

### Public Notice – Resources Committee Online Public Meeting

A public meeting of the Resources Committee for School District 62 (Sooke) **will be held on September 13, 2022 at 6:00 pm.**

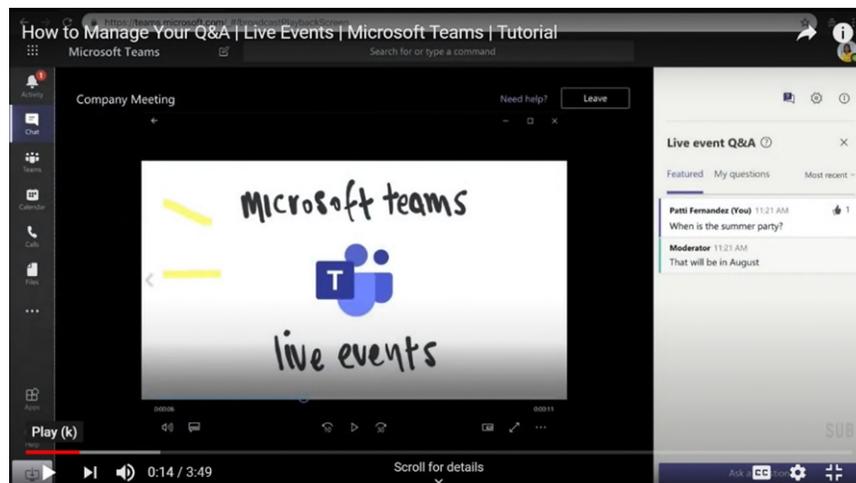
**Please note that all Public Board and Committee meetings are now held in person at the District School Board Office, located at 3143 Jacklin Road, Victoria.**

To participate in the meeting please click on this link: [Follow Link](#)

To guide you, the following is information on how to join a live event in MS Teams.

<https://support.office.com/en-us/article/attend-a-live-event-in-teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>

- Anyone who has the link can attend the online meeting without logging in to MS Teams.
- Members of the public have the opportunity to ask questions related to agenda items discussed at the meeting:
  - Select the **Q&A**  function on the right side of the screen.
  - When asking a question using the Q&A function, please identify yourself. **Anonymous questions will not be responded to.**
    - A reminder for Stakeholder groups to use the **Q&A** function.
  - Members of the media can direct their questions to the Communications Manager at School District 62 for response following the meeting.



If you have questions regarding the meeting and how to access it that aren't answered in the link above please email [info@sd62.bc.ca](mailto:info@sd62.bc.ca).



**RESOURCES COMMITTEE**  
**School Board Office**  
**Via MS Teams**  
**September 13, 2022 – 6:00 p.m.**

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**A G E N D A**

**1. CALL TO ORDER AND ACKNOWLEDGMENT OF FIRST NATIONS TERRITORIES**

*We are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation, and acknowledge the three nations SD62 works with directly in our schools: Scia'new Nation, Coast Salish, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation, Nuu-chah-nulth. (words gifted by the three nations SD62 works with)*

**2. REPORT (page 3)**

**3. PRESENTATIONS (10 min.)**

**4. BUSINESS**

4.1 Minor Capital Plan Submission – Mhairi Bennett (page 5)

Recommended Motion: That the Board of Education of School District 62 (Sooke) approve the 23/24 Minor Capital Plan submission as presented to the Resources Committee on September 13, 2022.

4.2 Transportation Update – Randy Cobb (page 8)

4.3 Initial 23/24 Enrolment Numbers – Harold Cull (page 9)

4.4 District Planning Framework – Sue Grundy (page 13)

**5. ADJOURNMENT**

**6. NEXT MEETING DATE:** October 11, 2022



## Committee Report of Resources Committee Meeting via MS Teams June 14, 2022

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**Present:** Ravi Parmar, Trustee (Acting Committee Chair)  
Wendy Hobbs, Trustee (Committee Member)  
Bob Phillips, Trustee (Committee Member)  
Harold Cull, Secretary-Treasurer  
Farzaan Nusserwanji, Executive Director, IT  
Ceilidh Deichmann, SPVPA  
Ed Berlando, STA  
Trudy Court, CUPE  
Nicole Gestwa, IT

### 1. CALL TO ORDER AND ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORIES

*The meeting was called to order at 6:01 pm by the Acting Committee Chair, Ravi Parmar acknowledging that we are honoured to be meeting on the traditional territories of the Coast Salish, specifically Esquimalt Nation, Songhees Nation and acknowledge the three nation SD 62 works with directly in our schools; Scia'new Nation, Coast Salish, and T'Sou-ke Nation; including the West Coast Pacheedaht Nation Nuu-chah-nulth. (words gifted by the three Nations SD62 works with)*

### 2. COMMITTEE REPORT

The Board of Education of Sooke School District 62 (Sooke) received the Resources Committee Report dated May 10 2022 at its Public Board Meeting dated May 24, 2022.

### 3. PRESENTATIONS

### 4. BUSINESS

#### 4.1 23/24 Major Capital Plan Submission – Harold Cull

Harold Cull provided an overview of the 23/24 Major Capital Plan Submission and the District's priorities for the next five years. The Committee discussed the use of portables in the District and the need to replace some of the older portables even though they will be needed for future growth. The Committee also discussed other mitigation strategies that may be required (split schedules at schools) due to the likely approval timelines of government. The proposed partnership with the Pacheedaht First Nation to create a K-12 campus in Port Renfrew to better meet the educational and recreational needs of the community was discussed. It was confirmed that the District's Minor Capital submission is due to the Ministry by September 30, 2022.

**Recommended Motion:** That the Board of Education of School District 62 (Sooke) approve the 23/24 Major Capital Plan submission as presented to the Resources Committee on June 14, 2022.

#### 4.2 Business Continuity Plan (BCP) – Farzaan Nusserwanji

Farzaan Nusserwanji provided an update to the Resources Committee on the status of the Business Continuity Plan and supporting materials and the Committee provided feedback. The Committee asked staff a number of questions regarding the BCP and how it would be implemented. The Committee asked its partner groups to discuss the BCP with their executives and to bring any questions or concerns to the Resources Committee Meeting scheduled for September 13, 2022. The Committee also discussed the need to create a Board policy and regulation to ensure the BCP is maintained and updated on a regular basis. The Committee supported the following motion for the Board of Education’s consideration.

**Recommended Motion:** That the Board of Education of School District 62 (Sooke) develop a Business Continuity Plan (BCP) Policy and Regulation in the fall of 2022 to ensure that the BCP is maintained and updated on an annual basis.

#### 4.3 Design Principles for Capital Projects – Harold Cull

The Resources Committee reviewed the final version of the design principles prior to them going forward to the Board of Education for review and consideration. The Committee discussed the consultation process and the widespread input that was received throughout the process. The Committee would like to see “innovative” added to Principle 6 and that the finalized principles be provided to the students participating in the Student Forum to close the feedback loop.

The Committee supported the principles going forward for consideration to the Board of Education.

**Recommended Motion:** That the Board of Education of School District 62 (Sooke) approve the design guiding principles, reflective of the voices of our students, partners, Indigenous nations, and community for capital projects, as presented to the Resources Committee on June 14, 2022. Furthermore, that the principles be reviewed every 3 years.

#### 4.4 District Facility Bookings – Harold Cull

After much internal discussion, the District has made the decision to not renew the agreement with Westshore Parks and Recreation (WSPR) regarding its management of facility bookings for our Belmont and Royal Bay families. WSPR has provided great service to the District for many years and the decision to bring this work in-house is another example of the District’s maturation process.

Beginning in September 2022, SD 62 will make its own bookings through the Book King Facility Scheduling Software. There will be limited facilities that will continue to be booked by WSPR and the City of Langford and these facilities will be clearly indicated on the District’s website. The Edward Milne Community School Society will continue to book facilities for the Milnes Landing family of schools.

### 5. **ADJOURNMENT AND NEXT MEETING DATE:** September 13, 2022

## **Committee Info Note**

### **Resources Committee Meeting**

#### **September 13, 2022**

#### **Agenda Item: 4.1 23/24 Minor Capital Plan Submission**

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#### **Background**

- The District is required to submit a 5-year Capital Plan to the Ministry as approved by the Board
- The Major Capital Plan **was** submitted by June 30<sup>th</sup> and the deadline for the Minor Capital Program is September 30<sup>th</sup>
- **Staff would like the input and support of the Resources Committee on the recommended Minor Capital projects, prior to making a recommendation to the Board**

#### **Capital Plan Components**

- the District's Capital Plan submission is broken down into a number of programs:

##### **Major Capital**

- 1) Seismic Mitigation Program (SMP)
- 2) School Expansion Program (EXP)
- 3) School Replacement Program (REP)
- 4) Rural Districts Program (RDP)
- 5) Building Envelope Program (BEP)

##### **Minor Capital**

- 6) School Enhancement Program (SEP)
- 7) Carbon Neutral Program (CNCP)
- 8) Bus Acquisition Program (BUS)
- 9) Playground Equipment Program (PEP)
- 10) Annual Facility Grant (AFG)

**SEP** – the School Enhancement Program is part of the minor capital program and is intended to improve the safety, facility condition, efficiency and functionality of existing buildings.

**CNCP** – the Carbon Neutral Capital Program is designed specifically for energy efficiency projects. The District's Energy Specialist will review the list of potential projects and provide a recommendation to the Committee/Board for consideration.

**BUS** – Bus Acquisition Program has allowed the District to acquire new buses and reduce the average<sup>6</sup> age of the fleet. The Transportation Department will review mileage and age of our vehicles and will submit a list based on MoE's criteria.

**PEP** – the Playground Equipment Program is specific funding to purchase and install new or replacement playground equipment. Funding has been provided for playgrounds at Poirier (18/19) and Savory (19/20). No funding in this program was received in the current fiscal year.

### **Next Steps**

- Now that the priorities have been drafted, staff would like feedback from the Committee on the proposed priorities prior to going to the Board for approval

### **Proposed Motion:**

*That the Board of Education of School District 62 (Sooke) approve the 23/24 Minor Capital Plan submission as presented to the Resources Committee on September 13, 2022.*

**Ministry of Education - Minor Capital Program  
School District Sixty Two Facilities Three Year Proposal for Minor Capital Submissions  
September 2022**

Program	Abbr.	2023/2024		2024/2025		2025/2026	
		Location/Project	Budget	Location/Project	Budget	Location/Project	Budget
<b>Playground Equipment Program</b>	<b>PEP</b>	Dunsmuir Middle	\$ 165,000	John Muir Elementary	\$ 165,000	Willway Elementary	\$ 165,000
<b>Carbon Neutral Capital Program</b>	<b>CNCP</b>	John Muir (Phase 2)/ Mechanical Upgrade	\$ 500,000	John Muir (Phase 3)/ Mechanical Upgrade	\$ 500,000	John Muir (Phase 4)/ Mechanical Upgrade	\$ 500,000
<b>Building Envelope Program</b>	<b>BEP</b>	Edward Milne Secondary	\$ 7,600,000	Willway Elementary	\$ 550,000	David Cameron Elementary	\$ 4,000,000
<b>School Enhancement Program</b>	<b>SEP</b>	Spencer Middle (Phase 3)/ Mechanical Upgrade	\$ 850,000	Willway Elementary (Phase 1)/ Mechanical Upgrade	\$ 625,000	Willway Elementary (Phase 2)/ Mechanical Upgrade	\$ 650,000
		Millstream Elementary/ Roofing Replacement	\$ 225,000	Saseenos Elementary/ Roofing Replacement	\$ 425,000	Crystal View/ Roofing Replacement	\$ 450,000
		<b>Subtotal</b>	<b>\$ 1,075,000</b>	<b>Subtotal</b>	<b>\$ 1,050,000</b>	<b>Subtotal</b>	<b>\$ 1,100,000</b>
<b>Annual Facility Grant</b>	<b>AFG</b>	Transportation/ Site Power Upgrade	\$ 175,000	Transportation/ EV Bus Charging Units	\$ 200,000	Electrical Upgrades (Contracted items)	\$ 100,000
		Drainage/Septic	\$ 50,000	Drainage/Septic	\$ 50,000	Drainage/Septic	\$ 80,000
		Exterior Painting	\$ 100,000	Exterior Painting	\$ 100,000	Exterior Painting	\$ 100,000
		Roofing Replacement (RK- C1)	\$ 100,000	Roofing Replacement (Will- L)	\$ 30,000	Roofing Replacement (SBO)	\$ 550,000
		Parking Lots/Hard Surfaces	\$ 100,000	Parking Lots/Hard Surfaces	\$ 150,000	Parking Lots/Hard Surfaces	\$ 80,000
		Emergent Projects	\$ 45,000	Facility Upgrades/ Inclusive Spaces	\$ 470,000	Facility Upgrades/ Inclusive Spaces	\$ 250,000
				Emergent Projects	\$ 95,000	Emergent Projects	\$ 50,000
		<b>Subtotal</b>	<b>\$ 570,000</b>	<b>Subtotal</b>	<b>\$ 1,095,000</b>	<b>Subtotal</b>	<b>\$ 1,210,000</b>

## **Committee Info Note**

### **Resources Committee Meeting**

#### **September 13, 2022**

#### **Agenda Item: 4.2 Transportation Update**

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#### **Background**

- Staff will provide the Committee with a transportation update based the first few days of the school year
- The Board updated their transportation policy and regulation last spring
- Compared to previous years, the start up has been relatively smooth with the majority of issues focused on:
  - Timing of the release of route information to late registrations;
  - Incorrect timing of pick up and drop off due to new routes and construction;
  - Challenges resulting from providing services for Lellum students to Dunsmuir/Spencer;
  - Communication of changes to routes; and
  - Communication during routes when late/delayed.
- Staff continue to work through these and other issues as the transportation system (students, drivers and families) get into the regular rhythm of the school year
- Committee members will receive a deeper update at the meeting

#### **Key Facts**

- The District's transportation system is made up of:
  - ✓ 37 routes
  - ✓ 43 drivers
  - ✓ 6 electric buses

## Committee Info Note

### Resources Committee Meeting

#### September 13, 2022

#### Agenda Item: 4.3 – Enrolment by School as at September 9

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Please note these enrolment estimates are based on the first school counts of September 9<sup>th</sup> and are provided to give the Committee an initial assessment of the direction that enrolment is heading compared to budget. These estimates will be refined multiple times leading up to the District's submission to the Ministry in the first week of October.

#### Background

- The 22/23 budget is based on an estimated amount of K-12 Standard (Regular) School FTE of **12,106** based on the attached Estimated Operating Grant table (12,000 as identified in February) plus an additional 106 FTEs added during the budget development process
- The following analysis and summary will also be based on the same FTE measurement of Standard (Regular) School FTE and does not include the other measures that make up the September count:
  - Continuing Education
  - Alternate Schools
  - Online Learning
  - Home Schooling
  - Course Challenges
- Initial numbers for our Level 1, 2 and 3 Special Needs FTEs will be provided with the understanding that these numbers will also change as assessments are completed prior to September 30<sup>th</sup>
- For budget purposes, the District estimated the following numbers:  
  
Level 1: 12  
Level 2: 620  
Level 3: 365

### Initial Enrolment FTEs from September 9, 2022

- Based on initial reporting from the schools (FTEs for elementary and middle with secondary reporting head count and a factor of 6.25% added to estimate FTEs), the District is estimating a total K-12 Standard (Regular) Schools FTE amount of **12,278**
- The breakdown of this amount by school is reflected on the attached summary
- At the school level view, the following table reflects the amounts over the last three school years with the amount and percent increase from last year shown

Summary of FTEs at each School Level					
Level	20/21	21/22	22/23	Increase	
				#	%
Elementary	5,181	5,766	5,847	81	1.40%
Middle	2,521	2,375	2,717	342	14.40%
Secondary	3,228	3,523	3,714	191	5.42%
<b>Total</b>	<b>10,930</b>	<b>11,664</b>	<b>12,278</b>	<b>614</b>	<b>5.26%</b>
<b>Note:</b> September count only					

- Below is a table reflecting the changes in K-12 enrolment over the last 22 school years

School District Six Too											
Summary of Changes of K-12 Enrolment (September count)											
	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12
K-12 Enrolment	8,681	8,657	8,650	8,625	8,501	8,323	8,272	7,811	7,956	8,251	8,574
Change #		-24	-7	-25	-124	-178	-51	-461	145	295	323
Change %		-0.28%	-0.08%	-0.29%	-1.44%	-2.09%	-0.61%	-5.57%	1.86%	3.71%	3.91%
	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23
K-12 Enrolment	8,503	8,572	8,738	9,094	9,609	10,026	10,444	10,701	10,931	11,664	<b>12,278</b>
Change #	71	69	166	356	515	417	418	257	230	733	<b>614</b>
Change %	0.83%	0.81%	1.94%	4.07%	<b>5.66%</b>	4.34%	4.17%	2.46%	2.15%	6.71%	<b>5.26%</b>

- For our Special Needs estimates, staff feel the level 2 and 3 estimates will be exceeded as the following amounts have been identified so far:
  - Level 1: 12
  - Level 2: 621
  - Level3: 357

**Estimated Operating Grants - 2022/23 School Year**  
School District 62 Sooke

<b>September 2022 Enrolment Count</b>				
	School-Age Enrolment	Funding Level	Funding	Total Supplement
Standard (Regular) Schools	12,000.0000	\$7,885	\$94,620,000	
Continuing Education	2.0000	\$7,885	\$15,770	
Alternate Schools	201.0000	\$7,885	\$1,584,885	
Online Learning	85.0000	\$6,360	\$540,600	
Home Schooling	20	\$250	\$5,000	
Course Challenges	2	\$246	\$492	
<b>Total Enrolment-Based Funding (September)</b>	<b>12,288.0000</b>			<b>\$96,766,747</b>

	Total Enrol. Change	Funding Level	Funding	Total Supplement
1% to 4% Enrolment Decline	331.6875	\$3,943	\$0	
4%+ Enrolment Decline		\$5,914	\$0	
Significant Cumulative Decline (7%+)	842.6875	\$3,943	\$0	
<b>Supplement for Enrolment Decline</b>				<b>\$0</b>

	Enrolment	Funding Level	Funding	Total Supplement
Level 1 Special Needs	12	\$44,850	\$538,200	
Level 2 Special Needs	620	\$21,280	\$13,193,600	
Level 3 Special Needs	365	\$10,750	\$3,923,750	
English Language Learning	792	\$1,585	\$1,255,320	
Indigenous Education	1,243	\$1,565	\$1,945,295	
Adult Education	14.4375	\$5,030	\$72,621	
Equity of Opportunity Supplement			\$387,264	

**Supplement for Unique Student Needs** **\$21,316,050**

Variance from Provincial Average	-\$126	
Estimated Number of Educators	683.469	-\$86,117

	Enrolment	Funding Level	Funding	Total Supplement
FTE Distribution	12,302.4375	\$180.33	\$2,218,499	
<b>Supplement for Salary Differential</b>				<b>\$2,132,382</b>

**Supplement for Unique Geographic Factors** **\$4,144,601**  
**Funding Protection** **\$0**  
**Curriculum and Learning Support Fund** **\$107,607**

**September 2022 Enrolment Count, Total** **\$124,467,387**

<b>July 2022 Enrolment Count</b>				
	Enrolment	Funding Level	Funding	Total Supplement
Summer Learning Grade 1-7	0	\$224	\$0	
Summer Learning Grade 8-9	0	\$224	\$0	
Summer Learning Grade 10-12	0	\$448	\$0	
Supplemental Summer Learning Funding			\$0	
Cross-Enrolment, Grade 8 and 9	0	\$448	\$0	
<b>Summer Learning, Total</b>				<b>\$0</b>

<b>February 2023 Enrolment Count</b>				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	5.0000	\$7,885	\$39,425	
Adult FTE - Continuing Education	1.0000	\$5,030	\$5,030	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$3,180	\$0	
Gr 10-12 School-Age FTE - Online Learning	110.0000	\$6,360	\$699,600	
Adult FTE - Online Learning	10.0000	\$5,030	\$50,300	
Level 1 Special Needs Enrolment Growth	0	\$22,425	\$0	
Level 2 Special Needs Enrolment Growth	22	\$10,640	\$234,080	
Level 3 Special Needs Enrolment Growth	44	\$5,375	\$236,500	
Newcomer Refugees	0.0000	\$3,943	\$0	
ELL Supplement - Newcomer Refugees	0	\$793	\$0	
<b>February 2023 Enrolment Count, Total</b>				<b>\$1,264,935</b>

<b>May 2023 Enrolment Count</b>				
	Enrolment	Funding Level	Funding	Total Supplement
School-Age FTE - Continuing Education	15.0000	\$7,885	\$118,275	
Adult FTE - Continuing Education	1.0000	\$5,030	\$5,030	
K-Gr 9 School-Age FTE - Online Learning	0.0000	\$2,120	\$0	
Gr 10-12 School-Age FTE - Online Learning	15.0000	\$6,360	\$95,400	
Adult FTE - Online Learning	10.0000	\$5,030	\$50,300	
<b>May 2023 Enrolment Count, Total</b>				<b>\$269,005</b>

**2022/23 Full-Year Estimated Total** **\$126,001,327**

Estimated 2022/23 Operating Grant from Indigenous Services Canada	\$509,565
Estimated 2022/23 Operating Grant from Ministry of Education	\$125,491,762

**School District Number Six Two (Sooke)**  
**Summary of Enrolment By Level & School**  
**As at September 9, 2022**

Level	School	21/22	22/23 Budget	@ Sept 9	Variance from Budget
Elementary	Colwood	202	192	189	(3)
Elementary	Crystal View	271	257	271	14
Elementary	David Cameron	406	368	401	33
Elementary	Hans Helgesen	205	208	201	(7)
Elementary	Happy Valley	447	446	435	(11)
Elementary	John Muir	223	223	222	(1)
Elementary	John Stubbs Elementary	823	527	506	(21)
Elementary	Lakewood	457	458	456	(2)
Elementary	Millstream (English)	305	311	308	(3)
Elementary	Millstream (French Immersion)				0
Elementary	PEXSISEN		317	354	37
Elementary	Poirier (English)	404	416	404	(12)
Elementary	Poirier (French Immersion)				0
Elementary	Port Renfrew	14	16	19	3
Elementary	Ruth King	369	375	390	15
Elementary	Sangster	247	249	246	(3)
Elementary	Saseenos	197	198	199	1
Elementary	Savory	234	240	246	6
Elementary	Sooke	278	311	322	11
Elementary	Willway	227	213	217	4
Elementary	Wishart	457	472	461	(11)
<b>Elementary Totals:</b>		<b>5,766</b>	<b>5,797</b>	<b>5,847</b>	<b>50</b>
Middle	Dunsmuir	923	704	714	10
Middle	Centre Mountain Lellum		512	501	(11)
Middle	John Stubbs Middle		327	304	(23)
Middle	Journey (English)	574	580	562	(18)
Middle	Journey (French Immer)				0
Middle	Spencer	878	631	636	5
<b>Middle Totals:</b>		<b>2,375</b>	<b>2,754</b>	<b>2,717</b>	<b>(37)</b>
Secondary	Belmont (English)	1,447	1,527	1,498	(29)
Secondary	Belmont (French Immersion)				0
Secondary	Edward Milne	669	668	724	56
Secondary	Royal Bay (English)	1,407			0
Secondary	Royal Bay (French Immer)		1,360	1,492	132
<b>Secondary Totals:</b>		<b>3,523</b>	<b>3,555</b>	<b>3,714</b>	<b>159</b>
<b>K-12 Totals:</b>		<b>11,664</b>	<b>12,106</b>	<b>12,278</b>	<b>172</b>

**Increase from 21/22**

**614 5.26%**



## **Committee Info Note**

### **Resource Committee Meeting**

#### **September 13, 2022**

#### **Agenda Item 4.4: District Planning Framework**

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#### **PURPOSE**

- To provide the Resource Committee with an update to the District's planning framework with a specific emphasis on tying the multiple planning pieces together

#### **BACKGROUND**

- As we continue to grow, there is a need to refresh the approach to planning District work to ensure effective and efficient operations
- In any complex organization, there is cross-over and connection between work areas and having an established framework and timelines ensures smooth implementation as well as a shared vision

#### **ANALYSIS**

- The attached diagram illustrates the overall planning framework for the District tying in the several planning activities currently happening
- The Board's vision, mission, values and beliefs determine drives the strategic plan which runs for a set amount of years (3-4 years in SD62, up to 10 years in other districts)
- The Board also plans work, often done via committees who undertake the work of the Board dependent on topic
- The Board's Annual Work Plan which was devised and circulated at the start of the last school year overviews the weekly routine, the monthly meetings and the multi-year view over the course of the strategic plan

- Having these regular meetings means that items can be scheduled ahead of time and agendas better planned to avoid overcrowding and ensure items are correctly sequenced
- The strategic plan is implemented each year by way of the operational plan which is devised by the Superintendent in consultation with the Executive Team
- The operational plan makes up the Executive's Mandate Letters which are issued each September by the Superintendent and convey the expectations of work that the Executive will undertake
- In addition to the operational plan, some departments have their own departmental plans that feed up into the work of their Executive member's mandated work as outlined in the operational plan and the strategic plan
- Developing a new operational plan requires to be completed by November as the operational plans for the following year drive what is put forward for the next year's budget that gets developed between January and May
- Annual school plans are being developed which also align with the District's strategic plan
- The District undertakes initiatives with community partners and with our three larger municipalities through a memorandums of understanding (MOU) and this work also aligns with the strategic plan
- The staff of SD62 work each day towards the operational and strategic plan through their individual roles to which they bring skills and competencies
- In the 2021-22 school year, the SD62 Competencies for staff and for leadership were finalized and will feed into all job descriptions completing the link back to the strategic plan of the District

### **Next Steps**

- The information contained in this note provides the basis for discussion by the committee to check whether this framework is useful and fulsome for planning district work ahead
- Committee feedback will be provided to the Board through the meeting minutes

Submitted by:

Sue Grundy

Manager, Executive Operations

# District Planning Framework

