

## Committee Report of Resources Committee Meeting via MS Teams

---

**Present:** Ebony Logins, Trustee (Committee Chair)  
Amanda Dowhy, Trustee (Committee Member)  
Trudy Spiller, Trustee (Committee Member - virtual)  
Russ Chipps, Trustee (virtual)  
Cendra Beaton, Trustee (virtual)  
Scott Stinson, Superintendent & CEO  
Harold Cull, Secretary-Treasurer  
Ed Berlando, STA (virtual)  
Trudy Court, CUPE  
Ceilidh Deichmann, SPVPA  
Michelle Brennan, SPEAC (virtual)

**Staff:** Nicole Gestwa, IT  
Sue Grundy, Manager, Executive Operations  
Steve Tonnesen, Manager, IT Operations (virtual)  
Francis Gichohi, Manager, IT Security (virtual)

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

*The meeting was called to order at 6:03 pm by the Committee Chair, who acknowledged 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 February 14, 2023, at its Public Board Meeting dated February 28, 2023.

**3. PRESENTATIONS**

**4. BUSINESS**

4.1 23/24 Operational Plan – Sue Grundy

Staff presented the updated draft of the Operational Plan highlighting the work required in relation to the 2021-2025 Strategic Plan Objectives. The next steps will ensure the affordability of



the Operational Plan by selecting items that will allow a balanced budget, for consideration by the Board of Education. The Committee discussed the support levels, of the partner groups, for the attendance support project.

4.2 23/24 Budget Development Process – Harold Cull

Staff led the Resources Committee through a budget presentation which included, budget priorities, context and the proposed plan. The Committee discussed the priority areas identified as themes coming from the system through the budget development process. The amount of reserve was also discussed as a key piece of the budget plan.

4.3 Digital Solutions Reconfiguration Plan – Farzaan Nusserwanji

Staff presented the proposed priorities identified as part of the District's Digital Solutions Plan. The Committee discussed the re-branding of the IT Department to Digital Solutions to better reflect the necessary work of the department. The Committee also discussed the need for technology and training for our support staff in order to meet the requirements of their jobs. The Committee supported the following motion going forward to the Board:

**Recommended Motion: That the Board of Education of School District 62 (Sooke) support the re-branding of Information Technology to Digital Solutions to focus on Digital Literacy, Infrastructure and Tech Support, Cyber Risk and Security, Data Analytics and Records, and Digital Integration as core service areas identified.**

4.4 Design Standards for Capital Projects – Harold Cull

Staff presented the draft design standards that support the guiding principles approved by the Board for Capital Projects in June, 2022. The Committee discussed the draft standards and also the next steps, contemplated for next year, of creating technical requirements that will support these standards and guiding principles. Staff confirmed that the standards are being provided to the Board for their information and as they are operational in nature and do not need to be approved by the Board.

**5. ADJOURNMENT AND NEXT MEETING DATE:** April 11, 2023

