



The Board of Education of School District No. 61 (Greater Victoria)
Regular Board Meeting, Monday, November 18, 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 01-03)
- A2. Approval of the Minutes
 - a) Approval of the October 21, 2013 Regular Board Minutes (p 04-09)
- A3. Business arising from the Minutes
- A4. Student Achievement
 - a) Glanford Middle School - Louie Scigliano, Principal - Student Creativity
- A5. Public Apology – Trustee Nohr
- A6. District Presentations
 - a) Purchase of 955 Hillside Avenue (Playing Field at Former Blanshard Elementary School)
- A7. Community Presentations (5 minutes per presentation)
 - a) Emily Federico, South Park Elementary School PAC, Coastal Kindergarten
 - b) Tiffany Carlyle, James Bay Community School PAC, Coastal Kindergarten
 - c) Bonnie Davison, Parent, Coastal Kindergarten
 - d) Peter Milne, Parent, Wireless in Schools
 - e) John Bird, Victoria Confederation of Parent Advisory Councils, School Culture and Student Services
- A8. Trustees' Reports

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

B. CHAIR'S REPORT**C. BOARD COMMITTEE REPORTS****C1. Education Policy Development Committee**

a) Minutes from the November 4, 2013 meeting – Information only (p 10-11)

b) Recommended Motions:

i)

That the Board of Education of School District No. 61 (Greater Victoria) approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014.
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 (p 12-18)

ii)

That the Board of Education of School District No. 61 (Greater Victoria) approve the addition of a French Immersion program at George Jay Elementary School, beginning September 2014 with the introduction of a kindergarten class.
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C2. Operations, Policy and Planning Committee

a) Minutes from the November 12, 2013 meeting – Information only (p 19-23)

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

D2. Secretary-Treasurer's Report

E. REPORTS FROM TRUSTEE REPRESENTATIVES

E1. Provincial Councilor Report – Trustee Horsman

F. NEW BUSINESS/NOTICE OF MOTIONS

F1. Trustee Remuneration – Trustee Ferris

i)

That the Board of Education of School District No. 61 (Greater Victoria) table discussion of Trustee remuneration, including the motion referred from the October 21, 2013 Board of Education meeting, until after the Municipal/Trustee Elections of November 2014.
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Motion referred from October 21, 2013 Board Meeting:

That the Trustee remuneration mechanism that was tabled in January 2012 be automatically re-established after the ratification of the CUPE contract takes place.
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Note: This meeting is being audio recorded except for A4. Student Achievement.

F2. Continue Monitoring Wi-Fi Documentation – Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) continues to monitor documentation from the Vancouver Island Health Authority, the Provincial Health Officer, Health Canada and the World Health Organization with regard to the use of Wi-Fi in schools. Further, the Wi-Fi Committee recommends that the Board reviews, on an annual basis, those recommendations and receives updates on any changes.

F3. Allow Use of Wi-Fi in Elementary Schools – Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) allow the use of Wi-Fi in elementary schools subject to each school first obtaining the support of their school community.

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)
October 21, 2013 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road

MINUTES

Present:

Trustees Peg Orcherton, Chair, Bev Horsman, Vice-Chair, Catherine Alpha (7:45pm), Tom Ferris, Elaine Leonard, Edith Loring-Kuhanga, Diane McNally, Deborah Nohr

Regrets: Trustee Michael McEvoy

Administration:

John Gaipman, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Katrina Ball, Associate Secretary-Treasurer, Sherri Bell, Deputy Superintendent, Pat Duncan, Associate Superintendent, Deborah Courville, Associate Superintendent, Kim Munro, Director, Human Resource Services, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:36 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 October 21, 2013 Agenda be approved with the following changes/additions:

A7. Trustees' Reports

- a) Trustee McNally
- b) Trustee Loring-Kuhanga
- c) Trustee Horsman
- d) Trustee Nohr

F. New Business/Notice of Motions

- F1.** Trustee Remuneration – referred to November 18, 2013 Board meeting
- F2.** Municipal and Trustee Elections

Motion Carried Unanimously

A2. Approval of the Minutes

a) It was moved and seconded:

That the September 16, 2013 Regular Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes

Trustee Loring-Kuhanga had questions of clarification for Secretary-Treasurer Laser regarding the Statement of Financial Information for the year ended June 30, 2013.

A4. Student Achievement

Associate Superintendent Deborah Courville welcomed students from Lansdowne Middle School and Oak Bay High School. The five students were among ninety four District students who recently attended the Truth and Reconciliation Day in Vancouver sponsored by the Ministry of Education.

Lansdowne Middle School students Alana, Haley and Liam each spoke about their individual experiences while attending this event and how they have been sharing their experiences with fellow students.

Oak Bay High School students Iain and Kellie spoke about the powerful stories told by the residential school survivors and how they feel the stories will impact their lives. Both students thanked the Board for the opportunity to attend this event.

A5. District Presentations

Chair Orcherton introduced and congratulated Ms. Nella Nelson, Coordinator, Aboriginal Nations Education, who was the recent recipient of the 2013 Representative's Award of Excellence in Cultural Heritage. Chair Orcherton outlined the background of this prestigious award and the outstanding work Ms. Nelson provides to the District and Aboriginal Community. A video was played which featured Ms. Nelson and her work in the community with respect to Aboriginal culture and the teachings of First Nations people.

Ms. Nelson accepted a bouquet of flowers that was presented to her by Chair Orcherton on behalf of the Board and expressed what an honor it was to have received this award.

A6. Community Presentations - None.**A7. Trustees' Reports**

Trustee McNally reported that she attended a workshop put on by the South Island Gifted Children's Association and provided a description of the conference and guest speakers.

Trustee Loring-Kuhanga reported that she attended welcome back barbeques at Northridge Elementary and Spectrum Community Schools and also attended the conference put on by the South Island Gifted Children's Association.

Trustee Horsman reported that she attended a whole school head shave at Reynolds High School in support of Cops for Cancer.

B. CHAIR'S REPORT

Chair Orcherton reported that she attended radio interviews on September 16, 2013, a meeting in Vancouver on September 24, 2013 with respect to the new British Columbia School Trustees Association (BCSTA) bargaining structure and a Culture and Community Sub Committee meeting on September 26, 2013. On September 27 and 28, 2013 Chair Orcherton attended the Vancouver Island School Trustees' Association Conference and noted that the keynote speaker was, Minister of Education, Peter Fassbender.

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development Committee

- a) The October 7, 2013 meeting minutes were presented for information.
- b) Trustee Alpha referred to the minutes from the Education Policy Development Committee meeting and presented the following recommended motion.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014.

Discussion ensued amongst the Trustees with a recommendation being made to table the motion until further research can be conducted.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) table the motion to approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014, until further research can be conducted.

Motion Defeated

For: Trustees Nohr and Loring-Kuhanga

Against: Trustees Ferris, Leonard, Alpha, Horsman and Orchardton

Abstain: Trustee McNally

Further discussion ensued amongst the Trustees.

It was moved and seconded:

- i) That the motion "*The Board of Education of School District No. 61 (Greater Victoria) approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014*" be referred to the November 18, 2013 Board of Education meeting.

Motion Carried

For: Trustees Ferris, Loring-Kuhanga, Leonard, Nohr, Alpha and Horsman

Against: Trustees McNally and Orchardton

Trustee Alpha referred to the minutes from the Education Policy Development Committee meeting and presented the following recommended motion.

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) request the Superintendent of Schools to explore the idea of having a position of student trustee/representative on School District No. 61 Board of Education and Standing Committees and report back to the Education Policy Development Committee meeting in January 2014.

Motion Carried

For: Trustees Ferris, McNally, Loring-Kuhanga, Orcherton, Horsman, Alpha and Nohr
 Abstain: Trustee Leonard

C2. Operations, Policy and Planning Committee

- a) The October 15, 2013 Operations, Policy and Planning Committee 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 recommended motions.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) adopt the new Policy, 4304, Bullying and Harassment.
Motion Carried Unanimously

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2120.015, Associate Secretary-Treasurer.

Discussion ensued amongst the Trustees with Trustee McNally moving an amendment to the wording of Policy 2120.015.

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2120.015, Associate Secretary-Treasurer by keeping "*District Strategic Plan and/or*" rather than striking it out.
Motion Defeated

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

Further discussion ensued amongst the Trustees with Chair Orcherton calling the vote on the main motion.

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2120.015, Associate Secretary-Treasurer.
Motion Carried

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

Trustee Leonard presented the following recommended motion. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Gaiptman.

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2123.041, Manager of Purchasing Services.
Motion Carried

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

Trustee Leonard presented the following motion from the Operations, Policy and Planning Committee meeting.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 4220.3, Purchasing Services.

Trustee Alpha moved an amendment to the second line of the wording of Policy 4220.3. Discussion ensued amongst the Trustees.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 4220.3, Purchasing Services and amend the second line of the wording as follows:
“be responsible to, the Associate Secretary-Treasurer or Manager of Purchasing Services”.

Motion Carried Unanimously

Chair Orcherton called the vote on the main motion as amended.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 4220.3, Purchasing Services, as amended.

Motion Carried Unanimously

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent’s Report

Superintendent Gaipman reported that the Tolmie Administration Building recently engaged in fundraising for breast cancer research through Dress for the Cause and proudly raised approximately \$2,700 through cupcake sales, basket draws and head shaves. Superintendent Gaipman thanked everyone for their participation.

D2. Secretary-Treasurer’s Report

Secretary-Treasurer Laser stated that the Ministry of Finance has requested all school districts to prepare a Cooperative Gains Savings Plan for the negotiated compensation increase for CUPE support staff and to submit this plan by October 15, 2013. Secretary-Laser advised the Board that the plan has been submitted. The current year cost of approximately \$660,000 will be funded on a one-time basis from the unrestricted operating surplus as at June 30, 2012. The ongoing cost of just over \$1.2 million will be added as a line item in the 2014-2015 operating budget. The budget deliberations to address the budget shortfall will occur in the spring of 2014. Trustees asked questions of clarification of Secretary-Treasurer Laser.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

Trustee McNally reported that she attended a Healthy Saanich Advisory Committee meeting and that there is an upcoming round table meeting which Trustee McNally encouraged Saanich residents to attend.

F. NEW BUSINESS/NOTICE OF MOTIONS

F1. Trustee Remuneration – Trustee Ferris

Trustee Ferris requested that this item be referred to the November 18, 2013 Board meeting.

That the Trustee remuneration mechanism that was tabled in January 2012 be automatically re-established after the ratification of the CUPE contract takes place.

F2. Trustee Elections – Trustee Horsman

Trustee Horsman presented her motion and provided a rationale.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) confirms the necessity of aligning the Municipal and Trustee election terms.
Motion Carried Unanimously

G. COMMUNICATIONS

G1. Chair Orcherton advised that a letter was sent on October 9, 2013 to Minister of Education, Peter Fassbender requesting funding for CUPE Support Staff Collective Agreement increases.

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 9:39 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



Education Policy Development Committee
November 4, 2013 – Tolmie Boardroom

REGULAR MINUTES

Present: **TRUSTEES**
Bev Horsman, Chair
Tom Ferris
Michael McEvoy
Diane McNally
Deborah Nohr
Peg Orcheron

Regrets: Catherine Alpha
Elaine Leonard
Edith Loring-Kuhanga

ADMINISTRATION

Sherri Bell, Deputy Superintendent
Deb Courville, Associate Superintendent
Janine Roy, District Principal of Learning Initiatives
Simon Burgers, District Vice Principal - Languages and Multiculturalism
Kristine Marshall, Recording Secretary

The meeting was called to order at 7:04 p.m.

Chair Horsman 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 November 4, 2013 regular agenda be approved.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved

That the October 7, 2013 Education Policy Development Committee 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. French Immersion at George Jay Elementary

District Vice Principal - Languages and Multiculturalism Simon Burgers spoke about French Immersion at George Jay Elementary. Currently 124 students within the George Jay catchment area attend French Immersion elsewhere in the district. In order to keep these 124 students at George Jay, the District's French Advisory Committee recommended that a French Immersion program be introduced at George Jay by beginning with one Kindergarten class in September 2014. The registration process would follow the already existing District Policy regarding French Immersion registration.

Consultation meetings were held and Simon Burgers, George Jay Principal Leslie Lee, staff, PAC and parents met to discuss becoming a dual track school.

The George Jay community expressed their excitement about having French Immersion at George Jay Elementary. Principal Leslie Lee spoke about George Jay being a multi-cultural track school and how having French Immersion would be a good fit for George Jay where the focus is on understanding diversity and tolerance of different cultures and languages. It would add another dimension to a school that focuses on inclusion, vitality and sustainability.

Every trustee spoke in favor of offering an immersion program at George Jay. Simon Burgers thanked everyone who was involved for their help and dedication. Trustees thanked the presenters and asked questions.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) approve the addition of a French Immersion program at George Jay Elementary School, beginning September 2014 with the introduction of a kindergarten class

Carried Unanimously

FOR: Ferris, Horsman, McEvoy, McNally, Nohr, Orcherton

B. Revision to Regulation 2123.022: Coordinator – Languages and Multiculturalism

Deputy Superintendent Sherri Bell presented the revision to Regulation 2123.022: Coordinator – Languages and Multiculturalism – presented for information only.

C. K - 9 Revised Curriculum

Deputy Superintendent Sherri Bell presented the K - 9 Revised Curriculum. Presently the Ministry has redesigned four curricular areas: English Language Arts, Mathematics, Social Studies and Science. This is a first draft and the Ministry will be asking for feedback. The changes focus on three core competencies - thinking, personal and social, and communication. The revisions allow for flexible learning with fewer learning standards, support inquiry and problem-solving, and have Aboriginal Education as a key area of focus.

9. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 8:26p.m.

MEMO

FROM THE LEARNING INITIATIVES OFFICE

Greater Victoria School District #61
556 Boleskine Rd., Victoria, BC V8Z 1E8
Phone: 250-475-4230 Fax: 250-475-4180

TO: Education Policy Development Committee

FROM: Janine Roy, District Principal of Learning Initiatives

DATE: October 7, 2013

RE: Program of Choice Application: Coastal Kindergarten Program Proposal

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014.

Program of Choice Application: Coastal Kindergarten Program Proposal

A. Rationale

The Greater Victoria School District Coastal Kindergarten Programs will be full-day programs of choice which will integrate the provincial full-day Kindergarten program into an outdoor environment located in the Lkwungen territory beside the Salish Sea. Learning activities will take place outdoors and in the classroom on a regular basis. Regardless of the locale, all students will participate in carefully planned activities that will support their intellectual, emotional, social, artistic, aesthetic and physical development, just as in our regular Kindergarten programs. Children will be involved in thoughtfully planned and presented learning experiences which will promote: discovery, play, exploration, and Aboriginal ways of learning and knowing. Environmental stewardship in a natural environment such as local parks, beaches, walking trails and in the local community will also be a foundational component of this program.

B. Goals and Objectives

Children in the Coastal Kindergarten program will:

- Engage in rich educational experiences that meet the BC Kindergarten curricular outcomes in natural settings
- Discover local neighbourhoods, parks, trails, forested areas and explore aquatic environments
- Explore Aboriginal ways of learning and knowing
- Learn through purposeful exploration and play both outdoors and indoors within the traditional Songhees and Esquimalt Nations and beside the Salish Sea
- Participate in safe, supportive daily physical activity and healthy living
- Foster inquiry skills through carefully-crafted experiences that facilitate conceptual, cognitive, and language growth in English and in other languages including Lkwungen vocabulary
- Experience well-planned opportunities that nurture social-emotional learning, self-regulation and positive relationships with teachers and peers
- Learn the importance of environmental stewardship as this outdoor classroom becomes the community for which they are responsible for.

C. Implementation Timeline

If approved by the Board of Education, registration will begin in January, 2014 for the initial two sites of the Coastal Kindergarten Programs. The program will start in September, 2014. The sites will be located at James Bay Community School and South Park Family School.

D. Educational Value of the Program for the District

There is an emerging body of evidence regarding the developmental significance of contact with nature and its positive impact on children's physical and mental well-being. (Hewes, 2007) According to Parsons, "many researchers and child play advocates found that the changing relationship between children and our outdoor world is having lasting effects on play and the creation of environmental identity, other researchers are finding that outdoor play offers countless health benefits." (Parsons, 2011) Nature-based Kindergartens and preschool programs have been in place in Europe for many years and a Nature Kindergarten was created in a neighbouring community in the past year. It is important to provide choice to families entering our school district to meet their varied needs and interests. This program is distinct from existing educational programs because it will integrate the provincial full-day Kindergarten program into an outdoor environment for a significant period of each school day. This program also fills a particular educational need not currently offered in the District, as a nature-based Kindergarten program has evolved based on parental requests. This program is intended for Kindergarten-aged students who would benefit from an educational program that takes place outdoors for a significant portion of each day. The Coastal Kindergarten will adhere to provincial and/or local class size regulations.

E. Description of the qualifications and nature of teaching support staff required

The Coastal Kindergarten teacher must have:

- educational preparation or experience teaching Kindergarten;
- knowledge of the Kindergarten curriculum, Primary Program and the Early Learning Framework;
- certification, training, and/or experience in outdoor education programs with younger children;
- Emergency Level First Aid and/or Emergency Child Care First Aid and CPR – Community Care certification.

An Educational Assistant General (EAG) with Early Childhood Educator training (ECE) will be assigned to the class to provide additional adult support for learning opportunities when they are outdoors. This EAG/ECE will be:

- trained in early childhood education;
- have training and/or experience in outdoor education with younger children;
- have current First Aid and C.P.R. courses.

F. Facilities required

If approved, the program operating in 2014 will take place within the traditional Ikwungen territory beside the Salish Sea and in a regular classroom. The initial program will operate in existing facility space at James Bay Community School and South Park Family School. Outdoor learning activities will be located along Dallas Road Walkway from the Ogden Point Breakwater to Mile 0, Holland Point Park, Beacon Hill Park, Clover Point Park and Fisherman's Wharf.

District staff will work with City of Victoria Parks Department staff to identify ideal locations for activities based on seasons and tides. Any additional costs for establishing or maintaining the program will be the responsibility of the school.

This program will be available to all students in the Greater Victoria School District, within school space. Therefore, both in-catchment and out-of-catchment students can apply to register. There will be spaces reserved for in-catchment students at James Bay Community School. It will provide an alternative opportunity for families seeking a unique placement for their Kindergarten child. As spaces are limited within the two Coastal Kindergarten programs, it is not anticipated that these two programs will have a detrimental impact on registration in neighbouring schools.

G. Evidence of PAC and Community Support

The original request for a program of this nature was from parents. James Bay Community School and South Park Family School PAC's are supportive of offering this program of choice at their school. District personnel met with school staffs to answer questions and share research. As nature-based Kindergarten programs have emerged provincially and in neighbouring districts, there is a recognized educational need for this program of choice for families.

The Songhees Nation and Esquimalt Nation support the Coastal Kindergarten Program by working with the Greater Victoria School District to ensure that the Aboriginal ways of learning and knowing within the program are authentic for the Lkwungen territory.

The City of Victoria is working with Greater Victoria School District to support the Coastal Kindergarten Programs. The City of Victoria Parks Department staff were involved in the initial planning, and will be involved in aspects of program implementation.

Success by 6 is a supportive community partner in the Coastal Kindergarten program.

H. Student Registration Guidelines

Due to the unique nature of this program, the registration process is distinct from other Kindergarten registration timelines.

Two weeks prior to the Greater Victoria School District's regular Kindergarten Registration week:

- Parents/guardians/caregivers interested in registering in the Coastal Kindergarten Program will be required to attend an information session. If a parent/guardian/caregiver is unable to attend, they may appoint a proxy to attend in their place.
- Parents/guardians/caregivers/proxy attending this event will be provided with the Coastal Kindergarten Application form and flyer that will supplement the GVSD Registration Form. Parents/guardians/caregivers/proxy must have this form in order to register for Coastal Kindergarten.
- Parents/guardians/caregivers will be asked to complete the Coastal Kindergarten Application form in advance and bring it to registration the following week either in person or by proxy.

One week before Kindergarten Registration Week:

- Parents/guardians/caregivers/proxy must register at the Coastal Kindergarten Program school that they wish their child to attend (either James Bay Community School or South Park Family School) and submit documentation received during the previous week's information session.
- Registration will be done on a first come-first serve basis, with two spots being held at each location for children of Aboriginal descent. Ten seats will be held at James Bay Community School for catchment-area children.
- Parents will be informed prior to regular Kindergarten registration regarding their Coastal Kindergarten registration acceptance.

Following Kindergarten Registration Week:

- Students who registered for the Coastal Kindergarten Program but did not get in will be placed on a waitlist. Parents/guardians/caregivers will be contacted by the school if a space becomes available. This waitlist will be open from January up until the second week of September. Please note: students will not be admitted into Coastal Kindergarten after the second week of September.

I. Evidence of Similar Programs' Success

Sooke School District (#62) opened a Nature Kindergarten Pilot Project at Sangster Elementary in September 2012. It will continue into its second year in 2013-2014. Nature-based or forest Kindergartens have been operating in Europe for many years.

J. Sources for Additional Funding

This program will be funded at the same levels with respect to resources and staff as those established for other elementary Kindergarten programs. An Educational Assistant General (EAG) who is trained as an Early Childhood Educator (ECE) will be assigned to the program to provide additional adult support for learning opportunities in an outdoor setting. Funds for the EAG/ECE will come through targeted and community grants.

K. Collective Agreements

The program will conform with collective agreements.

L. Operational Needs of School District

This program will not affect the operational needs of the School District. It will be housed in facilities where space permits and which are suitable to the Program. It will be maintained without transportation assistance from the Board. It will be subject to normal planning and staffing schedules established by the District. It will be subject to evaluation on an ongoing basis by the Board.

M. Safety and Other Outdoor Issues

District staff have worked closely with City of Victoria staff to plan safe routes and access points for students. Risk management assessments have been conducted and will continue

throughout the program's planning and implementation to ensure that classes are using the safest routes and learning areas throughout the neighbourhood. Communication plans have been established between the District and City of Victoria staff.

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**Operations, Policy and Planning Committee Meeting
November 12, 2013 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

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

Absent:

Michael McEvoy

Administration:

John Gaipman, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Sherri Bell, Deputy Superintendent, Pat Duncan, Associate Superintendent, Deb Courville, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Ted Pennell, Director of Information Technology, Kim Munro, Director of Human Resource Services, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:30 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 November 12, 2013 regular agenda be approved with the addition of Janice Hoffman under Presentations.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the October 15, 2013 Operations, Policy and Planning Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS

- A.** Janis Hoffman presented her concerns about Wi-Fi in schools. Ms. Hoffman asked Trustees to ensure that choices are made available to parents concerned about the health impacts of wireless technology in schools. Ms. Hoffman expressed her desire for the District to be better informed about the technologies available for the classroom and to provide students with more hard-wired options, including access to Wi-Fi-free schools.

5. SUPERINTENDENT'S REPORT

A. Sub-Committee on Public Engagement

Deputy Superintendent Bell reviewed the status of draft Bylaw 9360 that was discussed at the October meeting.

Chair Leonard informed the Committee that time will be taken this evening to discuss the following items, and if more time is required, the discussion will continue at the December Operations, Policy and Planning Committee meeting:

- Page 6, Item #5, Bullet 6 "The Question Period is limited to 15 minutes"
- Page 6, Item #5, Bullet 7 "Limiting the total Public time to 45 minutes"
- Page 7, Item #11. E. Question Period
- Page 7, Item #11. F. Public Disclosure of In-Camera Items

Discussion ensued amongst the Trustees.

Trustee McNally moved to amend the wording of Item #5, Bullet 6 of draft Bylaw 9360.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) revise the wording of Item #5, Bullet 6 of Bylaw 9360 to add "*Trustees may ask presenters questions of clarification*".

Further discussion ensued amongst the Trustees. Trustee Alpha moved an amendment to the main motion.

It was moved:

To amend the main motion to add the words "through the Chair" after the word "Trustees".

Motion Carried

For: Trustees Nohr, Loring-Kuhanga, McNally, and Alpha

Against: Trustees Leonard, Orcherton, and Ferris

Abstain: Trustee Horsman

Chair Leonard called for a vote on the amended main motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) revise the wording of Item #5, Bullet 6 of Bylaw 9360 to add "*Trustees, through the Chair, may ask presenters questions of clarification*".

Motion Defeated

For: Trustees Nohr, Loring-Kuhanga, McNally, and Alpha

Against: Trustees Leonard, Orcherton, Ferris, and Horsman

Discussion ensued amongst the Trustees regarding the length of time required for the question period.

Trustee McNally moved to amend the wording of Item #5, Bullet 7 of draft Bylaw 9360.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) revise the wording of Item #5, Bullet 7 of Bylaw 9360 to state that the question period be split into two, 10 minute periods; the first to be placed after Student Achievement Presentations on the agenda, and the second as Item E. Question Period.

Motion Defeated

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

Chair Leonard confirmed with the Committee that Item 5, Bullet 7 “The Question Period is limited to 15 minutes” and Item 5, Bullet 8 “Limiting the total public time to 45 minutes” will move forward as presented.

Trustee Loring-Kuhanga suggested reversing the order of Item 11F “Public Disclosure of In-Camera Items” and Item 11E “Question Period”.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) move Item 11 F. “Public Disclosure of In-Camera Items” before Item 11 E. “Question Period” of Bylaw 9360.

Motion Defeated

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

Chair Leonard confirmed with the Committee that Item 11 E “Question Period” and Item 11 F “Public Disclosure of In-Camera Items” of draft Bylaw 9360 are accepted as presented.

Chair Leonard advised that the discussion of draft Bylaw 9360.01 “Question Period During General Meetings of the Board of Education” will take place during the Operations, Policy and Planning portion of the December 2, 2013 joint committee meeting.

6. FINANCE AND LEGAL AFFAIRS

A. VCPAC Report to the Board on Wi-Fi Survey

John Bird, VCPAC President, provided information about the special VCPAC meeting held on October 29, 2013 to complete deliberations on the Wi-Fi in schools issue. Mr. Bird advised that the set of recommendations included in the letter sent to District Trustees on October 30, 2013 was approved as one motion with support well above the 75% required.

Discussion ensued amongst the Trustees. Trustee Ferris presented two motions.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) continues to monitor documentation from the Vancouver Island Health Authority, the Provincial Health Officer, Health Canada and the World Health Organization with regard to the use of Wi-Fi in schools. Further, the Wi-Fi Committee recommends that the Board reviews, on an annual basis, those recommendations and receives updates on any changes.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) allow the use of Wi-Fi in elementary schools subject to each school first obtaining the support of their school community.

Discussion amongst Trustees and members of the public ensued. It was agreed that both motions will be submitted as notice of motions for the Board meeting to be held on November 18, 2013.

B. Statement of Financial Information - Questions

Secretary-Treasurer Laser provided a review of her responses to Trustee Loring-Kuhanga's questions regarding specific vendor expenses in the Statement of Financial Information for the year ended June 30, 2013. Trustee Loring-Kuhanga expressed her appreciation for the information provided and advised that she would be putting forward a notice of motion.

7. PERSONNEL

A. WorkSafeBC Cost Summary

Secretary-Treasurer Laser provided a summary of WorkSafeBC premiums for the past three years. Ms. Laser explained that the current premium assessed on District salaries is made up of the base premium rate plus a surcharge. The base premium rate is based on the historical cost of injuries in the industry and the surcharge is based on actual District claims over a three year period.

Discussion ensued amongst the trustees. Trustees requested that additional information about how the District surcharge is calculated be presented at a future meeting.

B. Attendance Awareness

Kim Munro, Director of Human Resource Services, presented information about the District's desire to implement an attendance awareness program. The program will use a relationship-based and conversation-led approach to ensure that all employees are treated fairly and consistently. Ms. Munro advised that a dedicated position will be needed to manage attendance and to implement programs to promote health, wellness and safety in the workplace. The current average number of days absent for all employee groups in the District is 10.43 days. If absences requiring replacements were reduced by one day per FTE, the cost savings to the District is estimated at \$460,444.

Discussion ensued amongst the trustees. Trustees requested that Ms. Munro provide an estimate of the cost of the new position and to provide a summary of the feedback received from the various employee groups.

Trustee Ferris put forward the following notice of motion:

That the Board of Education of School District No. 61 (Greater Victoria) implement the Attendance Awareness Program and proceed to hire a Human Resources Advisor, Wellness and Attendance Awareness, to coordinate the program.

8. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

9. NEW BUSINESS/NOTICE OF MOTIONS - None

10. GENERAL ANNOUCEMENTS - None

11. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:55 p.m.