

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT 68**  
**MINUTES OF THE BUSINESS COMMITTEE MEETING**

**May 11, 2022**

Trustees	G. Keller, Chair C. O'Neill, Vice-Chair T. Brzovic S. Higginson	C. McKay B. Robinson E. Wilkinson N. Bailey
Absent	J. Stanley	
Staff	S. Saywell, Superintendent/CEO M. Walsh, Secretary-Treasurer T. Davie, Deputy Superintendent	D. Burgos, Ex. Dir. of Communications K. Matthews, Manager Admin. Services
Representatives	CUPE Representative: Jeff Virtanen DPAC Representative: Leanne Lee NDTA Representative: Jeremy Inscho NSAA Representative: Theresa Kraeker	

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:01 pm.

**2. ADDITIONS TO THE AGENDA**

There were no additions.

**3. DELETIONS TO THE AGENDA**

There were no deletions.

**4. CHANGE IN ORDER**

There was no change in order.

**5. APPROVAL OF THE AGENDA**

B22/05/11-01

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee O'Neill

That the Agenda be approved.

**CARRIED UNANIMOUSLY**

**6. APPROVAL OF THE MINUTES**

B22/05/11-02

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee Higginson

That the minutes of the Business Committee meeting held on April 13, 2022, be approved.

**CARRIED UNANIMOUSLY**

**7. PRESENTATIONS**

**7.1 Jeremy Inscho, NDTA President**

Jeremy Inscho shared comments on behalf of the NDTA regarding the 2022/23 Preliminary Annual Budget.

**7.2 Jeff Virtanen, CUPE President**

Jeff Virtanen shared comments on behalf of CUPE regarding the 2022/23 Preliminary Annual Budget.

**8. SENIOR STAFF REPORTS**

**8.1 Mark Walsh, Secretary-Treasurer and Taunia Sutton, Director of Finance**

Re: Third Quarter Report

Mark Walsh provided the 2021/22 Third Quarter Report. The report is attached to the Agenda.

**8.2 Mark Walsh, Secretary-Treasurer and Taunia Sutton, Director of Finance**

Re: 2022/2023 Preliminary Annual Budget Presentation

Mark Walsh and Taunia Sutton presented the 2022/23 Preliminary Annual Budget "Reconnect and Recover". The budget document is attached to the Agenda.

**8.3 Mark Walsh, Secretary-Treasurer & Kerri Steel, Director of Instruction - Inclusive Education**

Re: Administrative Procedure 331 - Physical Restraint

Mark Walsh and Kerri Steel provided an update to Administrative Procedure 331 - Physical Restraint and Seclusion. An Information Sheet together with the updated AP331 are attached to the Agenda.

**8.4 Mark Walsh, Secretary-Treasurer & Kerri Steel, Director of Instruction - Inclusive Education**

Re: Administrative Procedure 332 - Anaphylaxis/Allergies

Mark Walsh and Kerri Steel provided an update to Administrative Procedure 332 - Anaphylaxis/Allergies. The AP has been updated and its scope expanded. An Information Sheet and the updated AP332 is attached to the Agenda.

**9. CORRESPONDENCE REFERRED FROM THE REGULAR BOARD MEETING**

There was none.

**10. UNFINISHED BUSINESS**

There was none.

**11. NEW BUSINESS**

**11.1 Chair McKay**

Re: Funding Advocacy

B22/05/11-03

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee Brzovic

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) write a letter to the Ministry of Education and Child Care and the Ministry of Finance regarding the capital and operational funding requirements of the school district.

**12. FOR INFORMATION**

**13. QUESTION PERIOD**

There were no questions this evening.

**14. ADJOURNMENT**

The meeting adjourned at 8:36 pm.

B22/05/11-04

IT WAS MOVED BY Trustee O'Neill

IT WAS SECONDED BY Trustee McKay

That the meeting be adjourned.

**CARRIED UNANIMOUSLY**