

## **Committee Report of Resources Committee Meeting Live and via MS Teams October 12, 2021**

---

**Present:** Bob Beckett, Trustee (Committee Chair)  
Margot Swinburnson, Trustee (Committee Member)  
Ravi Parmar, Trustee  
Scott Stinson, Superintendent & CEO  
Harold Cull, Secretary-Treasurer  
Ceilidh Deichmann, SPVPA  
Sandra Arnold, SPEAC  
Ed Berlando, STA  
Nicole Gestwa, IT

**Guests:** Allison Watson, Trustee  
Pete Godau, Director of Facilities  
Farzaan Nusserwanji, Executive Director/CIO 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; Sc'ianew 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 September 14, 2021 at its Public Board Meeting dated September 28, 2021.

### **3. PRESENTATIONS**

### **4. BUSINESS**

#### **4.1 Energy Sustainability Plan – Pete Godau**

Staff provided the Committee with an overview of the Energy Sustainability Plan Report produced by Associated Engineering (AE). The report outlines a number of potential actions required to meet the District's objectives as well as the Clean BC emission targets. The Committee discussed finding the appropriate balance between emission reductions vs. energy consumption. The issue of looking at smaller solar energy projects at schools was discussed where the payback period makes sense. The Committee discussed a potential policy that reflects the District's desire to strive towards net zero by 2030. Staff will review the Energy goal portion of the Facilities Plan and will revise the objectives of the plan based on the AE report and will draft a policy that supports this work for review at a future Committee meeting.

4.2 Policy/Regulation Updates:

4.2.1 F-228 Pest Management Policy

The amended F-228 Pest Management Policy was provided to the Resources Committee. As discussed previously, staff will be recommending to add glyphosates to the list of banned substances to be used on school grounds. Furthermore, the Committee discussed the difference between rodent control and weed control and possibly the policy may change to incorporate “chemical management”.

4.2.2 F-335 Audit Committee Regulation

The amended F-335 Audit Committee Regulation was provided to the Resources Committee. As previously discussed, staff will be recommending to delete the portion of the Audit Committee Regulation that states the Committee elects the Chair. The process will revert back to the Board Chair making all Committee appointments.

4.3 Enrolment by School as at October 5, 2021 – Harold Cull

Staff provided the Committee with the enrolment numbers as at October 5, 2021 and highlighted some of the schools that have has the greatest projected increases. The Committee discussed the impact of the long-range enrolment estimates based on this historical growth. Staff committed to adding a column of school capacity to compare against the updated enrolment estimate.

4.4 Budget Impacts due to Enrolment Increases – Harold Cull

Staff provided the financial impact of the enrolment growth to the Committee. This plan will includes using the net grant revenue (gross revenue less the direct staffing costs) to fund the shortfall identified from the budget process, repaying of the reserve, excluded salary compensation, etc. Additionally, the Committee discussed the changes when adding funding back into the system. The enrolment numbers will be confirmed and staff will bring a set of recommendations to the Committee through the amended budget process.

4.5 Program Review of Resource Areas - Farzaan Nusserwanji

In the pursuit of organizational excellence and in the attempt to align the 2021-2025 Strategic Plan to the 2022-2023 Budget, the District has identified the need to perform a Program Review of its services. The Program Review will take several months to complete and review the following areas of resource areas: Business Services, HR Services, and Digital Services. Once complete, recommendations will be provided to improve alignment, summarize areas of efficiency and savings, or recommend improvements. The Committee discussed the need to adequately fund the resources required in the classroom and to the challenge of determining the appropriate depth of the review in each program area. Staff also reviewed the proposed timelines of the Program Review as they fit into the upcoming budget process in the Spring.

**5. ADJOURNMENT AND NEXT MEETING DATE:** November 9, 2021