

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

Trustees	G. Keller, Chair C. O'Neill, Vice-Chair L.M. Barron T. Brzovic	C. McKay B. Robinson J. Stanley E. Wilkinson
Absent	S. Higginson	
Staff	S. Saywell, Superintendent/CEO M. Walsh, Secretary-Treasurer T. Davie, Deputy Superintendent	K. Matthews, Manager Admin. Services
Representatives	CUPE Representative: Rob Zver DPAC Representative: Leanne Lee NDTA Representative: Jo Cornthwaite NSAA Representative: Diane McGonigle DASG Representative: Rob Lumsden	

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

B21/02/05-01

IT WAS MOVED BY Trustee Stanley

IT WAS SECONDED BY Trustee O'Neill

That the Agenda be approved.

CARRIED UNANIMOUSLY

6. APPROVAL OF THE MINUTES

B21/02/05-02

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee Barron

That the minutes of the Business Committee meeting held on January 13, 2021, be approved.

CARRIED UNANIMOUSLY

7. PRESENTATIONS

There were none.

8. SENIOR STAFF REPORTS

8.1 Secretary-Treasurer Mark Walsh

Re: Enrolment Projections

Secretary-Treasurer Mark Walsh provided the 2021-22 Ministry of Education enrolment projection. The Ministry of Education Enrolment Projection Worksheet is attached to the Agenda.

8.2 Secretary-Treasurer Mark Walsh

Re: Amended Annual Budget (Quarter 2 Update)

Secretary-Treasurer Mark Walsh presented the 2020/21 Amended Budget and Q2 Financial Report. The Amended Budget document, together with an Information Sheet is attached to the Agenda.

B21/02/05-03

IT WAS MOVED BY Trustee Stanley

IT WAS SECONDED BY Trustee Brzovic

That the Business Committee recommends that the Board of Education of School District No.68 (Nanaimo-Ladysmith) give all three readings of the 2020/2021 Amended Annual Budget Bylaw during the February 24, 2021, Open Board meeting; and That the Business Committee recommends that the Board of Education of School District No.68 (Nanaimo-Ladysmith) adopt the 2020/2021 Amended Annual Budget Bylaw during the February 24, 2021, Open Board meeting.

CARRIED UNANIMOUSLY

8.3 Secretary-Treasurer Mark Walsh

Re: Updated Administrative Procedures

- AP305 - Student School Supplies
- AP208 - Freedom of Information and Protection of Privacy Act Designation of Head
- AP209 - Freedom of Information and Protection of Privacy Act Fee Schedule
- AP335 - Student and Employee Personal Privacy on the Internet

As part of our ongoing review of Administrative Procedures, Secretary-Treasurer Mark Walsh provided updated procedures for Administrative Procedures 305, 208, 209 and 335. Administrative Procedure 305 - Student School Supplies will be further revised by staff and brought forward at a future Business Committee meeting.

8.4 Secretary-Treasurer Mark Walsh

Re: Ombudsperson Complaint Handling Guide

Secretary-Treasurer Mark Walsh presented the Ombudsperson Complaint Handling Guide and advised that we have made one addition to our Administrative Procedure 325 to ensure our APs and Bylaws align with this guide. An Information Sheet is attached to the Agenda.

8.5 Secretary-Treasurer Mark Walsh

Re: Forest Park Elementary School Rights-of-Way Bylaw, 2021

Secretary-Treasurer Mark Walsh presented a proposed Statutory Rights of Way from the City of Nanaimo with respect to a water line on the Forest Park Elementary school site.

B21/02/05-04

IT WAS MOVED BY Trustee Brzovic

IT WAS SECONDED BY Trustee McKay

That the Business Committee recommends that the Board of Education of School District No.68 (Nanaimo-Ladysmith) give all three readings of the Bylaw cited as "Forest Park Elementary School Rights-of-Way Bylaw, 2021 during the February 24, 2021, Open Board meeting; and That the Business Committee recommends that the Board of Education of School District No.68 (Nanaimo-Ladysmith) adopt the Bylaw cited as "Forest Park Elementary School Rights-of-Way Bylaw, 2021, during the February 24, 2021, Open Board meeting.

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

12.1 Budget Calendar

The Budget Calendar was received as information.

13. QUESTION PERIOD

There were no questions.

14. ADJOURNMENT

The meeting adjourned at 7:33 pm.

B21/02/05-05

IT WAS MOVED BY Trustee McKay

IT WAS SECONDED BY Trustee Barron

That the meeting be adjourned.

CARRIED UNANIMOUSLY