

**EDUCATION POLICY  
DEVELOPMENT COMMITTEE  
AND  
OPERATIONS, POLICY AND  
PLANNING COMMITTEE**

**Monday, September 8, 2014 at 7:00 P.M.**

**REGULAR MEETING**

**Ed Policy Agendas and Minutes available at:**

<http://www.sd61.bc.ca/edmeetings.aspx>

**NEXT ED POLICY MEETING IS SCHEDULED FOR:**

**Monday, October 6, 2014 at 7:00 P.M.**

**OPPS Agendas and Minutes available at:**

<http://www.sd61.bc.ca/opsmeetings.aspx>

**NEXT OPPs MEETING IS SCHEDULED FOR:**

**Tuesday, October 14, 2014 at 7:30 P.M.**

Board of Education of School District #61 (Greater Victoria)

**EDUCATION POLICY DEVELOPMENT COMMITTEE  
and  
OPERATIONS, POLICY AND PLANNING COMMITTEE**

**Regular Agenda for Monday, September 8, 2014 – 7:00 p.m.**  
Goward House - 2495 Arbutus Road

**Chairperson: Trustee Alpha and Trustee Leonard**

*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.*

	<b>Presenter</b>	<b>Status</b>	<b>Attachment</b>
<b>1. APPROVAL OF THE AGENDA</b>			
<b>2. APPROVAL OF THE MINUTES</b>			
1. Education Policy Development Committee Meeting of Monday, June 2, 2014			Pgs. 1-4
2. Operations, Policy and Planning Committee Meeting of Monday, June 9, 2014			Pgs. 5-8
<b>3. BUSINESS ARISING FROM MINUTES</b>			
<b>4. EDUCATION POLICY DEVELOPMENT COMMITTEE – Trustee Alpha, Chair</b>			
<b>5. OPERATIONS, POLICY AND PLANNING COMMITTEE – Trustee Leonard, Chair</b>			
<b>A. PRESENTATIONS</b>			
<b>B. SECRETARY-TREASURER’S REPORT</b>			
1. Bylaw 9360 and Bylaw 9360.2	Debra Laser	Motion	Pg. 9
<b>C. FACILITIES PLANNING</b>			
1. Victoria High School Field Update	Randi Falls	Information	Verbal
2. Capital Projects	Seamus Howley	Information	Verbal
<b>D. PUBLIC DISCLOSURES OF IN-CAMERA ITEMS</b>			
<b>E. NEW BUSINESS/NOTICE OF MOTIONS</b>			
<b>F. GENERAL ANNOUNCEMENTS</b>			
<b>G. ADJOURNMENT</b>			



Education Policy Development Committee  
June 2, 2014 – Tolmie Boardroom

REGULAR MINUTES

**Present:**        **TRUSTEES**  
Bev Horsman - Chair  
Tom Ferris  
Michael McEvoy  
Diane McNally  
Peg Orcherton

**Regrets:**        Catherine Alpha  
Edith Loring-Kuhanga  
Deborah Nohr

**ADMINISTRATION**

Sherri Bell, Superintendent of Schools  
Pat Duncan, Deputy Superintendent  
Dave Pitre, 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 7:01p.m.

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

Trustee Orcherton indicated that Trustee Alpha would not be chairing the Education Policy and Planning Committee meeting this evening. The rationale reported by Trustee Alpha to Trustee Orcherton is that as a teacher in SD 62 (Sooke) it is Trustee Alpha's understanding that due to the BCPSEA lockout she is unable to attend to any Board business held on School District property.

**1. APPROVAL OF THE AGENDA**

It was moved

That the June 2, 2014 regular agenda be approved.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved

That the May 5, 2014 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. Social Justice Collaborative Learning Project.**

Ms. Tammy Renyard and Mr. Barry Janzen, Vice-Principals, Spectrum Community School, presented Spectrum's Social Justice Project. The inquiry-based project started with the question, "What does Social Justice mean to me?" One hundred-twenty Grade 9 students participated in the project which integrated English, Social Studies and Art and encouraged collaboration across classrooms. Through research on social justice concepts and involvement in detailed class discussions, students developed their own conceptualization of social justice. Students then created clay tiles to represent their understanding and utilized iPad apps such as Aurasma, an augmented reality app, to link their visual and audio reflections to their artwork. The audience can view the art piece, reflect, and connect to the student who created it using technology. The students' 'voices' are now immortalized into their artwork and are on permanent display outside the school office.

Spectrum students Sydney Elarid, Fiona Luo, and Nikki Leung explained the project and provided feedback about their experiences. "Throughout this process it was interesting to see a variety of different classes working together. More ideas were accumulated and it helped us create this project." "We didn't have to use a certain format. We had choice in what we wanted to create. It wasn't restricted to one type of expression." "The gala event was surreal, seeing your art piece on the wall it made me thankful that my teachers organized all of this." "This project helped us to become more aware of social justice issues that are not necessarily obvious." "Anything is achievable if you put hard work into it. Social justice is achievable."

Trustees asked questions and commended the students, staff, and administrators.

**B. Culture and Community Committee Draft Statement of Principles**

Ms. Sherri Bell, Superintendent of Schools, Mr. John Bird President, VCPAC and Mr. Tom Aerts, Principal, Reynolds Secondary School, presented the Culture and Community Committee Draft Statement of Principles. The committee, composed of parents, trustees, school principals, support staff, police and students, utilized an appreciative inquiry process to identify the district's core values. The Draft Statement of Principles derived from this work.

Encompassing relationships, engagement, personal growth and community, the Draft Statement of Principles promotes positive change in School District 61. It is the collective goal of the committee that schools and workplaces will actively embrace and give life to the values and opportunities represented by these principles.

Trustees asked questions, expressed their appreciation and gratitude for the committee's work and encouraged the committee to move forward with the next step, which is implementation.

**C. French Immersion**

Trustee Ferris and Mr. Simon Burgers, District Vice Principal, Languages and Multiculturalism discussed French Immersion registration. The French Advisory Committee examined registration processes for French Immersion from a parent's perspective and recommended the following changes: schedule Early French Immersion registration two weeks before regular Kindergarten registration to allow parents to make additional decisions if their child is unable to access a seat in their catchment area, and shift from a first come, first served process to a registration process that keeps intact the five established priorities and introduces a school draw in the event there are more spots needed than can be accommodated. This will provide every early immersion registrant an equal opportunity to pursue French

Immersion at their catchment area school. Eighty percent of BC School Districts have already gone to a lottery process.

These changes are procedural changes not philosophical changes. School District 61 continues to have the largest French Immersion enrollment per total student enrollment in the province and the demand continues to grow. Depending on the school and depending on the year, the demand could exceed the number of spaces.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) supports the work of the French Immersion Committee

**Motion Carried Unanimously**

Trustees asked questions and thanked the presenters.

#### D. Community Literacy Plan

Ms. Janine Roy, District Principal of Learning Initiatives, provided the Community Literacy Plan for information, which was prepared by Literacy Outreach Coordinator Jan Dupuis. The Community Literacy Plan continues to support the community literacy initiatives within the geographical boundaries of the Greater Victoria School District.

#### E. Achievement Contract

Ms. Sherri Bell, Superintendent of Schools presented the Achievement Contract. The Achievement Contract structure is similar to previous years. The goals of School District 61 remain the same. Superintendent Bell reported that we have many things to be proud of, in particular our graduation rate of 84.5%, which is higher than the provincial rate. Feedback from the Achievement Contract Advisory Committee and School Planning Councils have been incorporated into the Achievement Contract.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) receives the 2014-2015 Achievement Contract.

**Motion Carried Unanimously**

#### F. Updates

Ms. Sherri Bell, Superintendent of Schools updated the Education Policy Development Committee on the work of the District Leadership Team and Senior Management Team.

Suicide prevention programs: All Secondary Schools have had some form of suicide prevention programs in their schools this year. 9 out of 10 middle schools had 'Need2' presentations in their schools this year, with the remaining middle school having a Need2 presentation last year to the entire school.

Cyber bullying: Associate Superintendent Dave Pitre is reviewing all the policies and regulations with regards to cyber bullying, and it will continue to be a focus next year.

Student representative: Superintendent Bell meets with the Student Advisory Committee on June 6th and will have an update for the Board at the next Board Meeting.

G. Notice of Motions Trustee Alpha

Due to Trustee Alpha's absence, the motions were moved to the Board Meeting.

**ADJOURNMENT**

It was moved

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 9:00pm.



**Operations, Policy and Planning Committee Meeting  
June 9, 2014 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

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

**Regrets:**

Michael McEvoy, Catherine Alpha

**Administration:**

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Pat Duncan, Deputy Superintendent, Seamus Howley, Director of Facilities, 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 June 9, 2014 regular agenda be approved.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved:

That the May 12, 2014 Operations, Policy and Planning Meeting regular minutes be approved with the following changes: Item 4B, add the words "Wi-Fi and Technology Use" to the heading and Item 10A, change the word "reimbursement" to "remuneration".

**Motion Carried**

**3. BUSINESS ARISING FROM MINUTES – None**

**4. PRESENTATIONS – None**

**5. SUPERINTENDENT'S REPORT**

**A. Sub-Committee on Public Engagement**

Chair Leonard reminded Trustees that there were two items under "recording of Board meetings" that required further discussion before moving on to Pages 16 and 17 of the report, and stated that the revised Bylaw 9360 'General Meetings of the Board', revised Bylaw

9360.01 'Question Period During General Meetings of the Board of Education' and the recommendations about recording of Board meetings will be reviewed at either the September or the October Operations, Policy and Planning Committee meeting.

Chair Leonard called for a majority vote related to the two recommended items under discussion. Majority support was received to include the following two recommendations:

- No other recordings will be permitted except media outlets.
- In order to support and encourage dialogue that occurs during Board Committee meetings, those meetings will not be recorded.

Chair Leonard referred to Page 16 of the report and invited Trustee comments with respect to the recommendation of providing "a list of all individuals who made application to be on the community presentations/speakers list for any Board meeting be appended to every agenda". Discussion ensued with Chair Leonard calling for a majority vote. Majority support was received for not including the list with the agenda.

Chair Leonard referred to Page 17 of the report and invited Trustee comments with respect to the recommendation that the Board agenda include "a list of all outside organizations that have assigned Trustee representatives". Discussion ensued with Chair Leonard calling for a majority vote. Majority support was received for not including a list of Trustee representatives on the agenda. A suggestion was made to post the list to the District website.

## **6. FINANCE AND LEGAL AFFAIRS**

### **A. Youth Detention Centre**

Trustee Ferris updated the Committee with respect to the discussions taking place about relocating youth from the Victoria Youth Detention Centre to facilities in Burnaby and Prince George.

### **B. Policy and Regulation 3450.1 School (Non-Public Funds)**

Secretary-Treasurer Laser stated that Policy and Regulation 3450.1 School (Non-Public Funds) have been updated to reflect current accounting and reporting procedures. Trustees asked questions of clarification.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approves the revised Policy 3450.1 School (Non-Public) Funds.
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**Motion Carried Unanimously**

The revised Regulation 3450.1 was received for information.

### **C. Bylaw 9250.2 Notices of Motion**

Secretary-Treasurer Laser advised that Item #3 of Bylaw 9250.2 Notices of Motion needs to be revised to match the wording of Bylaw 9130 Standing Committees which states that motions should be circulated three working days prior to the meeting.



The Committee supported that the following motions be brought forward to the June 16, 2014 Board of Education meeting:

<p>That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9250.2, Notices of Motion at the meeting of June 16, 2014. Motion to be Carried Unanimously</p>
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<p>That Bylaw 9250.2, Notices of Motion be:</p>
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<p>Read a first time this 16th day of June, 2014; Read a second time this 16th day of June, 2014: Read a third time, passed and adopted this 16th day of June, 2014.</p>
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**D. Regulation 3517.1 Security - Keys and Regulation 3517.2 Security - Locks**

Seamus Howley, Director of Facilities Services presented Regulation 3517.1 Security - Keys and Regulation 3517.2 Security Locks for information stating that the regulations have been reviewed and updated to reflect current procedures.

**7. FACILITIES PLANING**

**A. "Green" Update**

Superintendent Bell advised the Committee that the recycling initiative began in both the board office and in the schools in the fall of 2008, and that presently, all but two secondary schools have implemented the full recycling program. The change in behaviour has resulted in a reduction in waste disposal costs.

Seamus Howley, Director of Facilities Services stated that the mechanical system upgrades and new automatic heating controls have contributed to a reduction in greenhouse gas emissions which has led to a reduction in the district carbon footprint. There has been an 8% reduction in the carbon offset purchase from last year. The district has received a \$300,000 grant from the Carbon Neutral Capital Program to upgrade the boilers at George Jay Elementary School in conjunction with the seismic upgrade of the school.

Trustees thanked the Facilities Department for their continued efforts to create energy savings.

**8. DISCLOSURE OF IN-CAMERA ITEMS - None**

## 9. NEW BUSINESS/NOTICE OF MOTIONS

### A. Trustee McNally - Letterhead

Trustee McNally presented her motion and rationale. Discussion ensued amongst the Trustees.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) modify its letterhead to include a footer to reflect the composition of the entire Board.

**Motion Carried**

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

Against: Trustee Leonard

Abstained: Trustees Orcherton and Ferris

## 10. GENERAL ANNOUCEMENTS - None

## 11. ADJOURNMENT

It was moved:

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 9:00 p.m.



OFFICE OF THE  
**SECRETARY-TREASURER**

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TO: Operations, Policy and Planning Committee  
FROM: Debra Laser, Secretary-Treasurer  
DATE: September 8, 2014  
RE: **BYLAW 9360 GENERAL MEETING OF THE BOARD AND  
BYLAW 9360.2 - MEETINGS OF THE STANDING COMMITTEES**

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Bylaw 9360 General Meeting of the Board states "*The Board may, by ordinary resolution, cancel a regular general meeting of the Board.*" Bylaw 9360.2 Meetings of the Standing Committees states "*The Committee may, by ordinary resolution, cancel a regularly-scheduled meeting of the Committee.*"

Should the strike continue, it may become necessary to cancel regularly-scheduled meetings in the future. In order to do so, the following motion is recommended.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to cancel regularly-scheduled meetings at the call of the Board Chair in consultation with the respective Standing Committee Chair in the event that the strike continues unless there are agenda items that require immediate attention.

A handwritten signature in blue ink, appearing to read 'Debra Laser'.

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Debra Laser, Secretary-Treasurer