

Committee Report of Resources Committee Meeting via MS Teams November 15, 2022

Present: Ravi Parmar, Trustee (Committee Chair)
Ebony Logins, Trustee (Committee Member)
Amanda Dowhy, Trustee (Committee Member)
Russ Chipps, Trustee
Cendra Beaton, Trustee
Trudy Spiller, Trustee
Scott Stinson, Superintendent & CEO
Harold Cull, Secretary-Treasurer
Ed Berlando, STA (virtual)
Trudy Court, CUPE
Sandra Arnold, SPEAC (virtual)

Staff: Pete Godau, Director, Facilities
Windy Beadall, Lead Educator, Capital Planning
David Lee-Bonar, Assistant Secretary-Treasurer
Steve Tonnesen, Manager, IT Operations
Nicole Gestwa, IT

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 6:01 pm by the Committee Chair, who 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 October 11, 2022 at its Public Board Meeting dated October 25, 2022.

3. PRESENTATIONS

4. BUSINESS

4.1 First Quarter Reporting

4.1.1 Minor Capital Program – Pete Godau

Staff provided an overview of the schedule, budget and progress regarding the Annual Facilities Grant and minor capital projects. The Committee asked several questions regarding the projects in progress.

4.1.2 Q1 Financial Forecast – David Lee Bonar

Staff provided an update on the financial status at as Q1 (September 30) to the Resources Committee. Staff have estimated that the District will end the fiscal year (June 30) with a potential accumulated surplus of \$3.217 m or 2.27% of total expenditures which is \$.387 m in excess of the Board’s financial reserve policy of 2%. A Q2 forecast will occur in February 2023 which will be used to draft the District’s Amended Budget for the Board of Education’s consideration.

4.2 Amended Budget Impacts & Process – David Lee Bonar

The Amended Budget must be approved by the Board of Education no later than the end of February 2023. It provides an opportunity for the District to realign its budget with any significant changes that may occur. Staff provided an overview of the Amended Budget process and how it ties into the Q1 forecast. Staff will bring back a proposed expenditure plan, that will factor into the Amended Budget, to the Committee in December for feedback.

4.3 Catchment Review Update – Windy Beadall

The District implemented new boundary changes in January 2021. Since then, some concerns have emerged as areas for reconsideration, which include:

- Revisiting the boundary changes to Crystal View, which currently have Belmont Park families attending Colwood as part of their revised catchment boundary; and
- Review the current boundary for East Sooke which is split between the Saseenos and Hans Helegesen catchments.

Based on these concerns, staff will conduct a review of the proposed changes and will make a final recommendation to the Board of Education in December after a request for feedback from the students, families and community has been made.

4.4 Digital Solutions Operational Plan – Farzaan Nusserwanji

Staff provided an update on the work completed to date on the Digital Solutions Operational Plan providing the context behind the shift from Information Technology to Digital Solutions. The Committee discussed the different standards being proposed and the corresponding funding sources for these standards. The Committee feels specific feedback from our employees will help shape the plan and a gap analysis would also be useful data. The Committee requested the input from staff be brought back to the January 2023 Resources Committee Meeting.

5. **ADJOURNMENT AND NEXT MEETING DATE:** December 7, 2022