

Vancouver Island West School District 84
DISTRICT POLICY REVIEW COMMITTEE MEETING
December 10, 2018

PRESENT: Chairperson Fehr, Trustee Hanson (telephone), Trustee Mann, Trustee Stiglitz, Trustee Smith, Superintendent/Secretary-Treasurer, Associate Director of Human Resources

CALL TO ORDER:

2:10 pm

AMENDMENT OF POLICY AND REGULATION AND/OR NEW POLICY:

Draft Policy B.34, *Budget Monitoring and Reporting*

In response to the Ministry's directive to boards of education regarding budgets and accountability, the Board has already adopted Policy B.33, Reserve Fund, and must adopt a second policy to ensure that financial reports are presented at every Board meeting that provide a summative status of performance against the budget. Reports will include an analysis of budget variances with an explanation of any variance in excess of 5% of the budget amount.

A 'notice of motion to create new Policy B.34' will be made at the public Board meeting. The draft policy will be circulated for input and presented to the Board for adoption in January.

AGENDA FOR NEXT MEETING:

The next District Policy Review Committee meeting will be held on January 14, 2019. The agenda will include the following:

- **New Policy B.34, *Budget Monitoring and Reporting*** – to review any input prior to adoption;
- **Policy E.47, *Placement of Newly Enrolled Students*** – to review the Regulation regarding placement of new students, as per the request from the Working Relations Committee meeting of December 3rd;
- **Review of Section A and B Policies** – Committee members will review the policies beforehand and email any questions or suggested changes to Annie by 4 pm, January 10th.

ADJOURNMENT:

2:18 pm