

**POLICY, OPERATIONS & FINANCE PARTNER ADVISORY COMMITTEE
MINUTES
TUESDAY, FEBRUARY 11, 2025**

Board:

K. Etheridge, Committee Chair *(via video conference)*
D. Lang, Chair *(via video conference)*
J. Bremner, Vice Chair
M. J. Blackmore *(via video conference)*
A. Gribbin *(via video conference)*
M. Shunter
L. Trenaman

Partners

K. Centrone, CUPE Alt *(via video conference)*
L. Garlow, DPAC *(via video conference)*
J. Konken, KLPVPA
D. Kunzelman, KLTF *(via video conference)*
C. Leushner, DPAC
C. Wilson, KLTF *(via video conference)*

District Staff:

T. Smillie, Superintendent
C. MacArthur, Secretary-Treasurer
L. Carriere, Director of Aboriginal Education *(via video conference)*
B. Eaton, Director of Instruction – Innovative Learning
D. Holitzki, Assistant Superintendent
C. Singh, Director of Human Resources
S. Bruskowski, Executive Assistant

Guests:

Nil

Regrets:

S. Chew
C. Kerr, Director of Operations
S. Nazarov

1. Call to Order

The meeting was called to order at 3:02 PM.

2. Acknowledgement of Aboriginal Territory

3. Receiving Presentations/Delegations – Nil

4. Changes or Omissions to Minutes – Nil

5. New or Ongoing Business

A. 2024-2025 Amended Annual Budget Discussion

In a presentation, Secretary-Treasurer MacArthur provided a comparison between the 2024-2025 Annual Budget and the draft 2024-2025 Amended Budget. The Annual Budget was prepared based on the best information available in spring 2024 whereas the draft Amended Budget is based on the enrolment count as of September 30, 2024, and incorporates developments

throughout the school year. Superintendent Smillie commended Secretary-Treasurer MacArthur for her meticulous management of the annual budgeting process, which led to an amended budget requiring minimal adjustments.

B. 2025-2026 Budget Development Schedule

Secretary-Treasurer MacArthur presented the Budget Development Schedule which had been provided in the agenda package.

C. Review of Policies

1) Policy 173: Climate Action and Sustainability

After extensive public engagement, the draft for this policy had previously been reviewed by this committee. Superintendent Smillie informed the committee that no feedback was received during the field-testing period. The draft policy was brought to the Meeting of the Board Held in Public later that day for approval.

2) Policy 410: School Choice and Catchment

6. As part of the regular review cycle, this policy was brought to the Policy, Operations, and Finance Partner Advisory Committee. The revisions in the draft outline the catchment area for each school. The catchment areas are unchanged from the current catchment areas. The draft was brought to the Meeting of the Board Held in Public later that day for approval for field testing.


7. Comments or Questions from the Public Regarding Items in this Agenda – Nil


8. Meeting Schedule & Reminders

The next meetings of the Committee are scheduled for April 22 and May 13, 2025.

9. Adjournment

The meeting was adjourned at 3:31 PM.


Committee Chair


Secretary-Treasurer