



November 29, 2023

Regular Meeting of the Board of Education of School District No. 63 (Saanich)

The Regular Meeting of the Board of Education of School District No. 63 (Saanich) was held on Wednesday, November 29, 2023 at 7:00 pm at 2125 Keating Cross Road.

ATTENDEES

Chair: .....Tim Dunford
Vice-Chair: .....Elsie McMurphy
Trustee:..... Keven Elder - regrets
Trustee: .....Susan Hickman
Trustee:..... Nola Silzer
Trustee:..... Joyce Vandall
Trustee: ..... Teri VanWell

Superintendent of Schools: ..... Dave Eberwein
Secretary Treasurer: ..... Jason Reid
Assistant Superintendent: .....Paul McKenzie
Director of Instruction: .....Carly Hunter
Director of Instruction: .....Peter Westhaver – regrets
Representative, COPACS:..... Jen Wanless
Representative, CUPE: .....Candice Whitney
Representative, SAA: ..... Leila Sinclair-Wise
Representative, STA:..... Don Peterson

1. CALL TO ORDER AND WELCOME

Chair Dunford called the meeting to order at 7:00 pm.

Introduction

Chair Dunford acknowledged the territory of the WSANEC people since time immemorial and welcomed members of the management team and partner group to the regular Board meeting. Representing STA – Don Peterson; representing CUPE – Candice Whitney; representing School Administration – Leila Sinclair-Wise; and representing COPACS – Jen Wanless.

2. ADOPTION OF AGENDA

Adoption of Agenda

Moved by TRUSTEE VANDELL

Seconded by TRUSTEE MCMURPHY

That the agenda be adopted.

Chair Dunford asked if there were any late items or revisions to the agenda as circulated.

13. Reports from Trustee Representatives:

- VISTA
Memorial Park Society
Victoria Youth and Family Court

Agenda adopted as amended CARRIED.

Report on In-Camera Meeting

Chair Dunford reported that prior to the Regular meeting, the Board held an In Camera meeting and discussed Personnel matters and facilities.

**3. ADOPTION OF BOARD MEETING MINUTES**

(i) Adoption of Regular Board Meeting minutes of October 25, 2023.

Chair Dunford asked if there were any errors and omissions to the minutes of October 25, 2023.

Hearing none, the Chair declared the minutes be adopted as circulated.

(ii) Adoption of Annual General Meeting minutes of November 6, 2023.

Chair Dunford asked if there were any errors and omissions to the minutes of November 6, 2023.

Hearing none, the Chair declared the minutes be adopted as circulated.

**4. BUSINESS ARISING OUT OF THE MINUTES**

**5. PRESENTATIONS, DELEGATIONS & QUESTIONS**

(a) Presentations and Delegations:

(b) Questions:

**6. REPORT FROM THE CHAIR**

**7. REPORT FROM THE SUPERINTENDENT OF SCHOOLS**

**8. SCHOOL SUCCESSES**

**COMMITTEE REPORTS**

**9. EDUCATION DIRECTIONS COMMITTEE**

**10. FINANCE, FACILITIES & TECHNOLOGY COMMITTEE**

**1. 2023/24 Final Enrolment & Funding**

**Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANDALL**

That the Board approve allocation of \$801,331 in net funding from growth to decrease the appropriation of accumulated surplus for budget to \$582,976, and increase the contingency reserve to \$2,300,838.

CARRIED.

**2. Special Budget Board Meeting, Budget Guiding Principles & Budget Process/Timelines**

**(i) Special Budget Board Meeting**

**Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANDALL**

That the Board approve rescheduling the Special Budget Board Meeting from May 1, 2024 to May 8, 2024.

CARRIED.

**(ii) 2024/25 Budget Guiding Principles**

**Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANWELL**

That the Board approve the 2024/25 Budget Guiding Principles.

CARRIED.

**(iii) 2024/25 Budget Process/Timelines**

**Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE MCMURPHY**

That the Board approve the 2024/25 Budget Timelines/Process.

The Board agreed to amend the Budget Timelines/Process by adding:  
January – Review timeline guiding principles and advocacy strategies

Motion as amended CARRIED.

3. Letter from Saanich Teachers' Association

(i) **Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANDALL**

That the Board encourage the Saanich Teachers' Association to provide its budget priorities early in the budget development process.

CARRIED.

(ii) **Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANWELL**

That all partner groups be requested to contribute their advice for budget priorities early in the process of development of the 2024/25 budget, for example at the February 21, 2024 meeting of the Budget Advisory Committee.

CARRIED.

4. 2023/24 Statement of Financial Information (SOFI)

(i) **Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE VANDALL**

That the Board approve the 2023/24 Statement of Financial Information (SOFI).

CARRIED.

(ii) **Moved by TRUSTEE HICKMAN**

**Seconded by TRUSTEE SILZER**

That the Board write to the Minister of Finance requesting that the threshold for reporting remuneration in the annual Statement of Financial Information be increased to \$125,000, to reflect the impact of many years of salary inflation and the workload of our staff in preparing this report.

CARRIED.

**11. HUMAN RESOURCES (No Report)**

**12. POLICY DEVELOPMENT**

1. Transportation Policy Review & Notice of Motion

(i) **Moved by TRUSTEE VANWELL**

**Seconded by TRUSTEE MCMURPHY**

That the Board express its appreciation to Capital Bike for the feedback on active transportation which will be shared within the district.

CARRIED.

- (ii) **Moved by TRUSTEE VANWELL** **Seconded by TRUSTEE VANDALL**  
That the Board revise the proposed Policy 21 (Bus & Van Transportation) language to change the policy name to "Student Transportation" and to correct the spelling of kilometre.

CARRIED.

- (iii) **Moved by TRUSTEE VANWELL** **Seconded by TRUSTEE HICKMAN**  
That the Board confirm its consideration of the proposed amendments to Policy 21 (Student Transportation).

CARRIED.

- (iv) Notice of Motion:  
I, Trustee VanWell provide notice that at the February 14, 2024 public meeting of the Board of Education, I will move the following motion:  
That amendments to Policy 21 (Student Transportation) be approved.

2. Policy 9 (Board Operations)

- (i) **Moved by TRUSTEE VANWELL** **Seconded by TRUSTEE VANDALL**  
As the required Notice of Motion has been provided on September 20, 2023, I Trustee VanWell move that revisions to Policy 9 (Board Operations) be approved.

CARRIED.

- (ii) **Moved by TRUSTEE VANWELL** **Seconded by TRUSTEE MCMURPHY**  
The Committee recommends and I, Trustee VanWell move,  
That staff be requested to examine options for ensuring the confidentiality of a virtual secret ballot.

CARRIED.

**13. REPORTS FROM TRUSTEE REPRESENTATIVE**

1. Trustee VanWell reported on the Provincial Council meeting and the BCSTA Academy.
2. Trustee VanWell and Chair Dunford attended the October COPACS meeting.
3. Trustee VanWell reported on the recent Victoria Family Court and Youth Justice Committee meeting.
4. Trustee Hickman reported on the Vancouver Island School Trustees' Association held in November.
5. Vice Chair Silzer reported on the recent Memorial Park Society meeting.

**Moved by TRUSTEE SILZER**

**Seconded by TRUSTEE VANDALL**

That the Board send a letter in support for additional funding for Victoria Family Court & Youth Justice.

CARRIED.

**14. CORRESPONDENCE**

- Letter from Saanich Teachers' Association
- Letter from Dr. Starla Anderson

**Moved by TRUSTEE MCMURPHY**

**Seconded by TRUSTEE SILZER**

That the Superintendent be requested to respond to Dr. Anderson and provide information on process regarding staff participation in external events, including political activities.

CARRIED.

**15. QUESTION PERIOD**


**16. OTHER BUSINESS AS SUBMITTED**

**17. FOR INFORMATION**

- Amended 2023/24 Committee & Board Meeting Dates

**18. ADJOURNMENT**

The Chair asked if there was any objection to adjourning the meeting. Hearing none, the Chair declared the meeting adjourned at 8:19pm.

  
Chair of the Board

  
Secretary Treasurer