



THE BOARD OF EDUCATION OF SCHOOL DISTRICT 68
MINUTES OF THE STRATEGIC DIRECTIONS COMMITTEE MEETING

December 10, 2025

Trustees

T. Rokeby, Chair
M. Robinson, Vice-Chair
N. Bailey
T. Brzovic
T. Harris
G. Keller
L. Lee
C. Morvay
L. Pellegrin

Staff

R. Gray, Superintendent/CEO
M. Walsh, Secretary-Treasurer
K. Matthews, Manager Admin. Services
G. Robinson, Ex. Dir. Communications
J. Poulin, Assistant Superintendent
M. Olsen, Assistant Superintendent
B. Hancock, Director of Instruction
K. Steel, Director of Instruction
K. Funke-Robinson, Director of Instruction

Representatives

CUPE Representative: Jeff Virtanen
NDTA Representative: Megan Simmer
NSAA Representative: Jeff Hasenauer
Student Representative: Jack Bannister

1. CALL TO ORDER

The Chair called the meeting to order at 5:00 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

SD25/12/10-01

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Morvay

That the Agenda be approved.

CARRIED UNANIMOUSLY

6. APPROVAL OF THE MINUTES

The minutes of November 12, 2025, were approved as presented.

7. PRESENTATIONS

There were none.

8. SENIOR STAFF REPORTS

8.1 Margaret Olsen, Assistant Superintendent and Kirstin Funke Robinson, Director of Instruction

Re: Student Wellness Framework

Margaret Olsen and Kirstin Funke Robinson presented the Student Wellness Framework. An information sheet is attached to the agenda.

8.2 Shawn Johnston, Executive Director of HR and Margaret Olsen, Assistant Superintendent

Re: Employee Wellness Framework

Shawn Johnston and Margaret Olsen presented the Employee Wellness Framework. An information sheet is attached to the agenda.

8.3 Jacque Poulin, Assistant Superintendent

Re: Update to Administrative Procedure 501.1AP - School Calendar

Jacque Poulin presented the updated Administrative Procedure 501.1AP – School Calendar. The AP has been updated to reflect current language, legislation, and district practices. An information sheet, together with the updated AP is attached to the agenda.

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

Re: Before and After School Child Care Expansion (BASC)

Mark Walsh and Jacquie Poulin provided an update on Board operated childcare and provided a recommended motion for an additional expansion in the 2026-27 school year. An action sheet is attached to the agenda.

SD25/12/10-02

IT WAS MOVED BY Trustee Robinson

IT WAS SECONDED BY Trustee Brzovic

The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the expansion of Board Operated Before and After School Care of up to 6 sites for the 2026-27 school year.

CARRIED UNANIMOUSLY

8.5 Mark Walsh, Secretary-Treasurer

Re: Amendment to the Child Care Policy

Mark Walsh proposed amendments to the district's Child Care Policy due to recent changes to the *School Act*, along with a number of operational issues. An action sheet, together with the draft amended policy, are attached to the agenda.

SD25/12/10-03

IT WAS MOVED BY Trustee Morvay

IT WAS SECONDED BY Trustee Lee

The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the draft revised Policy 701 – Child Care Services and Early Years Programs and circulate as a notice of motion for 30 days, utilizing the consultation process as per Board Governance, Section 210 – Policy Development.

8.6 Mark Walsh, Secretary-Treasurer

Re: Internal Audit Report

Mark Walsh presented the results of the internal audit function since the last annual report provided to the Strategic Directions Committee in December 2024. An information sheet is attached to the agenda.

8.7 Mark Walsh, Secretary-Treasurer

Re: Statement of Financial Information (SOFI) Report

Mark Walsh presented the district's Statement of Financial Information (SOFI) Report. An action sheet, together with the report, is attached to the agenda.

SD25/12/10-04

IT WAS MOVED BY Trustee Lee

IT WAS SECONDED BY Trustee Harris

The Strategic Directions Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) approve the School District Statement of Financial Information (SOFI Report), as presented, for the year ending June 30, 2025.

CARRIED UNANIMOUSLY

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**

There was none.

13. **QUESTION PERIOD**

There were no questions.

14. **ADJOURNMENT**

The meeting adjourned at 6:34 pm.