

## **Committee Report of Resources Committee Meeting via MS Teams May 11, 2021**

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**Present:** Bob Beckett, Trustee (Committee Chair)  
Wendy Hobbs, Trustee (Committee Member)  
Margot Swinburnson (Committee Member)  
Scott Stinson, Superintendent & CEO  
Harold Cull, Secretary-Treasurer  
Krista Leakey, SPVPA  
Amanda Dowhy, SPEAC  
Ed Berlando, STA  
Bruce Woodcock, CUPE  
Nicole Gestwa, IT  
Farzaan Nusserwanji, Executive Director, IT and CIO  
Windy Beadall, Lead Educator, Capital Planning  
David Lee-Bonar, Manager Financial Reporting & Analysis

### **1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES**

*The meeting was called to order at 6:02 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 April 13, 2021 at its Public Board Meeting dated April 27, 2021.

### **3. PRESENTATIONS**

### **4. BUSINESS**

#### **4.1 20/21 Quarter 3 Financial Forecast – David Lee-Bonar**

David Lee-Bonar provided the Committee with an updated 20/21 Quarter 3 Financial Forecast. The forecast was based actual financial information as at March 31, 2021. The District is looking to increase the year end reserve to help offset the costs to be incurred in the 21/22 school year. Highlights of changes from the Q 2 forecast included the Ministry release of the holdback, the increased enrolment of the International Student Program, and the decrease in the forecast for the Inclusive Education Services budget.

The District's financial forecast has improved by \$394,000, furthermore we are now forecasting a surplus of \$334,000 at Q3 versus a slight deficit of \$60,000 as of Q2.

The Committee also discussed and are in support of the following motion:

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve the one-time increase of the financial reserve to an amount of not greater than 3% of the operating budget as at June 30, 2021.

#### 4.2 21/22 Budget Development Plan – Harold Cull

Staff continue to develop a budget plan to propose to the Board of Education for their consideration at the Education Committee of the Whole (ECOW) on May 18, 2021. The District is facing a number of structural and one-time pressures. The proposed plan will reduce the total pressure of \$3.215 m.

- The plan includes \$.643 m of one-time or financial reserve savings to address structural pressures – this amount will have to be addressed during next year's budget development process.
- The plan is contingent on a quarter 3 forecasted surplus of \$.334 m which will increase the financial reserve to \$2.936 m as identified in agenda item 4.1.
- The proposed draw on the reserve, noted above at \$1.496 m, will leave a projected financial reserve as at June 30, 2022 **at \$1.440 m or 1.18%**.
- Staff provided the Committee with a presentation outlining the pressures, feedback received and the proposed plan

The Committee discussed the importance of maintaining mental health supports in the system and a number of the proposed options presented.

#### 4.3 Safe Route to School Project Plan – Harold Cull

At the January 2021 Public Board of Education meeting, a revised transportation policy and administrative regulation was approved. The Ministry of Education has created guidelines for student walk limits and instead of following these guidelines, the District will instead work to identify and create safe routes to school. While the District has been reviewing their transportation policy and regulation, the Capital Regional District (CRD) has been implementing their **Ready Step Roll (RSR) Program**. Staff are proposing that the District use the information generated for the RSR as a starting point for identifying safe routes at the school level. Once the safe routes have been identified, the Transportation Department could then use this information to revise bus routes for that school

Krista Leakey spoke about the great work of the RSR review at Sooke Elementary School. The Committee's discussion also indicated that the District needs to ensure that the Ministry of Transportation and Infrastructure are part of the conversation specifically on discussions with our schools that are directly located on highways.

#### 4.4 22/23 Capital Plan & Long-Range Enrolment Estimate – Harold Cull

Staff indicated that on an annual basis the District develops a Capital Plan submission for the Ministry of Education to consider. The Plan this year is due July 31, 2021 for the period of April 1, 2022 to March 21, 2023. Staff will begin the process of updating our submission for the Resources Committee's review on June 8, 2021.

### 5. **ADJOURNMENT AND NEXT MEETING DATE:** June 8, 2021