

SCHOOL DISTRICT 63 (SAANICH)
SAANICH EQUITABLE ACCESS TEAM (SEAT)

November 8, 2023
9:00 am

Board Room, Saanich District Office 2125 Keating Cross Road, Saanichton BC V8M 2AS
and Microsoft Teams

AGENDA

1. WELCOME and ACKNOWLEDGEMENT

2. OTHER BUSINESS

a. Draft Plan

- General Discussion (revisions made since last meeting)
 - **Action item** – All documents to be housed in a location easily accessible by all members of SEAT so that continued engagement and plan revision can be done between meetings.
- Consultation Process (sub-group report out)
- Plan Timeline
 - **Action item** – Create a one-page summary of the developmental plan with messaging associated with our consultation strategy and the ongoing feedback mechanism contained on the website. This will be reviewed by members of SEAT at the next meeting.
- Territorial Acknowledgement

b. Outward Facing Transparency

- Web site updates
- Communication distributed on October 17, 2023

c. Feedback Mechanism

- Review feedback received to date
 - **Action item** – SEAT co-chair to respond to each individual correspondence submitted through the feedback mechanism on the website. Items requiring group discussion will be brought to the next SEAT meeting.
 - **Action item** – Include educational opportunities in Staff and PAC meetings in relation to the feedback mechanism on the website so that there is a greater understanding of the availability of this tool.

d. Question and Answer Period

3. INTRODUCTION OF LATE ITEMS

4. NEXT MEETING DATE

5. CLOSE