



**Budget Advisory Committee  
MINUTES  
Monday, November 15, 2021**

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**In Attendance:**

Board of Education:

Trustees Duncan (Committee Chair), Whiteaker, Paynter, Ferris, Hentze, Leonard, McNally, Painter, Watters

Staff:

Deb Whitten, Interim Superintendent

Kim Morris, Secretary-Treasurer

Colin Roberts, Interim Deputy Superintendent

Harold Caldwell, Associate Superintendent

Katrina Stride, Associate Secretary-Treasurer

Julie Lutner, Director of Finance – Budgets and Financial Reporting

Shelly Niemi, Director of Indigenous Education

Connor McCoy, President, Greater Victoria Principals Vice-Principals Association

Brenna O'Connor, Vice-President, Greater Victoria Principals Vice-Principals Association

Songhees Nation:

Kristely Kelly, Director of Education

Stakeholders:

Karin Kwan, VCPAC

Paula Marchese, VCPAC

Winona Waldron, GVTA

Ilda Turcotte, GVTA

Taily Wills, CUPE 947

Darren Reed, CUPE 382

Katrina Legge, CUPE 382

Jeanette Alexander, ASA

Regrets:

Jane Massy, President, CUPE 947

Chuck Morris, Director, Facilities

The meeting was called to order at 5:03 pm

**Acknowledgement**

Secretary-Treasurer Morris recognized and acknowledged the Esquimalt and Songhees Nations on whose traditional territories we live, we learn, and we do our work.

## **Election of Chair**

Nominations were received for Trustees Whiteaker, Paynter, Duncan, Leonard, Painter and Watters. Trustees Whiteaker, Paynter, Leonard, Painter and Watters declined the nomination.

Trustee Duncan accepted the nomination.

Trustee Duncan was acclaimed as Chair of the Budget Advisory Committee.

## **Introductions**

Committee Chair Duncan called on all members of the committee to introduce themselves including their name, organization, position in the organization, school or site, where they're from, why they volunteered to serve on the Committee and what they're hoping to offer and to gain from the process/Committee.

## **Values/Guiding Principles**

The Committee broke into three groups to discuss the following questions:

1. How will the values/guiding principles help the budget process?
2. How do you see the Committee's work helping to uphold these statements?
3. Are there other considerations or questions?

Groups reported back highlighting the following:

- Timelines are extremely important and there are consequences to not meeting them
- Sustainability, protecting reserves for rainy day and long term planning were discussed
- Provide a grounding – where all start from
- Students at centre
- Conflict will arise
- Articulate which are values and which are guiding principles
- Each committee member will weigh each value/guiding principle differently based on personal importance (example: maintain reserves but also keep as many dollars as close to the student as possible)
- Very happy with the values/guiding principles
- Will ground our work together
- Allows us to refocus during the process
- Provide intent to the work
- Interdependency of the values and guiding principles
- Collective accountability

## **Terms of Reference Review**

The Committee broke into three groups to discuss the following questions:

1. Do we have the right people at the table? Are we missing anyone?
2. Share your thoughts about how the Committee can function effectively under the Terms of Reference?
3. If the duties and responsibilities are achieved, will you have fulfilled your personal reasons for participating on the Committee? If not, why not?
4. Are there other considerations or questions?

Groups reported back highlighting the following:

- Students not included, but there are other opportunities to receive input from students in the process
- May be awkward for students to report to the Committee and especially report out – do they have a mechanism?

- Representatives from the 4 Houses: staff, elders, Chief and Council incredibly busy so may not be able to attend meetings but does not mean not important to them
- Remove “proper use of authority”
- Add cultural safety
- Neurodiversity may not be represented in terms of budget items for capital retrofits and now to navigate through our spaces
- Some of the values/guiding principles should be reflected
- Consensus will be difficult, will require patience and understanding
- The ToFR will keep us organized, accountable through minutes and track our progress
- Allows Committee to report differences to the Board (if consensus not reached)
- Appreciate diverse membership representing different voices
- Incorporate overarching statement tying in the Values/Guiding Principles with clear linkage to Strategic Plan and Framework for Student Learning
- Use of surplus or preserving surplus in the Values/Guiding Principles is a departure from the District’s practice of using surplus to balance the next year’s budget

**ACTION:**

- Secretary-Treasurer will share a google doc for committee members to suggest their amendments to the Terms of Reference
- Amendments will be reviewed by the Board on November 22
- Committee will review amendments on December 7 at next Committee meeting

**April 2022 Deadline**

The agenda item attachment was reviewed.

**Budget Orientation**

Due to time, Budget Orientation was briefly reviewed.

**ACTION:**

- Secretary-Treasurer will email PowerPoint to Committee members

**Work Plan**

The Committee discussed how it would organize its work for the 2022-2023 budget and what topics of interest would help in gaining knowledge, understanding and assist indecision-making, sequencing of topics and resource people or experts that would be appropriate to invite to Committee meetings.

**ACTION**

- Secretary-Treasurer will share a google doc for committee members to suggest topics and resource people/experts

**Take Away**

Committee members were asked to provide one thing they would take away from the meeting.

Responses were:

- Collaboration
- That we are all coming with a strong desire to do good work and see our work support all students
- The diversity of our group and meaningful thoughts coming from others

- Time to think about and discuss profound issues
- Take away - lots of big hearts and sharp minds at this table
- Great to hear the diverse and yet collective voices
- Appreciate the Budget Cycle slide to gain a better understanding.
- I felt positive that we all seem to be coming at this task/process with a sense of positivity and an openness to hearing from others
- That we are committed to create space to hear and consider all views and focus our efforts on the needs of all students
- Student centred budget . . . everyone seems very committed to the process. Really liked the introductions and a chance to hear from everyone. The small group breakouts were great -- just too short!
- That we are focusing on the provision of service for every student
- What does it look like for your community to feel seen and heard in this budget process and for us to not determine what that looks like but the recipient of the service
- What will I be taking to my organization? Topics to add to our google doc!
- A variety of voices
- For me this meeting helped me to understand this process as opposed to in years past. Much improved over a couple of decades ago. Thank you.
- Great to hear perspectives of others. Perhaps having some of the material/questions before hand would be helpful
- I think we did well to get through everything in a timely fashion

**Next Meeting: December 7, 2021 5 pm**

**ACTION**

- Secretary-Treasurer will share a google form for committee members to determine whether future meetings will be by zoom or in-person.

**Adjournment**

The meeting adjourned at 7:10 pm.