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To: Board of Education

Prepared By: Jason Reid  
Secretary Treasurer

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Subject: Approval of Board Orientation Program

Date: December 1, 2022

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### **Purpose and Background**

The purpose of this briefing is to facilitate the Board's review and approval of the Board Orientation Program.

The Board's [Annual Work Plan](#) includes that in September the Board will: *"In an election year – approve orientation program for trustees following the Board elections."*

A draft orientation program was presented in September 2022 (see attachment 1). At the September 21, 2022 Regular Board meeting the Board approved that the following orientation commence in November following the election subject to confirmation by the newly elected Board, under the overarching theme for student success:

1. What is Governance - Channels of Communication
2. Board/Trustee Operations and Administration
3. Budget Context and Risk Management
4. Indigenous Student Success (Local Education Agreement)
5. Ed Tech
6. Parental Rights
7. Inclusive Education - Designations / Ministry Funding / Student Supports
8. Individual Learning Centre (ILC) programming
9. Evidence-based Practices

At the October 26, 2022 Regular Board meeting, the Board approved that the Board planning day on December 8, 2022 be used for the first two trustee orientation sessions on "What is Governance" including student success and "Board/Trustee Operations and Administration" subject to consultation by the Superintendent, Secretary Treasurer, Board Chair and the three trustees elect.

A draft outline of the topics to be covered during the December 8, 2022 Board Planning Day have been shared with the newly elected trustees, and their feedback will be reflected in the final Board Planning Day agenda.

**Next Steps**

The next step is for the newly elected Board to approve the orientation program. Approval of this orientation program does not preclude the Board from including additional topic areas in the future as required.

**Staff Recommendation:**

That the Board approve the following Board Orientation Program:

1. What is Governance – Student Success – Board Planning Day (December 8<sup>th</sup>)
2. Board/Trustee Operations and Administration – Board Planning Day (December 8<sup>th</sup>)
3. Budget Context and Risk Management
4. Indigenous Student Success / Local Education Agreement
5. Ed Tech
6. Parental Rights
7. Inclusive Education - Designations / Ministry Funding / Student Supports
8. Individual Learning Centre (ILC) Programming
9. Evidence-based Practices
10. Professional Learning in Saanich

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jason Reid".

Jason Reid  
Secretary Treasurer

JR/klg

Attachment: Board Orientation Briefing Note (September 2022)

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To: Board of Education

Prepared By: Jason Reid  
Secretary Treasurer

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Subject: Approval of Annual Work Plan & Orientation Program

Date: September 15, 2022

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### **Purpose and Background**

The purpose of this briefing is to facilitate the Board's review and approval of the:

- Board's Annual Work Plan; and
- Orientation program for trustees following the Board elections.

### **Annual Work Plan**

The annual work plan is included as [Appendix A](#) to [Policy 2](#), and is the Board's plan for carrying out the duties and responsibilities reflected in Board policy. Policy 2 states that the Board will "annually review and approve the Annual Board Work Plan", and this approval is to occur at the September Board meeting per the Annual Plan Work Plan.

Suggested revisions to the annual work plan for discussion and consideration are attached to this briefing note.

### **Trustee Orientation Program**

The annual work plan includes that the Board will approve (in September) an orientation program for Trustees following the election.

We recommend that the following orientation sessions commence in November following the election:

1. What is Governance - Channels of Communication
2. Board/Trustee Operations and Administration
3. Budget Context and Risk Management
4. Local Education Agreement
5. Ed Tech
6. Parental Rights
7. Inclusive Education - Designations / Ministry Funding / Student Supports
8. Individual Learning Centre (ILC) programming
9. Evidence-based Practices
10. Professional Learning in Saanich

Additional sessions will also be provided at the direction of the new Board.

**Staff Recommendation:**

That the Board approve the draft 2022-23 Annual Work Plan as presented.

That the Board approach the orientation program for Trustees following the Board elections.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jason Reid".

Jason Reid  
Secretary Treasurer

JR/klg

Attachment: Draft Annual Work Plan for 2022/23