



Public Notice – Resources Committee Public Meeting

A public meeting of the Resources Committee for School District 62 (Sooke) will be held on
January 13, 2026 at 6:00 p.m.

Please note that all Public Board and Committee meetings are now held **in person** at the District School Board Office, located at 3143 Jacklin Road, Victoria.

To participate in the meeting, please click on this link: [Follow Link](#)

- Anyone who has the link can attend the online meeting online. Ensure you have the Microsoft Teams app downloaded on your device.
- Members of the public will have the opportunity to ask questions related to agenda items discussed at the meeting:
 - Select the **Q&A**  function at the top of your Teams window.
 - Type in the **Ask a question** text box at the top of the Q&A panel. When asking a question, please identify yourself. **Anonymous questions will not be responded to.**
 - You will be notified that your question was received and will be published after a moderator approves it.
 - Members of the media can direct their questions to the Communications Manager at School District 62 for a response following the meeting.

If you have questions regarding the meeting or how to access it, please email info@sd62.bc.ca. See link for upcoming and previous Board and Committee meetings [Public Meetings | Sooke School District \(sd62.bc.ca\)](#) materials.



RESOURCES COMMITTEE **School Board Office**

January 13, 2026 – 6:00 p.m.

AGENDA

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

With gratitude and respect, we acknowledge that we live, learn, and work on the traditional territories of the Coast Salish: T'Sou-ke Nation, SČIĀNEW (Beecher Bay) Nation, and the Nuu-chah-nulth: Paaʔčiidʔath (Pacheedaht) Nation. We also recognize that some of our schools are located on the traditional territories of the MÁLEXEŁ (Malahat) Nation, and the Ləkʷəŋən peoples of Songhees and Esquimalt Nations. (words gifted by the nations SD62 works with)

2. REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated December 9, 2025 at the Board Meeting dated December 16, 2025.

3. PRESENTATIONS (10 min.)

4. BUSINESS

4.1 2025/26 Amended Budget Update – David Lee-Bonar (page 5)

Recommended Motion: That the Board of Education of School District 62 (Sooke) allow all three readings of the 2025/26 Amended Budget Bylaw at its February 24, 2026 meeting.

4.2 Energy Management Update – Mhairi Bennett (page 7)

5. ADJOURNMENT

Next meeting February 10, 2026



RESOURCES COMMITTEE MEETING REPORT

December 9, 2025 – 6:00 p.m.

Present: Christine Lervold, Trustee (Committee Chair)
 Russ Chipps, Trustee (Committee Member) – online via MS Teams
 Trudy Spiller, Trustee
 Paul Block, Superintendent
 Brian Jonker, Secretary Treasurer
 Monica Braniff, Deputy Superintendent
 Ed Berlando, STA – online via MS Teams
 Trudy Court, CUPE
 Tom Davis, SPEAC
 Ceilidh Deichmann, SPVPA
 Mhairi Bennett, Director, Facilities
 Randy Cobb, Manager, Transportation
 Nicole Gestwa, Network Analyst, Information Technology

Regrets: Ebony Logins, Trustee (Committee Member)

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 6:02 p.m. by the Committee Chair. The Chair acknowledged the traditional territories of the First Nations.

The Chair welcomed meeting attendees and provided virtual participation instructions to Trustees and attendees joining online.

2. COMMITTEE REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated November 18, 2025, at its Public Board Meeting dated November 25, 2025.

3. PRESENTATIONS

There were no presentations



4. BUSINESS

4.1 Transportation Update – Randy Cobb

The Manager of Transportation presented the table provided in the meeting package and discussed statistics on bus registrations, waitlists, fees and waivers.

Transportation funding shortfalls due to waived fees comes from other operating funds. Bus pass data allows the District to obtain non-rider data and follow-up with families to confirm if service is still required, potentially opening up a seat for students on the waitlist. Engagement with BC Transit is ongoing regarding improvements to public transit, particularly in areas affecting student commutes.

4.2 Capital Asset Management Strategy – Mhairi Bennett

The Director of Facilities provided an overview of Capital Asset Management and the District strategy, driven by data from the Ministry which shows deferred maintenance costs of \$40M increasing to \$150M over 5 years. The increasing shortfall is due to receiving only 20% of the annual end-of life system replacement costs from the Ministry. Staff are ground-truthing the data to develop a list of priorities. Progress was provided on telephone system replacement from landline to Voice over IP (VoIP). There are 9 elementary schools and 2 secondary schools still to be updated.

5. ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

Next meeting scheduled for January 13, 2026.



Committee Information Note Resources Committee Meeting

January 13, 2026

Agenda Item 4.1 – 2025/26 Operating Grant Recalculation and Amended Budget Update

BACKGROUND:

- The Ministry of Education and Child Care (ECC) recalculates the Operating Grant and the Classroom Enhancement Fund (CEF) Grant distributed to school districts across the province on or about December 15th of each year using finalized September 30th enrolment counts.
- This annual recalculation begins the process for the Board to review and consider the Amended Budget Bylaw.
- The *School Act* requires the Board to pass the amended budget bylaw by February 28th of each year.

ANALYSIS:

Operating Grant

- The District's September operating grant allocation of \$172.012 million is an increase of \$0.105 million from what was forecasted in the first quarter (Q1). This is largely due to a \$0.037 million increase in the Supplement of Salary Differential as well as a \$0.070 million increase in funding related to Online Learning and Continuing Education enrolments.

Description	F	G	H	I = H-F	J = H-G
	\$	\$	\$	\$	DEC vs Q1
	PRELIMINARY BUDGET	Q1 FORECAST	DEC UPDATE	DEC vs BUDGET	
Standard (Regular) Schools	\$ 123,505,500	\$ 123,090,810	\$ 123,090,810	\$ (414,690)	\$ -
Continuing Education	\$ 360,600	\$ 418,071	\$ 475,541	\$ 114,941	\$ 57,470
Alternate Schools	\$ 2,100,495	\$ 1,911,180	\$ 1,911,180	\$ (189,315)	\$ -
Online Learning	\$ 946,400	\$ 1,016,925	\$ 1,029,210	\$ 82,810	\$ 12,285
Home Schooling	\$ 10,250	\$ 12,000	\$ 11,500	\$ 1,250	\$ (500)
Course Challenges	\$ 1,410	\$ 1,410	\$ 1,128	\$ (282)	\$ (282)
TOTAL ENROLMENT-BASED FUNDING	\$ 126,924,655	\$ 126,450,396	\$ 126,519,369	\$ (405,286)	\$ 68,973
Level 1 Inclusive Education	\$ 564,300	\$ 615,600	\$ 615,600	\$ 51,300	\$ -
Level 2 Inclusive Education	\$ 23,853,200	\$ 24,437,360	\$ 24,437,360	\$ 584,160	\$ -
Level 3 Inclusive Education	\$ 8,450,100	\$ 6,937,200	\$ 6,937,200	\$ (1,512,900)	\$ -
English Language Learning	\$ 2,724,315	\$ 2,702,535	\$ 2,702,535	\$ (21,780)	\$ -
Indigenous Education	\$ 2,237,500	\$ 2,330,580	\$ 2,330,580	\$ 93,080	\$ -
Adult Education	\$ 74,815	\$ 75,534	\$ 72,657	\$ (2,158)	\$ (2,877)
Equity of Opportunity Supplement	\$ 532,942	\$ 532,942	\$ 534,572	\$ 1,630	\$ 1,630
TOTAL SUPPLEMENT FOR UNIQUE STUDENT NEEDS	\$ 38,437,172	\$ 37,631,751	\$ 37,630,504	\$ (806,668)	\$ (1,247)
Supplement for Salary Differential	\$ 2,600,434	\$ 2,600,434	\$ 2,637,812	\$ 37,378	\$ 37,378
Supplement for Unique Geographic Factors	\$ 5,101,041	\$ 5,101,041	\$ 5,101,041	\$ -	\$ -
Curriculum and Learning Support Fund	\$ 123,248	\$ 123,248	\$ 123,248	\$ -	\$ -
Subtotal - September	\$ 173,186,550	\$ 171,906,870	\$ 172,011,974	\$ (1,174,576)	\$ 105,104

Classroom Enhancement Fund (CEF) – Teacher Staffing Costs

- The Ministry approved maximum CEF funding of \$28.279 million for teacher staffing
- The \$28.279 million in teacher staffing funds is for 209.923 teacher FTE and is what was forecasted in the first quarter.
- The \$28.279 million is an increase of \$0.357 million from the board approved preliminary budget of \$27.922 million and is related to higher teacher salary and benefit costs.

NEXT STEPS:

- The \$.105M increase will be added to the forecasted year end accumulated surplus revised to \$5.694M or 3.06% of total operating expenses.
- Based on the budget recalculation information from ECC and the District's internal Q2 forecasting process, staff will prepare the Amended Budget Bylaw for the February Resource Committee meeting.
- If supported by the Resource Committee, the Board will be asked to consider passing the amended budget bylaw at their February 24th meeting.
 - To consider all 3 readings at its February 24th meeting, the Board is required to pass a motion approving that all 3 readings can occur at the meeting, and this motion needs to be approved unanimously.
- Staff recommend the Committee endorse the following motion for the Board consideration at their January 20th meeting:

Recommended Motion: That the Board of Education of School District 62 (Sooke) allow all three readings of the 2025/26 Amended Budget Bylaw at its February 24, 2026 meeting.

Prepared by: David Lee-Bonar, Assistant Secretary Treasurer



Committee Information Note Resources Committee Meeting

January 13, 2026

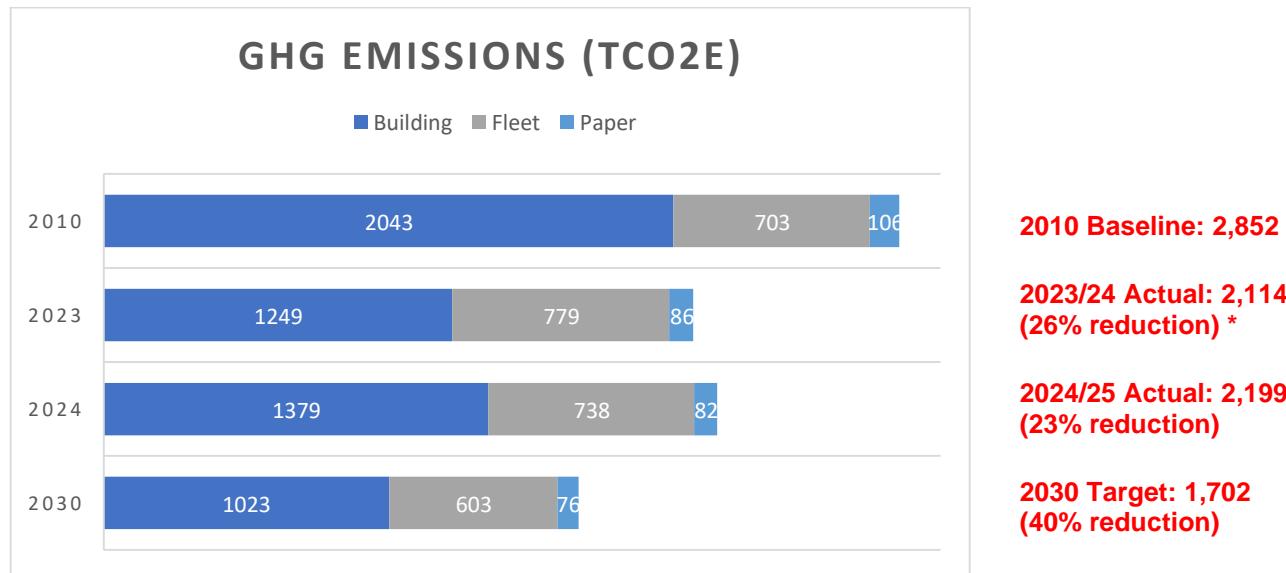
Agenda Item 4.2 – Energy Management Update

BACKGROUND:

- Procurement of an energy consumption dashboard is complete, and data is being compiled and loaded to collect and analyze district-wide energy data to support evidence-based decision making based on the data.
- Initiation of energy optimization studies at four district sites (EMCS, Journey, Lakewood and Wishart) are underway to inform and prioritize projects aimed at reducing overall energy consumption and greenhouse gas emissions.

ANALYSIS:

- A high-level summary on emissions can be found on the chart below that measures the District's progress towards the CleanBC 2030 targets set by government.



- The District will struggle to meet the 2030 targets given:
 - The increase in the number of facilities operated by the District.
 - The age of major systems in many of our older schools which are difficult to make more efficient without significant investment in replacement and inadequate access to government funding to complete them.
 - The structural financial impacts of transitioning. High efficiency systems implemented reduce GHG emissions but ultimately increase electrical energy consumption thereby

increasing operating costs as electricity rates climb, and are more costly than alternative energy sources.

NEXT STEPS:

- Staff are investigating the cause of the increase in GHG emissions from buildings from 2023 to 2024, noting that there is a known provincial data collection anomaly that impacted the data in 2023 and new buildings added to the portfolio (RK and DC)
- Staff are actively working on a road map to outline cost effective potential projects to support greater greenhouse gas emission reductions for consideration in the coming years with the need to balance GHG emissions reductions with structural operating cost implications.
- Staff will engage with the Province to determine the implications, if any, of not meeting 2030 targets.

Prepared by: Mhairi Bennett, Director of Facilities