

Committee Report of Resources Committee Meeting of February 11, 2025 School Board Office

Present: Allison Watson, Trustee (Committee Chair)
Russ Chipps, Trustee (Committee Member) Online via MS Teams
Christine Lervold, Trustee (Committee Member)
Trudy Spillar, Trustee
Paul Block, Superintendent
Brian Jonker, Secretary-Treasurer
Monica Braniff, Deputy Superintendent
Ed Berlando, STA
Trudy Court, CUPE
Tom Davis, SPEAC
Jen Nixon, SPVPA
Mhairi Bennett, Director, Facilities Online via MS Teams
Randy Cobb, Manager, Transportation
D'Arcy Deacon, Associate Superintendent
David Lee-Bonar, Assistant Secretary-Treasurer
Nicole Gestwa, Computer Support Network Analyst

1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

The meeting was called to order at 6:01 pm by the Committee Chair. The Chair requested Trustees not use the chat function but raise your hand and others joining online can contribute. The Chair 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)

The Chair provided instruction to Trustees and attendees on remote participation.

2. COMMITTEE REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated January 14, 2025, at its Public Board Meeting dated January 28, 2025.

3. PRESENTATIONS – no presentations



4. BUSINESS

4.1 School Fees

- a) 2025/26 - Middle School Fees – D’Arcy Deacon
- b) 2025/26 - Secondary School Fees – D’Arcy Deacon
- c) 2025/26 - SD62 ADULT Learning Fee Schedule – D’Arcy Deacon
- d) 2026/27 - International Program Fees – Laura Schwertfeger

Proposed school fees for 2025/26 were presented, highlighting the changes and the rationale behind those changes, as listed in the materials.

Discussion ensued regarding the level of certification received for students taking the emergency responder courses which was confirmed to include eligibility as dual credit. Further discussion included the reason for the band rental increase which was confirmed to be rental rate changes by suppliers.

Discussion ensued regarding international fees, requesting clarity on increases compared to last year. Questions were asked regarding the medical fee and program fees. Tuition includes the costs to provide service for assessments etc. The medical fee is for private insurance or a combination of private and MSP.

The committee supported the following motion going to the Board:

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve the District and School Fees for 2025/2026 and the International Program Fees for 2026/2027 school year as presented at the Resources Committee meeting of February 11, 2025.

4.2 District Fees 2025/26 Community Rental Strategy – Mhairi Bennett

The Director of Facilities provided a cost/revenue comparison, as well as a comparison of other districts’ rental fees. Three different fee options were presented for discussion, with a recommendation for option C.

SPEAC appreciates the options presented and supports option C, stating the District cannot keep subsidizing to the same degree. Trustee Lervold echoed SPEAC’s comments.

Clarity was provided that EMCS rental revenue goes back to the EMCS Society. The Society can increase fees to 5% without needing District approval, all revenue goes back into EMCS Society programming.



The Committee supported the following motion going to the Board for consideration

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve Option C Revised Rental Fees and Custodial Fees as presented at the Resources Committee Meeting of February 11, 2025.

4.3 2024/25 - Amended Budget – David Lee-Bonar

The Assistant Secretary-Treasurer reminded the Committee that the re-calculated grants were delayed by the Ministry from December to mid-January. A presentation was shared that reiterated the budget by-law amount of \$233,309,566.

David Lee-Bonar explained that Special Purpose Funds (SPF) account for unspent balances and an increase in the CEF allocations. The capital fund increase is consistent with prior years and anticipated increases in amortization.

Total revenue increases respond to increases to labour settlement funding of \$1.6M from the Province and departmental reallocations in-line with planned spending. The IES Department was used as an example to explain reallocations locally. The operating grant increase was the result of increased enrolment over the number used for projections within the original budget build.

Total expense increases respond to corresponding increases to costs associated with targeted IES department funding and an increase in general teacher staffing, transportation salary and benefits, offset by the pressure resulting from bus fee shortfall.

In total, this results in a reserve balance of \$3.3M at 1.86% of the budgeted operating expenses for the year.

The Committee expressed appreciation for the savings on utilities. Clarity was provided around the bus fee deficit, which is about \$200K.

The Committee supported the following motion going to the Board for consideration.

Recommended Motion: That the Board of Education of School District #62 (Sooke) give first, second, and third readings to the 24/25 Amended Annual Budget Bylaw specifying a total budget of \$233,309,566.

4.4 2024/25 - Q2 Forecast David Lee-Bonar

David Lee-Bonar provided an update based on the second quarter of the fiscal year. The forecasted reserve at year end is aligned with Board Policy F-333. Concerns were raised regarding e-bus infrastructure and the need to advocate for more support from the Province.



Questions were addressed around inclusion of the bus fee waiver in calculations and staffing costs at Journey.

4.5 2025/26 - Transportation Fees and timelines – Randy Cobb/Mhairi Bennett

There are no proposed changes to the fee structure for 2025/26 with the school and parent communications timeline presented. Discussion ensued around the use of the tap cards and the data, as well as the opportunity to collect payment earlier from parents.

4.6 2024/25 - Q2 Minor Capital Update – Mhairi Bennett

Mhairi Bennett presented a summary of minor capital projects and their current status.

Information presented including the renaming of the program to Asset Rehabilitation Program administered by the new Ministry of Infrastructure. Comments were made regarding the projects and connections to student learning and outcomes.

The Committee supported the following motion going forward to the Board for consideration.

Recommended Motion: That the Board of Education of School District 62 (Sooke) receive the Quarterly Minor Capital Report as presented at the Resources Committee Meeting of February 11, 2025.

5. **ADJOURNMENT AND NEXT MEETING DATE:** March 5, 2025

Before adjourning, the Chair reminded members and attendees that we will bring forward a work plan for the committee at the next meeting . Meeting adjourned at 7:45 pm.

