



The Board of Education of School District No. 61 (Greater Victoria)  
September 19, 2011 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road

---

**MINUTES**

**Present:**

Trustees Tom Ferris, Chair, Dave Pitre, Vice-Chair, Catherine Alpha, Jim Holland, Bev Horsman, Elaine Leonard, Peg Orcherton, John Young

**Administration:**

John Gaipman, Superintendent of Schools, George Ambeault, Secretary-Treasurer, Sherri Bell, Associate Superintendent, Pat Duncan, Associate Superintendent, Deborah Courville, Associate Superintendent, Debra Laser, Associate Secretary-Treasurer, Seamus Howley, Director of Facilities Services, Dave Scott, Director of International and Continuing Studies, Vicki Hanley, Recording Secretary

**Invited Guests:** Bill Gilhooly, Assistant Auditor General, Office of the Auditor General of British Columbia

**Regrets:** Trustee, Michael McEvoy

The meeting was called to order at 7:32 p.m.

**A. COMMENCEMENT OF MEETING**

Chair Ferris welcomed Bill Gilhooly, Assistant Auditor General, Office of the Auditor General of British Columbia to the meeting.

**A1. Approval of the Agenda**

It was moved and seconded

That the September 19, 2011 Agenda be approved.

**Motion Carried**

**A2. Approval of the Minutes**

a) It was moved and seconded

That the June 20, 2011 Regular Minutes be approved.

**Motion Carried**

**A3. Business arising from the Minutes**

Trustee Alpha enquired about the status of the Stantec Consulting Ltd. Report, and it was agreed that it should be discussed at a future meeting.

Trustee Alpha enquired as to when the Wi-Fi Committee would be reconvening. No dates were given regarding reconvening the Wi-Fi Committee.

**A4. Student Achievement****a) Central Middle School Opening**

Associate Superintendent Courville, introduced Simon Burgers, Principal, Central Middle School and five students from the school. The students presented a slide show of the first week of school at the new seismically upgraded Central Middle School. Each of the students explained what the school means to them and the pride they feel attending a great school. Vice-Chair Pitre thanked the students for their presentation and gave a history of his time as Principal at the 'old' Central Middle School.

**A5. District Presentation**

- a) Chair Ferris introduced and welcomed Paul Knapik, Custodial Foreman, CUPE Local 382. Mr. Knapik was presented with a Certificate of Appreciation for all of his hard work and that of his Facilities team over the summer months getting the schools ready for opening day.

**A6. Community Presentations**

- i) David Bratzer, Parent, stated his concern regarding District Policy 5131.4 (Substance Abuse).
- ii) Ray Travers, Western Front Association, introduced his colleagues from the Western Front Association. Mr. Travers spoke to the development of a protocol for establishing memorials, and suggested different types of trees that would be suitable for replacing the Victoria High School trees.
- iii) Gilles Larose, President, CUPE Local 382 stated that he supports the Secretary-Treasurer's motion under D2 (a). Mr. Larose recommends that the unrestricted funds be held for next year's budget and not be spent in the current year.
- iv) Brad Hall, President, CUPE Local 947 also stated that he fully supports the Secretary Treasurer's motion under D2 (a) and said that the unrestricted surplus should be held for the 2012-2013 budget.

**A7. Trustees' Reports**

Vice-Chair Pitre asked that Trustees consider attending the Vancouver Island School Trustees Association AGM at the end September. Vice-Chair Pitre referred to recent public presentations and the passion and insight that the public brings to the Board. Vice-Chair Pitre emphasized that the Board has a duty and a responsibility to work with respective communities on what is best for our students, however, it should be understood that there are protocols in place to take care of business at the school level and the Board of Education should be respectful of these protocols.

**B. CHAIRMAN'S REPORT**

Chair Ferris reported that the Trustees have been visiting District schools over the past two weeks and thanked them for doing so. Chair Ferris welcomed everyone to the new school year.

**B1. 2011/2012 Board of Education and Standing Committee Meeting Dates**

Trustees stated their concerns with the proposed number of combined meeting dates which may hinder the public in their ability to attend the meetings.

Chair Ferris stated that in most cases the combined meeting dates was due to statutory holidays.

It was moved and seconded

That the 2011 Board of Education and Standing Committee meeting dates be approved.

**Motion Carried**

It was moved and seconded

That the December, 2011 Standing Committee meetings be held only if extraordinary circumstances arise which require action.

**Motion Carried**

## C. BOARD COMMITTEE REPORTS

### C1. Joint Education Policy Development and Operations, Policy and Planning Committee

- a) The September 12, 2011 meeting minutes were presented for information.
- b) Northridge Elementary School – Statutory Right of Way Request.

It was moved and seconded

That the Board of Education of School District No. 61 (Greater Victoria) gives all three readings of the Disposal (Right-of-Way) of Real Property Bylaw 11-03 at the September 19, 2011 Board meeting.

**Motion Carried Unanimously**

It was moved and seconded

That the Board of Education of School District No. 61 (Greater Victoria) approves the Disposal (Right-of-Way) of Real Property Bylaw 11-03, being a bylaw to grant a Statutory Right-of-Way to the Corporation of the District of Saanich on the property legally described as Lot 2, Section 99, Lake District, Plan 15215, PID 004-227-514 (Northridge Elementary School) to proceed with making improvements to the domestic water piping system related to the school fire sprinkler project.

**Motion Carried**

## D. DISTRICT LEADERSHIP TEAM REPORTS

### D1. Superintendent's Report

- a) Superintendent Gaipman distributed the attached report that he compiled regarding the Victoria High School Memorial Trees. Superintendent Gaipman reminded the Board that the rededication ceremony at Victoria School is scheduled for November 10, 2011.

Vice-Chair Pitre proposed the following motion.

It was moved and seconded.

That all matters relating to the rededication of the Victoria High School trees be left to the staff, students and alumni of Victoria High School.

Discussion ensued amongst the Trustees with respect to the wording and intent of the motion.

Trustee Horsman proposed an amended motion. Vice-Chair Pitre agreed to withdraw his motion.

It was moved and seconded.

That the Board supports the recommendation of the Victoria High School staff, students, and alumni, The Canadian Club of Victoria, and The Victoria Remembrance Day Committee Poppy Fund for the rededication of the planting of the ten red maple trees.

**Motion Carried Unanimously**

It was moved and seconded.

That a plaque be placed on the Victoria High School site for the memorial and rededication of a maple tree in Jack Dowler's name.

**Motion Carried Unanimously**

- b) Superintendent Gaipman advised that school start up went exceptionally smooth this year. He thanked Central Middle School students for their excellent presentation and stated that it is a great tradition having students come to the Board meetings to make presentations. Superintendent Gaipman congratulated Paul Knapik on his Certificate of Appreciation and commented on the excellent quality and dedication of our Facilities staff.

## **D2. Secretary-Treasurer's Report**

### **a) 2010/11 Audited Financial Statements**

Secretary-Treasurer Ambeault, welcomed and introduced Mr. Bill Gilhooly, Assistant Auditor General, Office of the Auditor General of British Columbia.

Mr. Gilhooly explained that this is the first of five years that the Auditor General's Office will be auditing the Greater Victoria School District and that the audit findings did not identify any significant deficiencies in the internal control. The audit report will be issued after the Board's approval of the financial statements.

Associate Secretary-Treasurer Laser presented an overview of the financial statements and provided answers to questions asked by the Trustees.

It was moved and seconded.

That the internally restricted surplus appropriation as shown on Statement 1 of the Financial Statements, being held for school level funds (note A), unspent project budgets (note B), purchase order commitments (note C), and the previously approved budgeted surplus (note D) be approved.

**Motion Carried Unanimously**

Associate Secretary-Treasurer Laser stated that based on the information available at this time, the deficit for the 2012/2013 school year is projected to be in the \$5 to \$6 million range.

It was moved and seconded.

That the June 30, 2011 unrestricted operating surplus of \$ 835,331 be carried forward to be applied towards the 2012/2013 projected deficit.

**Motion Carried Unanimously**

Trustees thanked Associate Secretary-Treasurer Laser and her staff for their excellent work.

It was moved and seconded.

That the audited financial statements of the Board of Education of School District No. 61 (Greater Victoria), for the year ended June 30, 2011, be approved.

And that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

**Motion Carried Unanimously**

**b) Statement of Financial Information (SOFI)**

Secretary-Treasurer Ambeault provided an overview of the annual Statement of Financial Information Report as mandated by the Province's *Financial Information Act* listing all employees with salaries exceeding \$75,000 plus expenses, and payments to third parties in excess of \$25,000.

It was moved and seconded.

That the Board approves the schedules as required by the Financial Information Act for the period July 1, 2010 to June 30, 2011.

**Motion Carried Unanimously**

**E. REPORTS FROM TRUSTEE REPRESENTATIVES**

None.

**F. NEW BUSINESS/NOTICE OF MOTIONS**

None.

**G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

None.

**H. ADJOURNMENT**

It was moved and seconded

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 9:00 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Secretary-Treasurer

\_\_\_\_\_  
Chairman