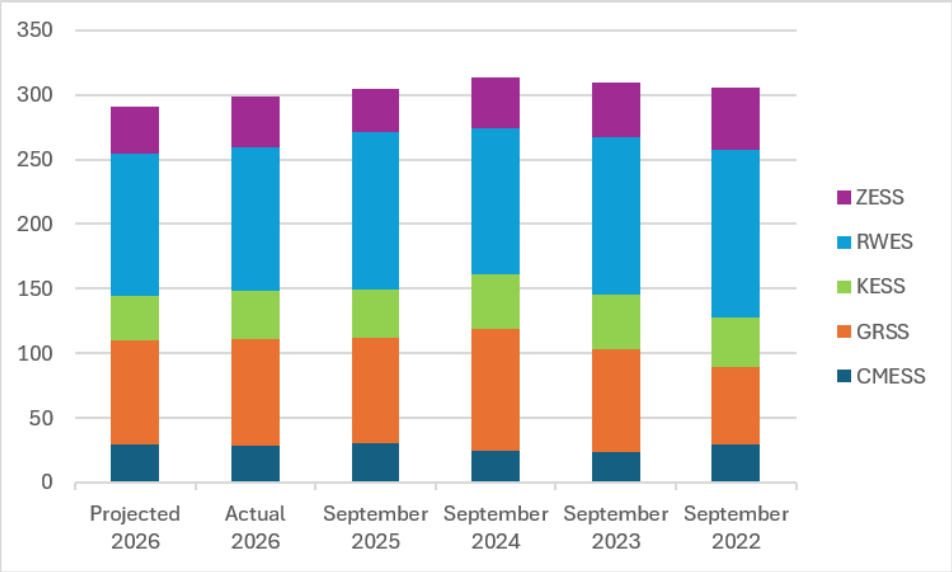
The District's cybersecurity initiative is actively being rolled out to various employee groups and locations, with support from VIWTU and CUPE. We are working on building a culture of privacy awareness across the District, and this initiative focuses on multi-factor authentication and cybersecurity training.

Enrolment

The September 1701 count has been finalized. Below shows the actual enrolment of full-time equivalent (FTE) students by school compared to projected enrolment from February 2026 and to prior years' actual enrolment. This count excludes international students, which are fee-paying, and the small number of homeschool students in the district.

Overall enrolment continues to decline as it did in the previous year, though at a lower pace than projected. Due to the district's ongoing funding protection, this decline will not have a significant impact on operating funding for the current year.

	September 2026					
School	**Projected**	**Actual**	September 2025	September 2024	September 2023	September 2022
CMESS	29	28.5	30.5	24.5	23.75	29.625
GRSS	81.25	82.4375	81.125	93.875	79.25	59.4375
KESS	34	37	37.375	42.5	42.6875	39
RWES	110	111	122	113	122	129
ZESS	37	40.0625	34	39.5	42.25	49
Total FTE	**291.25**	**299**	305.00	313.375	309.9375	306.0625



District Enrollment - Active Primary Including Fee Paying

November 4, 2026

School	School Name	EL	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
8425078	Ray Watkins Strongstart	12	0	0	0	0	0	0	0	0	0	0	0	0	0	12
8484000	Continuing Ed SD 84	0	0	0	0	0	0	0	0	0	0	0	0	0	28	28
8484011	Ray Watkins Elem	0	11	15	15	13	20	15	14	8	0	0	0	0	0	111
8484012	Gold River Secondary	0	0	0	0	0	0	0	0	0	15	14	23	30	10	92
8484022	Captain Meares Elementary	0	2	1	1	1	2	1	2	5	2	4	3	2	2	28
8484031	Zeballos Elem-Sec	0	2	1	2	5	6	5	5	3	4	2	3	2	0	40
8484041	Kyuquot Elem-Sec	0	0	4	2	2	6	4	4	2	1	5	4	4	2	40
	Totals	12	15	21	20	21	34	25	25	18	22	25	33	38	42	351