



**Budget Advisory Committee  
MINUTES  
Thursday, November 10, 2022**

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**In Attendance:**

Board of Education:

Trustees Nicole Duncan, Karin Kwan, Angela Carmichael, Mavis David, Derek Gagnon, and Emily Mahbobi

Staff:

Deb Whitten, Superintendent

Harold Caldwell, Deputy Superintendent

Tom Aerts, Associate Superintendent

Katrina Stride, Acting Secretary-Treasurer

Julie Lutner, Director of Finance, Budgets and Financial Reporting

Marni Vistisen-Harwood, Director of Facilities Services

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

Gautam Khosla, Executive Member, Greater Victoria Principals Vice-Principals Association

Stakeholders:

Tracy Humphreys, VCPAC

Ilda Turcotte, GVTA

Cindy Romphf, GVTA

Taily Wills, CUPE 947

Trina Legge, CUPE 382

The meeting was called to order at 6:05 pm.

**Acknowledgement**

Board Chair Duncan 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 for the Chair of the Budget Advisory Committee were received for Trustee Duncan and Trustee Gagnon. Trustee Duncan declined the nomination. Trustee Gagnon accepted the nomination. Trustee Gagnon was acclaimed as Chair of the Budget Advisory Committee.

**Introductions**

Committee Chair Gagnon called on all members of the Committee to introduce themselves including their name, organization, position in the organization, associated school or site, where they are from, their background, why they volunteered to participate on the Committee, and what they are hoping to offer and to gain from participation.

## Values/Guiding Principles

The Committee broke into small groups to discuss the following questions regarding the values and guiding principles:

- Are they relevant in year 2? Are there any edits required?
- How will these statements help the budget process?
- How do you see the Committee's work helping to uphold these statements?

Groups reported back highlighting the following:

- Values and guiding principles are still relevant in year 2
- Values are solid
- Absolutely relevant; agree with all
- Guiding principles are relevant in year 2
  - Work as a collaborative group
- Most of the guiding principles are solid, but are we serving students to the best of our ability?
- Students not currently present
  - Revisit to include students in some way
  - Invite students and front load material so they don't have to attend full meeting
  - Student Symposium, or invite students to provide input
- Students to be at centre and drive decisions
- Students need to remain at centre of all decisions
- Keep grounded and centred with students at top
- Listening to students; how do we get them to the table?
- Why was the Indigenous voice not at the table tonight?
  - Need to invite to all meetings
- Need representation from Indigenous community
  - Hope their voices will be heard
  - Always welcome
  - Need to know wants and needs of community
- Input from Indigenous community shared with Committee
- Communication between Board and Rightsholders
- How do we better engage with Indigenous representatives at the table?
- Timelines should be good
- Timelines need to be held
- Opportunity to revisit timelines
- Aligning process with key Ministry dates, such as February enrolment and funding
- Aligning meetings re: budget items and feedback to budget advisory committee meetings
- Transparency
- Active listening versus waiting to speak
- Respectful relationships
- Detachment of voice/bias
- More data to make decisions without personal agenda
- Dates need updating
- How do we ensure that students have safe adults around at all times?
- Can students stand on their own two feet after an education from this District?
- Teach self-love
- What is the District and BC's responsibility to students, if any?
- More investment in all around health
- When students age out of school, do they have the social emotional skills to be successful?

## **Terms of Reference Review**

The Committee broke into small groups to discuss the following questions regarding the Terms of Reference:

- Do we have the right people at the table? Are we missing anyone?
- How can the Committee function effectively under the Terms of Reference?
- If the Committee's duties and responsibilities are achieved, will you have fulfilled your personal reasons for participating on the committee? If not, why not?

Groups reported back highlighting the following:

- A lot of voices and expertise at the table
- Missing student voice; same at standing committees
- Missing student representatives
- Students not at table
- Ground-level student supports need to have a voice at table, e.g. YFC, VIHA, Inclusive Learning
- People missing; could be the way they were invited?
- Be mindful of cultural differences
- Directors from other areas
- Easy to follow
- 20,000+ reasons to participate on this committee
- Dates need to be updated
- Can any cuts be brought back in?
- Understand ramifications of choices, e.g. custodians, part of family, help students, more than just cleaning
- Don't compare to other school districts; what does SD61 want to run and what is best for SD61?
- No one wants to make cuts; cuts impact people
- Understand cuts – everything has impacts
- Board is responsible for decisions
- Morale is huge

## **April 2023 Deadline**

The Committee discussed the importance of the April 6, 2023 deadline for budget approval.

## **Budget Development**

The Committee received highlights of the budget development process.

## **Budget Orientation**

The Committee received an orientation of the budget including the following highlights:

- Fund accounting
- Budget cycle
- Operating expenses; breakdown by function and object; comparison to Provincial average
- Special Purpose Funds
- Capital
- Surplus; projection versus actual; breakdown by category; history
- Reserves
- Ministry Policy
- Financial Statement Discussion and Analysis Report

## **Work Plan**

The Committee reviewed topics of interest from last year. The following new topics were suggested for review:

- Music
- Custodial
- Mental Health
- Indigenous Learners
- Funding for Indigenous students and allocation to schools
- Student participation on Committee

## **Take Away**

Committee members were asked to comment on their biggest takeaway from the meeting or what they planned to share with their members before the next meeting. Responses were:

- Lots of work to do
- Open and communicative
- Hopeful
- Parallel meetings to share information with members
- Plan to bring missing people to the table

## **Next Meeting: December 8, 2022 at 6pm via Teams**

- Committee was asked about preference for virtual or in-person meetings. Consensus was to continue to alternate virtual and in-person meetings.

## **Adjournment**

The meeting adjourned at 8:15 pm.