



**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 Gaiptman, 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 ANNOUNCEMENTS - None

11. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:55 p.m.