

Committee Report of Resources Committee Meeting via MS Teams January 12, 2021

Present: Bob Beckett, Trustee (Committee Chair)
Wendy Hobbs, Trustee (Committee Member)
Margot Swinburnson, Trustee (Committee Member)
Krista Leakey, SPVPA
Amanda Dowhy, SPEAC
Ed Berlando, STA
Bruce Woodcock, CUPE
Scott Stinson, Superintendent & CEO
Harold Cull, Secretary Treasurer
Farzaan Nusserwanji, IT Director & CIO
Nicole Gestwa, IT

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 6:03 pm by the Committee Chair, Bob Beckett acknowledged that we are honoured to be meeting on the traditional territories of the Coast Salish, specifically, Esquimalt Nation, Songhees Nation and acknowledge the three nation SD 62 works with directly in our schools; Scia'new Nation, Coast Salish, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation Nuu-chah-nulth. (words gifted by the three Nations SD62 works with)

2. COMMITTEE REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated December 2, 2020 at it's Public Board Meeting dated December 15, 2020.

3. PRESENTATIONS

There were no presentations.

4. NEW BUSINESS

4.1 Committee Mandate/Reminders – Bob Beckett/Harold Cull

The Resources Committee discussed the role and purpose of the Committee(s) and the valuable input the Committee has in Board decisions. The Committee was provided a copy of policy and regulation A-340: School Board Committees which outlines the details of the committee mandate and membership.

The Mandate of the Resources Committee: To meet with the Secretary-Treasurer, other appropriate staff, and district partner groups to review and recommend to the Board direction and actions pertaining to:

- Building construction, maintenance and district facilities, transportation and custodial services;
- Develop and recommend to the Board long range planning for accommodating the District's needs related to sites and buildings;

- Make recommendations to the Board regarding the annual Capital Budget submission to the Ministry of Education;
- Consider and make recommendations to the Board on the District's operating, special purpose and capital budgets;
- Consider and recommend to the Board new or adjusted bylaws;
- Consider and make recommendations to the Board on the District's business and accounting services;
- Consider, recommend and provide advice and information to the Board related to human resources; and
- Other matters referred by the Board.

The Membership consists of:

- Three Trustees appointed in December of each year by the Board Chairperson;
- Superintendent;
- District staff;
- Any Trustees not assigned may attend as a guest;
- A representative from Sooke Teachers' Association (STA);
- A representative from CUPE Local 459;
- A representative from Sooke Principals and Vice-Principals Association (SPVPA);
- A representative from Sooke Parent Education Advisory Council (SPEAC); and
- A Student representative.

4.2 Multi-Year Budgets – Harold Cull

Harold Cull provided a multi-year operating budget plan from 20/21 to 23/24 to the Resources Committee. Discussion centered around the importance of high level and long-range financial planning at the District level. Additionally, the Committee conferred on the risk of assuming the International Student Program returns to pre-pandemic FTE levels, and the need to be conservative in District projections.

4.3 21/22 Budget Development Process – Harold Cull

Harold Cull provided the budget development timelines and anticipated roles for the 2021/22 budget to the Committee. Staff indicated that the 2021/22 budget will largely be a roll over budget as the District revises its Strategic Plan. A deeper dive in the 2022/23 budget will be conducted through program or departments reviews that will ensure that funding is provided to the required activities in order to deliver on the goals of the District. The Committee discussed the proposed approach and all Trustees were supportive of recommending the motion for the Board's review and consideration.

Recommended Motion: That the Board of Education of School District #62 (Sooke) approve the proposed 21/22 budget development process as outlined at the January 12th Resource Committee meeting.

4.4 Emergency Response vs. Business Continuity – Harold Cull/Farzaan Nusserwanji

The Resources Committee discussed Emergency Response and Business Continuity and the two different roles they play in the event of an emergency. Some of the challenges facing schools and the District were also discussed and the Committee focussed on the emergency response activities. It was also discussed that the ability to communicate effectively and efficiently during an event will be extremely important.

Staff will provide a detailed presentation at the February Resources Committee meeting outlining the work conducted to date on the Emergency Response project and will engage the Committee in a discussion of the work remaining to be done.

5. ADJOURNMENT AND NEXT MEETING DATE: February 9, 2021