



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

March 8, 2023

Trustees	G. Keller T. Brzovic, Chair C. McKay L. Pellegrin L. Lee, Vice Chair M. Robinson C. Morvay T. Rokeby
Absent	N. Bailey
Staff	S. Saywell, Superintendent/CEO M. Walsh, Secretary-Treasurer D. Burgos, Ex. Dir. of Communications K. Matthews, Manager Admin. Services
Representatives	CUPE Representative: Jeff Virtanen DPAC Representative: Jessica Krog-Irving NSAA Representative: Theresa Kraeker

1. **CALL TO ORDER**

The Chair called the meeting to order at 6:02 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**

B23/03/08-01

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Pellegrin

That the Agenda be approved.

CARRIED UNANIMOUSLY

6. **APPROVAL OF THE MINUTES**

B23/03/08-02

IT WAS MOVED BY Trustee Morvay

IT WAS SECONDED BY Trustee Pellegrin

That the minutes of the Business Committee meeting held on February 8, 2023, be approved.

CARRIED UNANIMOUSLY

7. **PRESENTATIONS**

There were none.

8. **SENIOR STAFF REPORTS**

8.1 Shawn Johnston, Executive Director of Human Resources and Arlen Valade, Senior Manager Occupational Safety and Wellness

Re: WSBC Asbestos Compliance Initiative

Arlen Valade provided an update on the District's progress towards the WorkSafeBC (WSBC) compliance initiative for the K-12 sector with respect to asbestos containing material management. An Information Sheet is attached to the Agenda.

8.2 Mark Walsh, Secretary-Treasurer and Brian Hackwood, Assistant Executive Director of Planning and Operations

Re: Proposed Annual Facilities Grant

Mark Walsh and Pete Sabo presented the 2023/24 Annual Facility Grant. The Annual Facilities Grant, together with an Information Sheet is attached to the Agenda.

8.3 Mark Walsh, Secretary-Treasurer and Dale Burgos, Executive Director of Communications, Privacy & Engagement

Re: FOIPPA Privacy Management Programs Update

Mark Walsh and Dale Burgos presented a draft Policy and Administrative Procedure with respect to the creation of a privacy management program for the District. An Action Sheet is attached to the Agenda.

B23/03/08-03

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Pellegrin

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the Draft Policy – Privacy and circulate as a notice of motion for 30 days, utilizing the consultation process as per Board Governance, Section 1, 2.7 – Policy Development.

CARRIED UNANIMOUSLY

8.4 Mark Walsh, Secretary-Treasurer

Re: NDSS Consultation Update

Mark Walsh provided an update and next steps on the NDSS consultation process and to provide an update on potential changes for September 2023. An Information Sheet is attached to the Agenda.

8.5 Scott Saywell, Superintendent

Re: ESAC Update

Scott Saywell provided a report outlining the progress on the Board's Environmental Stewardship Action Plan. An Information Sheet, together with the report "Monitoring our Progress" is attached to the Agenda.

8.6 Mark Walsh, Secretary-Treasurer

Re: Cedar Childcare

Mark Walsh provided an update on the need for childcare spaces in Cedar and proposed a motion to apply through Childcare BC New Spaces Fund for a childcare space at Cedar Elementary. An Action Sheet is attached to the Agenda.

B23/03/08-04

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Lee

That the Business Committee recommend that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) direct staff to apply through the Childcare BC New Spaces Fund to add a childcare space at Cedar Elementary to accommodate future childcare space needs.

CARRIED UNANIMOUSLY

8.7 Mark Walsh, Secretary-Treasurer

Re: Family Affordability Fund Update

Mark Walsh provided an update on the funds spent to date from the Student and Family Affordability Fund. An Information Sheet 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**

There was none.

12. **FOR INFORMATION**

13. **QUESTION PERIOD**

There were no questions this evening.

14. **ADJOURNMENT**

The meeting adjourned at 7:31 pm.

B23/03/08-05

IT WAS MOVED BY Trustee Lee

IT WAS SECONDED BY Trustee McKay

That the meeting be adjourned.

CARRIED UNANIMOUSLY