



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

**May 8, 2024**

Trustees	L. Lee, Chair M. Robinson, Vice Chair T. Brzovic N. Bailey ( <i>joined at 6:10 pm</i> ) G. Keller C. Morvay L. Pellegrin T. Rokeby
Absent	C. McKay
Staff	M. Walsh, Secretary-Treasurer L. Tait, Deputy Superintendent K. Matthews, Manager Admin. Services
Absent	S. Saywell, Superintendent/CEO
Representatives	CUPE Representative: Jeff Virtanen 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**

B24/05/03-01

IT WAS MOVED BY Trustee Keller

IT WAS SECONDED BY Trustee Morvay

That the Agenda be approved.

**CARRIED UNANIMOUSLY**

**6. APPROVAL OF THE MINUTES**

B24/05/03-02

IT WAS MOVED BY Trustee Morvay

IT WAS SECONDED BY Trustee Brzovic

That the minutes of the Business Committee meeting held on April 10, 2024, be approved.

**CARRIED UNANIMOUSLY**

**7. PRESENTATIONS**

7.1 CUPE Local 606, President Jeff Virtanen

Re: 2024/25 Budget

Jeff Virtanen, CUPE President, shared comments on behalf of CUPE regarding the 2024/25 Preliminary Annual Budget.

7.2 NDTA, President Jo Cornthwaite

Re: 2024/25 Budget

Jo Cornthwaite, NDTA President, shared comments on behalf of the NDTA regarding the 2024/25 Preliminary Annual Budget.

**8. SENIOR STAFF REPORTS**

8.1 Mark Walsh, Secretary-Treasurer and Tania Sutton, Associate Secretary-Treasurer

Re: Preliminary Annual Budget Discussion Continued

Mark Walsh and Tania Sutton continued the 2024/25 Annual Budget discussion and answered committee questions. The Annual Budget presentation is attached to the Agenda.

8.2 Mark Walsh, Secretary-Treasurer and Taunia Sutton, Associate Secretary-Treasurer

Re: Third Quarter Report

Mark Walsh and Taunia Sutton provided the 2023/24 Third Quarter Report. The report is attached to the Agenda.

8.3 Mark Walsh, Secretary-Treasurer

Re: Rutherford Elementary School

Mark Walsh provided the Rutherford Working Group's reopening plan recommendations, including new catchment areas. An Action Sheet, with a recommended motion for community consultation, is attached to the Agenda.

B24/05/03-03

IT WAS MOVED BY Trustee Brzovic

IT WAS SECONDED BY Trustee Keller

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve in principle the Rutherford Working Group's reopening plan recommendations (the "Recommendations") including the redrawn boundaries and transfer of students in the newly created Rutherford and Frank J. Ney boundaries and send the Recommendations to the community for consultation with final approval in the fall of 2024.

**CARRIED UNANIMOUSLY**

8.4 Mark Walsh, Secretary-Treasurer

Re: Administrative Procedure 344- Code of Conduct

Mark Walsh outlined changes to Administrative Procedure 344 – Code of Conduct to ensure compliance with a recently released Ministerial order associated with requirements for school codes of conduct to address restrictions on cell phone use in schools. An information sheet, together with the updated AP 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.

14. **ADJOURNMENT**

The meeting adjourned at 7:34 pm.

B24/05/03-04

IT WAS MOVED BY Trustee Bailey

IT WAS SECONDED BY Trustee Keller

That the meeting be adjourned.

**CARRIED UNANIMOUSLY**

DRAFT