



**MINUTES OF THE  
PUBLIC BOARD OF EDUCATION MEETING  
Wednesday, March 4, 2026 (6:00 PM)  
Boardroom, District Education Office**

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**IN ATTENDANCE:**

Chairperson – Elaine Yamamoto  
Vice Chairperson – Kim Dumore  
Trustee – Hudson Campbell  
Trustee – Mike Murray  
Trustee – Pascale Shaw  
Trustee – Katie Sullivan

Superintendent – Teresa Downs  
Secretary Treasurer – Richard Rennie  
Deputy Superintendent – Cheryl Schwarz  
Assistant Secretary Treasurer – Iris Mo  
Senior Manager, Communications – Irena Pochop  
Executive Coordinator – Rebecca Lyle

**ABSENT:**

Trustee – Gabriel Liosis

**GUESTS:**

Michael Scarcella, Director, Learning Services  
Tyla Frewing, Behaviour Analyst  
Ken Cober, Assistant Superintendent

**A. OPENING PROCEDURES**

1. Territory Acknowledgement

The Chairperson acknowledged that this meeting is taking place on the shared traditional and unceded territories of Katzie First Nation and Kwantlen First Nation. The Chairperson welcomed and recognized all First Nations, Métis, and Inuit students and families in our schools and community. The Chairperson welcomed and recognized the many different cultures that are represented in our schools and community.

2. Call to Order

The Chairperson called the Public Board meeting to order at 6:01pm.

3. Correspondence

- 2026-02-09 Letter from Ministry of Education and Child Care re the Board's Freedom of Information Request – CommunityLINK funding allocations

**Moved/Seconded**

THAT the Board receive the correspondence, for information.

**CARRIED**

4. Approval of Agenda

**Moved/Seconded**

THAT the Agenda be approved as circulated.

**CARRIED**

#### 5. Invitation for Public Input to matters on the Agenda

The Chairperson advised that members of the public were able to provide input on decision items on the Agenda by emailing [board@sd42.ca](mailto:board@sd42.ca) by no later than 30 minutes before the start of the meeting.

No public input was received.

#### 6. Approval of Minutes

##### **Moved/Seconded**

THAT the Minutes of the January 14, 2026, Public Board Meeting be approved as circulated.

**CARRIED**

#### **B. PRESENTATIONS**

##### 1. First Things First

The Director of Learning Services, Michael Scarcella and Behaviour Analyst, Tyla Frewing presented to the Board on First Things First (FTF), a functional assessment and skill-based treatment process designed to safely and effectively reduce severe student behaviours and supports learners with complex needs, along with the staff who work with them. The district is in Phase 3 of implementation and will move to Phase 4 in 2026/27.

##### **Moved/Seconded**

THAT the Board receive the presentation on First Things First, for information.

**CARRIED**

#### **C. DELEGATIONS**

#### **D. DECISION ITEMS**

1. Chairperson
2. Superintendent of Schools

##### a) 2022-2026 Operational Plan Updates

The Superintendent, Secretary Treasurer, and Board Chairperson presented a high-level overview of the operational plan updates on the progress completed up to December 31, 2025 and noted that the operational plans are aligned with the strategic priorities set by the board through the strategic plan.

##### **Moved/Seconded**

THAT the Board approve the Operational Plan Updates for the Board of Education, Education, Business, Human Resources Department, and Information Technology Department.

**CARRIED**

##### b) Non-Resident Student Fees for 2027/28

Assistant Superintendent, Ken Cober, presented the non-resident student fees for the district's international education program for 2027/28 with a summary of market analysis done on 2026/27

non-resident fees charged by neighbouring school districts, and proposed fees for 2027/28 in comparison to approved 2026/27 fees.

**Moved/Seconded**

THAT the Board approve the following 10-month academic program fees for non-resident students for 2027/28:

Fee Description	2027/28 Proposed Fees
Application	\$ 250
Annual Tuition - Elementary	\$ 16,600
Annual Tuition - Secondary	\$ 16,100
Annual Homestay Administration	\$ 350
Annual Homestay - Secondary	\$ 13,000
Annual Homestay - Elementary	\$ 14,000
Custodianship (annual)	\$ 500
10-month Medical Insurance	\$ 1,300
Secondary Student Orientation	\$ 200
Soccer Academy (annual)	\$ 1,200
Basketball Academy (annual)	\$ 1,200
Soccer Academy (per semester)	\$ 650
Basketball Academy (per semester)	\$ 650
International Baccalaureate (per year for 2 years)	\$ 1,500
Special Diet Requests (monthly)	\$ 200
Validations	\$ 200
Summer Medical Insurance - Summer Learning (monthly)	\$ 130
Summer Medical Insurance - MSP Extending Students	\$ 260
Refund Processing	\$ 500
Deferrals and/or Cancellations	\$ 500
Airport fee for Program Start and End	included

AND FURTHER THAT the Board approve the following Continuing Education, Online Learning, and Summer Learning course fees for non-resident students for 2027/28:

2027/28 Proposed Fees per Course	
Secondary	\$1,300

AND FURTHER THAT the Board approve the following adjusted summer medical insurance fees for 2026/27:

Fee Description	2026/27 Proposed Fees
Summer Medical Insurance - Summer Learning (monthly)	\$ 130
Summer Medical Insurance - MSP Extending Students	\$ 260

**CARRIED**

- c) School District Calendars for 2026/27

The Deputy Superintendent provided a summary of the feedback received for each proposed calendar through the online survey. The proposed calendars meet the required minutes of instruction, have been shared with the public and employee group representatives, and reflect considerations outlined in the collective agreements.

**Moved/Seconded**

THAT the Board approve the 2026/27 District School Calendar and Kanaka Creek School Calendar as presented.

**CARRIED**

3. Secretary Treasurer

a) Regular Board Meeting Schedule for 2026/27

The Secretary Treasurer shared the proposed schedule for the Board of Education's 2026/27 regular public and closed board meeting dates to support its work as outlined in the Board of Education Annual Work Plan:

- Wednesday, September 23, 2026
- Wednesday, October 7, 2026
- Wednesday, November 18, 2026
- Wednesday, December 9, 2026
- Wednesday, January 20, 2027
- Wednesday, February 17, 2027
- Wednesday, March 10, 2027
- Wednesday, April 14, 2027
- Wednesday, April 28, 2027
- Wednesday, May 19, 2027
- Wednesday, June 16, 2027

**Moved/Seconded**

THAT the Board approve the regular Board Meeting schedule for 2026/27 as proposed.

**CARRIED**

4. Board Committees

a) Finance

i. 2025/26 Amended Annual Budget and Second Quarter Financial Statements

The Secretary Treasurer reported that the 2025/26 Amended Annual Budget includes changes resulting from enrolment adjustments, revenue changes announced by the Ministry of Education and Child Care in December 2025, projected revenue and expenditure changes, and proposed additional budget changes to achieve a balanced budget.

**Moved/Seconded**

(1) THAT the School District No. 42 (Maple Ridge – Pitt Meadows) 2025/26 Amended Annual Budget Bylaw be given three readings at this meeting. (vote must be unanimous)

**CARRIED UNANIMOUSLY**

**Moved/Seconded**

(2) THAT the School District No. 42 (Maple Ridge – Pitt Meadows) 2025/26 Amended Annual Budget Bylaw be given first reading.

**CARRIED****Moved/Seconded**

(3) THAT the School District No. 42 (Maple Ridge – Pitt Meadows) 2025/26 Amended Annual Budget Bylaw be given a second reading.

**CARRIED****Moved/Seconded**

(4) THAT the School District No. 42 (Maple Ridge – Pitt Meadows) 2025/26 Amended Annual Budget Bylaw be given a third reading, passed and adopted on this 4<sup>th</sup> day of March 2026.

**CARRIED**ii. Facility Rental and Licensing Fees for 2026/27

The Secretary Treasurer shared that, in accordance with Board Policy 10400 Community and Commercial Use of School Facilities and Grounds, Board facilities will be made available to outside users for a fee that, at a minimum, ensures full cost recovery of direct and indirect costs incurred and to be incurred by the Board as a result of making that use available.

The Secretary Treasurer reported that facility rental and licensing fee rates are calculated based on either the full cost recovery per square meter per hour or on market rates which are determined by conducting an annual market analysis.

Discussion ensued.

**Moved/Seconded**

THAT the Board approve the proposed facilities rental and licensing fees for 2026/27 and the adjusted Garibaldi Theatre rental rate for 2025/26, as presented.

**CARRIED**

- b) Facilities Planning
- c) Board Policy Development

i. Policies for Approval

The Secretary Treasurer and Superintendent presented the policies for approval following consultation with education partners and the public.

**Moved/Seconded**

THAT the Board:

- Approve the following updated policies:
  - 2302 Board Delegation of Authority
  - 2900 Trustee Professional Development and Attendance at Conferences
  - 2925 Provision of Resources for Trustees
  - 4203 Financial Planning and Reporting
  - 5705 Surveillance
  - 8901 Field Trips (Including Extra-Curricular Activities)
  - 9611 Child Protection
  - 9705 Student Records

- Approve the retirement of Policy 9925 *Non-District Sponsored Activities Including Students*, and
- Receive for information the review of Policy 9200 *School Catchment Areas and Student Placement*, with no changes recommended.

**CARRIED**

d) Education Advisory

i. Board/Authority Authorized Courses

The Superintendent reported that the Ministry of Education and Child Care mandated, effective July 2, 2019, that all grade 10, 11 and 12 Board Authority/Authorized courses align with revised Ministry requirements and be documented using the Ministry of Education and Child Care's "BC Graduation Program Board/Authority Authorized (BAA) Course Form". The Superintendent also noted that the Education Advisory Committee met on December 1, 2025, and January 28, 2026, and presented its recommendations accordingly.

**Moved/Seconded**

THAT the Board approve delisting of *Applications for Learning 10, 11 and 12, Digital Game Design 11 and 12, Golfing 10, Intramurals 11 and 12, Keyboarding 11, Principles of Social Interaction 10, 11 and 12, and Tabletop Game Design 11* Board Authority/Authorized Courses;

AND FURTHER THAT the Board approve *Advanced Basketball 10, 11 and 12, Advanced Soccer 10, 11 and 12, Athletic Leadership 11 and 12, Community Service Learning 12, Criminology 12, Equestrian Studies 10, 11 and 12, Food Studies – Baking 10 and 11, Guided Inquiry 10, 11 and 12, Hockey Skills 10, 11 and 12, Leadership 10, 11 and 12, Library Science 11, Outdoor Education Fishing 10, Psychology 11 and 12, Strength Training (Muscultation) 10, Strength Training 11 and 12, Student Aide 11 and 12, Student Aide 12 Advanced, Textile Arts and Crafts 10 and 11, and Yoga 11 and 12* Board Authority/Authorized Courses as revised;

AND FURTHER THAT the Board approve *ELL Academic Writing 11, ELL Canadian Studies 10, and English Language Development 10 and 11* Board Authority/ Authorized Courses as presented.

**CARRIED**

- e) Accessibility Advisory
- f) Ad Hoc Advocacy on Equitable Funding

5. Indigenous Education Council

6. Trustee Motions and Notices of Motions

a) Trustee Motion: Attendance Reporting Standards and Student Well Being

Trustee Dumore presented the motion to the Board for approval.

Discussion took place regarding the district's current attendance procedures, and it was recommended that the motion be amended to include a review of existing practices related to student attendance and report back to the Board.

**Moved/Seconded**

THAT the Board of Education direct staff to review current procedures and practices within School District No. 42 with regard to student attendance, and report back to the Board.

**CARRIED AS AMENDED**

**E. INFORMATION ITEMS**

1. Chairperson
2. Superintendent of Schools
  - a) Strategic Plan Update

The Superintendent reported that the Strategic Plan spans the period of 2022/23 to 2026/27 and is based on a rolling four-year planning cycle that includes an annual review and update process. No revisions were recommended by staff. The Board confirmed that current priorities and goals remain relevant and well-aligned with system needs.

**Moved/Seconded**

THAT the Board receive the strategic plan update for information.

**CARRIED**

- b) Superintendent's Update

The Superintendent shared an update on the district parent/guardian and guest code of conduct poster to be distributed to schools and district sites following spring break to support schools in reinforcing a culture of care, respect and collaboration across school communities. It was further shared that Policy 10100 Parents, Guardians and Guests Code of Conduct is currently posted for public consultation until April 24, 2026.

**Moved/Seconded**

THAT the Board receive the Superintendent's Update, for information.

**CARRIED**

3. Secretary Treasurer
  - a) Enrolment Projections for 2026/27 and 2028/29

The Secretary Treasurer reported the enrolment projections for 2026/27, 2027/28, and 2028/29. K-12 enrolment is projected to decrease by 50 FTE in 2026/27, increase by 104 FTE in 2027/28, and increase by 103 FTE in 2028/29.

The enrolment projections for 2026/27 to 2028/29 were submitted to the Ministry of Education and Child Care and will form the basis of preliminary operating grants to be announced by the Ministry of Education and Child Care later in March 2026.

**Moved/Seconded**

THAT the Board receive the Enrolment Projections for 2026/27 to 2028/29 for information.

**CARRIED**

4. Committee Business
  - a) Finance
  - b) Facilities Planning
  - c) Board Policy Development

- i. Policies for Consultation

The Superintendent and Secretary Treasurer reported that the Board Policy Development Committee met to review and propose updates to the following policies: 2920 Trustee Remuneration, 4600 Procurement, 7210 Workplace Discrimination or Bullying and Harassment, 9415 Inclusive Schools, and 10310 Volunteers. The Committee also reviewed proposed new

policies: 9100 Student Code of Conduct, 10100 Parents, Guardians and Guests Code of Conduct, and 10900 Corporate Sponsorship, Partnerships, and Advertising. In addition, the Committee reviewed the proposal to retire Policy 9410, Safe, Caring and Healthy Schools, Policy 9420 Dangerous Weapons, and Procedure 2920.1 Trustees' Remuneration upon approval of policies 9100 and 2920.

Input from education partners and the public is invited from March 5 to April 24, 2026. The Board Policy Development Committee will review all the input received before proposed policy updates, proposed new policies, and proposed policy retirements are presented to the Board for approval.

**Moved/Seconded**

THAT the Board receive, for information and continuation of the consultation process, the proposed policy updates, proposed new policies, and proposed policy retirements as outlined in this Information Memo dated March 4, 2026.

**CARRIED**

d) Education Advisory

i. Receiving Minutes of Meeting

**Moved/Seconded**

THAT the Board receive for Education Advisory Committee minutes for the meeting held on January 28, 2026, for information.

**CARRIED**

e) Accessibility Advisory

i. Receiving Minutes of Meeting

**Moved/Seconded**

THAT the Board receive Accessibility Advisory Committee minutes for the meeting held on February 6, 2026, for information.

**CARRIED**

5. Indigenous Education Council

a) Report on November 28, 2025 Indigenous Education Council Meeting

**Moved/Seconded**

THAT the Board receive the Report on the November 28, 2025 Indigenous Education Council Meeting, for information.

**CARRIED**

6. Trustee Reports and Motions

a) Amended Trustee Motion for BCSTA AGM: Strengthening Preservice Teacher Education in Literacy, Numeracy, and Inclusive Instruction in BC

Trustee Sullivan reported that the revised motion includes a minor clarification by stating the teacher requirement for mandatory preservice coursework would apply within Faculties of Education's teacher education programs and does not change the purpose of the motion.

**Moved/Seconded**

THAT the Board receive, for information, the following motion submitted to the 2026 B.C. School Trustees Association Annual General Meeting, reflecting the amendment to the version approved by the Board on January 14, 2026, as proposed for co-sponsorship by the BCSTA Fraser Valley Branch at its January 19, 2026 AGM:

**"BE IT RESOLVED:**

*THAT the BC School Trustees Association advocate to the Ministry of Education and Child Care, the Ministry of Post-Secondary Education and Future Skills, the British Columbia Teachers Council, and all British Columbia Faculties of Education to require, in their teacher education programs, mandatory preservice coursework to include evidence-based reading instruction; foundational, evidence-based numeracy instruction; and inclusive instructional approaches, including differentiation and Universal Design for Learning (UDL) as part of all initial teacher education programs in the province."*

**CARRIED**

- b) Amended Trustee Motion for BCSTA AGM:  
Review of Modular Plan and Costing to Meet Area Standards for Modular Additions

Trustee Shaw reported that the revised motion includes a small clarification to improve clarity and consistency.

**Moved/Seconded**

THAT the Board receive, for information, the following motion submitted to the 2026 B.C. School Trustees Association Annual General Meeting, reflecting the amendment to the version approved by the Board on January 14, 2026, as proposed for co-sponsorship by the BCSTA Fraser Valley Branch at its January 19, 2026 AGM:

**"BE IT RESOLVED:**

*THAT the BCSTA request the Ministry of Infrastructure and the Ministry of Education and Child Care to complete a review of the current modular plan and costing, to ensure sufficient funding is available to apply the same area standards to modular additions with respect to both classroom and ancillary areas as is standard in new school construction;*

*And that the review give particular consideration to alternate learning spaces and support spaces required for diverse learners."*

**CARRIED**

- c) City of Maple Ridge Municipal Advisory Committee on Accessibility & Inclusiveness

Trustee Dumore referred to the written report on the meeting held on January 15, 2026.

- d) District Parent Advisory Council – January

Trustee Dumore referred to the written report on meeting held on January 22, 2026.

- e) District Parent Advisory Council – February

Trustee Sullivan referred to the written report to the meeting held on February 19, 2026 and highlighted that the budget will be adopted at the next provincial council meeting and comments and concerns need to be presented by tomorrow.

- f) BCSTA Provincial Council

Trustee Murray referred to the written report to the meeting held on February 20, 2026 and highlighted the presentation on how to use AI more effectively.

g) City of Pitt Meadows Community Support & Accessibility Committee

Trustee Sullivan referred to the written report to the meeting held on February 23, 2026 and highlighted the new Emergency Program Manager that just started with the City.

**F. QUESTION PERIOD**

No questions were received.

**G. OTHER BUSINESS**

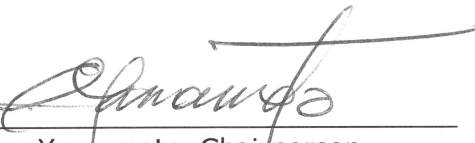
**H. ADJOURNMENT**


**Moved/Seconded**

THAT the Board adjourn the meeting.

**CARRIED**

The Public Board Meeting adjourned at 8:49pm.

  
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Elaine Yamamoto, Chairperson

  
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Richard Rennie, Secretary Treasurer