



The Board of Education of School District No. 61 (Greater Victoria)
Regular Board Meeting, Tuesday, May 21, 2013 @ 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 01-02)

A2. Approval of the Minutes

a) Approval of the April 15, 2013 Regular Board Minutes (p 03-06)

b) Approval of the April 17, 2013 Special Board Budget Minutes (p 07-08)

A3. Business arising from the Minutes

A4. Student Achievement

a) Island Ukuleles – Tina Horwood and Students

A5. District Presentations

a) Donald Adams, Oaklands Elementary School, Teacher
2013 Todd Rogers Research Award Recipient
Presented by: Trustee Ferris

A6. Community Presentations (5 minutes per presentation)

a) Clint Lalonde, Parent, (WiFi)

b) Dr. Valerie Irvine, Parent (WiFi)

c) David Leach, Parent (WiFi)

A7. Trustees' Reports

B. CHAIR'S REPORT

***Note: This meeting is being audio recorded
except for A4. Student Achievement.***

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development Committee meeting

- a) Minutes from the May 6, 2013 meeting – Information only (p 09-11)

C2. Operations, Policy and Planning Committee meeting

- a) Minutes from the May 13, 2013 meeting – Information only (p 12-15)

D. DISTRICT LEADERSHIP TEAM REPORTS

- a) Learning Improvement Fund – 2012/2013 Summary

E. REPORTS FROM TRUSTEE REPRESENTATIVES

F. NEW BUSINESS/NOTICE OF MOTIONS

F1. Needs Budget – Trustee Ferris (p 16)

That the Board of Education of School District No. 61 (Greater Victoria) submit the District Needs Budget as well as our balanced budget.

F2. Technology Installation - Trustee McNally

That the SD61 IT department research and report back to the Board on costs for purchase, setup and maintenance of a live feed camera(s) in the Board room, the objective being live streaming and archiving (archive function to include key-word searchable and RSS function) of Board meetings online.

G. COMMUNICATIONS

H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

I. ADJOURNMENT

Note: This meeting is being audio recorded except for A4. Student Achievement.



The Board of Education of School District No. 61 (Greater Victoria)
April 15, 2013 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, Deborah Nohr

Regrets: Michael McEvoy

Administration:

John Gaipman, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Sherri Bell, Deputy Superintendent, Pat Duncan, Associate Superintendent, Deborah Courville, Associate Superintendent, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:30 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 April 15, 2013 Agenda be approved with the following changes/additions:

A7. Trustees' Reports

- a) Trustee Nohr
- b) Trustee Horsman

Motion Carried

A2. Approval of the Minutes

a) It was moved and seconded:

That the March 25, 2013 Regular Minutes be approved.

Motion Carried

b) It was moved and seconded:

That the March 27, 2013 Special Board Budget Minutes be approved.

Motion Carried

A3. Business arising from the Minutes

None.

A4. Student Achievement

Judy Harrison, Principal of Monterey Middle School, attended the Board meeting along with three of her students, Hailey, Kiara and Olivia. Each student spoke about their involvement in raising money for the United Way. The students proudly displayed the 2012 Spirit Award they received from the United Way, in recognition of the money the school raised for the organization. The school was able to raise \$1000 in a week and a half via bake sales, candy sales and a student favorite, paying money to break the rules at school.

Chair Orcherton and Trustees thanked Principal Harrison and the students for attending the meeting and speaking to the Board.

A5. District Presentations

None.

A6. Community Presentations

None.

A7. Trustees' Reports

Trustee Nohr reported that she attended the Ministry of Education's International School Round Table Conference in Courtenay.

Trustee Horsman reported that she attended Ecole Quadra Elementary School for the signing of the seismic upgrade project agreement and that she enjoyed the choir performance.

B. CHAIR'S REPORT

Chair Orcherton reported that she had been involved in several interviews regarding the District budget and seismic upgrades to our schools. On March 28, 2013 Chair Orcherton met with Frank Stanford of CFAX Radio, on April 9, 2013, Stephen Andrews of CTV and on April 10, 2013, Kyle Slavin of the Newsgroup.

On April 12, 2013, Chair Orcherton attended Ecole Quadra Elementary for the official signing of the documents for the seismic upgrade and then went to CFAX Radio with Nella Nelson, District Coordinator for Aboriginal Nations Education, and a grade nine Challenge student from Esquimalt High School, to discuss the importance of Aboriginal Nations Education.

Chair Orcherton reported that she attended the opening ceremonies of the Lakehill Little League on April 13, 2013.

C. BOARD COMMITTEE REPORTS**C1. Education Policy Development Committee meeting**

- a) The April 2, 2013 meeting minutes were presented for information. Trustee Alpha thanked Trustee Horsman for chairing the meeting on her behalf.

C2. Operations, Policy and Planning Committee meeting

- a) The April 8, 2013 meeting minutes were presented for information.

- b) Trustee Leonard referred to the minutes from the Operations, Policy and Planning Committee meeting and presented the following three motions.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Bylaw No. 126550, being a bylaw for the maximum expenditure of \$2,414,051 for the capital portion of the Annual Facility Grant allocation.
- Motion Carried Unanimously

It was moved and seconded:

That Capital Bylaw No. 126550, being a bylaw for the maximum expenditure of \$2,414,051 for the capital portion of the Annual Facility Grant allocation be:

READ A FIRST TIME THE 15th day of April, 2013;
 READ A SECOND TIME THE 15th day of April, 2013, and
 READ A THIRD TIME, PASSED AND ADOPTED THE 15th day of April, 2013 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

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Premier and the Minister of Education expressing concern about the unanticipated increase in the number of downloaded costs and the resulting adverse impact for the district. Examples of these costs include the teachers' pension plan rate increase, MSP rate increase, Hydro rate increase, the transition back to GST/PST and general inflation.
- Motion Carried Unanimously

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Premier and the Minister of Education requesting that the government provide for the wage increase for any negotiated settlements with teachers, CUPE staff, Allied Specialists, principals/vice principals and exempt staff.
- Motion Carried Unanimously

D. DISTRICT LEADERSHIP TEAM REPORTS

None.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

None.

F. NEW BUSINESS/NOTICE OF MOTIONS

None.

G. COMMUNICATIONS

G1. Chair Orcherton referred to a letter received on April 9, 2013 from the Minister of Education, Don McRae, announcing a \$584 million three year project for Seismic Mitigation to high risk schools in British Columbia which will include five schools in School District No. 61.

H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

I. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 7:52 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



The Board of Education of School District No. 61 (Greater Victoria)
April 17, 2013 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, Michael McEvoy, Diane McNally, Deborah Nohr, Edith Loring-Kuhanga (via telephone)

Administration:

John Gaipman, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Sherri Bell, Deputy Superintendent, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:01 p.m.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved and seconded:

That the April 17, 2013 Special Board Budget meeting agenda be approved.

Motion Carried

B. PUBLIC PRESENTATIONS ON THE 2013/2014 BUDGET

None.

C. 2013/2014 ANNUAL BUDGET

a) 2013/2014 Annual Budget Debate

Secretary-Treasurer Laser directed Trustees to the packup and referred to the new Public Sector Accounting Standards. Secretary-Treasurer Laser advised that due to this new standard the Annual Budget Bylaw must include the budgeted expenditures in each of the funds; which include the operating fund, the special purpose fund and the capital fund. Secretary-Treasurer Laser provided an overview of each fund and stated that the budget Deliberations are about the operating budget only. There is an operating budget surplus of \$16,483. Since the 2104/2015 budget will start with a structural deficit in excess of \$8 million, the recommendation is to carry the \$16,483 forward to be applied against the deficit.

b) 2013/2014 Annual Budget Bylaw

Chair Orcherton presented the following motion and invited Trustees to comment. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Laser.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 approves carrying forward the \$16,483 to the 2014-2015 school year to be applied against the deficit.

Motion Carried Unanimously

Chair Orcherton presented the following motion.

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 agrees to give all three readings of the 2013/2014 Annual Budget Bylaw at the meeting of April 17, 2013.

Motion Carried Unanimously

Chair Orcherton presented the following motion and invited Trustees to comment. Trustees expressed their opinions about the budget and the need to continue to advocate for additional funding.

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) 2013/2014 Annual Budget Bylaw in the amount of \$195,672,515 be:

Read a first time the 17th day of April, 2013;
Read a second time the 17th day of April 2013;
Read a third, passed and adopted the 17th day of April, 2013;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

Motion Carried

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

D. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 7:28 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



**Education Policy Development Committee
May 6, 2013 – Spectrum Community School**

REGULAR MINUTES

Present: **TRUSTEES**
Catherine Alpha, Chair
Tom Ferris
Bev Horsman
Edith Loring-Kuhanga
Michael McEvoy
Diane McNally
Peg Orcherton

Regrets: Elaine Leonard
Deborah Nohr

ADMINISTRATION

John Gaipman, Superintendent of Schools
Pat Duncan, Associate Superintendent
Janine Roy, District Principal of Learning Initiatives
Kristine Marshall, Recording Secretary

The meeting was called to order at 7:00 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 May 6, 2013 regular agenda be approved.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved

That the April 2, 2013 Education Policy Development Committee Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – none

4. PUBLIC REQUEST TO THE COMMITTEE – none

5. CORRESPONDENCE REFERRED TO THE COMMITTEE – none

6. MOTIONS REFERRED TO THE COMMITTEE - none

7. GENERAL ANNOUNCEMENTS - none

8. NEW BUSINESS

A. Success by 6 Early Years Awards

District Principal of Learning Initiatives Janine Roy reported that the Success by 6 Early Years Awards recognize child and family services, businesses, programs and parks in our region based upon online survey feedback from parents and the community. This year the Greater Victoria School District #61 received two awards:

- Strong Start Centres received the award for “Favourite Child/Family Friendly Community Program”.
- The Teachers and Principals of the Greater Victoria School District #61 received the award for “Individuals who made Children Feel most Respected and Welcome”.

The awards were accepted on behalf of teachers and principals by Chair Orcherton at the Early Years Awards Ceremony on May 1, and Chair Orcherton conveyed congratulations to teachers, principals and Strong Start Leaders. The District shares these awards with Saanich (#63) and Sooke (#62) School Districts.

B. Reading Celebration Week

Campus View Elementary Principal David Hovis, Vice Principal Josee Paris, and teachers Katie Simmonds and Kelsey Anderson presented an overview of their Reading Week Celebrations. Activities were designed to promote reading engagement and achievement in English and/or French. A variety of classroom activities and whole school events were organized such as mystery reader contests, Reader’s Theatre, author visits, book swaps and character dress up day. Reading Week involved members of the community and students’ families. Two Campus View Elementary students shared how engaging and motivating the literacy-focused activities were.

C. Literacy Week

Lake Hill Elementary Vice Principal Cindy Harte presented an overview of Lake Hill’s Literacy Week activities. Literacy Week provided engaging whole school, classroom and home-based activities. Community guests visited and shared their expertise, school district personnel read to students, friends and family members read with children, and professional authors and writers visited. In addition to special visitors, there were literacy-based events and activities, such as book browsing in the gym, a Reader’s Theatre presentation by staff, posted book reviews and mystery guest readers. Literacy Week uses a different theme each year and family involvement is encouraged. Student feedback indicated that the favourite literacy activity was adults reading to students. A

Lake Hill Elementary student shared how much she enjoyed the events and recited a poem.

D. Battle of the Books

Monterey Middle School Teacher-Librarian Keely Thornton and Rockheights Middle School Teacher-Librarian Nicole Aerts presented Battle of the Books, a literacy-based tournament created by the Greater Victoria School District librarians. Teams from eight middle schools participated in the Book Battle this year, which involved participants reading six novels and competing in the full day Battle of the Books at Cedar Hill Middle School. Colquitz Middle School was this year's champion winning the round robin tournament.

Battle of the Books also involved a presentation by Bob Warren, former Vice Principal at George Jay Elementary, who created the "Read for the Top" program which is the model used for Battle of the Books. This locally-developed program is now also being implemented in schools in Kenya.

Students from Monterey Middle School and Gordon Head Middle School spoke about how Battle of the Books introduced them to different genres of books. The students expressed their desire to win the competition but were inspired by how it always remained good natured and fun regardless of the outcome.

E. Human Library Day

Spectrum Community School Vice Principal Sharoyne Gaipman and Spectrum Teacher-Librarian Alan Clark presented an overview of Spectrum's annual Human Library Day. Human Library Day involves experts in various fields acting as 'human books' who are interviewed by students as a way to brainstorm ideas to promote environmental awareness and social justice. Spectrum Community School held their second full day event this year. Twenty-two experts in various fields acted as 'human books' as they were interviewed by over 300 students. A Spectrum student shared how her participation in Human Library Day encouraged her to continue with her chosen career path in medicine.

Trustees asked questions and thanked the presenters.

9. ADJOURNMENT

It was moved

That the meeting adjourn

Motion Carried

The meeting adjourned at 8:15p.m.



**Operations, Policy and Planning Committee Meeting
May 13, 2013 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present: TRUSTEES

Elaine Leonard, Chair, Operations Policy and Planning Committee
Tom Ferris
Bev Horsman
Edith Loring-Kuhanga
Diane McNally
Deborah Nohr
Peg Orcherton

Regrets: Catherine Alpha
Michael McEvoy

ADMINISTRATION

John Gaipman, Superintendent
Debra Laser, Secretary-Treasurer
Sherri Bell, Deputy Superintendent
Pat Duncan, Associate Superintendent
Deb Courville, Associate Superintendent
Seamus Howley, Director of Facilities
Jim Soles, Supervisor Building Projects
Kristine Marshall, Recording Secretary

The meeting was called to order at 7:35 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

That the May 13, 2013 regular agenda be approved.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved

That the April 8, 2013 Operations, Policy and Planning Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS

A. Dr. Crofton and Dr. Blank – Electro-magnetic Radiation Exposure

Dr. Crofton presented information on Electro Magnetic radiation exposure. She expressed her desire for the Greater Victoria School District #61 to use the precautionary principle and to hardwire internet access where possible. Dr. Crofton expressed that this is a grey area and that not enough is known about the long term damage Wi-Fi exposure might cause.

Dr. Blank presented on electro-magnetic frequency (EMF). He explained that EMF is not normally felt until it is too late and damage has occurred. Dr. Blank spoke about the damage that EMF does to DNA causing DNA breakdown and genetic mutations to occur.

B. Katharina Gustavs – RF Meter

Ms. Gustavs presented information on installing Wi-Fi networks safely by placing access points away from students and staff, adjusting output power levels and installing an on/off switch. Any electronic device should be used as far away from the body as possible and tablets should have an Ethernet adapter.

C. Tammy Jeske

Ms. Jeske spoke about Health Canada Safety Code 6 and its irrelevance to Wi-Fi. Ms. Jeske was concerned that actual devices be used correctly, including all students reading the instructional pamphlets for the safe use of the device and the continual monitoring of how the device is used. Ms. Jeske explained that presently there are schools in BC that have decided to go wired and not use wireless.

Trustees asked questions and thanked the presenters.

5. FINANCE & LEGAL AFFAIRS

A. Sub-Committee on Public Engagement

Deputy Superintendent Bell provided an update on the Sub-Committee on Public Engagement. All four items that were referred to the committee have been discussed:

- Bylaw 9360
- Questions and Answers
- Speakers list
- Recording of Board meetings

A draft paper has been developed for each of the four items and the committee will communicate and make changes to the documents electronically over the next month. Once finalized the information will come back to the Operations, Policy and Planning Committee for

review as the Sub-Committee on Public Engagement provides input and ideas, it is not a decision making body. Deputy Superintendent Bell expressed her gratitude to the committee and expressed that they were a terrific group to work with. A report will most likely be presented in September.

6. FACILITIES PLANNING

A. Oak Bay Replacement Project Update

Mr. Howley, Director of Facilities and Jim Soles, Supervisor of Building Projects provided an update on the Oak Bay Replacement Project. The project is a design, build process as directed by the Ministry of Education that utilizes the services of a procurement manager.

The vision of Educators, Administration, Trustees, parents, staff and students were captured in a document called the Statement of Requirements. This document forms part of the proposal process and all requirements are being included as must haves.

Once a successful proponent has been approved from the shortlist of three teams Mr. Howley will provide more specific information. The successful proponent will be the lowest bid meeting all the requirements.

Construction will begin this coming July with the new school receiving students in September 2015 and project completion summer of 2016.

Mr. Howley thanked the Trustees and Superintendent Gaipman for the tremendous amount of support Facilities has received.

Trustees thanked facilities staff for their work associated with this project.

7. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

8. NEW BUSINESS/NOTICE OF MOTION

A. Trustee Nohr – Purchase RF Meter

Trustee Nohr presented her motion.

That the Board of Education of School District No. 61 (Greater Victoria) purchase the RF meter from Gigahertz Solutions to regularly monitor our schools' RF levels to confirm that all areas with hotspots (access points, routers, cell phones and iPads) are within limits set to the precautionary level of 1000microwatts/m² to ensure student and employee safety, including averages and peak levels and that this information be reported to the Board.

Motion Defeated

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

9. GENERAL ANNOUCEMENTS - None

10. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:35p.m.

**Greater Victoria School District No. 61
Needs Budget**

Department	Proposed Department Needs Budget Additions based on a 5% Increase to the Current Budget:	FTE	TOTAL COST
		FTE	\$
Educational Staffing	Additional Teacher Staffing	38.0	\$ 3,838,031
Aboriginal Educaiton	1.0 Aboriginal District Cultural Curriculum Integration Teacher	1.0	\$ 92,135
Special Education	0.4 Learning Support Teacher for each Elementary School	11.2	\$ 1,031,912
	Additional Educational Assistants	7.0	\$ 264,600
	1.0 Psychologist	1.0	\$ 101,970
	1.0 Speech Language Pathologist	1.0	\$ 91,118
Learning Initiatives	Teacher Release Time for Job Embedded Professional Development		\$ 74,000
Facilities Services	Facilities Direct Digital Controls Technician	1.0	\$ 91,982
Financial Services	Payroll Specialist	1.0	\$ 54,286
Human Resources	Human Resources Advisor - Employee Support	1.0	\$ 87,025
Information Technology	School Technology Assistants	2.0	\$ 91,202
	TOTAL Proposed Needs Budget Additions	64.2	\$ 5,818,261

see Note

Note : 1) The estimated total cost does not include additional facilities and supplies costs related to the proposed increase in FTE staff.