

Public Notice – Board of Education Online Public Meeting

A public meeting of the Board of Education for School District 62 (Sooke) **will be held on February 28, 2023, at 7:00 pm.**

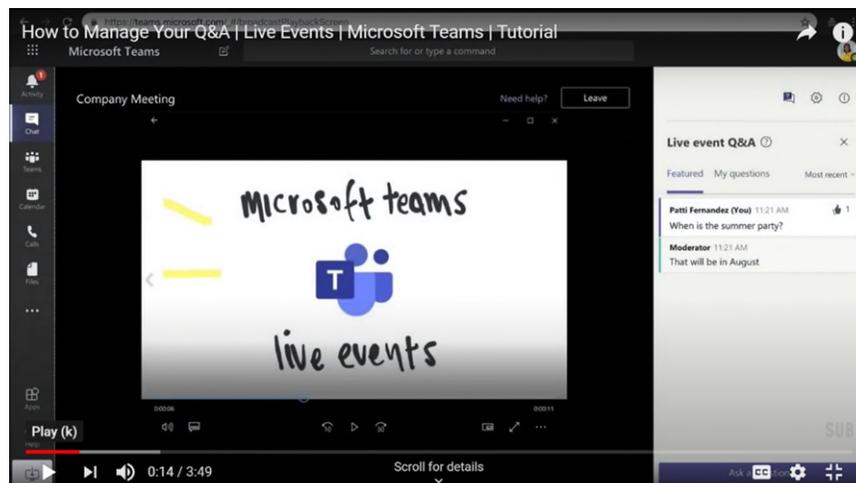
Please note that all Public Board and Committee meetings are now held in person at the District School Board Office, located at 3143 Jacklin Road, Victoria.

Furthermore, the meeting will be livestreamed via MS teams, to encourage more public participation. To join the in meeting please click here [Public Board Meeting | Sooke School District \(sd62.bc.ca\)](https://sd62.bc.ca) and click **Follow Link.**

To guide you, the following is information on how to join a live event in MS Teams.

<https://support.office.com/en-us/article/attend-a-live-event-in-teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>

- Anyone who has the link can attend the online meeting without logging in to MS Teams.
- Members of the public have the opportunity to ask questions related to agenda items discussed at the meeting:
 - Select the **Q&A**  function on the right side of the screen.
 - When asking a question using the Q&A function, please identify yourself. **Anonymous questions will not be responded to.**
 - A reminder for Stakeholder groups to use the **Q&A** function.
 - Members of the media can direct their questions to the Communications Manager at School District 62 for response following the meeting.



If you have questions regarding the meeting and how to access it that aren't answered in the link above please email info@sd62.bc.ca.

See link for upcoming and previous Board and Committee meetings [Public Meetings | Sooke School District \(sd62.bc.ca\)](https://www.sd62.bc.ca) materials.



**BOARD OF EDUCATION
PUBLIC MEETING
By Live Event
February 28, 2023 – 7:00 p.m.**

A G E N D A

1. **CALL TO ORDER AND ACKNOWLEDGMENT OF FIRST NATIONS TERRITORIES**
We are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation, and acknowledge the three nations SD62 works with directly in our schools: Sc'ianew Nation, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation, Nuu-chah-nulth. (words gifted by the three nations SD62 works with)
2. **AGENDA (page 3)**
 - 2.1 Call for amendments and additional items
Motion Requested: That the Board of Education of School District 62 (Sooke) adopt the public meeting agenda of February 28, 2023, as presented (or as amended).
3. **MINUTES (page 6)**
 - 3.1 Call for amendments to minutes
Motion Requested: That the Board of Education of School District 62 (Sooke) adopt the public meeting minutes of the January 24, 2022, as presented (or amended).
4. **INFORMATIONAL ITEMS AND ANNOUNCEMENTS**
 - 4.1 Board Chair Update – Ravi Parmar
5. **EDUCATIONAL PRESENTATIONS**
 - 5.1 Student Trip to Seattle, July 5-7, 2023, Belmont Secondary School – Alexis Sanschagrin/Stephen McHugh (page 11)
6. **CORRESPONDENCE & DELEGATIONS**
 - 6.1 Correspondence (page 15)
 - a. Letter from Minister Rachna Singh, dated February 10, 2023, RE: Congratulations
 - b. Letter from Minister Fleming, dated February 14, 2023, RE: Congratulations
 - c. Letter from Minister Conroy, dated February 16, 2023, RE: Congratulations
 - 6.2 Standing Delegations (STA, CUPE, PVP, SPEAC) – 5 minutes each
 - 6.3 Presentation by Dyslexia B.C. – Cathy McMillian
7. **FINANCE, FACILITIES AND SERVICES**
 - 7.1 Resources Committee – Meeting of February 14, 2023 – Ebony Logins (page 20)

Motion Requested: That the Board of Education of School District 62 (Sooke) approve the District and School Fees for the 2023/2024 school year as presented at the Resources Committee meeting of February 14, 2023.

Motion Requested: That the Board of Education of School District 62 (Sooke) give first, second and third readings to the 2022/23 Amended Annual Budget Bylaw specifying a total budget of \$188,486,329.

Motion Requested: That the Board of Education of School District 62 (Sooke) receive the report from the Resources Committee Meeting of February 14, 2023.

8. EDUCATION PROGRAM

8.1 Education-Policy Committee – Meeting of February 7, 2023 – Allison Watson (page 43)

Motion Requested: That the Board of Education of School District 62 (Sooke) continue to support the implementation of the BC K-12 Reporting Policy for educators and support an increased awareness and understanding of these changes for families.

Motion Requested: That the Board of Education of School District 62 (Sooke) receive the Quarter Two Report as presented at the February 7, 2023, Education-Policy Committee meeting.

Motion Requested: That the Board of Education of School District 62 (Sooke) direct staff to work with the Curriculum Transformation Department to provide enhancements to practice and pedagogy utilizing outdoor spaces for learning for grades K – 12 within the existing staffing contingent.

Motion Requested: That the Board of Education of School District 62 (Sooke) direct staff to look at creating a plan to prioritize and develop outdoor play spaces at those elementary schools that do not have a natural playground zone.

Motion Requested: That the Board of Education of School District 62 (Sooke) receive the report from the Education-Policy Committee Meeting of February 7, 2023.

8.2 Adoption of Policy and Regulations – Scott Stinson (page 46)

Motion Requested: Given that the required period for Notice of Motion has been served, that the Board of Education of School District 62 (Sooke) adopt draft new Policy and Regulations F-495 “Business Continuity”.

9. STUDENTS

9.1 Enrolment Update for 22/23 and 23/24 – Paul Block (page 54)

10. FOUNDATIONS & GOVERNANCE

10.1 Na'tsa'maht Education Council- Meeting of February 15, 2023– Russ Chipps (page 60)

a. Na'tsa'maht Indigenous Enhancement Agreement Mid-Year Report – Paul Block (page 64)

10.2 SD 62 Renewal of Programs and Rebranding – Paul Block (page 88)

11. ADMINISTRATION

11.1 Superintendent's Report – Scott Stinson (page 90)

12. PERSONNEL

13. UPCOMING EVENTS

March 20 – National Francophonie Day

14. FUTURE ITEMS

15. QUESTION PERIOD

Members of the public have the opportunity to ask questions related to agenda items discussed at tonight's meeting using the QA function in MS Teams. Individuals must identify themselves and ask questions directed to the Chair. Members of the media can direct their questions to the Manager, Communications for response following the meeting.

16. ADJOURNMENT



MINUTES
BOARD OF EDUCATION
PUBLIC MEETING
LIVE MS Teams Event
January 24, 2023 – 7:00 p.m.

TRUSTEES: Ravi Parmar, Board Chair Amanda Dowhy, Vice Chair
 Cendra Beaton Russ Chipps (virtual)
 Allison Watson

STAFF: Scott Stinson, Superintendent
 Harold Cull, Secretary-Treasurer
 Monica Braniff, Associate Superintendent
 Paul Block, Associate Superintendent
 Fred Hibbs, Executive Director, HR
 Farzaan Nusserwanji, Executive Director, IT
 Steve Tonnesen, Manager IT Operations
 Sue Grundy, Manager Executive Operations

REGRETS: Ebony Logins, Trustee
 Trudy Spiller, Trustee
 David Strange, Associate Superintendent

SECRETARY: Kristina Ross

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m. by the Board Chair. Ravi Parmar acknowledged the traditional territories of the First Nations.

2. AGENDA

2.1 Call for amendments and additional items

33. MOVED Cendra Beaton/Allison Watson
 That the Board of Education of School District 62 (Sooke) adopt the agenda of January 24, 2023, as presented.
 CARRIED

3. MINUTES

3.1 Call for amendments to minutes

34. MOVED Cendra Beaton/Amanda Dowhy
 That the Board of Education of School District 62 (Sooke) adopt the minutes of the December 13, 2022, meeting as presented.

CARRIED

4. INFORMATIONAL ITEMS AND ANNOUNCEMENTS**4.1 Board Chair Update – Ravi Parmar**

The Board Chair invited members of the community to partake in the School Naming Process of South Langford Elementary, and invited them to attend the Open House at Happy Valley Elementary School on February 15, 2023. Further, he provided an update on the Board and Council Meeting with the City of Langford which occurred on January 12, 2023, and the Board and Council Meeting with the City of Colwood which occurred on January 16, 2023.

5. EDUCATIONAL PRESENTATIONS**5.1 Unveiling of the Centre Mountain Lellum Mascot & Logo – Glenn Bedard**

Glenn Bedard, the Vice Principal of Centre Mountain Lellum, presented the mascot and logo to the Board of Education.

6. CORRESPONDENCE & DELEGATIONS**6.1 Correspondence:**

- a. Letter from the District of Metchosin, dated December 18, 2022, RE: Letter of Support
- b. Letter from Minister Selina Robinson, dated December 19, 2022, RE: Congratulations;
- c. Letter from Minister Mitzi Dean, dated December 29, 2022, RE: Congratulations;
- d. Letter from Minister Lisa Beare, dated January 4, 2023, RE: Congratulations

35. MOVED Amanda Dowhy/Cendra Beaton

That the Board of Education of School District 62 (Sooke) receive:

- a. Letter from the District of Metchosin, dated December 18, 2022 RE: Letter of Support;
- b. Letter from Minister Selina Robinson, dated December 19, 2022 RE: Congratulations;
- c. Letter from Minister Mitzi Dean, dated December 29, 2022 RE: Congratulations;
- d. Letter from Minister Lisa Beare, dated January 4, 2023 RE: Congratulations.

CARRIED

6.2 Standing Delegations (STA, CUPE, PVP, SPEAC) – 5 minutes each**STA – Rita Zeni**

The B.C. Government has launched its anti-racism action plan for K-12 students. STA Executive is looking forward to its members receiving training on this subject. The Executive continues to prioritize diversity, equity, and inclusion in its training to members. The Executive Committee is committed to recruiting diverse members to its team.

CUPE 459 – Amber Leonard

Call to Action 57 relates to a duty of reconciliation with Indigenous Peoples for all public servants. It states that all federal public servants have a duty to learn about the history and reality of Indigenous Peoples in Canada. CUPE 459 Executive is looking to focus on this type of training for its membership at upcoming PRO D Days. CUPE 459 membership is now over 1000 individuals, and they are looking forward to attending the upcoming Career Fair at Belmont Secondary School on January 26, 2023, in support of the District.

PVP – Gordon Johnson

Gordon Johnson provided an update to the Board of Education on the various activities occurring in the District. Highlights included: Sangster Elementary will be celebrating Literacy Week January 30 to February 3, 2023; Spencer Middle School has designed its own Pink Shirt and will be selling it to members of the school community; and the EMCS Family of School has introduced gender-neutral sports, with Basketball and Track and Field coming up next. Further, the Pathways and Choice

Department has indicated that Skills Canada BC is hosting its Annual Trades and Technology Competition and is presently conducting regional completions throughout the Province.

SPEAC – Melissa Da Silva

President Melissa Da Silva provided a brief update to the Board of Education. SPEAC solicited feedback on 2023/2024 budget priorities from parents and families for the upcoming budget discussion occurring on February 21, 2023. Based on these priorities, SPEAC will prepare its presentation to the Board of Education.

7. FINANCE, FACILITIES AND SERVICES

7.1 Resources Committee – Meeting of January 10, 2023 – Amanda Dowhy

Trustee Dowhy provided the Board of Education with an overview of the Resources Committee Meeting of January 10, 2023.

36. MOVED Amanda Dowhy/Cendra Beaton

That the Board of Education of School District 62 (Sooke) allow all three readings of the 2022/23 Amended Budget Bylaw at its meeting of February 28, 2023.

CARRIED

37. MOVED Amanda Dowhy/Cendra Beaton

That the Board of Education of School District 62 (Sooke) approve the proposed 23/24 budget principles, assertions and process as outlined at the January 10th Resources Committee meeting.

CARRIED

38. MOVED Amanda Dowhy/Cendra Beaton

That the Board of Education of School District 62 (Sooke) approve the criteria and framework for the distribution funding from the Social Responsibility Fund as presented at the January 10th Resources Committee meeting.

CARRIED

39. MOVED Amanda Dowhy/Allison Watson

That the Board of Education of School District 62 (Sooke) receive the report from the Resources Committee Meeting of January 10, 2023.

CARRIED

7.2 22/23 Minor Capital Plan Amendment – Harold Cull

Harold Cull provided an update to the Board of Education on the amendment to the Minor Capital Plan.

40. MOVED Cendra Beaton/Amanda Dowhy

That the Board of Education of School District 62 (Sooke) approve the amendment to the 22/23 Minor Capital Plan submission as presented to the Board of Education on January 24, 2023.

CARRIED

8. EDUCATION PROGRAM

8.1 Report on the Education-Policy Committee – Meeting held on January 3, 2023

Trustee Watson provided the Board of Education with an overview of the Education-Policy Committee Meeting of January 3, 2023.

41. MOVED Allison Watson/Cendra Beaton
That the Board of Education for School District 62 (Sooke) give Notice of Motion to draft new Policy and Regulations F-495 "Business Continuity".
CARRIED
42. MOVED Allison Watson/Cendra Beaton
That the Board of Education for School District 62 (Sooke) approve the proposed Mountain Biking Academy as presented at the January 3, 2023 Education-Policy Committee meeting, beginning in the 2023-24 school year.
CARRIED
43. MOVED Allison Watson/Cendra Beaton
That the Board of Education of School District 62 (Sooke) receive the report from the Education-Policy Committee Meeting of January 3, 2023.
CARRIED

9. STUDENTS

10. FOUNDATIONS & GOVERNANCE

- 10.1 Alternative Board Meeting Sites – Scott Stinson
Staff provided an overview of the previous direction of the Board of Education and the investigation into the cost of providing an alternative board meeting site.
44. MOVED Amanda Dowhy/Cendra Beaton
That the Board of Education of School District 62 (Sooke) direct staff to develop an engagement strategy for the Milnes Landing Zone that would allow for greater (two-way) dialogue between the Board and stakeholders/community members.
CARRIED
- 10.2 Na'tsa'maht Education Council – Meeting of January 18, 2023
Associate Superintendent Paul Block provided an overview of the Na'tsa'maht Education Council. He indicated that there was a discussion with families and students surrounding the subject of Graduation Ceremonies. It was determined that there was support for both an Indigenous Graduation Recognition and a land-based celebration.

11. ADMINISTRATION

- 11.1 Field Trip Update – Scott Stinson
The Superintendent provided an update to the location of the Belmont Secondary School field trip that was approved June 28, 2022, in which Belmont Secondary Students were travelling to Peru. With the recent travel advisory from the Government of Canada the location of this trip has been changed to Panama.
- 11.2 Superintendent's Report – Scott Stinson
The Superintendent provided an update to the Board of Education on Learning, Engagement and Growth in the District. Highlights included: Black Excellence Day, the upcoming Trustee Student Forum, the High School Teacher Laptop Refresh and Kindergarten Registration; to date there have been 814 kindergarten registrations.

12. PERSONNEL

13. UPCOMING EVENTS

February 5-12, 2023 - French Immersion Celebration Week
February 15 – Open House at Happy Valley

14. FUTURE ITEMS

15. QUESTION PERIOD

Members of the public can ask questions related to agenda items. All media questions can be directed to the Manager, Strategic Communications for follow-up and response.

16. ADJOURNMENT

The meeting was adjourned at 8:58 p.m.

Certified Correct:

Chairperson of the Board

Secretary-Treasurer

**INTERNATIONAL EDUCATIONAL TRIPS
PRELIMINARY APPLICATION
STEP ONE**

This form must be completed as Step One of an approval process. It must be approved by the Principal and Associate Superintendent (outside Canada and continental USA) six months before the date of departure. Once this completed form has been approved, the trip details may be confirmed and communication to student and parents/guardians can commence.

Part A:

School: Belmont Date Submitted: Jan 18
 Principal: Laura Fulton
 Supervisor (Educator in charge): Alexis Sanschagrin
 Destination of Trip: Seattle (King's Schools)
 Departure Date: July 5 Return Date: July 7
 Grade level(s): 9-10-11 (2022-2023) No. of students involved: ~ 50
 Approx. cost of tour: \$ ~ 8,000 Approx. cost to students: \$ ∅
 Transportation: Coach Bus - Ferry
 No. of school days missed (recommend 3 days maximum) ∅
 Source of Funding: Football Program

Accommodation Arrangements: Billet Hotel/Motel Camping Other

- How has the proposed International Educational Trip been included in the overall plan for the year?

- Unique Risk/Safety Considerations: Football practice / game

Part B

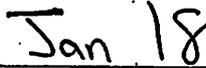
Please provide a detailed attachment with the following information:

1. Educational objectives/purpose of the trip
2. Proposed draft itinerary
3. Method of financing the trip
4. Plan for supervision (include number of supervisors and names - minimum 1:10)
5. Travel insurance and alternate destination planning to ensure minimal financial impact to participants should travel plan changes need to be made, to ensure student safety.
6. Any other pertinent information

Permission is requested to plan the above International Educational Trip. I have read all applicable documents and addressed the responsibility of the supervisor. The preliminary International Educational Trip application form has been reviewed and parent/ legal guardian approval for student participation will be obtained. Volunteers as defined by Policy and Regulations D-111 Volunteers in Schools will obtain criminal record checks.

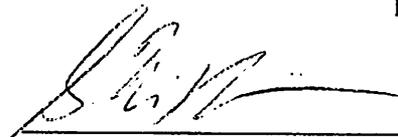


Supervisor's Signature

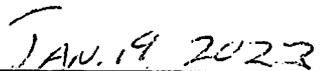


Date

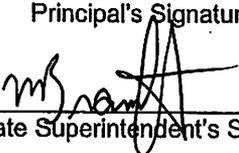
**PERMISSION GRANTED TO PLAN THE PROPOSED
INTERNATIONAL EDUCATIONAL TRIP**



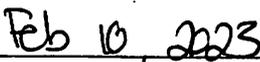
Principal's Signature



Date



Associate Superintendent's Signature



Date

Part B:

1. Educational objectives / purpose of the trip

- Provide a football experience to our student-athletes in the United States
- Joint practices & Scrimmage with school team there (King's Schools, Shoreline WA)

2. Proposed draft itinerary

- See next page

3. Method of financing the trip

- Football account (Registration fees, fundraising, sponsorships)

4. Plans for supervision

- Teachers, coaches, parents (8 minimum, up to 12)

5. Travel insurance and alternate destination planning to ensure minimal financial impact to participants should travel plans changes need to be made, to ensure student safety

- Group travel insurance will be purchased
- Should a situation arise that would prevent the group from traveling, the trip would simply be canceled. There would be no financial impact on the students, as most of the cost would most likely be recouped and financing of the trip is covered by the football program.

6. Any other pertinent information

- This trip has been conducted successfully multiple times pre-Covid

Proposed draft itinerary

Transportation: Coach Bus (Wilson)

Accommodation: Sleep at King's Schools gymnasium

Wednesday July 5

- Meet at school for 7:00 AM
- Depart from school at 7:30 AM
- Arrive at Swartz Bay Ferry terminal for 8:15 AM
- Board the 9:00 AM ferry to Tsawwassen (Students are responsible for breakfast)
- Arrive at Tsawwassen ferry terminal at 10:35 AM
- Arrive at Border crossing at 11:15 AM
- Arrive at King's Schools at 2:00 PM (45 min wait time built in)
- Snack distributed to players
- First joint practice at 4:00 PM
- Team dinner at 8:00 PM
- Lights out by 11:00 PM

Thursday July 6

- Wake up at 8:00 AM
- Breakfast at 9:00 AM
- Film at 10:00 AM
- Lunch at 12:30 PM
- On field walkthrough at 1:30 PM
- Down time 1:30 PM to 3:00 PM
- Second Joint practice at 4:00 PM
- Team dinner at 8:00 PM
- Lights out by 11:00 PM

Friday July 7th

- Wake up at 8:00 AM
- Breakfast at 9:00 AM
- Leave King's Schools at 10:00 AM
- Arrive at Border Crossing at 11:45
- Arrive at TsawwassenFerry Terminal at 1:30 PM (45 min wait time built in)
- Board 3:00 PM Ferry to Swartz Bay (Students are responsible for lunch)
- Arrive at Swartz Bay at 4:35 PM
- Arrive back at Belmont for pick up at 5:15 PM



February 10, 2023

Ref: 286775

Ravi Parmar, Chair
School District No. 62 (Sooke)
Email: rparmar@sd62.bc.ca

Dear Ravi Parmar:

Thank you for your kind words of support.

I am delighted and honoured to have been appointed as the new Minister of Education and Child Care and am proud to represent the Surrey-Green Timbers community as MLA. I look forward to building on the great work being done to achieve our vision of a strong education system for all British Columbians.

As you know, one of the Ministry's main goals is building inclusive and affordable child care that all families in British Columbia can rely on as a core service. We recognize that a professional, qualified and well-supported workforce is foundational to delivering quality child care and we are working closely with childcare workers and the sector to build on the initial successes in the first years of our 10-year ChildCareBC plan. In partnership with the federal government, we will continue to expand these vital services and lower the cost of licensed child care for all BC families.

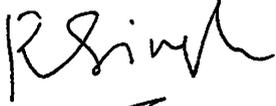
As a young person moves from child care into the k-12 education system, it is our goal to ensure schools and classrooms are safe, welcoming and inclusive for all learners, and we are providing record levels of operating funding to achieve those goals. In addition, our government continues to invest historic sums of public funding to expand, modernize and improve public schools across British Columbia, creating significant benefits for families and the communities where they live in the process.

With this government's commitment to truth and reconciliation we understand the role the education system played in our collective history in this province and the opportunity ahead to take action on anti-racism and discrimination. The ministry, together with trustees, administrators, educators, support staff, Rightsholders and Indigenous partners and parents are committed to supporting learner outcomes so students leave our system at the end of grade 12 with dignity, purpose and options to set them up for a lifetime of success.

.../2

Thank you, again for your words of support.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Singh', with a horizontal line underneath the name.

Rachna Singh
Minister



February 14, 2023

Ravi Parmar, Board Chair
Sooke School District
3143 Jacklin Road
Victoria BC V9B 5R1

Reference: 314405

Dear Ravi Parmar:

Re: Thank You

Thank you for your letter of December 12, 2022, congratulating me on behalf of the Sooke School District on my reappointment as Minister of Transportation and Infrastructure. It is an honour to continue to represent British Columbians in this role.

As our government continues its efforts to recover from the effects of the COVID-19 pandemic and disasters resulting from a changing climate, we also remain focused on building the links needed to keep our transportation infrastructure as clean and efficient as possible. The devastating storms and floods of November 2021 showed us the importance of creating a more resilient transportation network, and my ministry is continuing to deliver on its commitment to ensure people, goods and service providers can reliably get to where they need to go.

My ministry is continuing its work to build a more seamlessly integrated transportation system, providing British Columbia with sustainable transportation choices, including public transit and active transportation. Ensuring people have access to the transportation services they rely on is an important part of our collaborative cross-government effort to support sustainable communities and achieve our housing and affordability targets, and we remain dedicated to meeting this goal.

I appreciate the Sooke School District's commitment to strengthening public transit for students and residents in the Sooke and Westshore communities, and your hard work in keeping students safe. I look forward to working with you and communities across the province to deliver a transportation network that benefits everyone.

.../2

Thank you again for taking the time to write.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rob Fleming". The signature is fluid and cursive, with the first name "Rob" being more prominent than the last name "Fleming".

Rob Fleming
Minister



February 16, 2023

498572

Ravi Parmar, Board Chair
Sooke School District
kross@sd62.bc.ca

Dear Ravi Parmar:

Thank you for your letter dated December 12, 2022, offering your congratulations on my appointment as Minister of Finance. I appreciate your kind words.

Our government is working hard to tackle the challenges facing British Columbians and will continue to do everything we can to keep everyone healthy, safe and supported.

As the concerns you raise regarding funding fall within the mandate of the Ministry of Education and Child Care, I have shared a copy of your letter with the Honourable Rachna Singh, Minister of Education and Child Care.

Thank you again for taking the time to write.

Sincerely,

A handwritten signature in black ink that reads "Katrine Conroy". The signature is written in a cursive, flowing style.

Katrine Conroy
Minister

cc: Honourable Rachna Singh, Minister of Education and Child Care



Committee Report of Resources Committee Meeting via MS Teams February 14, 2023

Present: Ebony Logins, Trustee (Committee Chair)
 Amanda Dowhy, Trustee (Committee Member)
 Trudy Spiller, Trustee (Committee Member) - virtual
 Russ Chipps, Trustee - virtual
 Paul Block, Acting Superintendent & CEO
 Harold Cull, Secretary-Treasurer
 Ed Berlando, STA
 Trudy Court, CUPE - virtual
 Ceilidh Deichmann, SPVPA
 Melissa Da Silva, SPEAC - virtual

Staff: Stanley Joyce, IT
 David Lee-Bonar, Assistant Secretary Treasurer - virtual
 Mhairi Bennett, Manager, Minor Capital
 Sue Grundy, Manager, Executive Operations

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 6:08 pm by the Committee Chair, who acknowledged that we are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation and acknowledge the three nation SD 62 works with directly in our schools; Scia'new Nation, Coast Salish, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation Nuu-chah-nulth. (words gifted by the three Nations SD62 works with)

2. COMMITTEE REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated January 10, 2023, at its Public Board Meeting dated January 24, 2023.

3. PRESENTATIONS

4. BUSINESS

- 4.1 2023/24 District and School Fees: - Paul Block/Harold Cull
- a) SD62 ADULT Learning Fee Schedule
 - b) Secondary Schools District Fee Schedule for 2023/24
 - c) Middle Schools District Fee Schedule for 2023/24
 - d) Academy Programs – proposed Fee Schedule for 24/25
 - e) International Program Fees for 24/25
 - f) Transportation Program Fees

Staff provided an overview of the 2023/24 District and School Fees and the 24/25 International Student Program Fees to the Resources Committee and answered several questions on specific fees being proposed. The Committee supported the following motion going forward to the Board for their review and consideration.

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve the District and School Fees for the 2023/2024 school year as presented at the Resources Committee meeting of February 14, 2023.

4.2 Minor Capital Update – Mhairi Bennett

Mhairi Bennett provided an update to the Resources Committee on facilities work completed from April 1 to December 31, 2022, in the Minor Capital Plan and the Annual Facilities Grant Projects. The Resources Committee and District staff also thanked Mhairi for her work and dedication to the Minor Capital Program over the last several years and wished her well in all future endeavors.

4.3 22/23 Q2 Financial Forecast – David Lee-Bonar

David Lee-Bonar provided a 22/23 Q2 Financial Forecast to the Committee outlining the estimated year-end financial position of the District. It is estimated that the District will end the fiscal year with a deficit of \$613,974 and financial reserve of \$1.851 m or 1.27% of the operating budget. Staff will continue to manage this year's budget and will complete the Q3 forecast in May 2023. Once the Q3 forecast is completed, staff will provide an update to the Committee.

4.4 2022/23 Amended Budget – David Lee-Bonar

David Lee-Bonar discussed the 2022/23 Amended Budget with the Resources Committee. The amount of \$188,486,324 is an increase of \$16,917,423 from the amount previously approved by the Board of Education on May 24, 2022. The Committee asked several questions pertaining to the changes to the budget for the Board of Education consideration at the end of the month and supported the following motion going forward.

Recommended Motion: That the Board of Education of School District 62 (Sooke) give first, second and third readings to the 2022/23 Amended Annual Budget Bylaw specifying a total budget of \$188,486,324.

4.5 2023/24 Budget Development – Harold Cull

The budget process for the 23/24 fiscal year has begun. The Board of Education has approved the budget principles, assertions and timeliness, and work on the operational plan and budget estimates are ongoing. Staff discussed the revised estimate forecast for 23/24 and the anticipated impacts on the budget. The Committee also discussed the draft operational plan projects being proposed for next year and provided input on these projects. Some of the common themes that the Committee supported centred around employee supports, SOGI, and student voice and choice.

5. ADJOURNMENT AND NEXT MEETING DATE: March 8, 2023

Committee Info Note (Updated for the Board)

Resources Committee

February 14, 2023

Agenda Item: 4.4 – 22/23 Amended Budget

Background

- Pursuant to Section 156 of the *School Act* (Accounting Practices), Boards of Education are required to prepare and submit budgets to the Minister, in the form, with the information, and at the time required by the Minister
- The Minister is requiring Amended Annual Budgets to be prepared, adopted by bylaw and submitted by February 28, 2022

22/23 Amended Budget

- This Amended Annual Budget is the Board of Education's updated financial plan for the 2022/23 school year
- The total budget bylaw amount, which includes expenses and asset purchases from all funds, is presented at the end of Statement 2 (attached)
- The Amended Annual Budget Bylaw amount of \$188,486,329 is an increase of \$16,917,423 from the Annual Budget bylaw amount of \$171,568,906 approved by the Board on May 24, 2022
- The \$16,917,423 increase is due to the following:

	2022-23 Amended Info Note	Labour Settlement Adjustment	2022-23 Amended \$	2022-23 Annual \$	Incr / (Decr) \$
Budget Bylaw Amount					
Operating - Total Expense	145,344,959		145,344,959	137,328,912	8,016,047
Operating - Tangible Capital Assets Purchased	1,654,418		1,654,418	0	1,654,418
Special Purpose Funds - Total Expense	28,602,142	760,720	29,362,862	22,823,740	6,539,122
Capital Fund - Total Expense	11,774,090		11,774,090	11,416,254	357,836
Capital Fund - Tangible Capital Assets Purchased from Local Capital	350,000		350,000	0	350,000
Total Budget Bylaw Amount	187,725,609	760,720	188,486,329	171,568,906	16,917,423

- The \$357,836 **Capital Fund Expense** increase is due to an anticipated increase in amortization of tangible capital assets

- The **\$6,539,122 Special Purpose Fund Expense** increase is largely due to the Classroom Enhancement Fund (**\$3.16M**), the Student and Family Affordability Fund Grant (\$1.25M), and carry forward amounts from 2021/22 (\$1.63M)
- As indicated in the Schedule 2 table below, the \$1.65M increase in **Tangible Capital Assets** is mostly due to the acquisition of portables, electric buses and charging stations.
- As part of the revised expenditure plan approved by the Board in December, the Tangible Capital Assets Purchased from Local Capital amount reflects the decision to contribute this fiscal \$350,000 of the \$1,000,000 commitment towards the South Langford Elementary capital project.
- Also indicated in the Schedule 2 table below, the \$8,016,047 increase in **Operating Fund Expenses** is due to the 2021/22 carry forward amounts (\$1.53M), associated expenditures with an increase in the Operating Grant (\$1.31M), and associated expenses with the Labour Settlement Funding (\$5.11M).

Schedule 2								
	2022-23	FY23	FY23	FY23	FY22	2022-23		
	Amended	Labour	Operating	Department	Carry	Annual	Incr / (Decr)	
	Budget	Settlement	Grant	Reallocation	Over	Budget	\$	
Total Revenue	144,238,153	5,112,899	2,760,776	58,800	0	136,305,678	7,932,475	
Total Expense	145,344,959	5,112,899	1,313,912	63,345	1,525,891	137,328,912	8,016,047	
Tangible Capital Assets Purchased	1,654,418	0	1,140,000	(4,545)	518,963	0	1,654,418	
Transfer to Local Capital	350,000	0	350,000	0	0	0	350,000	
Surplus (Deficit), for the year	(3,111,224)	0	(43,136)	0	(2,044,854)	(1,023,234)	(2,087,990)	

- As per Schedule 1, the Budgeted Accumulated Surplus for the end of year is \$2,464,904. This amount is calculated as follows:

Accumulated Surplus, beginning of year	5,576,128
2021-22 Restricted Surplus / Carry Over	(2,044,854)
2022-23 Operating Grant Recalculation	633,630
2022-23 Board Approved One-Time Expenditures	(1,700,000)
Surplus (Deficit), for the year	(3,111,224)
Budgeted Accumulated Surplus, end of year	2,464,904

- The end of year Budgeted Accumulated Surplus of \$2,464,904 is 1.68% of budgeted total expenses and tangible capital asset purchases of \$146,999,377

Recommended Motion: That the Board of Education of School District #62 (Sooke) give first, second, and third readings to the 22/23 Amended Annual Budget Bylaw specifying a total budget of **\$188,486,329**.

Prepared by:

David Lee-Bonar, Assistant Secretary-Treasurer

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 62 (Sooke) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 62 (Sooke) Amended Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$188,486,329 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 28th DAY OF FEBRUARY, 2023;

READ A SECOND TIME THE 28th DAY OF FEBRUARY, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF FEBRUARY, 2023;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 62 (Sooke) Amended Annual Budget Bylaw 2022/2023, adopted by the Board the 28th DAY OF FEBRUARY, 2023.

Secretary Treasurer

Amended Annual Budget

School District No. 62 (Sooke)

June 30, 2023

School District No. 62 (Sooke)

June 30, 2023

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	16

*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 62 (SOOKE) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2022/2023 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 62 (Sooke) Amended Annual Budget Bylaw for fiscal year 2022/2023.
3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of \$188,486,329 for the 2022/2023 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 28th DAY OF FEBRUARY, 2023;

READ A SECOND TIME THE 28th DAY OF FEBRUARY, 2023;

READ A THIRD TIME, PASSED AND ADOPTED THE 28th DAY OF FEBRUARY, 2023;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 62 (Sooke) Amended Annual Budget Bylaw 2022/2023, adopted by the Board the 28th DAY OF FEBRUARY, 2023.

Secretary Treasurer

School District No. 62 (Sooke)
 Amended Annual Budget - Revenue and Expense
 Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	12,763,875	12,539,000
Adult	99,438	36,438
Total Ministry Operating Grant Funded FTE's	12,863,313	12,575,438
Revenues	\$	\$
Provincial Grants		
Ministry of Education and Child Care	163,941,392	150,803,293
Tuition	6,899,749	6,899,749
Other Revenue	5,036,317	3,687,765
Rentals and Leases	502,500	502,500
Investment Income	370,395	363,875
Amortization of Deferred Capital Revenue	9,581,173	9,271,906
Amortization of Deferred Capital Revenue - For Lease	61,477	61,477
Total Revenue	186,393,003	171,590,565
Expenses		
Instruction	151,717,077	138,904,388
District Administration	6,870,183	6,364,125
Operations and Maintenance	23,942,726	22,997,542
Transportation and Housing	3,951,925	3,302,851
Total Expense	186,481,911	171,568,906
Net Revenue (Expense)	(88,908)	21,659
Budgeted Allocation (Retirement) of Surplus (Deficit)	3,111,224	1,023,234
Budgeted Surplus (Deficit), for the year	3,022,316	1,044,893
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	3,022,316	1,044,893
Budgeted Surplus (Deficit), for the year	3,022,316	1,044,893

School District No. 62 (Sooke)
 Amended Annual Budget - Revenue and Expense
 Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	145,344,959	137,328,912
Operating - Tangible Capital Assets Purchased	1,654,418	
Special Purpose Funds - Total Expense	29,362,862	22,823,740
Capital Fund - Total Expense	11,774,090	11,416,254
Capital Fund - Tangible Capital Assets Purchased from Local Capital	350,000	
Total Budget Bylaw Amount	188,486,329	171,568,906

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed

School District No. 62 (Sooke)

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(88,908)</u>	21,659
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,654,418)	
From Local Capital	(350,000)	
From Deferred Capital Revenue	(21,747,390)	(20,154,465)
Total Acquisition of Tangible Capital Assets	<u>(23,751,808)</u>	(20,154,465)
Amortization of Tangible Capital Assets	10,461,149	10,103,313
Total Effect of change in Tangible Capital Assets	<u>(13,290,659)</u>	(10,051,152)
	<u>-</u>	-
	<u>-</u>	-
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(13,379,567)</u></u>	<u>(10,029,493)</u>

School District No. 62 (Sooke)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2023

	Operating Fund	Special Purpose Fund	Capital Fund	2023 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	5,576,128	673,449	133,722,074	139,971,651
Changes for the year				
Net Revenue (Expense) for the year	(1,106,806)		1,017,898	(88,908)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,654,418)		1,654,418	-
Local Capital	(350,000)		350,000	-
Net Changes for the year	(3,111,224)	-	3,022,316	(88,908)
Budgeted Accumulated Surplus (Deficit), end of year	2,464,904	673,449	136,744,390	139,882,743

School District No. 62 (Sooke)

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	135,536,363	127,668,989
Tuition	6,899,749	6,899,749
Other Revenue	945,666	880,565
Rentals and Leases	502,500	502,500
Investment Income	353,875	353,875
Total Revenue	144,238,153	136,305,678
Expenses		
Instruction	122,691,092	116,417,525
District Administration	6,870,183	6,364,125
Operations and Maintenance	12,407,348	11,796,390
Transportation and Housing	3,376,336	2,750,872
Total Expense	145,344,959	137,328,912
Net Revenue (Expense)	(1,106,806)	(1,023,234)
Budgeted Prior Year Surplus Appropriation	3,111,224	1,023,234
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,654,418)	
Local Capital	(350,000)	
Total Net Transfers	(2,004,418)	-
Budgeted Surplus (Deficit), for the year	-	-

School District No. 62 (Sooke)

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education and Child Care		
Operating Grant, Ministry of Education and Child Care	129,597,913	126,001,327
ISC/LEA Recovery	(515,866)	(509,565)
Other Ministry of Education and Child Care Grants		
Pay Equity	931,052	931,052
Funding for Graduated Adults	40,000	40,000
Student Transportation Fund	358,365	358,365
FSA Scorer Grant	12,000	12,000
Anticipated Enrolment Increase		835,810
Labour Settlement Funding	5,112,899	
Total Provincial Grants - Ministry of Education and Child Care	135,536,363	127,668,989
Tuition		
Continuing Education	110,000	110,000
International and Out of Province Students	6,789,749	6,789,749
Total Tuition	6,899,749	6,899,749
Other Revenues		
Funding from First Nations	515,866	509,565
Miscellaneous		
Grants for Crossing Guards	70,000	70,000
Rebates	51,000	51,000
SGF Discretionary	200,000	200,000
Miscellaneous	108,800	50,000
Total Other Revenue	945,666	880,565
Rentals and Leases	502,500	502,500
Investment Income	353,875	353,875
Total Operating Revenue	144,238,153	136,305,678

School District No. 62 (Sooke)

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Salaries		
Teachers	54,564,115	52,869,698
Principals and Vice Principals	9,745,939	9,366,175
Educational Assistants	13,552,784	12,648,457
Support Staff	13,727,935	13,578,833
Other Professionals	5,281,009	4,929,417
Substitutes	5,437,225	5,444,922
Total Salaries	102,309,007	98,837,502
Employee Benefits	26,065,358	24,199,679
Total Salaries and Benefits	128,374,365	123,037,181
Services and Supplies		
Services	7,631,049	6,648,806
Professional Development and Travel	1,068,586	953,394
Rentals and Leases	386,891	355,391
Dues and Fees	153,156	213,991
Insurance	467,651	486,295
Supplies	5,456,617	3,827,210
Utilities	1,780,844	1,780,844
Bad Debt	25,800	25,800
Total Services and Supplies	16,970,594	14,291,731
Total Operating Expense	145,344,959	137,328,912

School District No. 62 (Sooke)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2023

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	45,783,635	261,836	149,940	1,977,706	533,374	3,762,138	52,468,629
1.03 Career Programs	233,560			195,739		13,063	442,362
1.07 Library Services	1,686,079			271,736		6,089	1,963,904
1.08 Counselling	2,211,833					1,062	2,212,895
1.10 Special Education	1,163,925	282,781	13,040,844	103,481	1,163,999	845,785	16,600,815
1.30 English Language Learning	1,886,272			80,621			1,966,893
1.31 Indigenous Education	600,500	253,700	362,000	89,350		41,600	1,347,150
1.41 School Administration		8,522,047		2,534,402		229,900	11,286,349
1.61 Continuing Education				30,938			30,938
1.62 International and Out of Province Students	987,813	273,907		352,000			1,613,720
Total Function 1	54,553,617	9,594,271	13,552,784	5,635,973	1,697,373	4,899,637	89,933,655
4 District Administration							
4.11 Educational Administration		151,668			896,716		1,048,384
4.40 School District Governance					147,500		147,500
4.41 Business Administration	10,498			617,483	2,071,174	93,140	2,792,295
Total Function 4	10,498	151,668	-	617,483	3,115,390	93,140	3,988,179
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				123,880	151,980		275,860
5.50 Maintenance Operations				5,071,734	216,493	363,282	5,651,509
5.52 Maintenance of Grounds				563,140			563,140
5.56 Utilities							-
Total Function 5	-	-	-	5,758,754	368,473	363,282	6,490,509
7 Transportation and Housing							
7.41 Transportation and Housing Administration				120,801	99,773		220,574
7.70 Student Transportation				1,594,924		81,166	1,676,090
Total Function 7	-	-	-	1,715,725	99,773	81,166	1,896,664
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	54,564,115	9,745,939	13,552,784	13,727,935	5,281,009	5,437,225	102,309,007

School District No. 62 (Sooke)

Amended Annual Budget - Operating Expense by Function, Program and Object
 Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	52,468,629	13,851,059	66,319,688	3,894,055	70,213,743	66,613,575
1.03 Career Programs	442,362	122,746	565,108	388,447	953,555	832,636
1.07 Library Services	1,963,904	507,067	2,470,971	45,194	2,516,165	2,269,178
1.08 Counselling	2,212,895	568,683	2,781,578	6,237	2,787,815	2,682,852
1.10 Special Education	16,600,815	4,339,083	20,939,898	646,038	21,585,936	20,799,755
1.30 English Language Learning	1,966,893	508,795	2,475,688	160,000	2,635,688	1,779,135
1.31 Indigenous Education	1,347,150	349,425	1,696,575	306,959	2,003,534	1,945,295
1.41 School Administration	11,286,349	2,467,094	13,753,443	622,519	14,375,962	13,857,905
1.61 Continuing Education	30,938	6,005	36,943	36,112	73,055	91,555
1.62 International and Out of Province Students	1,613,720	377,032	1,990,752	3,554,887	5,545,639	5,545,639
Total Function 1	89,933,655	23,096,989	113,030,644	9,660,448	122,691,092	116,417,525
4 District Administration						
4.11 Educational Administration	1,048,384	220,231	1,268,615	556,475	1,825,090	1,744,046
4.40 School District Governance	147,500	9,500	157,000	157,088	314,088	254,088
4.41 Business Administration	2,792,295	638,126	3,430,421	1,300,584	4,731,005	4,365,991
Total Function 4	3,988,179	867,857	4,856,036	2,014,147	6,870,183	6,364,125
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	275,860	63,941	339,801	760,307	1,100,108	625,805
5.50 Maintenance Operations	5,651,509	1,447,959	7,099,468	1,403,349	8,502,817	8,414,373
5.52 Maintenance of Grounds	563,140	138,419	701,559	322,020	1,023,579	975,368
5.56 Utilities	-	-	-	1,780,844	1,780,844	1,780,844
Total Function 5	6,490,509	1,650,319	8,140,828	4,266,520	12,407,348	11,796,390
7 Transportation and Housing						
7.41 Transportation and Housing Administration	220,574	53,881	274,455	157,991	432,446	305,481
7.70 Student Transportation	1,676,090	396,312	2,072,402	871,488	2,943,890	2,445,391
Total Function 7	1,896,664	450,193	2,346,857	1,029,479	3,376,336	2,750,872
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	102,309,007	26,065,358	128,374,365	16,970,594	145,344,959	137,328,912

School District No. 62 (Sooke)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

	2023 Amended Annual Budget	2023 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education and Child Care	25,255,691	20,006,540
Other Revenue	4,090,651	2,807,200
Investment Income	16,520	10,000
Total Revenue	29,362,862	22,823,740
Expenses		
Instruction	29,025,985	22,486,863
Operations and Maintenance	336,877	336,877
Total Expense	29,362,862	22,823,740
Budgeted Surplus (Deficit), for the year	-	-

School District No. 62 (Sooke)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead
	\$	\$	\$	\$	\$		\$	\$	\$
Deferred Revenue, beginning of year	-	-	5,320	704,626	19,777	34,385	88,669	29,666	
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	336,877	428,877			192,000	41,650	339,831	768,299	1,483,350
Other				2,000,000				46,000	
Investment Income			10,000						
	336,877	428,877	10,000	2,000,000	192,000	41,650	339,831	814,299	1,483,350
Less: Allocated to Revenue	336,877	428,877	15,320	2,704,626	211,777	76,035	428,500	843,965	1,483,350
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	336,877	428,877			211,777	76,035	428,500	797,965	1,483,350
Other Revenue				2,704,626				46,000	
Investment Income			15,320						
	336,877	428,877	15,320	2,704,626	211,777	76,035	428,500	843,965	1,483,350
Expenses									
Salaries									
Teachers							70,000		28,601
Principals and Vice Principals								43,000	
Educational Assistants		335,061							176,540
Support Staff				8,000	148,507				145,386
Other Professionals									165,000
Substitutes				15,000		48,085	15,000	12,100	825,796
	-	335,061	-	23,000	148,507	48,085	85,000	274,600	1,176,323
Employee Benefits		93,816		5,750	53,270	5,950	20,500	62,200	267,367
Services and Supplies	336,877		15,320	2,675,876	10,000	22,000	323,000	507,165	39,660
	336,877	428,877	15,320	2,704,626	211,777	76,035	428,500	843,965	1,483,350
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 62 (Sooke)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	Classroom Enhancement Fund - Staffing	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School / Restart: Health & Safety Grant	Federal Safe Return to Class / Ventilation Fund	Seamless Day Kindergarten	Early Childhood Education Dual Credit Program	Student & Family Affordability
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		18,919	100,059	26,466	1,507	118,076	666	22,152	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	19,617,492	29,044	51,000	6,000			55,400		1,251,529
Other									
Investment Income									
	19,617,492	29,044	51,000	6,000	-	-	55,400	-	1,251,529
Less: Allocated to Revenue	19,617,492	47,963	151,059	32,466	1,507	118,076	56,066	22,152	1,251,529
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	19,617,492	47,963	151,059	32,466	1,507	118,076	56,066	22,152	1,251,529
Other Revenue									
Investment Income									
	19,617,492	47,963	151,059	32,466	1,507	118,076	56,066	22,152	1,251,529
Expenses									
Salaries									
Teachers	15,746,902								
Principals and Vice Principals									
Educational Assistants									
Support Staff							39,766		
Other Professionals									
Substitutes			10,000	5,000					
	15,746,902	-	10,000	5,000	-	-	39,766	-	-
Employee Benefits	3,870,590		4,000	1,500			14,300		
Services and Supplies		47,963	137,059	25,966	1,507	118,076	2,000	22,152	1,251,529
	19,617,492	47,963	151,059	32,466	1,507	118,076	56,066	22,152	1,251,529
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 62 (Sooke)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2023

	SEY2KT (Early Years to Kindergarten)	ECL Early Care & Learning	Academies	Donations	Theatres	Horner	Kidsport	BCSSA Island Chapter	Artstarts
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	320,337	60,607	43,447	3,158	1,439	18,128	3,665
Add: Restricted Grants									
Provincial Grants - Ministry of Education and Child Care	19,000	175,000							
Other			805,191	40,000	1,500				7,600
Investment Income					1,200				
	19,000	175,000	805,191	40,000	2,700	-	-	-	7,600
Less: Allocated to Revenue	19,000	175,000	1,125,528	100,607	46,147	3,158	1,439	18,128	11,265
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education and Child Care	19,000	175,000							
Other Revenue			1,125,528	100,607	44,947	3,158	1,439	18,128	11,265
Investment Income					1,200				
	19,000	175,000	1,125,528	100,607	46,147	3,158	1,439	18,128	11,265
Expenses									
Salaries									
Teachers		34,125	80,000						
Principals and Vice Principals		37,900	20,000						
Educational Assistants									
Support Staff		5,400	60,000						
Other Professionals									
Substitutes	5,000	35,690	9,300						
	5,000	113,115	169,300	-	-	-	-	-	-
Employee Benefits	1,000	31,885	42,000						
Services and Supplies	13,000	30,000	914,228	100,607	46,147	3,158	1,439	18,128	11,265
	19,000	175,000	1,125,528	100,607	46,147	3,158	1,439	18,128	11,265
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 62 (Sooke)

Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2023

	Nature K	Youth Work In Trades	TOTAL
	\$	\$	\$
Deferred Revenue, beginning of year	4,953	-	1,626,022
Add: Restricted Grants			
Provincial Grants - Ministry of Education and Child Care			24,795,349
Other	-	30,000	2,930,291
Investment Income			11,200
	-	30,000	27,736,840
Less: Allocated to Revenue	4,953	30,000	29,362,862
Deferred Revenue, end of year	-	-	-
Revenues			
Provincial Grants - Ministry of Education and Child Care			25,255,691
Other Revenue	4,953	30,000	4,090,651
Investment Income			16,520
	4,953	30,000	29,362,862
Expenses			
Salaries			
Teachers		21,600	15,981,228
Principals and Vice Principals			100,900
Educational Assistants			511,601
Support Staff			461,559
Other Professionals			165,000
Substitutes			980,971
	-	21,600	18,201,259
Employee Benefits		8,400	4,482,528
Services and Supplies	4,953		6,679,075
	4,953	30,000	29,362,862
Net Revenue (Expense)	-	-	-

School District No. 62 (Sooke)
 Amended Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2023

	2023 Amended Annual Budget			2023 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education and Child Care	3,149,338		3,149,338	3,127,764
Amortization of Deferred Capital Revenue	9,581,173		9,581,173	9,271,906
Amortization of Deferred Capital Revenue - For Lease	61,477		61,477	61,477
Total Revenue	12,791,988	-	12,791,988	12,461,147
Expenses				
Operations and Maintenance	1,312,941		1,312,941	1,312,941
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,885,560		9,885,560	9,551,334
Transportation and Housing	575,589		575,589	551,979
Total Expense	11,774,090	-	11,774,090	11,416,254
Net Revenue (Expense)	1,017,898	-	1,017,898	1,044,893
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,654,418		1,654,418	
Local Capital		350,000	350,000	
Total Net Transfers	1,654,418	350,000	2,004,418	-
Other Adjustments to Fund Balances				
Tangible Capital Assets WIP Purchased from Local Capital	350,000	(350,000)	-	
Total Other Adjustments to Fund Balances	350,000	(350,000)	-	
Budgeted Surplus (Deficit), for the year	3,022,316	-	3,022,316	1,044,893



**COMMITTEE REPORT OF THE
EDUCATION-POLICY COMMITTEE
School Board Office
February 7, 2023 – 6:00 p.m.**

Present: Cendra Beaton, Trustee (Committee Member, Acting Chair)
Russ Chipps, Trustee (Committee Member)
Trudy Spiller, Trustee
Amanda Culver, STA
Lou Leslie, CUPE 459
Georgette Walker, SPVPA
Sandra Arnold, SPEAC
Paul Block, Acting Superintendent
Monica Braniff, Associate Superintendent
Harold Cull, Secretary Treasurer

Guests: Denise Wehner, District Principal – Curriculum Transformation

Regrets: Scott Stinson, Dave Strange, Allison Watson (Committee Chair)

1. CALL TO ORDER AND ACKNOWLEDGMENT OF FIRST NATIONS TERRITORIES

We are honoured to be meeting on the traditional territories of the Coast Salish: T'Sou-ke Nation and Sc'ianew Nation and Nuu-chah-nulth: Pacheedaht Nation. We also recognize some of our schools reside on the traditional territory of the Esquimalt Nation and Songhees Nation.

2. Opening Remarks from Chair, Allison Watson

Committee Chair, Allison Watson, sent her regrets.

3. COMMITTEE REPORT of January 3, 2023 Education-Policy Committee meeting

The committee report for the January 3, 2023 Education-Policy Committee meeting was reviewed by the committee. No errors or omissions were noted.

4. BAA COURSE PROPOSALS

There are no BAA course proposals for this meeting.

5. REVIEW OF POLICIES/REGULATIONS

a. Policy Updates – Paul Block

- Policy A-110 "Board-Staff Communication"
- Regulations A-500 "Policies and Regulations"
- Policy D-200 "School-Community Relations"
- Policy and Regulations B-425 "Community Schools"

Mr. Block reviewed the pertinent changes in this month's policy updates. Updates were identified to clarify past practice and make the necessary language shifts. Appreciation was brought to the gender-neutral changes throughout the policies and regulations.

6. NEW BUSINESS

a. BC K-12 Reporting Policy Presentation – Denise Wehner

Ms. Wehner, District Principal for Curriculum Transformation, presented on the new Ministry Reporting Policy. Highlights of this policy include a focus on the proficiency scale, the use of the most recent evidence of learning (rather than an averaging of marks), and the inclusivity of all students. Ms. Wehner connected the Reporting Policy to assessment practices that provide students with choice and multiple pathways. This new approach will provide parents and guardians with five learning updates in the year - 2 written, 2 informal, and 1 summary. Ms. Wehner spoke to the differences between K-9 and 10-12 formats and emphasized the focus on descriptive feedback and student self-reflection. There was a rich conversation about implementation plans for student and staff support.

Recommendation:

That the Board of Education for School District 62 (Sooke) continue to support the implementation of the BC K-12 Reporting Policy for educators and support an increased awareness and understanding of these changes for families.

b. Strategic Plan Q2 Report – Paul Block

Mr. Block introduced the Strategic Plan Q2 Report, highlighting examples of the 38 projects that are either completed, underway, or at their beginning stages. Mr. Block gave details within each example to provide an overview of the steps underway at this time. In support of the Q2 Report, he shared Ministry data that focussed on Completion Rates for 2021-22. The data reflects some of the best results SD62 has had over the past 3-5 years. Mr. Block spoke to these results as being a positive reflection on the entire system. There was a robust conversation about provincial trends, students with unique needs, and student metrics. There were also questions posed regarding other areas of the Strat Plan including Attendance Support, Middle School Timetables, Cyber Security, and training for Diversity, Equity, and Inclusion.

Recommendation:

That the Board of Education of School District 62 (Sooke) receive the Quarter 2 Report as presented at the February 7, 2023 Education-Policy Committee meeting.

c. Outdoor Learning Update – Paul Block

Mr. Block spoke to the work done in relation to Outdoor Learning. The Information Note on this topic outlined the process undertaken through a lens of equity to review outdoor learning spaces in all schools.

Recommendations:

1. That the Board of Education for School District 62 (Sooke) direct staff to work with the Curriculum Transformation Department to provide enhancements to practice and pedagogy utilizing outdoor spaces for learning for grades K – 12 within the existing staffing contingent.
2. That the Board of Education for School District 62 (Sooke) direct staff to look at creating a plan to prioritize and develop outdoor play spaces at those elementary schools that do not have a natural playground zone.

- d. Student & Family Affordability Fund – Paul Block (on behalf of Dave Strange)
The focus for this update was on the established partnerships and their work in relation to the Student & Family Affordability Fund. Mr. Block drew attention to the link in the package to “Setting the Table” and the district pilot currently underway with this organization. The ongoing collaboration and connection to school gardens was emphasized as creating an opportunity for students to experience the cycle of growing food to having it at the table. In addition to this example, Mr. Block acknowledged 6 other community agencies that are partnering with Sooke School District and shared thoughts and reflections from partner groups who helped to directly support SD62 students and families. SPEAC would like to see an avenue for sharing of ideas between schools in support of students and families—this information will be shared as soon as it is gathered. Appreciation was expressed to staff for their ongoing work in this endeavor.
7. **FOR INFORMATION**
 - a. Research Project Approval – Sadownik, Stephanie – “Exploring Technology-Facilitated Intervention Modalities for the Provision of Cognitive Behaviour Therapy in Canadian Schools”
8. **FOR FUTURE MEETINGS**
9. **ADJOURNMENT AND NEXT MEETING DATE:** March 7, 2023
Adjourned, 7:44 pm

POLICY AND REGULATIONS ADOPTION

School District #62 (Sooke)

February 28, 2023

Draft new Policy and Regulations F-495 "Business Continuity" are scheduled for adoption.

RECOMMENDATION

Given that the required period for Notice of Motion has been served, that the Board of Education of School District 62 (Sooke) ADOPT draft new Policy and Regulations F-495 "Business Continuity".

School District #62 (Sooke)

Business Continuity	No.: F-495
	Effective: Revised: Reviewed: Jan. 3/23; Jan. 24/23; Feb. 28/23

Purpose

This policy establishes the framework for SD62's Business Continuity. The purpose of Business Continuity is to:

- Identify, Assess and Manage the likelihood and impact of risks and events that could disrupt operations.
- Implement cost-appropriate actions to mitigate the risk's likelihood and/or severity.
- Protect assets against serious business disruption by developing, implementing, exercising, and maintaining a business continuity plan.
- Design an effective plan that recovers impacted business and educational functions with minimal downtime and safeguards the reputation of SD62.
- Confirm the capability of SD62 to implement the plan through regular review, exercise, and training on the business continuity plan.
- Establish a culture that exemplifies a level of preparedness and readiness for any adverse incident.

Policy

SD62 believes in the importance of business continuity to build resilience in our systems and processes to ensure the resumption of board operations after a significant disruptive event. Further, SD62 is committed to the continued delivery of educational and business services at acceptable levels, following a disruptive incident. SD62 Business Continuity is focused on ensuring recovery after a significant event impacts the Board's operations.

Related Policies and Legislation:

BC Emergency Program Act

BC Emergency Program Management Regulation

School Act

Policy F-501 Emergency Preparedness

Policy F-325 Cyber Security and Risk

School District #62 (Sooke)

Business Continuity	No.: F-495
	Effective: Revised: Reviewed: Jan. 3/23; Jan. 24/23; Feb. 28/23

Administrative Regulations

The following Administrative Regulations support and further define Business Continuity Planning in SD62.

Application and Scope

All School District 62 staff and vendors employed under contract, who have any involvement with the delivery and continuity of educational and business services are responsible for implementing this policy and its regulations and shall have the support of the School District 62 Board which has approved the policy. Incident plans, departmental plans, and school emergency plans are developed to respond to and recover from a wide variety of incidents, using the same framework and guidelines within a single business continuity plan.

These regulations will be implemented alongside and work in conjunction with:

1. Critical Incident Response Plans and procedures within the district.
2. Emergency Response Procedures as outlined in School Board Policy F-501.
3. Crisis management and crisis communications plan.
4. Disaster recovery plan for Technology.

Roles and Responsibilities

The Board of Education's responsibilities:

- Provide oversight, guidance, and direction on the scope and application of the Business Continuity Planning process
- Be informed and advise during incident recovery efforts
- Represent community interests when required

District Executive responsibilities:

- Provides strategic direction and approves changes in key areas of Business Continuity including, but not limited to prioritization of activities and systems, recovery time expectations, frequency of exercising the plans and testing the systems, and funding authorization as requested through the business planning process.
- Provides support to Business Continuity initiatives across the organization.
- Appoint one or more persons to be responsible for the Business Continuity Plan with the appropriate authority to establish, implement, maintain and improve the plan.
- Supports the establishment of an Emergency Operations Centre to support crisis response and business continuity plan activation.
- Participates and contributes to the Business Continuity Plan exercises, initiatives, strategy development, and implementation.
- Review the program at planned intervals to ensure its continuous sustainability, adequacy, and effectiveness.

School District #62 (Sooke)

Emergency Management Team (EMT) responsibilities:

School District 62 will establish an Emergency Management Team (EMT) to take command and control when there is a major disruption to School District 62 operations and/or any buildings.

This team will be responsible for the following:

- Ensure communications with SD62 staff at large, schools, and other key stakeholders.
- Consult with and report to the Ministry.
- Liaise with any outside entities and key stakeholders on any extraordinary issues.
- Initiate activation of the emergency response and business continuity organization.
- Receive damage assessment reports, decide on the level of response based on the criticality of operations, and declare appropriate activation of plans.
- Authorize those responsible for business continuity to activate their response and continuity procedures if impacted by a disruptive event.
- Set priorities for the overall response, continuity, and recovery efforts with the impacted SD62 operations.
- Approve action plans and status report updates and ensure appropriate collection and distribution.
- Manage public relations and work closely with the SD62 Communications team.
- Approve expenditures required for response, continuity, and recovery efforts.
- Request resources or assistance from public authorities when necessary.
- De-activate when the situation is stabilized, and coordinate return to business as usual.

At the time of drafting these regulations, the following are members of this team:

- Superintendent is the Lead
- Secretary-Treasurer is the Alternate
- Associate Superintendents for Milne's Landing, Belmont, and Royal Bay families of schools
- Manager, Communications
- Director, Facilities
- Executive Director, Human Resources
- Executive Director, Information Technology
- Manager, Executive Operations

Business Continuity Plan Manager

The Business Continuity Plan Manager is responsible for:

- Oversight of the plan, including developing procedures and standards aligned with legislation, organizational objectives, and industry best practices, maintaining and updating the Business Continuity Plan.
- Publishing and distributing business continuity plan documentation
- Ensuring regular refreshes and reviews of the plan are completed annually
- Working with Department Management to make certain that priorities are identified, and continuity planning efforts are focused on the critical priority systems and activities.
- Providing advice, training, and guidance to the organization on plan development, implementation, testing/exercising, and maintenance.
- Providing the methodology, processes, templates, and tools required for developing, implementing, training, exercising, maintaining, and monitoring the Business Continuity.

School District #62 (Sooke)

- Promoting education and awareness to the organization on Business Continuity.
- Conducting post-incident and exercise reviews to allow for plan updates and communication with key stakeholders.
- Coordinating, documenting, and supporting organization-wide continuity strategies and initiatives.
- Monitoring and reporting to the Leadership Team on progress, compliance with policy, audit requirements, and business continuity standards, and continuous improvements on Business Continuity.

Department/Site Leadership is responsible for:

- Working directly with the Business Continuity Plan manager to identify activities and systems required within their area to maintain critical levels of business operations and determine their criticality.
- Developing, implementing, maintaining, and exercising department Business Continuity procedures and support arrangements in accordance with Business Continuity Policy and the overall continuity strategy for SD62.
- Liaising with the Business Continuity Plan manager to confirm the completion of business impact analysis, continuity strategy, and plan development.
- Participating in business continuity/IT disaster recovery exercises as well as providing input to update SD62's Business Continuity Plan to incorporate lessons learned from the exercises.
- Participating in post-incident and exercise reviews to identify plan deficiencies and communicate to the Business Continuity Plan manager.
- Keeping their staff aware of the business continuity requirements and their roles and responsibilities in SD62's Business Continuity Plan.
- Participating in the development and exercising, at least annually, of SD62 Business Continuity Plan to provide staff with an opportunity to practice their roles, and ensure the plan is maintained and remains current.

All Employees are responsible for:

- Being aware of Business Continuity requirements within their departments and SD62 as a whole.
- Understanding their specific roles and responsibilities as it applies to responding to serious business disruption.
- Developing a personal emergency preparedness plan for themselves and their families.

School District #62 (Sooke)

Components of a Business Continuity Planning

1. Risk Assessment (RA)

SD62 shall conduct a Risk Assessment (RA) to identify, analyze and evaluate threats to its services as well as the likelihood and severity of their occurrence.

The RA shall be reviewed and updated annually, and when changes to core services, relevant legislation, operations, or location occur.

SD62 is responsible for determining and implementing risk treatments to prevent, mitigate, accept or transfer the threats.

2. Business Impact Analysis (BIA)

SD62 shall complete a Business Impact Analysis to identify its critical activities and evaluate the potential impact, damage, or loss, which may be experienced as a result of a serious business disruption.

SD62 shall identify the assets, functions, processes, resources, and dependencies required to attain recovery time objectives and sustain critical activities.

The BIA shall be reviewed and updated annually, and when changes to business operations and processes, organizational structure, critical dependencies, and/or resources occur.

3. Continuity Strategy Development

SD62 shall develop continuity strategies based on the information obtained from the risk assessment and business impact analysis and shall be kept current.

These strategies will focus on:

- Preparedness for effective response, continuity, and recovery management planning,
- Response to incidents that threaten people, property, the environment, and/or the continuity of critical activities.
- Continuity of critical activities,
- Recovery to an acceptable level,
- Effective Communication, and
- Competency-based training and education.

4. Emergency Response and Operations

SD62 shall establish an incident management system, which includes a specific organizational hierarchy, roles, and responsibility for responding to serious business disruption.

SD62 shall establish primary and alternative emergency operations centers, physical or virtual, capable of supporting the management of an incident.

SD62 shall establish linkages to their Critical Incident Response Team through the Emergency Management Team, which outlines how SD62 will respond to a major emergency in a coordinated, timely, and effective manner to address life safety and stabilize the incident until the arrival of trained or external first responders.

School District #62 (Sooke)

5. Business Continuity Plan Development

SD62 must set out, in Business Continuity Plans and procedures the manner and means by which the organization will resume critical activities systems following a serious business disruption or incident, regardless of the cause.

SD62 shall implement resource management procedures to provide adequate human, physical, informational, and financial resources.

Plans shall include current lists of resource requirements including personnel, facilities, supplies and office equipment/furniture, information technology assets (hardware, software, and data), vital records, communications, critical dependencies, and documented strategies and procedures.

SD62 shall establish primary and alternative work locations, physical or virtual, capable of supporting the continuity of critical activities.

Plans shall be reviewed and updated at least annually, and as warranted by changes to organizational structure, business operations, critical dependencies, resource requirements, location, or critical contact information.

6. Awareness and Training Programs

SD62 shall deliver general awareness and training activities to all staff on the components of preparedness, response, continuity, and recovery. Specific training may be required for those responsible for carrying out tasks as outlined in the Plans.

7. Business Continuity Exercise, Audit, and Maintenance

Business Continuity exercises are conducted to validate plan strategies, procedures, arrangements, and the ability to meet Recovery Time Objectives.

SD62 shall review the Business Continuity Plan at least annually, and as warranted by changes to organizational structure, business operations, critical dependencies, resource requirements, location, or critical contact information. This should include periodic exercises and drills.

SD62 shall take corrective actions on deficiencies, gaps, and limitations identified and documented, as a result of the program evaluations, exercises, audits, reviews, and regular maintenance.

8. Crisis Communications / Coordination with External Agencies

SD62 shall establish and maintain the capability to facilitate crisis communications with management, staff, Ministry, students, families, and key stakeholders.

SD62 will ensure integration between the Business Continuity Plan, Critical Incident Response Plan, and Crisis Communication Plan.

SD62 shall establish procedures to coordinate the response, continuity, and recovery activities with External Agencies at the local, provincial and national levels while ensuring compliance with applicable statutes and regulations.

School District #62 (Sooke)

Definitions

Business Continuity Management (BCM) is a holistic management process that identifies potential risk events to an organization and their impact(s) on business operations. BCM provides a framework for building organizational resilience with the capability for an effective response that safeguards the interests of its key stakeholders, reputation, brand, and value-creating activities.

Emergency Preparedness – The processes and planning activities that allow an organization to be ready to respond to a disaster and manage its consequences through measures taken before an event, for example, emergency response plans, employee awareness, mutual assistance agreements, resource inventories, and training, equipment and exercise programs.

Crisis Management and Communications - The overall coordination of an organization's response to a crisis, in an effective, timely manner, with the goal of avoiding or minimizing damage to the organization's regulatory mandate, reputation, and ability to operate. Communications include the development of crisis communications strategies, protocols, and processes that allow for the timely and effective flow of information to facilitate better decision-making during a crisis. As well as integration with the Critical Incident Response Plan if the crisis impacts the schools.

IT Disaster Recovery Planning – the development and maintenance of a Technology Recovery Plan that provides for the recovery of IT Infrastructure required to support critical business processes. This includes defining the resources, actions, tasks, and data required to manage the technology recovery effort.

Business Continuity Planning (BCP) – the identification of critical activities, and the development and maintenance of plans and arrangements to allow the business to continue to operate at an agreed-upon pre-defined level when a major disruption occurs. It also includes processes and plans that allow the business to resume normal operational activities after an interruption.

Business Recovery Planning – the development of procedures and arrangements to repair or restore and return operations from the temporary measures adopted during an incident to support 'normal' operations requirements after an incident.

Critical Incident Response Team - respond to a critical incident impacting a school and/or schools. Triggered when there is a traumatic, significant, or critical health and safety issue concerning a student, teacher, and/or staff member



Board Information Note Public Board Meeting February 28, 2023

Agenda Item 9.1: Enrolment Update: February 1701 Data

Background:

As part of the annual process of reporting enrolment figures to the Ministry, we submitted our February 1701 final report to the Ministry of Education on Friday, February 17th, 2023.

Highlights from the report:

- a) in K-12 enrolment
- b) in English Language Learner enrolments
- c) in Indigenous Student enrolment
- d) in student designation claims (enrolment)

The chart below summarizes the changes in enrolment and/or student numbers:

1701 Report Comparison	September 2022	February 2023	Variance
K-12 Enrolment	12,638.19 FTE	12,558.81 FTE	-79.38 FTE
English Language Learners	1124 FTE	1204 FTE	+ 80 FTE
Indigenous Students	1236 FTE	1238 FTE	+ 2 FTE
Student Designations	1905	2070	+ 165
Online Learning	Projection: 135 FTE Actual: 148 FTE (+13)	Projection: 110 FTE Actual: 190 FTE (+80)	+93
Continuing Education	Projection: 18.625 FTE Actual: 18.625 FTE	Projection: 5.0 FTE Actual: 5.875 FTE	

School by School Enrolment: September 1701 vs. February 2023

Academic Year		2022 (SEP)		2023 (FEB)		Variance	
School Level	School	Headcount	FTE	Headcount	FTE	Headcount	FTE
Elementary	Colwood Elementary	191	191.00	197	197.00	6	6.00
	Crystal View Elementary	275	275.00	284	284.00	9	9.00
	David Cameron Elementary	395	395.00	408	408.00	13	13.00
	Ecole Poirier Elementary	403	403.00	402	402.00	-1	(1.00)
	Hans Helgesen Elementary	201	201.00	204	204.00	3	3.00
	Happy Valley Elementary	440	440.00	438	438.00	-2	(2.00)
	John Muir Elementary	222	222.00	223	223.00	1	1.00
	John Stubbs Elementary	502	502.00	496	496.00	-6	(6.00)
	Lakewood Elementary	453	453.00	458	458.00	5	5.00
	Millstream Elementary	308	308.00	318	318.00	10	10.00
	Pexsisen Elementary	349	349.00	365	365.00	16	16.00
	Port Renfrew Elementary	19	19.00	16	16.00	-3	(3.00)
	Ruth King Elementary	386	386.00	386	386.00	0	-
	Sangster Elementary	246	246.00	250	250.00	4	4.00
	Saseenos Elementary	200	200.00	202	202.00	2	2.00
	Savory Elementary	248	248.00	244	244.00	-4	(4.00)
	Sooke Elementary	323	323.00	320	320.00	-3	(3.00)
	Willway Elementary	213	213.00	210	210.00	-3	(3.00)
	Wishart Elementary	455	455.00	471	471.00	16	16.00
		Total	5829	5,829.00	5892	5,892.00	63
Middle	Centre Mountain Lellum Middle School	513	513.00	531	530.19	18	17.19
	Dunsmuir Middle School	711	711.00	712	712.00	1	1.00
	John Stubbs Middle School	311	311.00	311	311.00	0	-
	Journey Middle School	573	573.00	569	569.00	-4	(4.00)
	Spencer Middle School	639	639.00	630	630.00	-9	(9.00)
		Total	2747	2,747.00	2753	2,752.19	6
Secondary	Belmont Secondary	1388	1,470.88	1372	1,395.50	-16	(75.38)
	Edward Milne Community School	664	712.19	649	669.25	-15	(42.94)
	Royal Bay Secondary	1398	1,490.75	1380	1,415.25	-18	(75.50)
	WestShore Secondary (Alternate)	204	204.00	245	245.00	41	41.00
	Juan De Fuca DL	741	164.63	707	183.75	-34	19.13
	Westshore Cont. Ed	116	19.75	39	5.88	-77	(13.88)
		Total	4511	4,062.19	4392	3,914.63	-119
Total		13087	12,638.19	13037	12,558.81	-50	(79.38)

Rationale:

The February 1701 process is the second of three enrolment reports to the Ministry of Education (September, February and May). The February 1701 generated additional revenue for the district in the areas of Distributed Learning, Student designations and English Language Learners.

This is a positive trend and will facilitate the district to provide additional supports for students with designations or needing additional learning assistance support and to English language learners.

Prepared by:

Paul Block – Associate Superintendent

Public Board Info Note

February 28, 2023

Agenda Item: 9.1 Enrolment Forecast for 23/24

Background

- Staff have recently submitted the enrolment estimates for the 23/24 school year to the Ministry of Education (attached)
- This process is completed each year by February 15th and these estimates are used in developing the **Preliminary Budget** amounts for the operating grant
- These amounts are then confirmed in September when actual enrolment is established which then leads to the **Amended Budget** process
- The estimated enrolment by school has also been provided for the Board's review – **these numbers are still fluid as we manage catchment changes and School Change Request forms**

23/24 Enrolment Estimates

- Please see the table below that shows the estimated enrolment projections broken down by Municipality.

Municipality	22/23	23/24	# change	% change
Colwood	4,825	5,057	232	4.8
Langford	4,772	5,088	316	6.6
Sooke	2,443	2,531	98	4.0
Metchosin	220	224	4	1.8

Prepared by:

Harold Cull, Secretary-Treasurer

School District Six Two

Summary of Enrolment from 22/23 (Actuals) to 23/24 (Forecast) by School

Enrolment Forecast - February 2023		2022/23	2023/24	Variance	
Sooke School District 1701				#	%
Elementary	Colwood	191	190	(1)	-0.52%
Elementary	Crystal View	275	283	8	2.91%
Elementary	David Cameron	395	403	8	2.03%
Elementary	Hans Helgesen	201	205	4	1.99%
Elementary	Happy Valley	440	446	6	1.36%
Elementary	John Muir	222	234	12	5.41%
Elementary	John Stubbs Elementary	502	502	-	0.00%
Elementary	Lakewood	453	450	(3)	-0.66%
Elementary	Millstream	308	316	8	2.60%
Elementary	Pexsise <u>n</u>	349	365	16	4.58%
Elementary	Poirier	403	410	7	1.74%
Elementary	Port Renfrew	19	19	-	0.00%
Elementary	Ruth King	386	415	29	7.51%
Elementary	Sangster	246	248	2	0.81%
Elementary	Saseenos	200	221	21	10.50%
Elementary	Savory	248	263	15	6.05%
Elementary	Sooke	323	330	7	2.17%
Elementary	Willway	213	223	10	4.69%
Elementary	Wishart	455	476	21	4.62%
Elementary Subtotal		5,829	5,999	170	2.92%
Middle	Centre Mountain Lellum	513	541	28	5.46%
Middle	Dunsmuir	711	750	39	5.49%
Middle	John Stubbs Middle	311	321	10	3.22%
Middle	Journey	573	597	24	4.19%
Middle	Spencer	639	673	34	5.32%
Middle Subtotal		2,747	2,882	135	4.91%
Secondary	Belmont	1,471	1,624	153	10.41%
Secondary	Edward Milne	712	739	27	3.76%
Secondary	Royal Bay	1,491	1,621	130	8.74%
Secondary Subtotal		3,674	3,984	310	8.44%
K-12 Totals:		12,250	12,865	615	5.02%
To be allocated		(2)	35	37	-2253.85%
K-12 Totals:		12,248	12,900	652	5.32%

Data Collection of Estimated Enrolments for 2023/24, 2024/25 and 2025/26

Version 1 - Revised 21/12/21

- Step 1:** Enter your school district number here: **62** **Sooke**
 Ministry of Education enrolment trend estimates are automatically filled once a school district number is entered above.
- Step 2:** Enter your district's enrolment estimates in the shaded cells of the District column for each of the three years displayed.

	2022/23 Interim Base	Estimated Enrolment						Notes
		2023/24		2024/25		2025/26		
		District	Ministry*	District	Ministry*	District	Ministry*	
July Enrolment Count								
Summer Learning: Grades 1-7 Headcount Enrolment	0		0		0		0	
Summer Learning: Grades 8-9 Course Enrolment	0		0		0		0	
Summer Learning: Grades 10-12 Course Enrolment	0		0		0		0	
Grade 8 & 9 Cross-Enrolment Courses	0		0		0		0	
September Enrolment Count - School-Age Basic Allocation								
K-12 Standard (Regular) Schools FTE (School-Age)	12,248.1875	12,900.0000	12,573.8368	13,300.0000	12,886.2713	13,700.0000	13,125.0808	
Continuing Education FTE (School-Age)	18.6250	28.0000	18.6250	28.0000	18.6250	28.0000	18.6250	
Alternate Schools FTE (School-Age)	204.0000	204.0000	204.0000	204.0000	204.0000	204.0000	204.0000	
Distributed Learning FTE (School-Age)	148.0625	85.0000	148.0625	85.0000	148.0625	85.0000	148.0625	
Total Estimated School-Age Enrolment	12,618.8750	13,217.0000	12,944.5243	13,617.0000	13,256.9588	14,017.0000	13,495.7683	
Change from Previous Year		598.1250	325.6493	400.0000	312.4345	400.0000	238.8095	
September Enrolment Count - Unique Student Needs								
Level 1 Special Needs FTE	12	12	12	12	12	12	12	
Level 2 Special Needs FTE	633	730	733	830	849	960	984	
Level 3 Special Needs FTE	388	450	460	530	546	630	648	
English Language Learning FTE	1,115	1,432	1,337	1,500	1,603	1,830	1,922	
Indigenous Education FTE	1,235	1,240	1,244	1,250	1,253	1,260	1,262	
Adult Education FTE (Non-Graduates only)	11.4375	3.0000	11.4375	3.0000	11.4375	3.0000	11.4375	Do not include Graduated Adult enrolment
February Enrolment Count - Continuing Education, Distributed Learning, Special Needs Growth and Newcomer Refugees								
Continuing Education FTE - School-Age	5.0000	18.0000	5.0000	18.0000	5.0000	18.0000	5.0000	Include only new post-September enrolment activity
Continuing Education FTE - Non-Graduate Adults	1.0000	3.5000	1.0000	3.5000	1.0000	3.5000	1.0000	Do not include Graduated Adult enrolment
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	
Distributed Learning FTE Grades 10-12 (School-Age)	110.0000	60.0000	110.0000	60.0000	110.0000	60.0000	110.0000	Include only new post-September enrolment activity
Distributed Learning FTE - Non-Graduate Adults	10.0000	6.0000	10.0000	6.0000	10.0000	6.0000	10.0000	Do not include Graduated Adult enrolment
Level 1 Special Needs FTE Growth (All Schools)	0	0	0	0	0	0	0	
Level 2 Special Needs FTE Growth (All Schools)	22	25	22	25	22	25	22	
Level 3 Special Needs FTE Growth (All Schools)	44	50	44	50	44	50	44	
Newcomer Refugees FTE (Standard & Alternate only)	0.0000	15.0000	0.0000	15.0000	0.0000	15.0000	0.0000	Include only new post-September enrolment activity
ELL FTE (applies to Newcomer Refugees only)	0	0	0	0	0	0	0	
May Enrolment Count - Continuing Education and Distributed Learning								
Continuing Education FTE - School-Age	15.0000	10.0000	15.0000	10.0000	15.0000	10.0000	15.0000	Include only new post-February enrolment activity
Continuing Education FTE - Non-Graduate Adults	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	Do not include Graduated Adult enrolment
Distributed Learning FTE K-Grade 9 (School-Age)	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	
Distributed Learning FTE Grades 10-12 (School-Age)	15.0000	25.0000	15.0000	25.0000	15.0000	25.0000	15.0000	Include only new post-February enrolment activity
Distributed Learning FTE - Non-Graduate Adults	10.0000	3.0000	10.0000	3.0000	10.0000	3.0000	10.0000	

*Notes: Ministry estimates for school-age FTE enrolment in standard (regular) schools are determined by applying the Ministry-projected percentage change in enrolment for each district to the funded school-age FTE enrolment as used in the 2021/22 operating grant autumn recalculation

Special Needs, ELL and Indigenous Education have been estimated using five-year enrolment trends.

Continuing Education, Distributed Learning, Alternate Schools, Adult FTE, Summer Learning and Grade 8-9 Cross-Enrolment enrolment totals are all carried forward from the 2022/23 operating grant autumn recalculation.
 Enrolments for February and May are carried forward from estimates contained in the 2022/23 operating grant autumn recalculation.

- Step 3:** Enter estimates for the cause of your district's student movement for 2023/24. Include any relevant key assumptions that your district has made in its estimates in the Comments column.

September 2023 Enrolment Count - Estimated School-Age Enrolment Movement		
Please provide additional detail for the Change from Previous Year line above by indicating the reasons that your district anticipates enrolment change in the lines below:		
	2023/24	Comments:
Net provincial in-migration	585.0000	Projecting 4.6% Growth for 23/24 -> K-12 - Consistent with year to year annual growth trends and 22/23 Feb 1701 growth trends
Net international in-migration		
Net migration to/from independent schools	0.0000	
Net other entrances/exits (to/from other districts, graduates, Kindergarten)		
Total Estimated School-Age Enrolment Movement	585.0000	

- Step 4:** Our district has considered all of the factors noted in the checklist provided in developing this estimate.
 Yes: No:

- Step 5:** Please provide a contact for follow-up questions:
 Name: Paul Block
 Title: Associate Superintendent
 Email address: pblock@sd62.bc.ca

- Step 6:** When you have completed this form, please e-mail it to Michael Lebrun, Funding Analyst, Ministry of Education at: <mailto:Michael.Lebrun@gov.bc.ca?subject=SD 62 Enrolment Estimates> no later than Wednesday, February 15, 2023

Report to the Board of Education, Sooke School District

RE: Na'tsa'maht Education Council Meeting via ZOOM, SD62 School Board Office, February 15, 2023

1. Guest Presentations:

1.1. Early Years Presentation with Frances Krusekopf

- In September 2022, 56 of 60 districts opted to establish a new Early Learning and Child Care lead position This role supports school districts to:
 - Lead and support ELCC projects and initiatives
 - Learn more about existing early learning and childcare on school grounds
 - Identify and align district resources to support ELCC
 - Coordinate existing or new ELCC initiative alongside early learning staff and/or team
 - Maintain a focus on high-quality early learning and childcare experiences
 - Engage across district and liaise with partners and the Ministry staff
 - Identify opportunities for and expand access to ELCC on school grounds
- In SD62, the District educator lead for early learning & childcare is a .4 FTE (or 2 day per week) position. Supported by a .6 FTE (or 3 day per week) Early Learning Curriculum Coordinator

1.2. Academies Presentation with Wayne Kelly

- 1400 Student Currently Enrolled for 2022/23 in 18 Academy Programs
- Middle School Academy Programs: Dance, Soccer and Hockey
- Secondary Academy Programs: Soccer, Dance, Lacrosse, Golf, Eco, Hockey, Baseball/Softball, Climbing and Equestrian
- District Academy Programs: Golf, Equestrian, PACE-Musical Performance
 - New for 2023/24: Mountain Bike
- We do have a bursary program that students and parents can access to assist with fees due to their financial situation
 - KidSport – Local Victoria chapter provides up to \$400 per child to assist with academy fees
 - Jumpstart – Local Victoria chapter can provide up to \$300 per child to assist with academy fees
 - Sport Assist – Langford based provides assistance for students attending SD 62 Schools.

Comments:

- More information will be available at the Community Dinners and will be provided to the 4 Posts
- Do bursaries cover both fees and equipment?
 - Academies can work to cover both, there maybe other bursaries and extra equipment available. If finances are a barrier, please reach out Wayne Kelly at wkelly@sd62.bc.ca or 250391-9002

2. School District Update – Paul Block

2.1. Kindergarten Registration

- 2023-2024 total of 860 registrations to date
- Saseenos Nature K has 1 Indigenous student space available

2.2. New School Naming Process

- Input is gathered from: Thought Exchange with Community and students. Top names will be presented at PEXSISEN Elementary Open House tonight.
- The Board to decide if the name will be a place, historic person or an Indigenous name. If an Indigenous name is chosen it will be done with consultation with Local First Nations

2.3. New Leadership Pool Candidates

- New members have been added, many are internal candidates with a few new to the district

2.4. Strategic Plan Q2 Report

- Details progress made on 2022-23 Operational Plan items Oct-Dec 2022, consisting of 38 projects:
- 1 project completed:
 - **'Explore a vision for the Milnes Landing Alternative programming'** (Learning Objective 4).
 - Intended that work would be undertaken to move Alternative Programming in Sooke to a new location.
 - After exploration of vacant spaces, it was determined that there are no suitable spaces available in Sooke until September 2024.
 - Subsequently, the decision was made to continue with the current lease holder.
- 35 projects in progress and moving forwards:
 - 1 example is: **'Lead the consultation and expenditure of the Student and Family Affordability Fund'** (Learning Objective 3).
 - Undertook a system check-in on the planned implementation.
 - Communicated process and progress to the system.
 - District staff have received plans to use the funds from most schools.
 - There is a pilot project – 'Setting the Table' where the chef has been hired and is preparing to start in February with five schools. This will include food from our school gardens
 - The Foodbank and Thrive have both been provided with funds.
 - School-based social workers are using funds for students' particularly in need.
 - 2 projects are initiated but at beginning stages:
 - **Implement online learning hubs at secondary schools to enhance blended learning options'** (Learning Objective 4).
 - Recruitment for a grade 9 blended learning program is occurring via course selection and face-to-face meetings in middle schools. There will be formal advertising in Quarter 3
 - **Implement, as part of transportation safety, enhanced safety recommendations as identified in the 2019 Transportation Safety Committee Report'** (Growth Objective 4).
 - Recommendations were reviewed and considered for implementation in Q3/Q4.
- SD62 Completion Rates continue to improve

3. NA'TSA'MAHT Indigenous Education Update – Jon Carr

3.1. Equity in Action Surveys-Tabled

3.2. Community Events Update

- Westshore Métis Gathering March 6th and Sooke Métis Gathering March 9th Poster - [Attachment #1](#)
- NA'TSA'MAHT Family Dinners
 - Westshore Gathering April 12th and Sooke Gathering April 26th Post - [Attachment # 2](#)
 - **Please sign up if you wish to join us, Everyone Welcome**
 - Year End Celebrations-Tabled
 - NEW THIS YEAR: Freedom to Gather: A VNFC Youth Gathering

4. NA'TSA'MAHT ENHANCEMENT AGREEMENT WEXES REVIEW

4.1. Discussion & Feedback – how are we doing?

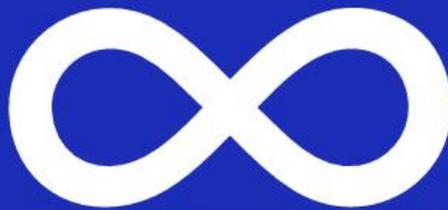
- Reviewed the *ONE MINE goal: To progress individual Indigenous Students success K-12, Leading to a Dogwood Diploma and Supporting Pathways to Employment beyond graduation that reflect student choice and voice.*
- First Biannual Report will be provided to the SD62 Board of Education on February 28, 2023.

Comments:

- Could the terms *Home* and *Away* replace the Ministry of Education language of *On-Reserve* and *Off-Reserve* for NEC purposes? Use of the Ministry of Education language and data is understood but it feels as though it separates people rather than uniting people.
- Email questions and comments to Jon Carr jcarr@sd62.bc.ca, Marlys Denny mdenny@sd62.bc.ca or Lorraine Velie lvelie@sd62.bc.ca

*Next Meeting: April 19, 2023 12:30 – 3:00 in SD62 SBO Lekwungen Room
Lunch will be served*

Attachment #1



Dinner, Jigging, Fiddling and Cultural Craft

Serving Bison Stew & Red River Bannock

Westshore Métis Gathering

Monday, March 6th
École John Stubbs Memorial

5:30pm - 7:30pm



Please RSVP by February 28th

Sooke Métis Gathering

Thursday, March 9th
École Poirier Elementary

5:30pm - 7:30pm



Please RSVP by February 28th

SIGN UP HERE

or phone: 250-474-9833

Sooke School District acknowledges the traditional territories of the Coast Salish: T'Sou-ke Nation and Sc'ianew Nation and Nuu-chah-nulth: Pacheedaht Nation. We also recognize some of our schools reside on the traditional territory of Esquimalt Nation and Songhees Nation.

Attachment #2



NA'TSA'MAHT FAMILY DINNER

All SD62 Families & Staff Welcome

Westshore Gathering

**Wednesday, April 12th
Ruth King Elementary**

**GYM
5:30pm - 7:30pm**

**Please RSVP by
February 28th**

Sooke Gathering

**Wednesday, April 26th
Saseenos Elementary**

**GYM
5:30pm - 7:30pm**

**Please RSVP by
February 28th**

[SIGN UP HERE](#)

or phone: 250-474-9833

Sooke School District acknowledges the traditional territories of the Coast Salish: T'Sou-ke Nation and Sc'ianew Nation and Nuu-chah-nulth: Pacheedaht Nation. We also recognize some of our schools reside on the traditional territory of Esquimalt Nation and Songhees Nation.

Public Board Info Note

February 28, 2023

Agenda Item: 10.1a –

SD 62 Na'tsa'maht Enhancement Agreement Mid-Year Report

BACKGROUND:

The creation of the first Na'tsa'maht Enhancement Agreement: 2016-2021:

- Five-year working agreement spanning from 2016 to 2021.
- Consultative process with Sc'ianew, T'Sou-ke and Pacheedaht Nations, as well as our Métis, Inuit and other Indigenous partners that reside in Coast Salish and Nuuchahnulth territories.
- Maintains the ongoing collective ownership and commitment to improve the success of Indigenous students while providing learning opportunities to all students, staff and community.
- Two goals capture the meaning of Na'tsa'maht...One Mind, One Spirit...

Our Goals (2022 – 2027):

One Mind...

To progress individual Indigenous student success K to 12, leading to a Dogwood Diploma, and supporting pathways to employment beyond graduation that reflect student choice and voice.

One Spirit...

To build understanding of Indigenous histories, cultures, and ways of knowing and being, for the purpose of creating safe, welcoming and inclusive learning environments K to 12.

Na'tsa'maht Renewal Process Summary: September 2022 – June 2023:

NEA Renewal Consultation Process Terms of Reference:

- Revisit the current goals in the enhancement agreement, ensure the goals continue to create equity and enhance opportunities for Indigenous students and families.
- Ensure that all partners and stakeholders understand the relationship between the Na'tsa'maht Enhancement Agreement and the Na'tsa'maht Indigenous Education Department's Operational Plan.
- Ensure that the Enhancement Agreement reflects the collective voice of all partners and stakeholders.

Na'tsa'maht Enhancement Agreement 2022 – 2027:

- Na'tsa'maht Enhancement Agreement 2022-2027 was received and approved by motion by the Na'tsa'maht Indigenous Education Council at the June 2023 Meeting.
- Na'tsa'maht Enhancement Agreement 2022-2027 was received and approved by motion from the Board of Education at the June 2023 Board Meeting.
- An official ceremony was hosted by the Pacheedaht Nation in Port Renfrew on September 27, 2022 to acknowledge the collective work, consultation and renewed goals of the Enhancement Agreement with objectives and outcomes identified in the plan. The strong relationships between the District and “the Four Posts” we partner with: Sc'ianew Nation (Beecher Bay)), T'Sou-ke Nation, the Pacheedaht Nuu-chah-nulth Nation (Port Renfrew) and the Metis Nation of Greater Victoria were evident and celebrated as the foundation of the agreement and evidence of our collective work towards improved outcomes for Indigenous students and steps towards addressing Truth and Reconciliation's Calls to Action.

RATIONALE:

- The Na'tsa'maht Enhancement Agreement Mid-Year Report (NEAR) is the first time the Board has been presented with evidence and anecdotes to support the work achieved toward in the objectives and outcomes from the Na'tsa'maht Enhancement Agreement. This is a reflection of the work accomplished by the Na'tsa'maht Indigenous Education Department and by extension the District towards the goals, objective and outcomes in the first half of the 22/23 school year (August 2022 – January 2023). The intention is to provide the Board, our partner Nations and by extension our district community with feedback specific to progress achieved to date.
- This Mid-Year Report is followed through on the commitment from the Na'tsa'maht Indigenous Education Department and the District to be held accountable for the progress of our Indigenous students in SD62. The report speaks the truth about how our students are achieving relative to the One Mind and One Spirit goals and to support that with evidence and commentary on how we can continue to address the goals and eliminate the achievement and accessibility “gaps” that exist between non-indigenous and indigenous students.

RECOMMENDATION:

“That the Board of Education of School District 62 (Sooke) receive and endorse the Na'tsa'maht Enhancement Agreement Mid-Year Report (NEAR) to foster and provide opportunities for on-going dialogue and the review of academic achievement, sense of belonging and the continued learning experiences that embrace Indigenous languages, culture and world views. It is the truth that will maintain the foundation from which the district can actively work towards achieving Reconciliation.”

Prepared by:

Associate Superintendent, Paul Block

NA'TSA'MAHT ENHANCEMENT AGREEMENT WEXES MOON REVIEW

BOARD OF EDUCATION REPORT
FEBRUARY 28, 2023



CONTENTS

Four Posts of the SD62 Longhouse.....3

Data Considerations.....4

Enhancement Agreement Timeline 2022-23.....5

One Mind Goal Overview.....6-13

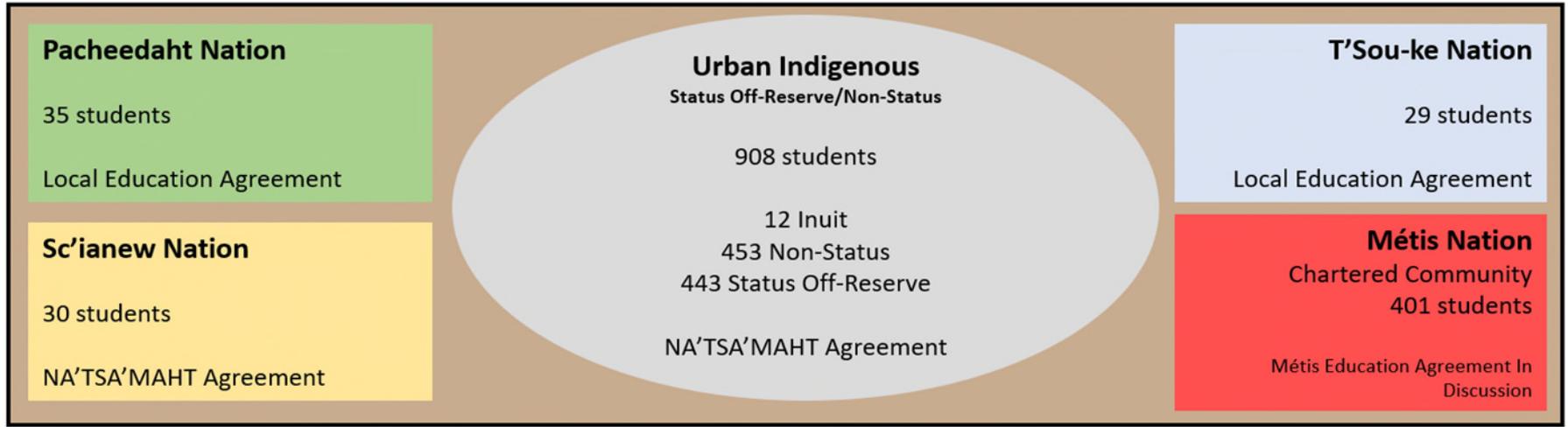
- Objective 1: Maintain implementation of Equity of Action at the school & district level
- Objective 2: Indigenous students achieve a Dogwood Diploma within six years
- Objective 3: Ministry of Education recognizes Indigenous cultural learning experiences as credits towards Indigenous students' Dogwood Diploma
- Objective 4: Respond to the diverse learning needs of each Indigenous student
- Objective 5: Provide Indigenous students opportunities to explore pathways to employment through engagement with schools, community and partner groups
- Objective 6: Promote SD62 employment opportunities for Indigenous graduates

One Spirit Goal Overview.....14-21

- Objective 1: Maintain annual implementation of Equity In Action at the school and district level
- Objective 2: Enhance Indigenous culture reflected in schools, classrooms, and land-based learning environments leading to Indigenous students feeling welcome in schools
- Objective 3: Increase knowledge of First Nations, Métis and Inuit languages
- Objective 4: Increase knowledge and appreciation of First Nations, Métis and Inuit histories and contemporary practices
- Objective 5: Provide learning opportunities for all SD62 employees including Indigenous ways of knowing and being, pathways to truth and reconciliation, anti-racism and culturally responsive trauma informed practices
- Objective 6: Promote SD62 employment opportunities for Indigenous graduates

Looking Ahead.....22

Four Posts of the SD62 Longhouse



PURPOSE OF WEXES MOON NEA BIANNUAL REVIEW

- To review the mid-year progress of the One Mind and One Spirit Goals
- To highlight available evidence, actions to date, and future actions as we strive to address the objectives and intended outcomes of the agreement

Based on 2022-23 school year



A quote when considering the data,

“To close the gaps means to achieve education outcomes for (Indigenous) students that are the same outcomes for non-Indigenous students. This language does not imply any failure by Indigenous student, but rather, a failure of the education system to meet their needs.” Audit of Education of Aboriginal Students in the Public School System (2015)

The Ministry of Education and Child Care “How Are We Doing Report?” for the 2021/22 school year [HERE IS THE LINK](#).

[Student Success Dashboard](#) has SD62 data available for all students.



NAT'SA'MAHT ENHANCEMENT AGREEMENT Timeline

- POL Land-Based Days
- Métis Community Dinners
- 2022-23 Staffing Plan
- HOOBIYEE NIE Staff Learning
- Freedom to Gather: A VNFC Youth Gathering
- Equity in Action Surveys
- Graduation Celebration
- Secondary Land-based Days
- Role Model Program Ends
- Elder Program Ends
- Supply Budgets Close
- POL – Royal BC Museum
- Four Posts Learning - NOIIE

- 1701 Data Collection
- EA Signing Celebration, Pacheedaht

- POL Land-based Days
- Item 2
- LEA – Pacheedaht
- Lacrosse Learning
- New Teacher Orientation

- POL Land-Based Days
- Métis Community Dinners
- 2022-23 Staffing Plan
- HOOBIYEE NIE Staff Learning
- Freedom to Gather: A VNFC Youth Gathering
- Equity in Action Surveys

- Graduation Celebration
- Secondary Land-based Days
- Role Model Program Ends
- Elder Program Ends
- Supply Budgets Close
- POL – Royal BC Museum
- Four Posts Learning - NOIIE



- Elder Program Starts
- Role Model Program Starts
- Supply Budgets Available

- NIE Solstice Gathering
- Middle / Secondary Pathway to Graduation Circles
- LEA – T’Sou-ke
- Camosun Trades Sampler

- 1701 Data Collection
- NEAR WEXES Review
- LEA - Pacheedaht

- UVIC/Camosun First Peoples House Visit
- Community Dinners
- Pathway to Graduation Circles
- POL Land-based days

- Equity in Action School Reports Due
- Ministry of Education Reports Due
- NEAR ĆENŦEKĪ
- Review at Board Meeting
- LEA – T’Sou-ke
- LEA - Pacheedaht

To progress individual Indigenous Students success K-12, Leading to a Dogwood Diploma and Supporting Pathways to Employment beyond graduation that reflect student choice and voice

HIGHLIGHTS:

- 'equity' is a value in SD62's Strategic Plan; each school has an Equity in Action plan; some Equity in Action District initiatives are at the beginning stages ie. Equitable hiring
- in 2021-22 school year, the 6-year graduation rate for Indigenous Students was 75% whereas non-Indigenous students was 93%
- waiting for Ministry of Education's direction on applying credits for cultural experiences
- implementation of Pathway to Graduation meetings throughout Elementary, Middle, and Secondary Schools is bringing awareness to learning needs of each student
- according to the Student Learning Survey both grade 10 and 12 students of Indigenous and non-Indigenous ancestry do not feel schools are preparing them for jobs or post-secondary schooling
- employment opportunities for Indigenous graduates are not being measured

Objective 1:

Maintain implementation of Equity of Action at the school & district level

DATA

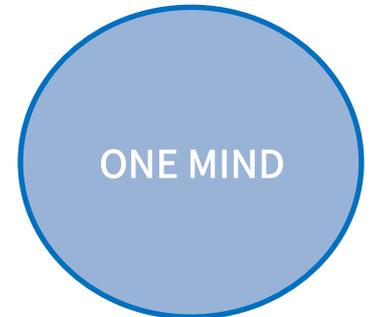
- Each school has an *Equity in Action* team to implement goals connected to the Learning Environment & Pedagogical Core
- Transportation Grants for on-reserve learners, for To/From school and Extracurricular activities
 - Grant Based on Nominal Roll (Living On-Reserve) Sept 2022: **94** students
- Indigenous families/students access monthly city bus passes to get to school
 - **72** monthly bus passes to date = approx. \$5 000
 - Working on relationship with BC Transit

ACTIONS - September to January

- Schools have access to **6.0** Teacher On-Call release days to support implementation of *Equity in Action* goal(s)
- Conversations regarding equitable hiring practices happening with Human Resources & Senior Management
- Principals & Vice-Principals participating in *the 5-part Learning Series: Examining Culturally Responsive Learning Environments* with Carolyn Roberts

NEXT STEPS - February through June

- *SD62 Student and Family Equity in Action Student Surveys* take place in March/April
- Community Dinner Events – Information for Families about their child’s education April/May
- *Equity in Action Year End School Reports* due in June
- Survey Results and School Reports reviewed in May/June
- District undergoing external Equity, Diversity and Inclusion Audit
- Equity, Diversity and Inclusion Audit results by July



Objective 2:

Indigenous students achieve a Dogwood Diploma within six years

DATA

SIX-YEAR COMPLETION RATE*

School Year	Aboriginal			Non-Aboriginal			Difference
	All Students %	Female %	Male %	All Students %	Female %	Male %	
2017/18	69	75	62	82	86	78	13%
2018/19	72	79	67	87	89	85	15%
2019/20	72	71	74	86	87	85	14%
2020/21	71	80	61	91	92	90	20%
2021/22	75	70	79	93	93	93	18%

18%
Difference in
2021/22

The six-year completion rate is the percent of Grade 8 students who graduate, with a B.C. Certificate of Graduation ("Dogwood") or a B.C. Adult Graduation Diploma ("Adult Dogwood"), within six years from the first time they enroll in Grade 8, adjusted for migration in and out of B.C.

ONE MIND

Six-Year Completion Rate: Aboriginal/Non-Aboriginal

24.7%
Difference in
2020/21

6 year completion rate	Non-Indigenous SD62	On Reserve SD62	On Reserve BC Provincial
2018-19	86.8%	49.1%	58.1%
2019-20	86.0%	47.7%	60.7%
2020-21	91.1%	66.4%	62%

Objective 2:

Indigenous students achieve a Dogwood Diploma within six years

ACTIONS - September to January

- Each School has an Indigenous Principal/Vice-Principal (PVP) Lead
- NA'TSA'MAHT Indigenous Education PVP facilitated Secondary & Middle Schools '*Pathway to Graduation*' Circle Meetings focusing on Attendance, Academics, Engagement & Wellness
- Ongoing consultation with 4 Posts Advisory (Sc'ianew Nation, T'Sou-ke Nation, Pacheedaht Nation, Métis Nation of Greater Victoria)
- Local Education Agreement (LEA) Meetings with T'Sou-ke Nation, Pacheedaht Nation and respective LEA schools
- NA'TSA'MAHT Education Teachers staffed at each Middle & Secondary School – focus on academics

NEXT STEPS - February through June

- Develop Individual Learner Profile NIE Programming Tracking Tool for implementation in 2023-24 year
- Facilitate Elementary Schools '*Pathway to Graduation*' Circle Meetings focusing on Attendance, Academics, Engagement & Wellness
- Complete 2nd PVP Secondary & Middle Schools '*Pathway to Graduation*' Circle Meetings to reexamine student Attendance, Academics, Engagement & Wellness

Objective 3:

Ministry of Education recognizes Indigenous cultural learning experiences as credits towards Indigenous students' Dogwood Diploma

DATA

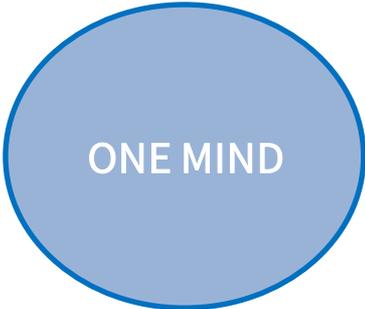
- Some student absenteeism from participation in cultural practices
- Individual instances where teachers have included cultural experience towards coursework
- Ministry of Education has not provided direction yet

ACTIONS - September to January

- Gathered information from schools regarding who is/may be away for cultural reasons
- Have discussed possible ways of how to support continuity of learning and connections to school while honouring time away from school for cultural practices
- Upper-level District conversations as to how Indigenous students who participate in cultural learning experiences might receive credits towards Dogwood Diploma through the Ministry of Education

NEXT STEPS - February through June

- Continue gathering information from the Ministry of Education regarding cultural credits



ONE MIND

Objective 4:

Respond to the diverse learning needs of each Indigenous student

DATA

- 'Pathway to Graduation' Circle Meetings cover/influence/un-pack individual student gifts & needs
- Distinct School *Equity in Action* Goals focus on Indigenizing the Learning Environment & Teacher Pedagogy
- Increasing # Indigenous Students enrolled in Middle School Blended Learning Program
- 80 Indigenous compared to 121 non-Indigenous students in Alternate Programs ie. 40% of students in alternate programs identify as being of Indigenous ancestry (2021/22 HAWD Report p. 7)
- Indigenous students with disabilities or Diverse Abilities (12 Categories) make up 21% of SD62's total (2021/22 HAWD Report p. 8)

ACTION - September to January

- Middle School Blended Learning Program expanded to Milne's Landing Family & Pacheedaht Nation
- Realization of increasing number of Indigenous Students transferring to Westshore Secondary since September
- *Jordan's Principle* Consultation Meetings with SD62 Inclusive Education Department & Victoria Native Friendship Center
- Consulted with neighbouring School Districts & Ministry of Education on how to support those wanting to learn Indigenous Languages in Gr 5-8 in lieu of Core French
- Department Heads consulted with SD62 Major Capital Lead regarding new school design considerations
- Public Thought Exchange for suggested Name of new school

NEXT STEPS - February to June

- Follow up on 'actions' from first Middle & Secondary 'Pathway to Graduation' Circle Meetings
- Review Blended Learning Program & ways to support Indigenous pedagogy
- Analysis of *Equity in Action* Student and Family Survey Results – May
- Establish SD62 *Jordan's Principle* Flow Chart to better field questions and support interested families
- Promote available Indigenous Student Scholarships & support application process
- Thoughtfully create staffing plan to reflect student demographics & needs for 2023-24 school year

Objective 5:

Provide Indigenous students opportunities to explore pathways to employment through engagement with schools, community and partner groups

DATA

- Some SD62 Data is Masked for Post-Secondary Transitions 2017/18-2020/21

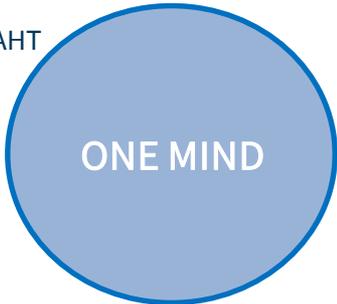
2021-22 STUDENT LEARNING SURVEY RESULTS % of 'All of the time or many times' responses	Grade	Ab %	Non-Ab %	HAWD Page #	Thoughts?
Satisfied school is preparing you for a future job?	10	27%	31%	p. 53	*Low
	12	Msk	21%	p. 55	
Satisfied school is preparing you for Posts-secondary?	10	38%	39%	p. 53	
	12	Msk	38%	p. 55	

ACTION - September to January

- Discussions with SD62 Pathways & Choice Department & Human Resource Department regarding Post-secondary options & employment opportunities for youth
- Distribution of scholarship opportunities for youth to Four Posts Advisory Group, NA'TSA'MAHT Education Teachers & Secondary School Counsellors to share with students
- Ongoing relationship building with Posts-secondary partner groups; Royal Roads University joined NA'TSA'MAHT Education Council
- Camosun Trades Sampler via Aboriginal Service Plan - Dec 1, 2022

NEXT STEPS - February to June

- UVIC/Camosun First Peoples House Visit on April 12th
- SD62 Pathways & Choice Staff invited to attend NA'TSA'MAHT Family Gatherings in March & April
- SD62 Human Resource Department invited to attend NA'TSA'MAHT Family Gatherings in March & April
- SD62 Posts-Secondary Partner groups invited to attend NA'TSA'MAHT Family Gatherings in March & April
- NA'TSA'MAHT Education Teachers support student scholarship application packages



ONE MIND

Objective 6:

Promote SD62 employment opportunities for Indigenous graduates

DATA

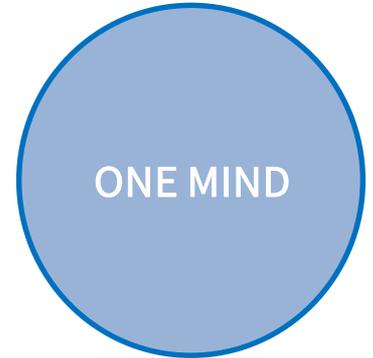
- We know some SD62 Indigenous graduates are currently working in SD62 yet do not have data on staff ancestry
- No data source for employment opportunities yet

ACTION - September to January

- Discussions with SD62 Pathways & Choice and Human Resource Department about how to best share SD62 pathway & employment opportunities with youth
- Signed Letter of Understanding with CUPE NA'TSA'MAHT Classroom Program Assistants which includes 'hiring priority of ancestry or knowledge of the Four Posts (T'Sou-ke, Sc'ianew, Pacheedaht & Métis Nation); 2nd priority to Indigenous applicants; 3rd other

NEXT STEPS - February to June

- SD62 Human Resource Department attending T'Sou-ke Nation Career Fair
- SD62 Pathways & Choice Staff to attend NA'TSA'MAHT Family Gatherings in March & April
- SD62 Human Resource Department to attend NA'TSA'MAHT Family Gatherings in March & April
- Anonymous SD62 Employment Equity Survey results may provide statistics on how many SD62 employees identify as being of Indigenous ancestry



To build understanding of Indigenous histories, cultures, and ways of knowing and being, for the purpose of creating safe, welcoming and inclusive learning environments K to 12

HIGHLIGHTS:

- 'equity' is a value in SD62's Strategic Plan; each school has an Equity in Action plan; some Equity in Action District initiatives are at the beginning stages ie. equitable hiring
- Feelings are of concern of 'sense of belonging' for Indigenous and non-Indigenous youth at the grade 4, 7, and 10 level; particularly for Indigenous youth in grade 7 and grade 10 (information from 2021-22 Student Learning Survey)
- Increasing knowledge of First Nations, Métis and Inuit languages continues to be an area for growth
- Learning about First Nations, Métis and Inuit histories and contemporary practices requires greater attention across all grade levels as 2021-22 Student Learning Survey results are low for both Indigenous and non-Indigenous youth at the grade 4, 7, and 10 level (32-51%)
- No dedicated District Wide Non-Instructional Day focused on enhancing First Nation student learning outcomes as required by the BC Tripartite Education Agreement 4.17
- Ongoing consultation with 4 Posts Advisory to develop practices to celebrate student success in culturally inclusive ways

Objective 1:

Maintain annual implementation of Equity In Action at the school and district level

DATA

- Each school has an *Equity in Action* team to implement goals connected to the Learning Environment & Pedagogical Core
- No SD62 Smudging protocol in place
- No SD62 Equitable Hiring policy in place
- SD62 Employment opportunities promoted through District Facebook & with Four Posts Advisory Group

ACTIONS - September to January

- Schools have access to 6.0 teacher on call release days to support implementation of *Equity in Action* goals
- District Level Employment Equity Committee struck to support the development of equitable hiring practices
- *Examining Culturally Responsive Learning Environments* PVP 5-part Learning Series with Carolyn Roberts

NEXT STEPS - February through June

- *Equity in Action Student Survey & Equity in Action Parent Survey* in April & May
- *Equity in Action Year-End School Report* Completion in June
- District wide external Equity, Diversity and Inclusion Audit



ONE
SPIRIT

Objective 2:

Enhance Indigenous culture reflected in schools, classrooms, and land-based learning environments leading to Indigenous students feeling welcome in schools

DATA:

2021-22 STUDENT LEARNING SURVEY RESULTS % of 'All of the time or many times' responses	Grade	Ab %	Non-Ab %	HAWD Page #	Thoughts?
Do you like school?	4	63%	59%	p.43	
	7	34%	45%	p. 50	*Very low %
	10	18%	41%	p. 52	*Significant difference & drop from grade 7
	12	50%	49%	p. 54	
Feel safe at school?	4	67%	76%	p. 49	*Large difference
	7	66%	72%	p. 51	
	10	56%	79%	p. 53	*Significant difference
	12	83%	87%	p. 55	
Two plus adults that care about you at school?	4	67%	62%	p. 49	
	7	53%	50%	p. 51	
	10	46%	58%	p. 53	

A circular logo with a teal background and white text that reads "ONE SPIRIT".

ONE
SPIRIT

Objective 2:

Enhance Indigenous culture reflected in schools, classrooms, and land-based learning environments leading to Indigenous students feeling welcome in schools

ACTIONS - September to January

- NIE staff at all school sites with consistent weekly schedules connected to each student
- Elder In-Residence Program (Secondary; Middle; Rotational; Elementary)
- School Based NIE Supply Funds for Project based learning & bulletin boards
- School Based NIE Honoraria Funds for Role Model Program
- Promotion of NIE Resources on Engage
- NIE District Weekly & NIE PVP Monthly Memo
- Consultation with local FN for Artwork for PEXSISEN Elementary & Centre Mountain Lellum Middle School
- Principle of Learning Intermediate Land-based Learning Pilot (Sooke, Saseenos, HH, Savory, Willway)
- Resource Purchases for Schools: *Wayi Wah!* by Jo Chrona, Elementary: Strong Readers Set; Middle: *Under the Sun* & Lacrosse Set
- New Grad Course Requirement at Secondary - teacher network meetings with Curriculum Transformation Department
- Department Heads consulted with SD62 Major Capital Lead regarding new schools' design considerations
- Public Thought Exchange for name suggestions for new elementary school

NEXT STEPS - February to June

- Drumming Series at Ruth King, Savory, David Cameron, Colwood, Spencer, Belmont
- NA'TSA'MAHT Community Dinners – featuring culture & language
- School District Attendance at Pacheedaht Nation Culture Nights
- School Staff Attend Drumming Circle at Hulitan Family & Community Services Society
- Begin consultation with Local FN regarding name suggestions for new school
- *Equity in Action Student & Family Survey Results*



Objective 3:

Increase knowledge of First Nations, Métis and Inuit languages

DATA

- Each school has an *Equity in Action* team to implement goals connected to the Learning Environment & Pedagogical Core

ACTION - September to January

- 4 Posts Advisory Culture & Language Consultation
- T'Sou-ke Nation Kindergarten SENĆOŦEN Program for Elementary Family of Schools
- T'Sou-ke & SD62 Partnership: SENĆOŦEN Number & Animal Legacy Videos & Corresponding Document with imagery & text
- Respond to individual school requests for language with support of local Elders
- School Based NIE Honoraria Funds for Role Model Program
- School Based Supply Funds for bulletin boards
- NIE District Weekly & NIE PVP Monthly Memo
- NIE Language Resources on Engage
- Consultation with SD63 regarding SENĆOŦEN
- Kookum In-Residence teaching Michif (Métis language)

NEXT STEPS - February through June

- *Equity in Action Student Survey & Equity in Action Parent Survey* in April & May
- *Equity in Action Year End School Report* in June
- District undergoing external Equity, Diversity and Inclusion Audit
- Ongoing Language & Culture Legacy Projects with Elders



Objective 4:

Increase knowledge and appreciation of First Nations, Métis and Inuit histories and contemporary practices

DATA

- Each school has an *Equity in Action* team to implement goals connected to the Learning Environment & Pedagogical Core

2021-22 STUDENT LEARNING SURVEY RESULTS % of 'All of the time or many times' responses	Grade	Ab %	Non-Ab %	HAWD Page #	Thoughts?
Are you learning about First Peoples at school?/At school, are you learning about Indigenous Peoples (First Nations, Inuit, Métis)?	4	51%	40%	p. 43	
	7	34%	33%	p. 50	
	10	38%	42%	p. 52	
	12	38%	32%	p. 54	MofE Course in effect for 2022-23

ACTION - September to January

- Schools have access to 6.0 FTE release days to support implementation of *Equity in Action* goal
- Examining Culturally Responsive Learning Environments PVP 5-part Learning Series* with Carolyn Roberts
- Began creating Local First Nation Math Resources based on Oral History
- Starting 2023-24 school year all secondary students pursuing the Dogwood Diploma are required to complete 4 credits of Indigenous-focused coursework to graduate

NEXT STEPS - February through June

- Equity in Action Student Survey & Equity in Action Parent Survey* in April & May
- Equity in Action Year End School Report* in June
- District undergoing external Equity, Diversity and Inclusion Audit
- Joint project between SD62 & SD63 to create W̱SÁNEĆ Oral Histories Legacy Video(s) with corresponding lessons for classroom use
- Ongoing discussions with local Nations for land-based field trips in-community showcasing contemporary practices



Objective 5:

Provide learning opportunities for all SD62 employees including Indigenous ways of knowing and being, pathways to truth and reconciliation, anti-racism and culturally responsive trauma informed practices

DATA

- Strategic Plan values of Equity, Diversity, and Inclusion
- No dedicated District Wide Non-Instructional Day focused on enhancing First Nation student learning outcomes as required by the BC Tripartite Education Agreement 4.17

ACTION - September to January

- NA'TSA'MAHT Enhancement Agreement Signing Event streamed district with information package
- Principals & Vice-Principals are participating in *the 5-part Learning Series Examining Culturally Responsive Learning Environments* with Carolyn Roberts
- Each School was gifted a copy of Jo Chrona's book *Wayi Wah!*
- Sooke Teachers Association Professional Development Offerings
- NA'TSA'MAHT Indigenous Education Department staff learning – talking circles, SENĆOŦEN animals, colours, beading, winter solstice, Jo Chrona's book, Strong Body & Mind, Pathways to Graduation Circle Meetings
- NA'TSA'MAHT Indigenous Education Department optional staff learning – Monique Gray Smith & Jo Chrona series; HOOBIYEE; [Every Child Matters - 4 Seasons of Reconciliation](#)

NEXT STEPS - February to June

- Framed NA'TSA'MAHT Enhancement Agreement for each school site; event to planned for the fall
- CUPE Professional Development will include *Examining Culturally Responsive Learning Environments* with Carolyn Roberts
- Sooke Teachers Association Professional Development Offerings
- District undergoing external Equity, Diversity and Inclusion Audit



ONE
SPIRIT

Objective 6:

Celebrate success in SD62 schools & communities in culturally inclusive ways

DATA

Graduation Celebration:

- Grade 12 student and parent survey results were balanced resulting in both a land based & graduation celebration
- Four Posts Advisory Consultation preferred land-based events, with food and for all students & families
- NA'TSA'MAHT Education Council recommendations were balanced

Community Dinners:

- Well-received from last year: community prefers to celebrate over food and with all students & families
- Lack of Métis engagement in Westshore / Sooke informed the need of bringing this community together (400 students)

ACTION - September to January

- Consultation with Four Posts Advisory
- Consultation & Recommendations through NA'TSA'MAHT Education Council
- Established Planning Committees for NA'TSA'MAHT / Métis Community Dinners

NEXT STEPS - February to June

Graduation Celebration:

- Grade 12 Graduation Celebration Event & Special Gift – May 24th
- Indigenous Valedictorian for each Secondary School
- Secondary Schools will include Elder Welcome

POL Celebrations:

- Elementary POL Salmon-bake celebrations in May
- Secondary Land based event at Camp Thunderbird – May 19th

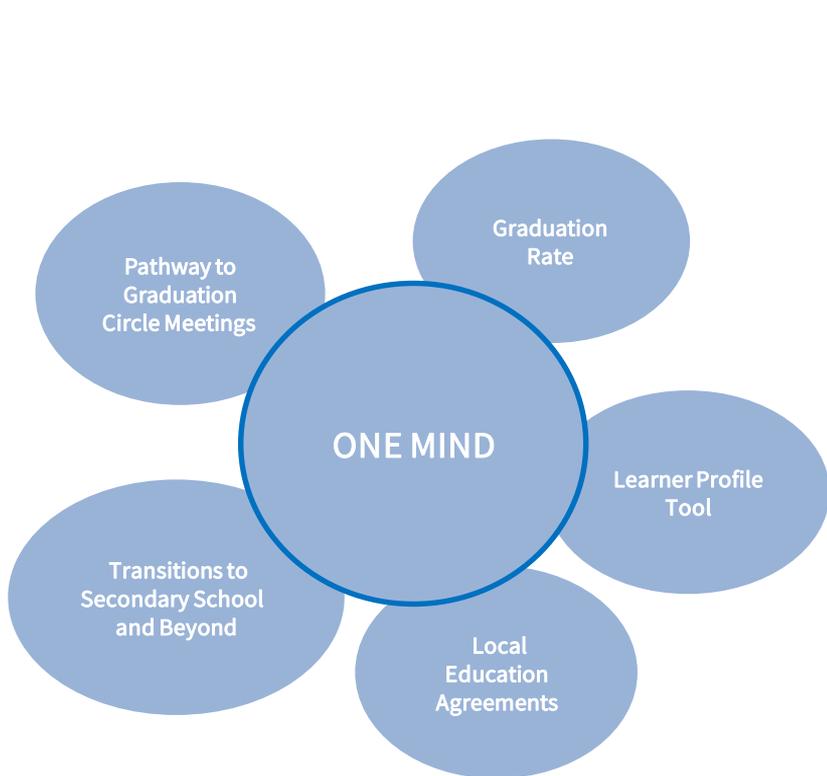
Community Dinners:

- NA'TSA'MAHT Community Dinners (Ruth King, Saseenos, Hans Helgesen)
- Métis Community Dinners (Poirier, John Stubbs)
- NA'TSA'MAHT Community Learning (Pacheedaht Nation)
- Freedom to Gather: A VNFC Youth Gathering Student Event – Mar. 27-29



LOOKING AHEAD

Through the WEXES Moon Review actions to date are student-centered, 4 Posts Advisory consultations utilize a distinction-based approach (FNESC), and school success for Indigenous students is a collective responsibility.



Board Info Note

Public Board Meeting

February 28, 2023

Agenda Item: 10.2 – SD 62 Renewal of Programs & Rebranding

BACKGROUND:

JDFDL & WestShore Centre for Learning:

- During the 21/22 school year, a comprehensive District Program Review was performed to understand and acknowledge how our programs best serve the needs of our students, family, and community. In addition, consideration to provincial mandate changes and the effect on our programs was reviewed.
- Under the Pathways & Choice portfolio, our Online School (currently known as Juan De Fuca Distributed Learning/JdFDL) and our Adult/Continuing Education which are both currently housed at Westshore Centre for Learning and Training located on Goldstream Avenue, will cease to exist as of July 31, 2023.
- In response to these upcoming changes, as a District we are planning to renew these two programs under new names which will reflect both ministerial and district mandate changes.
- The following is an overview of the renewal of both or Online program(s) as well as our Adult Education programs.

Juan de Fuca (JDF) Distributed Learning – SD 62 Online:

- Our current Online program (formerly Distributed Learning) called JDF Distributed Learning is rebranded as SD62 Online as we close the Westshore Centre for Learning & Training site in the summer of 2023. This is supported by the District’s program review which occurred during the 2022-23 school year.
- SD62 Online is established with “Hubs” created at BSS, EMCS, & RBSS as well as supporting Westshore Secondary’s Individual Learning Program as well as SD62 Academy Programs.
- The renewal of JdFDL in becoming SD62 Online also aligns with the Ministry of Education’s transition from Distributed Learning to Online Learning supported by Provincial Online Schools (POLS) and District Online Schools (DOLS).
- SD62 Online will be our District’s District Online School (DOLS).
- The rebranding of SD62 Online will be more widely recognized in the community as our District’s Online School. In essence, the new name/brand will state what it is.

Westshore Centre for Learning & Training -> SD62 Continuing Education:

- Our current Adult/Continuing Education program currently hosted at the Westshore Centre for Learning & Training site will close in the summer of 2023. This is supported by the District’s program review which occurred during the 2022-23 school year.
- SD62 Continuing Education will be established as the new program name.
- Continuing Education courses will be offered through neighbourhood Secondary Schools as well as the Westshore Post-Secondary building which is scheduled to open in September of 2024 in partnership with Camosun, JIBC, and Royal Roads University.
- Adult upgrade and grad programs will be offered.
- The rebranding of SD62 Continuing Education will be more widely recognized in the community as a District entity.

RATIONALE:

- The school community will no longer exist as Online learning as it is being embedded into the Secondary Schools. SD 62 is no longer able to enroll students from out of district due to new MoE Policy as of July 1st so this is an entirely internal school. In many senses Online and CE are not really a school, they are “claim center” for funding purposes.

RECOMMENDATION:

“That the Board of Education of School District 62 (Sooke) allow the Superintendent and CEO to renew and re-brand SD 62 Online and SD 62 Continuing Education outside the parameters of Policy F-204, Naming of Schools, which will allow for more widely recognized programming in the community”.

Prepared by:

Paul Block, Associate Superintendent

Board Info Note

Public Board Meeting

February 28, 2023

Agenda Item 11.1: Superintendent's Update

LEARNING

Pink Shirt Day

There were many wonderful things happening in the District on Feb 22 for the annual Pink Shirt Day.

- Westshore RCMP and Royal Bay Secondary School dance students joined forces to put on a [Flash Mob](#) dance to raise awareness about the impact of bullying.
- Students at Ruth King Elementary School created wall art reminding us to “Be a rainbow in somebody else’s cloud.”



- The Executive Team were delighted to support the Board of Education at the second Trustee Student Forum at EMCS. We were impressed by the depth of conversation and the level of engagement from the middle and secondary students attending.



SD62 Career Education

- We are holding an important event for our graduating and pre-graduating families tonight (Feb 28, 7-8pm) with a virtual information evening where students can find out about career education opportunities and pathways to post-secondary education, apprenticeships and scholarships.

Learning Math at Journey Middle School

- There are some great things happening at Journey Middle School in [Math Lessons](#) which are positively glowing. Math lessons have never been so interesting! Thanks to Principal Dionte Jelks and VP Jennifer Gibson for these images.



ENGAGEMENT

Freedom to Gather: Victoria Friendship Centre & SD61,62,63 Partnership

Spring Break Camp for Indigenous Youth – March 27-31st.

- Free workshops and activities for Indigenous students from 9am-4pm, including arts, sports, cultural, outdoor, health, wellness social and learning events
- Registration is due by Friday, March 3rd – [details on linked poster](#)

Na'tsa'maht Gatherings

- It's exciting to be able to restart the Na'tsa'maht Gatherings, post-COVID. Events are in the Westshore on March 6 (Métis) and April 12 (Na'tsa'maht), and in Sooke on March 9 (Métis) and April 26 (Na'tsa'maht). Both Métis dinners feature traditional Métis food: Bison stew and Red River Bannock, Jigging, Fiddler and a cultural craft. We would love to see you there!
 - [Na'tsa'maht Family Gathering Dinners \(5\)_1.pdf](#)
 - [NA'TSA'MAHT Gathering - QR Code_0.pdf](#)
 - [Metis Gathering 2023 - QR Code_0.pdf](#)

Open House for the New Elementary School in South Langford

- A very successful open house was held at PEXSISEN elementary on February 15 which was well attended.
- As well as featuring the Top 12 names to come from the community during the Thought Exchange, visitors got the opportunity to see a fly-through of the new school, renderings of the planned building.
- Staff are currently working with local Indigenous Nations to hear their views on the naming of the school.

Top Twelve Names for the New Elementary School		
Geographical Characteristics	Local Indigenous Culture and Language	Historical Names
Langford or South Langford	An Indigenous name gifted by the nations	Sarah Beckett (former Constable in Langford who died in the line of duty)
Latoria	ŁOSEN (means star in SENĆOŦEN)	John Horgan (MLA and former Premier)
Olympic View	Klahanie (means outdoors in Chinook)	Scott Manning (former SD62 Principal)
Triangle Mountain	QELEŦSEN (means Bald Eagle in SENĆOŦEN)	Stew Young (former Mayor of Langford)

- Community Partners from the Village Initiative, BGC South Vancouver Island, Island Metis Family and community services Society, and the Salvation Army joined the event to share information on their services.
- As a bonus, visitors were provided the opportunity to tour PEXSISEN Elementary. Kudos to Principal DeCicco and staff at the school for preparing the classrooms for viewing. Quite a few of those present were wishing they could go back to their school days after seeing the classrooms.

GROWTH

Refreshed Laptop Rollout:

- Secondary schools laptop refresh rollout has been completed. Many thanks to the schools and the project team for completing this so smoothly.

School	Number of Teacher Laptops	Docking Stations	Spares for TTOC
Belmont	80	79	17
EMCS	43	50	9
Royal Bay	89	72	17
Westshore Secondary	13	NA	3

Data and Analytics Support:

- Operational support was provided to successfully complete and support the Executive processes:
 - Enrolment projection – forecasting model as input to the budget process
 - Feb 1701 - data gathering, aggregation, validation, and ministry reporting
 - Kindie/French and Nature K registration - support Associates and Schools by updating and maintaining the internally built application systems

Growing Staff – SD62 Careers Fairs

- The HR Recruitment Team have been working as hard as ever, attending careers fairs and events to get the word out about SD62 careers and current vacancies:
 - VIU Recruitment Fair (Online) - Feb. 6th
 - Sooke Job Fair – Feb. 11th
 - Pexsisen Open House – Feb. 15th
 - Greater Victoria Hiring & Post-Secondary Education Event - Feb. 23rd and will attend
 - T'Sou-ke Nation Career Fair – Mar. 17th