



**Operations, Policy and Planning Committee Meeting
October 15, 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

Administration:

Sherri Bell, Acting Superintendent of Schools, Debra Laser, Secretary-Treasurer, Pat Duncan, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Kim Munro, Director of Human Resource Services, Doreen Hegan, 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 October 15, 2013 regular agenda be approved.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the June 10, 2013 combined Education Policy Development Committee and Operations, Policy and Planning Committee Meeting regular minutes be approved.

Motion Carried

It was moved:

That the September 9, 2013 combined Education Policy Development Committee and Operations, Policy and Planning Committee Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES

Referring to the June 10, 2013 minutes, Trustee Nohr asked if the expense report had been presented. Secretary-Treasurer Laser advised that the report was presented at the Board meeting in September.

4. PRESENTATIONS - None

5. SUPERINTENDENT'S REPORT

A. Sub-Committee on Public Engagement

Chair Leonard welcomed Donna Jones, one of the Sub-Committee members. She also informed the Committee that time will be taken this evening to consider the recommendations contained in the report from the Sub-committee on Public Engagement, and if more time is required, the discussion will continue at the November Operations, Policy and Planning Committee meeting.

Chair Leonard invited Trustees to make their comments about the recommended changes to Bylaw 9360. Trustees expressed their viewpoints and then Chair Leonard reviewed the suggested changes to the draft bylaw as follows:

- Amend Item #5 - Bullet 5 to read "The Community Presentations period is limited to a maximum of *six* speakers, each speaking a maximum of five minutes; there can only be *three* speakers per issue. (*These numbers may be extended at the discretion of the Chair.*)"
- Add as the first line to item #6 "*Wherever possible, public representatives be encouraged to attend Committee meetings rather than Board meetings.*"
- Add to item 11 before A - "*Acknowledgement of traditional territories.*"

Chair Leonard confirmed with the Committee that paragraphs 1, 2,3,4,5-bullets i, ii, iii, and iv,7,8,9,10,11A,B,C,D,G,H, 12, and 13 of draft Bylaw 9360 are accepted as presented.

Chair Leonard also confirmed that the two items that have not been decided on are: **E.** Question Period and **F.** Public Disclosure of In-Camera Items.

Deputy Superintendent Bell will revise Bylaw 9360 for the November Operations, Policy and Planning Committee meeting.

6. FINANCE AND LEGAL AFFAIRS

A. Policy 4304 - Bullying and Harassment

Kim Munro, Director of Human Resource Services reviewed the new Bullying and Harassment policy that was created in response to WorkSafeBC requirements and advised that this policy must be in place by November 1, 2013.

Discussion ensued amongst the Trustees.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) adopt the new Policy 4304 Bullying and Harassment.

Trustee Loring-Kuhanga moved to refer the motion.

It was moved:

To refer the motion "That the Board of Education of School District No. 61 (Greater Victoria) adopt the new Policy 4304 Bullying and Harassment" to the Culture and Community Committee.

Motion Defeated

For: Trustees Loring-Kuhanga, McNally

Against: Trustees Orcherton, Horsman, Ferris, Leonard, Alpha and Nohr

Further discussion ensued amongst the Trustees.

Chair Leonard called for the vote on the motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) adopt the new Policy 4304 Bullying and Harassment.

Motion Carried

For: Trustees Orcherton, Horsman, Ferris, Leonard, Alpha and Nohr

Against: Trustees Loring-Kuhanga and McNally

B. Regulation 2110 - Secretary-Treasurer

Secretary-Treasurer Laser reviewed the changes made to the regulation to reflect current practice and language.

Discussion ensued amongst the Trustees. It was suggested that "Board of Education" be added under "Key Relationships".

C. Policy 2120.015 Associate Secretary-Treasurer

Secretary-Treasurer Laser reviewed the changes made to the policy.

Discussion ensued amongst the Trustees.

It was moved:

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 Orcherton, Nohr, Alpha, Horsman, Ferris and Leonard

Against: Trustees Loring-Kuhanga and McNally

D. Policy & Regulation 2123.041 Manager of Purchasing Services

Secretary-Treasurer Laser reviewed the changes made to the policy and regulation to reflect current practice and language. Discussion ensued amongst the Trustees.

It was moved:

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

Motion Carried Unanimously

E. Policy 4220.3 Purchasing Services

Secretary-Treasurer Laser reviewed the updates made to the policy.

It was moved:

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

Motion Carried Unanimously

F. Policy and Regulation 3547 Investments

Secretary-Treasurer Laser advised that there are no changes to the investments policy and that the regulation has been updated to reflect current practice.

7. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

8. NEW BUSINESS/NOTICE OF MOTION – None

9. GENERAL ANNOUCEMENTS - None

10. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:40p.m.