



School District 8  
Kootenay Lake

**2026 - 2027**

**Kootenay Lake Board  
of Education**

**GOVERNANCE  
FRAMEWORK  
AND ANNUAL  
LEARNING PLAN**



# THE IMPORTANCE OF A GOVERNANCE FRAMEWORK AND LEARNING PLAN

Effective Boards of Education have a governance structure that is designed to result in strong decisions that flow from a strategic direction supported by quality information and transparency. This clear governance framework has been used to establish the board's annual learning plan and is designed to demonstrate to the public how the work of the board supports these principles.

**The Board of Education, working hand- in-hand with the superintendent and senior staff, accomplish their work in the following ways:**

- Setting the strategic direction in the context of the district and province;
- Monitoring the performance of the system and adjust plans as necessary;
- Attending to both internal and external compliance and accountability;
- Engaging effectively with Indigenous rights holders and partners and the public and operate on a basis of transparency; and
- Advocating for public education locally and provincially.

In the annual learning plan, the activities of the Board, both annual and emergent, are identified for the coming year as a way to communicate the work of the Board and as a way to operate on the basis of transparency.

In each month, the work of the board is aligned to the governance framework. While many issues overlap, the broad categories operate as an efficient and effective organizer for the work of the board.



# BOARD'S VISION AND GOALS

Annually, the board refines and establishes its goals, to support the overall district vision:

***"We inspire and support each learner to thrive in a caring learning environment".***

We realize this vision through the following strategic priorities:

**Lifelong Learners:** We improve student learning through interest-based, competency-based, flexible and innovative approaches.

**Connected Learners:** We inspire learners to become curious, critical, and creative stewards of the natural world and the local and global community.

**Caring and Inclusive Learning:** We promote physical and mental well-being through social-emotional learning to foster compassionate learners.

**Culture Cultural and Identity Development:** We promote a positive sense of identity in culturally safe and responsive communities of learning.

**Career Develop Development:** We prepare students to graduate with options for their future life and career goals.

## Our Commitments

- Our commitment is to ensure that each learner has the opportunity to be successful and is supported with high-quality services; that resources are distributed equitably; and, that students are at the centre of everything we do.
- Our commitment is to ensure support for a strong and thriving workforce. We believe that learners thrive when employees thrive. An exemplary workforce, operational excellence, and meaningful partnerships will strengthen our ability to keep our commitment.
- Our commitment will be demonstrated through services to schools, our adherence to sound financial practices, as well as how we recruit, hire, and develop the best staff in education.
- Our commitment is to responding to climate change and this will be demonstrated in our services.
- ~ Our commitment will be sustained by measuring and reporting on our performance in key areas. Doing so reflects our responsibility to communities and our assurance to continuous improvement to support the success of our students.
- We are excited to work alongside our partners in implementation of these strategic priorities. This is a collaborative effort, and we will hold ourselves accountable to the vision, mission, values and strategic priorities.

# FROM GOVERNANCE AND STRATEGIC VISION TO A STRATEGIC BOARD LEARNING PLAN

As part of effective governance, each year the Board of Education completes a self-evaluation identifies strategic learning and advocacy plans for the year ahead.

This plan is tailored to the events and activities are on the board's horizon while attending to the ongoing governance and compliance issues that are annual in nature.

## Annual learning plan

The learning plan is determined through the Board's self-evaluation process and the Board's advocacy plan. In addition to the annual learning plan, the board regularly engages in working sessions and professional development activities to both inform the board in a deeper way about the monthly governance work, and also as a way to support individual trustees as they work to continually support quality public education.

These working session opportunities are an important supporting structure for the board's work. These sessions help deepen the board's understanding of the context of School District No. 8 (Kootenay Lake) and to address any questions or issues that the Board may have. In each month of the year, there is generally a theme for the Board activities.



## Board's Governance Activities

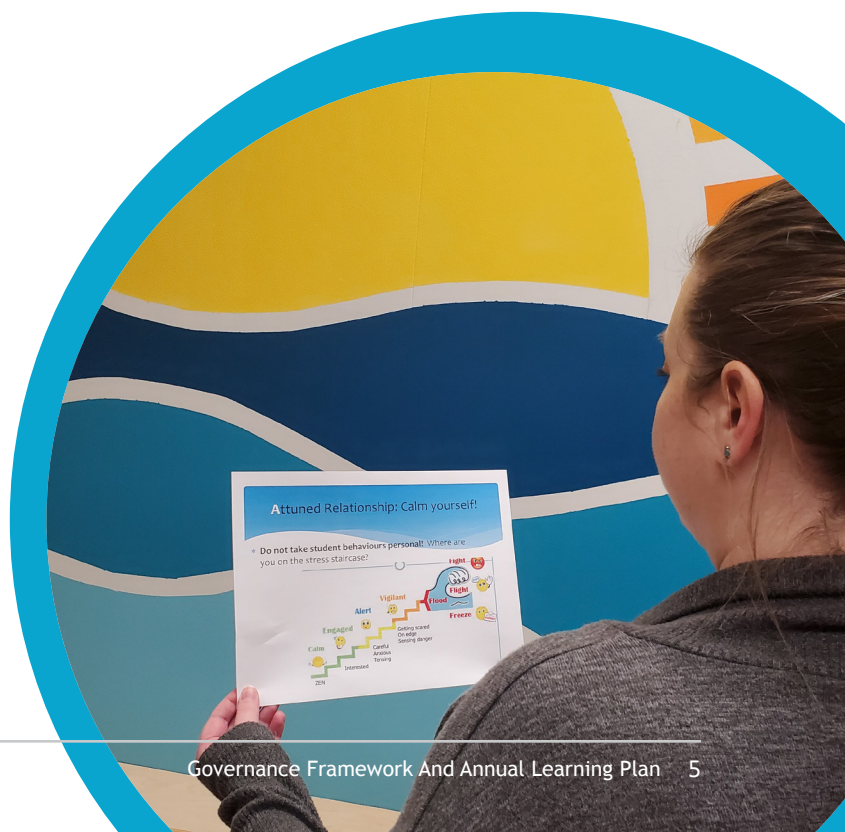
- ~ Strategic direction and system planning and monitoring
- ~ External compliance and accountability
- ~ Engagement with partners and public recognition events
- ~ Policy, advocacy for public education and Board learning plan

These sections of the annual learning plan, aligned with strong governance themes, are outlined in monthly and ongoing activities of board governance.

## Trustee Working Sessions

***The ongoing work of the board is supported by targeted regular working sessions. These activities are listed in this section of the annual work plan and are intended to support the governance activities in that current month.***

It is important to note that at each monthly Meeting of the Board Held in Public, trustees report out on a range of activities and events in addition to receiving reports on updates on continuous improvement in learning, budget and capital.



# THE BOARD'S WORK PLAN

The Board of Education schedules meetings in a predictable cycle and seeks to reduce barriers to attendance and participation. The Board will adjust their meeting cycle as necessary to attend to emergent items.

## Meetings of the Board Held in Public and Closed Board Meetings

Board meetings are scheduled on the 2nd Tuesday of each month between September and June. Meetings of the Board Held in Public are convened in a hybrid format to reduce barriers to attendance. Meetings are held within the School Board Office in Nelson, except for two meetings held in Creston (in October and June).

## Board Working Sessions

Working Sessions are held prior to Board meeting approximately every second month (August, October, December, January, April).

## Partner Advisory Committee Meetings

Partner Advisory Committee Meetings will be held following Closed Board meetings approximately every second month (September, November, February, March, April, May).

|           |                                                                                                                                                                                                                              |
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| SEPTEMBER | <ul style="list-style-type: none"> <li>• Policy, O&amp;F Partner Advisory Committee Meeting (Annual Audited Financial Statements)</li> <li>• Education Partner Advisory Committee Meeting (School Learning Plans)</li> </ul> |
| NOVEMBER  | <ul style="list-style-type: none"> <li>• Education Partner Advisory Committee Meeting (Strategic Plan and Continuous Improvement Reports)</li> </ul>                                                                         |
| FEBRUARY  | <ul style="list-style-type: none"> <li>• Policy, O&amp;F Partner Advisory Committee Meeting (Amended Budget Consultation)</li> </ul>                                                                                         |
| MARCH     | <ul style="list-style-type: none"> <li>• Education Partner Advisory Committee Meeting (Strategic Plan and Continuous Improvement Reports)</li> </ul>                                                                         |
| APRIL     | <ul style="list-style-type: none"> <li>• Policy, O&amp;F Partner Advisory Committee Meeting (Preliminary Annual Budget)</li> </ul>                                                                                           |
| MAY       | <ul style="list-style-type: none"> <li>• Policy, O&amp;F Partner Advisory Committee Meeting (Annual Budget)</li> <li>• Education Partner Advisory Committee Meeting (Enhancing Student Learning Report)</li> </ul>           |

\* Election Years may cause this schedule to be amended.

## Additional Committee Meetings

- Other committee meetings will generally be held on the 3rd Tuesdays of the month

## Other Meetings Where Trustees Attend

- Joint Safety Advisory Committee (JSAC) (Meets four times annually)
- Accessibility Committee (October, May)
- Indigenous Education Council (IEC) - determined by IEC
- Other ad hoc meetings as required

# SUMMER OF 2026

*Theme: Board meetings are in abeyance over summer, the work of the Board and our educational programs continue under the guidance of the Board and staff.*

The end of August formally starts the beginning of a new school year with the Board having their first Working Session late August.

## BOARD CALENDAR September 1 - Board Working Session

|                                                                |                                                                                                                                                            |
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| Strategic Direction and Continuous Learning                    | Board Governance Framework and Learning Plan Review                                                                                                        |
| External Compliance and Accountability                         | Board policy work and emergent items                                                                                                                       |
| Engagement with Partners and Public Events                     | Welcome letter partners and invitation to participate in Partner Advisory Committee Meetings                                                               |
| Policy, Advocacy for Public Education, and Board Learning Plan | Accumulated Operating Surplus<br>Provincial/ BCSTA advocacy<br>Advocacy topics: Understanding the role of the Trustee<br>Board Learning Plan: Human Rights |

# SEPTEMBER 2026

## Theme: Enrolment and Setting the Stage

September is a month where we welcome approximately 4700 students return to our schools. This is when we assess enrolment and place students in classes to set the stage for the coming year. It is also a time for the Board to review the previous school year's audited financial statements.

### KEY DATES

September 7 - First Day of School

September 8

- Policy, O&F Partner Advisory Committee
- Meeting of the Board Held in Public and Closed Board Meeting

September 15

- Education Partner Advisory Committee

September 17 - DPAC

September 18 - School Planning Day

September 24 - Joint Safety Advisory Committee

September 25-26 - Kootenay Boundary Branch AGM

September 29 - National Day of Truth and Reconciliation

Strategic Direction  
and Continuous  
Learning

- Receive report on summer facilities work
- Receive report on School Food Programs
- Receive report on Student Trustee Program
- National Day of Truth and Reconciliation School Events

External  
Compliance and  
Accountability

- Submit Executive Compensation Disclosure to Public Sector Employers' Council
- Approve the Statement of Financial Information (SOFI) report for submission to Ministry of Education and Child Care
- Approve the Audited Financial Statements for the previous school year for September 30
- Approve the Capital submission

Engagement with  
Partners and  
Public Events

- Welcome letter to employees, parents, and community
- Recognize National Day for Truth & Reconciliation and Orange Shirt Day
- Student Trustee introductions and orientation

Policy, Advocacy for  
Public Education, and  
Board Learning Plan

- Capital planning

# OCTOBER 2026

## Theme: Professional Development - Planning and Adjusting

After submitting our enrolment on September 30 that will determine our annual funding, the Board begins the annual cycle of monitoring continuous learning.

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| <p>KEY DATES</p> <p>October 6: Student Leadership Conference</p> <p>October 13</p> <ul style="list-style-type: none"> <li>Meeting of the Board Held in Public and Closed Board Meetings Held in Creston</li> </ul> <p>October 14: Accessibility Committee Meeting</p> <p>October 17: Trustee Election</p> <p>October 22: DPAC</p> <p>October 23: Non-Instructional Day</p> <p>October 21: Trustee Orientation</p> | <p>Strategic Direction and Continuous Learning</p> <p>External Compliance and Accountability</p> <p>Engagement with Partners and Public Events</p> <p>Board Learning Plan and Advocacy for Public Education</p> | <ul style="list-style-type: none"> <li>Receive the Literacy Continuous Learning Report</li> <li>Receive the Inclusive Education support information</li> <li>Receive preliminary enrolment and analysis projections vs. actual and budget Implications</li> <li>Recognize World Teachers' Day</li> <li>Review the regional and provincial motions</li> <li>Ongoing policy work</li> <li>Learning Plan topic - Role of the Trustee</li> </ul> |
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# NOVEMBER 2026

*Theme: Budget adjustment, Provincial Liaison and Selection of Chair and Vice-Chair*

With enrolment submitted, the district receives its annual budget. Final adjustments are made, and the Board engages on the provincial scene to advocate for public education.

## KEY DATES

**November 5-6:** BCPSEA Fall Symposium

**November 10:**

- Board Working Session
- Inaugural Board Meeting
- Meeting of the Board Held in Public

**November 19:** District Parents' Advisory Council

**November 26-28:** BCSTA - Trustee Academy

Strategic Direction  
and Continuous  
Learning

- Receive Numeracy Continuous Learning Report

External Compliance  
and Accountability

- Elect Board Chair and Vice-Chair and other committees
- Receive trustee representation on committee list for information

Engagement with  
Partners and  
Public Events

- Attend Remembrance Day ceremonies in the communities
- Attend Student Leadership Conference

Board Learning  
Plan and Advocacy  
for Public  
Education

- Attend BCSPEA Fall Symposium
- Policy review continued
- Advocacy Topic - Inclusive Education Funding
- Board Orientation Sessions

# DECEMBER 2026

## *Theme: Celebrating our Schools*

December is a month with numerous school and community events. Trustees participate and celebrate the winter season in schools and through school-based and community events.

### KEY DATES

#### December 8:

- Board Working Session
- Meeting of the Board Held in Public and Closed Board Meeting

December 9: Policy Review Committee

December 17: Joint Safety Advisory Committee

December 18: Last Day of School Before Winter Vacation

### Strategic Direction and Continuous Learning

- Receive Early Learners Continuous Learning Report
- Receive Child Care Provision report

### External Compliance and Accountability

- Receive Quarterly Capital Update

### Engagement with Partners and Public Events

- Attend Student Winter Fine Arts Performances and Events
- Attend December social events as invited

### Board Learning Plan and Advocacy for Public Education

- Policy review
- Board Learning and Advocacy Plan Development
- Board Learning topic: From Data to Continuous Improvement

# JANUARY 2027

## Theme: Kindergarten Registration and BC School Trustee Motions

January is a time to welcome kindergarten and French Immersion registration across the district. It is also a time where the board refines and focuses on the motions they wish to present at the annual BC School Trustee AGM in April.

### KEY DATES

**January 4:** Schools Re-Open

**January 6:** Kindergarten and French Immersion Registration begins

**January 12:**

- Working Session
- Meeting of the Board Held in Public and Closed Board Meeting

**January 14:** District Parent Advisory Council Meetings

**January 28:** British Columbia Public Schools Employer Association Meetings

### Strategic Direction and Continuous Learning

- Receive Online Learning Continuous Learning Report
- Review kindergarten registration process

### External Compliance and Accountability

- Review budget process

### Engagement with Partners and Public Events

- British Columbia School Trustees Association Kootenay-Boundary Branch Motion Building Meeting

### Board Learning Plan and Advocacy for Public Education

- Prepare submission of motions to BCSTA AGM
- Board Learning topic: Board Governance
- Board Advocacy topic: Finalize Adjustments to Board Advocacy Plan

# FEBRUARY 2027

## *Theme: Community Budget Consultation and Liaison Meetings*

February is a time to review the current year's amended budget and finalize enrolment for the upcoming year.

### KEY DATES

#### February 9:

- Policy, Operations & Finance Partner Advisory Committee Meetings
- Meeting of the Board Held in Public and Closed Board Meeting

February 16: Policy Review Committee

February 18: District Parent Advisory Council Meeting

February 25: Pink Shirt Day

### Strategic Direction and Continuous Learning

- Receive the Connected Learners Continuous Learning Report
- Receive the International Education Annual Report
- Review School Completion results

### External Compliance and Accountability

- Approve the amended annual budget and bylaw for submission to the Ministry of Education and Child Care
- Post draft School Calendar for feedback (3 years in advance)

### Engagement with Partners and Public Events

- Recognize Pink Shirt Day - anti-bullying

### Board Learning Plan and Advocacy for Public Education

- Ongoing policy work
- Advocacy topic:

# MARCH 2027

## Theme: Receipt of Budget and Calendar Approval

In March of each year the district receives its preliminary budget for the coming year. Our public budget consultations are initiated. The system pauses for a spring break.

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| <p><b>KEY DATES</b></p> <p><b>March 4:</b> Joint Safety Advisory Committee</p> <p><b>March 9:</b></p> <ul style="list-style-type: none"> <li>• Education Partner Advisory Committee Meetings</li> <li>• Meeting of the Board Held in Public and Closed Board Meeting</li> </ul> <p><b>March 10:</b> Public Budget Survey Posted for feedback</p> <p><b>March 11:</b> District Parent Advisory Council Meeting</p> <p><b>March 15 - 26:</b> Spring Break</p> | <p><b>Strategic Direction and Continuous Learning</b></p> <p><b>External Compliance and Accountability</b></p> <p><b>Engagement with Partners and Public Events</b></p> <p><b>Board Learning Plan and Advocacy for Public Education</b></p> | <ul style="list-style-type: none"> <li>• Receive the Inclusive and Caring Communities Continuous Learning Report</li> <li>• Receive the Accessibility Report</li> <li>• Approve District Calendar</li> </ul> <ul style="list-style-type: none"> <li>• Review Enrolment Projections and Projected Revenue and Budget Survey</li> <li>• Review Trustee Remuneration Report</li> <li>• Receive Quarterly Capital Update</li> <li>• Receive Information Technology Annual Report</li> </ul> <ul style="list-style-type: none"> <li>• Public Budget Survey posted publicly</li> </ul> <ul style="list-style-type: none"> <li>• BCSTA motions to propose - provincial direction</li> <li>• Review - BCSTA Provincial Council</li> <li>• Advocacy topic:</li> </ul> |
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# APRIL 2027

## Theme: Budget Implications and Staffing Processes

With the preliminary budget received, the board begins its final adjustments to the budget based on district priorities, partner group and community consultations meetings. This planning initiates our annual staffing processes and hiring begins for the coming year.

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| <p><b>KEY DATES</b></p> <p><b>April 6: Policy Review Committee</b></p> <p><b>April 8 - 10: British Columbia School Trustees Association AGM</b></p> <p><b>April 13:</b></p> <ul style="list-style-type: none"> <li>• Working Session</li> <li>• Meeting of the Board Held in Public and Closed Board Meeting</li> </ul> <p><b>April 15: District Parent Advisory Council Meeting</b></p> <p><b>April 20: Budget Consultation for Policy, O&amp;F Partner Advisory Committee and Partner Groups</b></p> <p><b>April 20: Recommended Budget Public Webinar</b></p> | <p><b>Strategic Direction and Continuous Learning</b></p> <p><b>External Compliance and Accountability</b></p> <p><b>Engagement with Partners and Public Events</b></p> <p><b>Board Learning Plan and Advocacy for Public Education</b></p> | <ul style="list-style-type: none"> <li>• Receive the Cultural and Identity Development Continuous Learning Report</li> <li>• Receive National Day of Mourning report</li> </ul> <ul style="list-style-type: none"> <li>• Review the Preliminary Budget Report</li> <li>• Approve Capital Budget Bylaw</li> <li>• Approve School Fees</li> </ul> <ul style="list-style-type: none"> <li>• Public Budget Webinar and meetings</li> </ul> <ul style="list-style-type: none"> <li>• Review draft Board calendar and work plan for upcoming year</li> <li>• Ongoing policy work</li> <li>• Board Learning topic: Board Governance</li> <li>• Board Advocacy topic:</li> </ul> |
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# MAY 2027

## Theme: Approve Budget and Set Governance Framework

The Board will set the Board for the upcoming year to allow for district planning to commence.

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| <b>KEY DATES</b><br><br><b>May 7: Accessibility Committee Meeting</b><br><br><b>May 11:</b> <ul style="list-style-type: none"> <li>• Policy, Operations &amp; Finance Partner Advisory Committee</li> <li>• Meeting of the Board Held in Public and Closed Board Meeting</li> </ul> <b>May 13: District Parent Advisory Council</b><br><br><b>May 18: Education Partner Advisory Committee</b><br><br><b>May 20: Joint Safety Advisory Committee</b> | Strategic Direction and Continuous Learning           | <ul style="list-style-type: none"> <li>• Receive Career Development Continuous Learning Report</li> </ul>                                                                                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                      | External Compliance and Accountability                | <ul style="list-style-type: none"> <li>• Approve Board Calendar</li> <li>• Approve Annual Budget Bylaw</li> <li>• Approve Major Capital submission</li> <li>• Review audit plan</li> </ul> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Engagement with Partners and Public Events            | <ul style="list-style-type: none"> <li>• Budget and Capital Review</li> </ul>                                                                                                              |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Board Learning Plan and Advocacy for Public Education | <ul style="list-style-type: none"> <li>• Policy work continues</li> <li>• Board Advocacy Topic:</li> </ul>                                                                                 |

# JUNE 2027

## Theme: Annual Capital Plan and Governance Framework

June is a time to celebrate graduation ceremonies in schools and to approve both the Annual Capital Plan for the coming school year. From Adult Education to our celebration of Indigenous Peoples Day, trustees will attend many events to celebrate our students, staff and community.

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| <b>KEY DATES</b><br><b>Graduation Ceremonies Occur Across the District</b><br><br><b>June 1+2: School Learning Tours</b><br><br><b>June 8: Meeting of the Board Held in Public and Closed Board Meeting Held in Creston</b><br><br><b>June 17: District Parent Advisory Council</b><br><b>June 20: National Indigenous Peoples Day</b><br><b>June 23: Last Day of School</b> | <b>Strategic Direction and Continuous Learning</b>           | <ul style="list-style-type: none"> <li>• Approve the Enhancing Student Learning Report and School Learning Plans</li> </ul>                                                                                                                                               |
|                                                                                                                                                                                                                                                                                                                                                                              | <b>External Compliance and Accountability</b>                | <ul style="list-style-type: none"> <li>• Receive Video Surveillance Report</li> <li>• Receive Quarterly Capital Plan</li> <li>• Receive Long Range Facility Plan Update</li> <li>• Receive Carbon Neutral/Climate Change Report</li> <li>• Receive PIDA Report</li> </ul> |
|                                                                                                                                                                                                                                                                                                                                                                              | <b>Engagement with Partners and Public Events</b>            | <ul style="list-style-type: none"> <li>• Family of Schools Learning Tours</li> <li>• Attend Graduation Ceremonies</li> </ul>                                                                                                                                              |
|                                                                                                                                                                                                                                                                                                                                                                              | <b>Board Learning Plan and Advocacy for Public Education</b> | <ul style="list-style-type: none"> <li>• Board Advocacy Topic:</li> </ul>                                                                                                                                                                                                 |



## BOARD MEETING DATES

Board meetings will be held a 5 PM PT in the boardroom at the

School Board Office located at 811 Stanley Street, Nelson, B.C.

Or

in Creston during the months of October and June

*Meeting locations of the Board Held in Public in Creston are posted on the district website at [sd8.bc.ca](http://sd8.bc.ca).*

The public is welcome to attend regular board meetings or join online via webinar.

