



**The Board of Education of School District No. 61 (Greater Victoria)**  
**Special Board Budget Meeting**  
**MINUTES**  
**Thursday, April 6, 2023, 6:30 p.m.**

Trustees Present: Nicole Duncan, Board Chair, Karin Kwan, Vice-Chair, Angela Carmichael, Natalie Baillaut, Derek Gagnon, Rob Paynter, Emily Mahbobi, Mavis David, Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Hervinder Parmar, Director of Finance, Budgets and Financial Reporting, Jim Vair, Director of Human Resource Services, Jeff Davis, Director of International Student Program, Marni Vistisen-Harwood, Director of Facilities Services, Andy Canty, Director of Information Technology

Partners: Jane Massy, CUPE 947, Sarah Winkler, VPVPA, Taily Willis, CUPE 947, Tracy Humphreys, VCPAC, Cindy Romphf, GVTA, Gautam Khosla, VPVPA

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**A. COMMENCEMENT OF MEETING**

This meeting was called to order at 6:30 p.m.

**A.1. Acknowledgement of Traditional Territories**

Chair Duncan recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**A.2. Approval of the Agenda**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Mahbobi

That the April 6, 2023 Special Board Budget agenda be approved, as amended.

Add D. Notice of Motion

D.1. Trustee Gagnon

Recommended Motion

That the Board of Education of School District No. 61 (Greater Victoria) end its membership with the British Columbia School Trustees Association as soon as possible.

D. Adjournment moves to E. Adjournment

**Motion Carried Unanimously**

**B. CORRESPONDENCE**

**B.1. Public Correspondence re: Budget**

Public correspondence was provided for information.

**C. 2023-2024 ANNUAL BUDGET**

Secretary-Treasurer Stride presented a memo to Trustees.

On April 4, 2023, the Ministry of Education and Childcare publicly announced the Feeding Futures School Food Programs (FFSFP) Fund. Multi-year funding has been dedicated to increase food security for students. The District allocation is \$2,253,290.

Schedule 3 – Annual Budget – Special Purpose Revenue and Expense and Schedule 3A – Annual Budget – Changes in Special Purpose Funds in the draft 2023-2024 Annual Budget Ministry Template have been updated to include this new funding. The updated draft 2023-2024 Annual Budget Ministry Template dated April 5, 2023 was attached to the agenda package.

Trustees, Stakeholders and Staff discussed the budget balancing initiatives.

**Moved by** Trustee Duncan

**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) reduce the International Student Program (ISP) labour settlement funding by the remaining 2/3 balance in the amount of \$345,353 (for a total reduction of \$518,030) to be reallocated to fund five FTE Elementary and Middle School custodians with 5am starts for an additional \$137,767 (for a total addition of \$346,129), with the balance of \$207,586 reallocated to fund Middle school music, and Middle school music would remain with a reduction of \$18,864.

**AMENDMENT**

**Moved by** Trustee Kwan

**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) reduce the International Student Program (ISP) labour settlement funding by the remaining 2/3 balance in the amount of \$345,353 (for a total reduction of \$518,030) to be reallocated to fund five FTE Elementary and Middle School custodians with 5am starts for an additional \$137,767 (for a total addition of \$346,129), and

a total of \$226,450 to be allocated to fund Middle school music, ~~and Middle school music would remain with a reduction of \$18,864~~ with the shortfall of \$18,864 to be taken from the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Duncan  
**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) reduce the International Student Program (ISP) labour settlement funding by the remaining 2/3 balance in the amount of \$345,353 (for a total reduction of \$518,030) to be reallocated to fund five FTE Elementary and Middle School custodians with 5am starts for an additional \$137,767 (for a total addition of \$346,129), and a total of \$226,450 to be allocated to fund Middle school music, with the shortfall of \$18,864 to be taken from the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) fund elementary strings with six schools having strings as prep at a cost of \$205,351 by removing the staff recommendation for elementary strings of \$91,675 and taking the shortfall of \$113,676 from the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) reduce the budget by \$10,000 for Trustee Professional Development and Travel for the 2023-2024 school year and add the savings into the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Gagnon  
**Seconded by** Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) end its membership with the British Columbia School Trustees Association (BCSTA) as soon as possible for the 2023-2024 school year for a savings of \$61,660 to be added into the Contingency.

**Motion Carried**

For (8): Trustees Kwan, Carmichael, Baillaut, Gagnon, Paynter, Mahbobi, David, McNally  
Against (1): Trustee Duncan

**Moved by** Trustee McNally  
**Seconded by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) reduce the Communications and Community Engagement department budget by a total of \$126,007 and add the additional \$46,269 savings into the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee David

That the Board of Education of School District No. 61 (Greater Victoria) add \$64,172 to fund ECE or EA positions at the Primary (K-3) level at five equity seeking schools and take the shortfall from the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Paynter  
**Seconded by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) Trustees forego the cost-of-living allowance increase of 2% which is \$2,629 for the 2023-2024 school year.

Trustees discussed the impact of this motion on all Trustees and Trustee Paynter withdrew the motion.

**Moved by** Trustee Kwan  
**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to remove the 0.10 FTE reduction to SJ Burnside administrative time for a savings of \$12,834 and fund it from the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Carmichael

That the Board of Education of School District No. 61 (Greater Victoria) add \$48,000 to the budget for Mental Health Professional Development and take the shortfall from the Contingency.

**Motion Carried Unanimously**

Trustees requested that an update on the workplan related to this Mental Health Professional Development be provided through the Ed Policy and Directions Committee.

**Moved by** Trustee Kwan  
**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) reduce the Communications and Community Engagement department services and supplies budget by \$20,000 and add the savings to the Contingency.

Secretary-Treasurer Stride advised that there is already a \$7,000 reduction in services and supplies to the Communications and Community Engagement department under the Department services and supplies reduction line item.

**AMENDMENT**

**Moved by** Trustee Kwan  
**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) further reduce the Communications and Community Engagement department services and supplies budget by ~~\$20,000~~ **\$13,000** and add the savings to the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) further reduce the Communications and Community Engagement department services and supplies budget by \$13,000 and add the savings to the Contingency.

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) take a 5-minute recess break.

**Motion Carried Unanimously**

Chair Duncan called the meeting back to order at 8:37 p.m.

Chair Duncan requested the Secretary-Treasurer provide a review of the final budget additions and savings prior to the readings of the Budget Bylaw. Secretary-Treasurer Stride advised that the Budget Bylaw amount is now at \$300,728,210 and that there is \$546,196 remaining in the Contingency.

### **C.1. Budget Bylaw Readings: 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Reading**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) 2023-2024 Annual Budget Bylaw in the amount of \$300,728,210 be:

Read a first time the 6<sup>th</sup> day of April, 2023.

**Motion Carried Unanimously**

**Moved by** Trustee Mahbobi  
**Seconded by** Trustee Baillaut

That the Board of Education of School District No. 61 (Greater Victoria) 2023-2024 Annual Budget Bylaw in the amount of \$300,728,210 be:

Read a second time the 6<sup>th</sup> day of April, 2023.

**Motion Carried Unanimously**

**Moved by** Trustee Gagnon  
**Seconded by** Trustee Carmichael

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2023-2024 Annual Budget Bylaw at the Open Board meeting on April 6, 2023.

**Motion Carried Unanimously**

**Moved by** Trustee McNally  
**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) 2023-2024 Annual Budget Bylaw in the amount of \$300,728,210 be:

Read a third time, passed and adopted, the 6<sup>th</sup> day of April, 2023.

And that the Secretary-Treasurer and Board Chair be authorized to sign, seal and execute this bylaw on behalf of the Board.

**Motion Carried Unanimously**

**D. NOTICE OF MOTION**

**D.1. Trustee Gagnon**

Trustee Gagnon discussed the motion “*That the Board of Education of School District No. 61 (Greater Victoria) end its membership with the British Columbia School Trustees Association at the earliest possible date*” during C. 2023-2024 ANNUAL BUDGET.

**E. ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

**Moved by** Trustee Mahbobi  
**Seconded by** Trustee Carmichael

That the meeting be adjourned.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer