



The Board of Education of School District No. 61 (Greater Victoria)
Regular Board Meeting, Monday, April 16, 2012 @ 7:30 p.m.
Tolmie Boardroom, 556 Boleskine Road

AGENDA

A. COMMENCEMENT OF MEETING

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

A1. Approval of the Agenda (p 01-03)

A2. Approval of the Minutes

- a) Approval of the March 26, 2012 minutes (p 04-09)
- b) Approval of the March 28, 2012 Special Board Budget Minutes (p 10-11)
- c) Approval of the April 4, 2012 Special Board Budget Minutes (p 12-14)

A3. Business arising from the Minutes

A4. Community Presentations (5 minutes per presentation)

- i) Tara Ehrcke, President, GVTA – Bill 22
- ii) Keely Roden, Social Justice Committee Chair, GVTA – Bill 22
- iii) Kirk Doherty, Contract Committee Chair, GVTA – Bill 22

A5. Trustees' Reports

B. CHAIR'S REPORT

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development Committee meeting

- a) Minutes from the April 2, 2012 meeting – information only (p 15-17)
- b) Recommended Motion: (p 18-19)

That the Board of Education of School District No. 61 (Greater Victoria) adopts the revised Policy 6141.1, Board of Authority Authorized Courses.

C2. Operations, Policy and Planning Committee meeting

- a) Minutes from the April 10, 2012 meeting – information only (p 20-22)

b) Recommended Motion:

(p 23-24)

That the following Professional Development dates for the 2012/2013 School Year be approved:

1. Monday, September 17, 2012
2. Friday, October 19, 2012 (Province Wide)
3. Friday, November 23, 2012
4. Friday, February 15, 2013
5. Friday, May 17, 2013
6. To Be Chosen By Each School

And further, the VPVPA, Exempt Staff, ASA, CUPE 947, CUPE 382 and VCPAC agreed that the dates for the Two-Week Spring Break be approved as March 11th To March 22nd, 2013.

D. DISTRICT LEADERSHIP TEAM REPORTS**D1. Superintendent's Report****D2. Secretary-Treasurer's Report**

a) 2012/2013 Annual Budget Debate

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) apply the \$349,541 projected surplus to class size and composition.

b) 2012/2013 Annual Budget Bylaw

(p 25-26)

Upon completion of the budget deliberations, in order to pass the Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the Bylaw all three readings at one sitting. It is therefore recommended:

Recommended Motions:

That the 2012/2013 Annual Budget Bylaw be given all three readings at the Board meeting on April 16, 2012.

(Motion to be carried unanimously)

That the Board of Education of School District No. 61 (Greater Victoria) 2012/2013 Annual Budget Bylaw in the amount of \$194,366,227 be:

Read a first time the 16 day of April, 2012;
 Read a second time the 16th day of April, 2012;
 Read a third time, passed and adopted the 16 day of April, 2012;

And that the Secretary-Treasurer be directed to place the 2012/2013 annual budget in the format prescribed by the Ministry of Education and to submit all forms required.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

F. NEW BUSINESS/NOTICE OF MOTIONS**F1. Proposed Allocation of \$350,000 Budget Surplus – Trustee Alpha**

That the Board of Education of School District No. 61 (Greater Victoria) use the \$350,000 surplus to support classroom needs in September and October, 2012, as follows: \$100,000 for psychologist time to provide psycho-educational assessments for students in grades K-3 and \$250,000 for additional educational assistants, speech and language pathologists and teachers of the hearing impaired.

F2. Proposed Allocation of \$350,000 Budget Surplus – Trustee Horsman

That the Board of Education of School District No. 61 (Greater Victoria) add 1 FTE psychologist to help deal with the back log of psychometric assessments in School District No. 61 at an estimated cost of \$95,563.

F3. Proposed Allocation of \$350,000 Budget Surplus – Trustee Horsman

That the Board of Education of School District No. 61 (Greater Victoria) add \$50,000 for support services to psychologists and speech and language pathologists so that more time is made available for therapy with special needs students.

F4. Proposed Allocation of \$350,000 Surplus – Trustee Horsman

That the Board of Education of School District No. 61 (Greater Victoria) add \$200,437 for the hiring of Educational Assistants for support for classrooms and students.

F5. Needs Budget Proposal – Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) submit only a needs budget reflecting remedies for the ongoing structural deficit, and reflecting costs for restoration of all service levels to the levels of service that existed in 2001.

F6. Letter to the Minister of Education – Trustee Nohr

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education calling on the Government to repeal Bill 22 and instead, have an independent mediator appointed through the Labour Relations Board.

G. COMMUNICATIONS**H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS****I. ADJOURNMENT**



The Board of Education of School District No. 61 (Greater Victoria)
March 26, 2012 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road

MINUTES

Present:

Trustees Peg Orcherton, Chair, Bev Horsman, Vice-Chair, Catherine Alpha, Tom Ferris, Elaine Leonard, Edith Loring-Kuhanga, Diane McNally, Michael McEvoy, Deborah Nohr

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, Kyle Cormier, Director of Human Resource Services, Seamus Howley, Director of Facilities, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:37 p.m.

Chair Orcherton recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Introductions were made around the Board table.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved and seconded:

That the March 26, 2012 Agenda be approved with the following changes/additions:

C. Board Committee Reports

C1. b) ii) Recommended Motions – Amendment – Trustee Horsman

D. District Leadership Team Reports

D1. Superintendent's Report - add

F. New Business/Notice of Motions

F1. Write a letter to the Minister of Education – Trustee Nohr

Motion Carried

A2. Approval of the Minutes

a) It was moved and seconded:

That the February 20, 2012 Regular Minutes be approved.

Motion Carried

A3. Business arising from the Minutes

None.

A4. Student Achievement**a) Tessa Charlesworth – Esquimalt High School**

Colin Roberts, Principal, Esquimalt High School introduced student, Tessa Charlesworth and provided a brief overview of her many talents, achievements and awards. Tessa has a GPA of 5.0 and holds a 98% average, is the recipient of the \$75,000 Loran Awards Scholarship, is an accomplished ballerina for the Royal Academy of Dance, is the President of the Esquimalt Students Caring about Peach and the Environment, a peer tutor and has made a humanitarian aid trip to Zambia.

Tessa spoke about her four years at Esquimalt High School and her wish to inspire students to be involved in local and global opportunities.

Chair Orcherton and Trustee McNally thanked Tessa for attending the Board meeting and wished her luck on her future endeavors.

A5. District Presentations

None.

A6. Community Presentations

- a) Sheila Webster, parent with a special needs child in the District, expressed her concerns and frustration over the changes to classroom sizes and composition. Mrs. Webster urged the Board to reconsider their support of Bill 22.
- b) Joann Strasbourg, parent, shared her 'good news' story with respect to her special needs child in the District. Ms. Strasbourg urged the Board to reconsider their position to support Bill 22.

A7. Trustees' Reports

Trustee Nohr expressed her appreciation to the parents who spoke at the meeting. Trustee Nohr reported that she did not have the opportunity to visit any schools this month, however, did stand alongside teachers at the recent three day strike and also met with the Superintendent to discuss the 2012/2013 budget.

Trustee Horsman reported that she attended Reynolds, Quadra, Braefoot and Lakehill Schools and provided an overview of the visits.

Trustee McNally reported that she visited Craigflower School and provided an overview of the visit.

Trustee Loring-Kuhanga thanked the parents who attended the meeting. Trustee Loring-Kuhanga reported that she attended the Tapestry and VISTA conferences, Saanich Arts, Culture and Heritage Committee meeting and the Reynolds flash mob at the Legislature on Pink Shirt Day.

B. CHAIR'S REPORT

Chair Orcherton highlighted the meetings and events she attended including Budget Day at the Legislature, a course on Board Governance, Effective Meetings and Robert's Rules of Order, and a meeting with the Mayors of Oak Bay and View Royal. Chair Orcherton reported that she will be attending a meeting at the beginning of April in Vancouver about Bill 22 and that she will be seeking clarity of the Bill and will report back to the Board.

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development and Operations, Policy and Planning Committee combined meeting

Trustee Alpha advised that due to a quorum not being met the revisions to policies was moved to the next Education Policy Development meeting of April 2, 2012.

Trustee Leonard provided an overview of the Operations, Policy and Planning portion of the meeting and the motions that were carried forward to this meeting.

- a) The March 8, 2012 meeting minutes were presented for information.
- b) Trustee Leonard presented the following motion with a brief explanation.

It was moved and seconded:

- i)

That the Board of Education of School District No. 61 (Greater Victoria) approve in principle the refurbished multi-sport facility at Victoria High School.
Motion Carried Unanimously

Trustee Leonard presented the following three motions in conjunction.

- ii)

That the Board of Education of School District No. 61 (Greater Victoria) grant a right of way (ROW) to Saanich Municipality of 721 square meters from the parcel of land in which Craigflower Elementary sits. It is understood that the ROW is for the purpose of facilitating the construction of infrastructure improvements along Admirals Road and that in return for the ROW, Saanich Municipality commits to constructing the site and road works as per their letter dated January 25, 2012.
--

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 12-01, at the March 26, 2012 Board meeting.

That the Board of Education of School District No. 61 (Greater Victoria) approves the Disposal (Right-of-Way) of Real Property Bylaw 12-01, being a bylaw to grant a right-of-way (ROW) to Saanich Municipality of 721 square meters from the parcel of land in which Craigflower Elementary sits. It is understood that the ROW is for the purpose of facilitating the construction of infrastructure improvements along Admirals Road and that in return for the ROW, Saanich Municipality commits to constructing the site and road works as per their letter dated January 25, 2012.
--

Trustee Horsman moved the following three motions as an amendment to the original motions to include the legal description and clarification of the right-of-way. Secretary-Treasurer Ambeault provided clarification with respect to the right-of-way being a dedication of road right-of-way rather than a statutory right-of-way.

Discussion ensued amongst the Trustees with questions being asked and answered by the Secretary-Treasurer.

ii) It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approves the proposal from the Corporation of the District of Saanich and grants a dedication of road right-of-way over Lot 1, Section 21 and 89, Plan 15963, Victoria District, PID 004-543-912 (Craigflower Elementary School), for the purpose of securing 721 square meters from the parcel of land in which Craigflower Elementary sits. It is understood that the dedication of road right-of-way is for the purpose of facilitating the construction of infrastructure improvements along Admirals Road and that in return for the dedication of road right-of-way Saanich Municipality commits to constructing the site and road works as per their letter dated January 25, 2012.

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) gives all three readings of Real Property Bylaw 12-01, dedication of road right-of-way at the March 26, 2012 Board meeting.

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approves the Real Property Bylaw 12-01, being a bylaw to grant a dedication of road right-of-way over Lot 1, Section 21 and 89, Plan 15963, Victoria District, PID 004-543-912 (Craigflower Elementary School), for the purpose of securing 721 square meters from the parcel of land in which Craigflower Elementary sits. It is understood that the dedication of road right-of-way is for the purpose of facilitating the construction of infrastructure improvements along Admirals Road and that in return for the dedication of road right-of-way Saanich Municipality commits to constructing the site and road works as per their letter dated January 25, 2012.

Read a first time the 26th day of March, 2012;
Read a second time the 26th day of March, 2012; and
Read a third time, passed and adopted the 26th day of March, 2012 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

Motion Carried Unanimously

Trustee Leonard presented the motion. Discussion ensued amongst the Trustees.

It was moved and seconded:

iii) That the Board of Education of School District No. 61 (Greater Victoria) write to the Minister of Education asking that the government double the amount of money offered for the Learning Improvement Fund (in the first, second and third years).

Motion Carried

For: Trustees Ferris, McNally, McEvoy, Leonard, Alpha, Horsman, Orcherton
Against: Trustees Loring-Kuhanga, Nohr

D. DISTRICT LEADERSHIP TEAM REPORTS**D1. Superintendent's Report**

Superintendent Gaipman provided clarification to the Trustees on the issuance of report cards within our District. A discussion ensued amongst the Trustees with questions being directed to the Superintendent for further clarification.

D2. Secretary-Treasurer's Report

Secretary-Treasurer Ambeault presented the February 21, 2012 Poll Vote results with respect to the 3rd reading of the 2011/2012 Amended Annual Budget and advised that the required documentation was forwarded to the Ministry of Education.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

None.

F. NEW BUSINESS/NOTICE OF MOTIONS**F1. Letter to the Minister of Education – Trustee Nohr**

Trustee Nohr moved the following motion with respect to Bill 22 and provided her rationale. Discussion ensued amongst the Trustees and it was decided to defer the decision until more information about Bill 22 was received.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education calling on the Government to repeal Bill 22 and instead, have an independent mediator appointed through the Labour Relations Board.

Motion Tabled

For: Trustees McEvoy, Leonard, Nohr, Alpha, Orcherton, Horsman, Loring-Kuhanga
Against: Trustees Ferris, McNally

G. COMMUNICATIONS

- G1. Chair Orcherton referred to a letter that was received from the Board Chair of School District No. 63 (Saanich) and requested that Trustees refer to this self-explanatory letter regarding Trustee protocol.

H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

- H1. Secretary-Treasurer Ambeault reported out that the Board approved Capital Project Bylaw No. 105242 (Oak Bay High School) at the In-Camera portion of the Board meeting.
- H2. Secretary-Treasurer Ambeault reported out that CUPE Local 382 and 947 Memorandum of Agreements were ratified at the In-Camera portion of the Board meeting.

I. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned 9:18 p.m.

CERTIFIED CORRECT

Secretary-Treasurer

Chair

**The Board of Education of School District No. 61 (Greater Victoria)
March 28, 2012 Special Board Budget Meeting - Tolmie Boardroom, 556 Boleskine Road**

MINUTES

Present:

Trustees Peg Orcherton (Chair), Bev Horsman (Vice-Chair), Catherine Alpha, Tom Ferris, Elaine Leonard, Edith Loring-Kuhanga, Michael McEvoy, Diane McNally, Deborah Nohr.

Administration:

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

The meeting was called to order at 7:00 p.m.

1. WELCOME BY PEG ORCHERTON, CHAIR

The agenda was accepted as presented. Chair Orcherton stated that the purpose of tonight's meeting was to listen to Administration's 2012/2013 Annual Budget Presentation and that further meetings were scheduled for the Board to receive input from the public.

2. 2012/2013 BUDGET PRESENTATION

Secretary-Treasurer Ambeault opened the budget presentation by advising that recent events including the three-day teachers' strike, the announcements of the BC Education Plan grant, the supplement for vulnerable students and the Learning Improvement Fund will have no effect on the 2012-2013 operating budget.

Secretary-Treasurer Ambeault reviewed the forecasted 2012-2013 enrolment and the assumptions made in preparing the 2012-2013 annual budget. When the budgeted revenue is compared to the budgeted expenditures, there is an operating budget shortfall of \$8.3 million. However, as was presented to the Board in February 2012, this shortfall had been predicted and steps were taken during the 2011-2012 school year to create savings which could be used to offset the anticipated shortfall. Through a combination of additional grant funding and cost savings, the one-time 2011-2012 projected carry-forward amount of \$8.6 million will be applied against the 2012-2013 budget shortfall of \$8.3 million leaving a one-time surplus of \$349,541. Secretary-Treasurer Ambeault advised that there is a motion on the table which holds the \$349,541 to provide support for issues relating to class size and composition.

Trustees asked questions of clarification about the tuition fee revenues and facility rental rates. As a result of the discussion, Chair Orcherton recommended that an annual review of the rental rates be conducted in preparation for future budget deliberations and staff will review later this year the break even rates charged to day cares etc.

In conclusion, Chair Orcherton thanked Secretary-Treasurer Ambeault for his presentation and stated that the proposed 2012-2013 Operating Budget will be posted on the District's website at <http://www.sd61.bc.ca/budget.aspx>. The next public budget meeting will be held on Wednesday, April 4, 2012 in the SJ Willis Auditorium to receive input about the proposed 2012-2013 budget. The

Board will debate and vote on the budget on Monday, April 16, 2012 at 7:00 p.m. in the Tolmie Board Room.

3. ADJOURNMENT

It was moved and seconded

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 7:59 p.m.

CERTIFIED CORRECT

Secretary-Treasurer

Chair

**The Board of Education of School District No. 61 (Greater Victoria)
April 4, 2012 Special Board Budget Meeting – S.J. Willis Auditorium, 923 Topaz Avenue**

MINUTES

Present:

Trustees Peg Orcherton, Chair, Bev Horsman, Vice-Chair, Catherine Alpha, Tom Ferris, Elaine Leonard, Michael McEvoy, Diane McNally, Deborah Nohr

Administration:

John Gaipman, Superintendent of Schools, George Ambeault, Secretary-Treasurer, Sherri Bell, Associate Superintendent, Pat Duncan, Associate Superintendent, Debra Laser, Associate Secretary-Treasurer, Seamus Howley, Director of Facilities Services, Sylvia Holinaty, Recording Secretary

Regrets: Trustee Edith Loring-Kuhanga

The meeting was called to order at 7:12 p.m.

Chair Orcherton recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

A. COMMENCEMENT OF MEETING

Chair Orcherton stated that this meeting was an opportunity for the public to address the Board with respect to any budget issues. At the completion of the presentations, each Trustee will provide comments to the public and will also be available to answer any questions after adjournment of the meeting. The next meeting for the Board to approve the 2012/2013 Annual Budget will be held on April 16, 2012 at 7:00 pm in the Tolmie Boardroom at 556 Boleskine Road.

B. PUBLIC PRESENTATIONS ON THE 2012/2013 BUDGET

1. Karen Higginbotham – Funding Needs for Students at George Jay

Ms. Higginbotham, a kindergarten teacher for seven years, recognized that class sizes are lower at George Jay Elementary in many cases, thereby allowing teachers to have a greater impact on student learning as a result of more time spent with each student. She also stated that the school has a very good Youth and Family counselor; offers an in-school Eagles' Nest program as an alternate location to complete work and get needed support, and has several Smart Boards and other technologies enabling new ways of exploring the curriculum.

Ms. Higginbotham summarized the areas where additional funding would be beneficial to support the diverse learning needs of the students:

- Hiring more psychologists to designate students sooner so that the students will receive appropriate support early on.
- Providing additional social and emotional support for students at George Jay.
- More money for technology, i.e. Smart boards, document cameras, laptops, digital projectors and iPads.

2. Deanna Turner-Ritchie –Language Arts Pilot Project at George Jay

Ms. Turner-Ritchie, a teacher at George Jay, spoke about the Language Arts Pilot Project and stated that the Principal of George Jay also participates in this program, but that her time is limited due to the administrative responsibilities of her job. Ms. Turner-Ritchie commented that this program is very worthwhile and plays a significant role in student learning. The school is in need of more funding to continue the Language Arts Pilot Project.

3. Leslie Waters – Library Books

Ms. Waters, a librarian at George Jay, brought two large boxes with her to demonstrate what \$2,000.00 worth of books looks like. She stated that the Parent Advisory Council at George Jay does not have the capability to raise money to purchase additional books needed to keep the library resourced adequately. Ms. Waters concluded by informing the Trustees that the students at George Jay have an appetite for books and that more funding is necessary to buy additional library books.

4. Rob Paynter – Budget Related Matters

Mr. Paynter raised a number of points for consideration including potential cost savings from centralized purchasing; summarizing the themes emerging from the educational partner groups input; information contained in the Saanich School Districts' budget package; enrolment projections used for future capital projects; and the use of a referendum to raise dollars to offset the \$8.3 million deficit. Chair Orcherton thanked Mr. Paynter for his presentation and recommended that further questions or comments be forwarded to the Trustees by email for consideration and response.

Chair Orcherton turned the meeting over to the Trustees for their comments.

Trustee Ferris stated that the Board values input from teachers and thanked the teachers from George Jay for their presentation.

Trustee McNally thanked the presenters for expressing their views. She noted that Trustees are sensitive to the issues and wants the public to know that Trustees are listening and understand their concerns.

Trustee Leonard thanked the presenters for taking the time to attend the meeting and for voicing their concerns. She added that in response to the recommendation that the District use public tax dollars to offset the deficit, in her fifteen years on the Board, we have never been allowed this option due the required criteria.

Trustee McEvoy thanked the presenters and stated that he found their comments to be very constructive. He added that the District advocates very strongly for additional funding, but the money is controlled at the provincial level.

Trustee Nohr thanked the presenters for taking the time to attend tonight's meeting. She stated that, as a former teacher, she has worked in the "have" schools and has seen the resource discrepancy that exists in inner city schools such as George Jay. Trustee Nohr added that she intends to put forth motions for additions to the budget to assist vulnerable learners at the board budget meeting.

Trustee Alpha commented that funding for public education needs to be made an issue in the next government election and that public funding for private schools should be ended. Trustee Alpha stated that she will continue to advocate for increased public education funding.

Trustee Horsman thanked the attendees for their presentations adding that the Eagles' Nest is a great name for the resource room at George Jay. She continued by saying that the Board might not be able to make giant steps given the budget situation, but there is the opportunity to make additions to the budget for the next school year.

Chair Orcherton thanked the presenters and the public for their attendance at tonight's meeting. She clarified that the new Oak Bay High School capital project provides capacity for projected numbers of students. She also added that referendum funding cannot be used for ongoing operating costs. Chair Orcherton concluded by stating that the Board continues to look for cost savings and to advocate for increased public education funding. She added that any available funding will be used to improve the student learning environment.

C. ADJOURNMENT

Chair Orcherton thanked the speakers for their presentations. The meeting adjourned at 8:05 p.m.

CERTIFIED CORRECT

Secretary-Treasurer

Chair



**Education Policy Development Committee Meeting
April 2, 2012 – Reynolds Secondary School - Library**

REGULAR MINUTES

Present: TRUSTEES

Catherine Alpha, Chair, Education Policy Development Committee
Tom Ferris
Bev Horsman
Edith Loring-Kuhanga
Diane McNally
Deborah Nohr

REGRETS

Michael McEvoy
Elaine Leonard
Peg Orcherton

ADMINISTRATION

Sherri Bell, Associate Superintendent
Deb Courville, Associate Superintendent
Pat Duncan, Associate Superintendent
Janine Roy, District Principal Learning Initiatives
John Bird, VCPAC
Kristine Marshall, Recording Secretary

The meeting was called to order at 7:05 p.m.

Chair Alpha recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

1. APPROVAL OF THE AGENDA

It was moved

That the April 2, 2012 regular Education Policy Development Committee agenda be approved.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved

That the minutes of the Thursday, March 8, 2012 Combined Operations Policy and Planning Committee and Education Policy Development Committee meeting be approved.

Motion Carried Unanimously

3. **BUSINESS ARISING FROM MINUTES** – None
4. **CORRESPONDENCE REFERRED TO THE COMMITTEE** - None
5. **PUBLIC REQUEST TO THE COMMITTEE** - None
6. **MOTIONS REFERRED TO THE COMMITTEE** - None
7. **GENERAL ANNOUNCEMENTS** - None
8. **NEW BUSINESS**

- | | | | |
|--|--|-------------|---------------|
| A. <i>Pink Shirt Day/Anti-Bullying 'Flash Mob' at the Legislature: Awareness Event organized by Reynolds Secondary, with participants from Reynolds, Cedar Hill Middle School and Arbutus Global Middle School</i> | <i>Introduction by Alana Charlton, Principal, Reynolds Secondary</i> | <i>Info</i> | <i>Verbal</i> |
|--|--|-------------|---------------|

On February 28, 2012, six hundred students from Reynolds Secondary, Cedar Hill Middle School and Arbutus Global Middle School arrived at the BC Legislature for a Pink Shirt Day/Anti-Bullying 'flash mob'. Principal Charlton recognized Reynolds dance teacher Katie Drolet for coordinating the dance event for all three schools, and Reynolds counselor Heather Benson spoke about this event's positive impact on students, staff and the community. Reynolds student Kanika Jackson spoke via video to share her perspective on the importance of anti-bullying initiatives. Principal Charlton sincerely thanked the trustees and administration for understanding the importance of student involvement in social justice initiatives.

Chair Alpha thanked Principal Charlton and Reynolds Secondary for the presentation.

- | | | | |
|--|---|-------------|---------------|
| B. <i>'Beyond the Hurt': Peer to Peer Anti-Bullying Training Program in the Mount Douglas Family</i> | <i>Introduction by Marnice Jones, Healthy Schools Coordinator</i> | <i>Info</i> | <i>Verbal</i> |
|--|---|-------------|---------------|

Mount Douglas Secondary and Arbutus Global Middle School students informed trustees about the Canadian Red Cross Program, "Beyond the Hurt", an anti-bullying, peer-facilitated program piloted in the Mount Douglas Family of Schools involving secondary students teaching anti-bullying awareness, social skills and conflict resolution skills to middle school students. Phyllis Argue from the Canadian Red Cross spoke about the importance of engaging students to build safe communities through proactive social skills programs. Students from Mount Douglas and Arbutus gave a presentation and facilitated a social skills activity at the meeting.

Chair Alpha thanked the Canadian Red Cross and the students for their presentation.

- | | | | |
|--|---|-------------|---------------|
| C. <i>Times Colonist Vancouver Island Postmedia Canspell Regional Spelling Bee</i> | <i>Introduction by Tom Aerts, Principal, Cedar Hill Middle School</i> | <i>Info</i> | <i>Verbal</i> |
|--|---|-------------|---------------|

Principal Aerts informed trustees about the Times Colonist Vancouver Island Postmedia Canspell Regional Spelling Bee. Six thousand students participated in school spelling bees across Vancouver Island this year; fifty-nine students were selected to go to the regional spelling bee held in Victoria in February, and three of the top four students were from School District 61. Colquitz student Kevin Bao and Cedar Hill student Ava Ouellette were recognized for their excellent achievement in the regional event, and Grade 8 Cedar Hill student David Underhill was recognized for achieving first place for Vancouver Island, receiving a \$5000

scholarship for the regional win and earning the chance to go to Toronto for the Canspell National Spelling Bee in March, 2012. An informal spelling bee was conducted by Cedar Hill teacher Shane Pask with Trustees Alpha, Ferris and Nohr and the students.

<i>D. CTV Vancouver Island and Save-On Foods "Amazing Kids" award</i>	<i>Introduction by Brett Johnson, Principal, Colquitz Middle School</i>	<i>Info</i>	<i>Verbal</i>
---	---	-------------	---------------

Emily Case, a Grade 8 student at Colquitz Middle School, was recognized for receiving the "CTV Vancouver Island and Save-On Foods Amazing Kids" award. Principal Johnson reported that Emily has demonstrated tremendous leadership at Colquitz from running assemblies to fundraising activities. This year, Emily organized a fundraiser for Mustard Seed Food Bank and a talent show. Emily has been fundraising to go to Ecuador to build a school, and she will contribute the funds she received from the award towards paying for her trip. She has exceeded her goal of \$3800 and will go to Ecuador in August, 2012.

Chair Alpha congratulated Miss. Case for her hard work in her community.

<i>E. Revision to Policy 6141.1 Board Authority Authorized Courses</i>	<i>Deb Courville</i>	<i>Motion</i>	<i>Pgs. 7-10</i>
--	----------------------	---------------	------------------

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) adopts the revised Policy 6141.1 Board Authority Authorized Courses

Motion Carried Unanimously

<i>F. Follow up on "The Story of Broke"</i>	<i>Janine Roy</i>	<i>Info</i>	<i>Verbal</i>
---	-------------------	-------------	---------------

At the February 6, 2012 Education Policy meeting, the "Story of Broke" was presented by Mr. Larry Wartel. It is a web-based resource available free online to all teachers. The web-link will be shared with school librarians to preview and share with teachers as they determine to be appropriate.

<i>G. Presentation by Exploratory Teachers</i>	<i>Introduction by Kirk Doherty</i>	<i>Info</i>	<i>Verbal</i>
--	-------------------------------------	-------------	---------------

Middle school exploratory teachers spoke about their concerns regarding small FTE assignments for some exploratory teachers. Associate Superintendent Bell invited the teachers to meet with her regarding their concerns.

Chairperson Alpha thanked the teachers for their presentation.

9. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:35p.m.



ASSOCIATE SUPERINTENDENTS' OFFICE

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA, V8Z 1E8
PHONE: 250-475-4133 FAX 250-475-4115

DEBORAH COURVILLE, ASSOCIATE SUPERINTENDENT
PATRICK DUNCAN, ASSOCIATE SUPERINTENDENT
SHERRI BELL, ASSOCIATE SUPERINTENDENT

250-475-4133
250-475-4117
250-475-4220

Date: April 16, 2012

To: Board of Education

From: Deborah Courville
Associate Superintendent

Re: Policy 6141.1: Board Authority Authorized Courses

The following Policy revision is being provided for your consideration:

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) adopts the revised Policy 6141.1, Board Authority Authorized Courses.

POLICY 6141.1

BOARD AUTHORITY AUTHORIZED COURSES

The Board of Education of School District No. 61 (Greater Victoria) encourages the development of Board Authority Authorized courses to meet the particular needs of the community and students. In so doing, it requires that all proposed Board Authority Authorized courses be submitted, using the District template in compliance with the *Board/Authority Authorized Courses: Requirements and Procedures*, to the Board, through the Education Policy Development Committee, for approval and be within the parameters of the established or proposed budget.

Greater Victoria School District

Adopted: February 16, 1976
Revised: November 28, 1977
Revised: March 5, 2012

Reference: Ministry Publication: Board/Authority Authorized Courses:
Requirements & Procedures



Operations Policy and Planning Committee
April 10, 2012 – GVSD Board Office, Boardroom

REGULAR MINUTES

Present: TRUSTEES

Elaine Leonard, Chair, Operations Policy and Planning Committee
Catherine Alpha
Tom Ferris
Diane McNally
Deborah Nohr
Peg Orcherton

Absent:

Bev Horsman
Edith Loring-Kuhanga
Michael McEvoy

ADMINISTRATION

George Ambeault, Secretary-Treasurer
Sherri Bell, Associate Superintendent
Pat Duncan, Associate Superintendent
Deb Courville, Associate Superintendent
Debra Laser, Associate Secretary-Treasurer
Kyle Cormier, Director of Human Resources
Glenn Miller, Supervisor of Operations
Doreen Hegan, Recording Secretary

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

Chair Leonard recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

1. APPROVAL OF THE AGENDA

It was moved and seconded

That the April 10, 2012 regular agenda be approved with the following changes: Add as item 5.A.1 "Craigflower Bridge Update" and table all motions in Section 7. New Business/Notice of Motions to the May Operations, Policy and Planning Committee meeting.

Motion Carried

2. APPROVAL OF THE MINUTES

The minutes from the March 8, 2012 combined Operations Policy and Planning and Education Policy Development Committee meeting were approved at the Education Policy Development Committee meeting on April 2, 2012.

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS

1. Ted Austin and Tony Moniz – Lakehill Little League

Ted Austin, President, Lakehill Little League introduced Tony Moniz, Treasurer, Lakehill Little League, Jodie Waldie, Principal, Lake Hill Elementary School and Glen Miller, Facilities Services. Mr. Austin explained that the Lakehill Little League Association (LLLA) would like to replace the backstops and dugouts on Diamonds 3 and 4 as well as the infield. The LLLA will fund the cost and will reuse materials from two decommissioned backstops from the Cowichan Valley. The LLLA will hold a meeting to share the information with the neighbourhood. The LLLA will work directly with Mann Construction, Tower Fencing and CUPE Local 382 staff to construct the backstops this spring.

Trustees expressed support for the project and thanked Mr. Austin for addressing the Committee.

5. FINANCE AND LEGAL AFFAIRS

A. Administration Reports to Committee

1. Craigflower Bridge Update

Mr. George Ambeault, Secretary-Treasurer informed the Committee that the joint project between the Town of View Royal and the District of Saanich has been delayed as they are unable to obtain all of the permits needed to proceed with the bridge construction because of environmental issues. Work will proceed this summer with the new school playground, sidewalks and Dunkirk Road construction.

2. School Calendar for School Year 2012-2013

Sherri Bell, Associate Superintendent reviewed the planned professional development days for the 2012/2013 school year and the recommended dates for the two-week spring break based on the consultation with all of the partner groups. She also noted that there will be a new statutory holiday on February 18, 2013 (Family Day).

Trustees asked questions and provided comments.

It was moved

That the following Professional Development dates for the 2012/2013 school year be approved:

1. Monday, September 17, 2012
2. Friday, October 19, 2012 (Province Wide)
3. Friday, November 23, 2012
4. Friday, February 15, 2013
5. Friday, May 17, 2013
6. To be chosen by each school

and further, the VPVPA, Exempt Staff, ASA, CUPE 947, CUPE 382, and VCPAC agreed that the dates for the two-week Spring Break be approved as March 11th to March 22, 2013.

Motion Carried Unanimously

3. Revision to Regulation 2120.015 Associate Secretary-Treasurer

Debra Laser, Associate Secretary-Treasurer reviewed the updates to Regulation 2120.015 Associate Secretary-Treasurer. Trustees expressed concern about removing the "Directly Supervises" section and suggested that the operational areas that are supervised be referenced instead of the specific positions. The revised regulation 2120.015 will be amended as suggested and was received for information.

- 4. Deletion of Regulation 2123.052 Manager, Financial Management and Reporting**
- 5. Revision to Regulation 2123.053 Manager, Budgets and Financial Analysis**
- 6. Deletion of Regulation 2123.054 Manager, Financial Systems, Policies and Procedures**
- 7. Deletion of Regulation 2123.055 Manager, Accounting and Payroll Operations**
- 8. New Regulation 2123.056 Manager, Accounting and Budgets**
- 9. New Regulation 2123.057 Manager, Payroll and Benefits**

Debra Laser, Associate Secretary-Treasurer spoke to all the Management positions together informing the Committee that they have been revised to reflect current responsibilities. Elements have been taken from the deleted job descriptions and added to the current management positions. Trustees asked questions of clarification. Regulations 2123.053, 2123.056 and 2123.057 were received for information. Regulations 2123.052, 2123.054, 2123.055 will be deleted.

6. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

7. NEW BUSINESS/NOTICE OF MOTIONS

Items tabled to the May 2012 Operations, Policy and Planning Committee meeting.

8. GENERAL ANNOUNCEMENTS - None

9. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 8:10 p.m.



OFFICE OF
ADMINISTRATIVE SERVICES

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
Fax: (250) 475-4112

John Gaipman, Superintendent
Phone: (250) 475-4159

George J. Ambeault, Secretary-Treasurer
Phone: (250) 475-4106

TO: Operations, Policy & Planning Committee
FROM: John Gaipman, Superintendent of Schools
RE: School Calendar for School Year 2012/2013
DATE: April 10, 2012

Section 77 of the School Act states that schools must finalize their calendars and distribute them to their parents by May 31, 2012. All partner groups (VCPAC, VPVPA, CUPE 947, CUPE 382, GVTA, ASA and Exempt Staff) met to discuss the fixed Professional Development days for the 2012/2013 school year.

The following recommendation was made:

THAT THE FOLLOWING PROFESSIONAL DEVELOPMENT DATES FOR THE
2012/2013 SCHOOL YEAR BE APPROVED:

1. MONDAY, SEPTEMBER 17, 2012
2. FRIDAY, OCTOBER 19, 2012 (PROVINCE WIDE)
3. FRIDAY, NOVEMBER 23, 2012
4. FRIDAY, FEBRUARY 15, 2013
5. FRIDAY, MAY 17, 2013
6. TO BE CHOSEN BY EACH SCHOOL

AND FURTHER, THE VPVPA, EXEMPT STAFF, ASA, CUPE 947, CUPE 382 AND VCPAC AGREED THAT THE DATES FOR THE TWO-WEEK SPRING BREAK BE APPROVED AS MARCH 11th to MARCH 22nd, 2013.

.../2

Important Dates for the 2012/2013 School Year

School Opening– September 4, 2012
Thanksgiving – October 8, 2012
Remembrance Day – November 12, 2012
Schools close for Winter vacation – December 21, 2012
Schools re-open after Winter vacation – January 7, 2013
Family Day – February 18, 2013
Schools close for Spring vacation – March 8, 2013
Schools re-open after Spring vacation – March 25, 2013
Good Friday – March 29, 2013
Easter Monday – April 1, 2013
Victoria Day – May 20, 2013
Administrative Day and School Closing – June 28, 2013

Respectfully submitted,



John Gaipman
Superintendent of Schools

JG/nmm



OFFICE OF
ADMINISTRATIVE SERVICES

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
Fax: (250) 475-4112

John Gaipman, Superintendent
Phone: (250) 475-4159

George J. Ambeault, Secretary-Treasurer
Phone: (250) 475-4106

TO: The Board of Education

FROM: George Ambeault, Secretary-Treasurer

DATE: April 16, 2012

RE: **2012/2013 Annual Operating Budget**

Upon completion of the budget deliberations, in order to pass the Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the Bylaw all three readings at one sitting. It is therefore recommended:

Recommended Motions:


That the 2012/2013 Annual Budget Bylaw be given all three readings at the Board meeting on April 16, 2012.

(Motion to be carried unanimously)

That the Board of Education of School District No. 61 (Greater Victoria) 2012/2013 Annual Budget Bylaw in the amount of \$194,366,227 be:

Read a first time the 16th day of April, 2012;
Read a second time the 16th day of April, 2012;
Read a third time, passed and adopted the 16th day of April 2012;

And that the Secretary-Treasurer be directed to place the 2012/2013 annual budget in the format prescribed by the Ministry of Education and to submit all forms as required.



George Ambeault, Secretary-Treasurer

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2012/2013 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 61 (Greater Victoria) Annual Budget Bylaw for fiscal year 2012/2013.
3. The attached Statement 2 showing the estimated revenue and expense for the 2012/2013 fiscal year and the total budget bylaw amount of \$194,366,227 for the 2012/2013 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2012/2013.

READ A FIRST TIME THE 16th DAY OF APRIL, 2012;

READ A SECOND TIME THE 16th DAY OF APRIL, 2012;

READ A THIRD TIME, PASSED AND ADOPTED THE 16th DAY OF APRIL, 2012;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 61 (Greater Victoria) Annual Budget Bylaw 2012/2013, adopted by the Board the 16th DAY OF APRIL, 2012.

Secretary Treasurer