SchoolBased BudgetWorking Group-Terms of Reference

November 27, 2023

Purpose

TheSchoolBasedBudgets Working Group is a group consisting of members of the Board of Education, Senior Leadership staff, Financial Services staff, Rightshotdedents and members of CUPE 382, CUPE 947, GVTA, VCPAC, VPVPA. The purpose und geteworking group is to examine specific areas of the School District's budget, make recommendations to the Board of Education and provide reports to the Board of Education with a focus on alignment to the District's Strategica Reta Enhancing Student Learning Report c xRepresen Tratisteres of the Board

- x Superintendentand/ or designate
- x Secretary Treasurer anoth/ designate
- x Member of CUPE 382
- x Member of CUPE 947
- x Member of GVTA
- x Member of VCPAC
- x Member of VPVPA
- x Representative from each of the Songhees Nation, Esquimalt Nation, Metis Nation and Peoples' House Indigenous Advisory
- x Member of the Representative Adver Council of Students
- x Student voice will so be hear through the Representative Advisory Council of Students meetings Student Symposium and Student Connection events

All working coupmer bers share commitment to ethical conduct, decorurand professional conduct.

All working proup pembers will promote and uphold cultural safety as set out in the Board's are Guiding he ciple, where the budget will be culturally respectful and responsive to the neuronal integenous peoples.

Trustee will elect a chair toelp facilitate the dialogue and discussion at the working group meetings.

A member of the Financial Services team or Senior Leadership Team will be responsible fo the note taker at each meeting.

The working group is advisoiny nature and reports to the Boand rough Public Board meetings

Special Purpose FunBudgetsWorking Group–Terms of Reference

November 27, 2023

Purpose

TheSpecial Purpose Fund Buds Working Group is a group consisting of members of the Board of Education, Senior Leadership staff, Financial Services staff, Rightshstuddees, ts and members of CUPE 382, CUPE 947, GVTA, VCPAC, VPVPA. The purpose of the Board of Education and provide reports to the School District's budget, make recommendations to the Board of Education and provide reports to the Board of Education with a focus on alignment to the District's Strategian Elan Enhancing Student Learning Report consideration of the MultiYear Financial Plaand in compliance with contractual obligations.



The working group does not make decisions. The working group will strive to make recommendations by consensus; failing consensus, working group discussions encompassing all views



DepartmentBudgetsWorking Group–Terms of Reference

November 27, 2023

Purpose

TheDepartmentBudges Working Group is a group consisting of members of the Board of Education, Senior Leadership staff, Financial Services staff, Rightsho**stlede**nts and members of CUPE 382, CUPE 947, GVTA, VCPAC, VPVPA. The purpos**budgete**working group is to examine specific areas of the School District's budget, make recommendations to the Board of Education and provide reports to the Board of Education with a focus on alignment to the District's StrategicaRtbaEnhancing Student Learning Report consideration of the MultiYear Financial Plaand in compliance with contractual obligations.

Composition

TheDepartmentBudgets Working Group shall be comprised of:

- x Representative rustees of the Board
- x Superintendentand/or designate
- x Secretary Treasurer anoth/designate
- x Member of CUPE 382
- x Member of CUPE 947
- x Member of GVTA
- x Member of VCPAC
- x Member of VPVPA
- x Representative from each of the longhee Nation, Esquimalt Nation, Metis Nation and Urban Peoples' House Indigeno. Add
- x Member of the Representation Advisocouncil of Students
- x Student voice vialso be hard rough the Representative Advisory Council of Students meetings Student Symposium and Student Connection events

All working groupment, rs sha a commitment to ethical conduct, decorum and professional conduct.

The working group does not make decisions. The working group will strive to make recommendations by consensus; failing consensus, working group discussionspassing all views will be communicated to the Board.

Confidential matters such as property, personnel, **bitig**ation will not be discussed by the working group.

Duties and Responsibilities

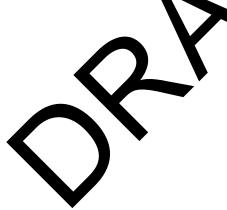
TheDepartmentBudgesWorkingGroup will make recommendations the Board for Board considerationrelative toDepartmentsprioritizingEnglish Language Learners, Inclusive Learning, Indigenous Education, and International Educationater than February 292024.

Recommendations wildentify and address the following:

- x Service gaps
- x Equity issue, se.g., between schools and r levels as a sult of District support allocations
- x Opportunities to realign resources
- x Other issues that surface during discussion

TheDepartmentBudgets Working Group will make ecompondations that have clear linkages to:

1. The District's Strategic Plan goals and strategic undrtheat Enhancing Student Learning Report



2024-2025 BUDGET DEVELOPMENT PROCESS

Date	Day of Week	Time of Day	Event Description	Attendees	Meeting Type	Location	Agenda Deadline
November 14	Tuesday	Evening	Budget Process Feedback	Open Invite	Special Open Board	Zoom	November 8
November 20	Monday	Evening	Representative Advisory Council of Students Meetin	n § tudent Reps (Sec), SLT	Regular Monthly	In-person	
November 27	Monday	Evening	Approval of Budget Development Process	Open Invite	Regular Open Board	Zoom	November 22
November 28	Tuesday	Daytime	District Leadership Team Meeting	SLT, Dept Heads, PVP Reps	Regular Monthly	In-person	
Before January 11		Daytime	Student Connections - Esquimalt	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Lambrick Park	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Mt. Doug	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Oak Bay	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Reynolds	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Spectrum	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
Before January 11		Daytime	Student Connections - Vic High	Board Chair, Trustee, PVP, SLT	Small Group	In-person	
ASAP		Evening?	Partn27art 0.U5 (t8 8.9 (n5.5MCID 333 315.2.5 815	5.28 8276 0 0 8.76 169.56 425.9V)·	0.6 (P)-9r)2.5 (y)17 (H)1.6 (i)-8.	9 TID -1.6 unene