



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

October 11, 2023

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

1. CALL TO ORDER

The Chair called the meeting to order at 6:00 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

B23/10/11-01

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Keller

That the Agenda be approved.

CARRIED UNANIMOUSLY

6. APPROVAL OF THE MINUTES

B23/10/11-02

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Bailey

That the minutes of the Business Committee meeting held on September 13, 2023, be approved.

CARRIED UNANIMOUSLY

7. PRESENTATIONS

There were none.

8. SENIOR STAFF REPORTS

8.1 Mark Walsh, Secretary-Treasurer and Jacquie Poulin, Assistant Superintendent

Re: Feeding Futures Fund

Mark Walsh and Jacquie Poulin provided an update on the status of the Feeding Futures Fund. An Information Sheet is attached to the Agenda.

8.2 Mark Walsh, Secretary-Treasurer and Jacquie Poulin, Assistant Superintendent

Re: Administrative Procedure 333 - Field Trips

Mark Walsh and Jacquie Poulin outlined the changes to Administrative Procedure 333 - Field Trips. The updated AP 333, together with an Information Sheet, is attached to the Agenda.

8.3 Mark Walsh, Secretary-Treasurer

Re: Enrolment Update per 1701 Data Collection

Mark Walsh provided an update on the change in student full time equivalent enrolment and the change in overall student headcount following the 1701 student data collection on September 29, 2023. An Information Sheet is attached to the Agenda.

8.4 Mark Walsh, Secretary-Treasurer

Re: Rutherford Elementary

Mark Walsh presented an Action Sheet in response to the Board's motion of May 24, 2023, to reopen Rutherford Elementary School, and recommended proceeding with the planning for the opening of the school in September 2024-25. An Action Sheet is attached to the Agenda.

B23/10/11-03

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Keller

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) direct that Rutherford Elementary School be reopened as of September 2025 and that staff are directed to create a School Transition Working Group to address issues associated with reopening the facility and provide the Board with recommendations with respect to appropriate catchments for Rutherford and the surrounding schools and potential programming, if applicable, to ensure the long-term viability of the school.

CARRIED UNANIMOUSLY

8.5 Mark Walsh, Secretary-Treasurer

Re: Policy 3.8 - Transportation

Mark Walsh outlined proposed changes to Policy 3.8 - Transportation and included a recommended motion to consult with the community on the proposed update. An Action Sheet is attached to the Agenda.

B23/10/11-04

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Morvay

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the Draft Revised Policy 3.8 – Transportation 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

8.6 Mark Walsh, Secretary-Treasurer & Pete Sabo, Executive Director of Planning & Operations

Re: Annual Vandalism Report

Pete Sabo provided a Report on facilities' activities related to the Vandalism AP. This report provided information on District vandalism from July 1, 2022, to June 30, 2023. An Information Sheet is attached to the Agenda.

8.7 Mark Walsh, Secretary-Treasurer & Pete Sabo, Executive Director of Planning & Operations

Re: Administrative Procedure 522 - Public Use of School Buildings, Grounds and Equipment

Mark Walsh and Pete Sabo outlined the changes to Administrative Procedure 522 - Public Use of School Buildings, Grounds and Equipment. The updated AP 522, together with an Information Sheet, is attached to the Agenda.

8.8 Mark Walsh, Secretary-Treasurer

Re: NDSS Capacity Update

Mark Walsh provided an update on the status of the work pursuant to the Board's motion of March 29, 2023, to conduct further consultation and provide additional information with respect to potential NDSS options. An Information Sheet is attached to the Agenda.

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

There was none.

10. **UNFINISHED BUSINESS**

There was no Unfinished Business.

11. **NEW BUSINESS**

There was no New Business.

12. **FOR INFORMATION**

12.1 Budget and Financial Planning Timeline

The Budget and Financial Planning Timeline was received as information.

13. **QUESTION PERIOD**

There were no questions.

14. **ADJOURNMENT**

The meeting adjourned at 7:41 pm.

B23/10/11-05

IT WAS MOVED BY Trustee Morvay

IT WAS SECONDED BY Trustee Bailey

That the meeting be adjourned.

CARRIED UNANIMOUSLY

DRAFT