



**Operations, Policy and Planning Committee Meeting
October 14, 2014 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

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

Regrets:

Peg Orcheron

Administration:

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Pat Duncan, Deputy Superintendent, Shelley Green, Associate Superintendent, Cam Pinkerton, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Seamus Howley, Director of Facilities, Kim Munro, Director of Human Resource Services, Mark Walsh, Manager, Labour Relations, 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 14, 2014 regular agenda be approved with the following changes: Add Linda Travers, Question and Answer Period, under Presentations, Item 4.B.; add a Notice of Motion from Trustee McNally as Item 7.C., and add Item 8.A. All-Weather Artificial Turf Field at Oak Bay High School under Public Disclosure of In-Camera Items.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the September 8, 2014 Combined Education Policy Development and Operations, Policy and Planning Committee Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS

A. Rob Paynter, Concussion Awareness & Education Policy

Mr. Paynter presented information regarding concussion management.

Questions were asked by Trustees. Deputy Superintendent Duncan informed the Trustees that most Provincial Sports Associations have concussion management guidelines that are sport specific and to which our school teams and coaches are expected to follow.

B. Linda Travers, Bylaw 9360.01 Question and Answer Period

Ms. Travers presented suggested wording changes to Bylaw 9360.01.

5. SUPERINTENDENT'S REPORT

A. Introduction of Student Representative

Superintendent Bell introduced the student representative for the month of October, Dezy Manuel, from Spectrum High School.

B. Enrolment Update

Superintendent Bell provided Trustees with an enrolment update as of October 14, 2014. Elementary school enrolment is up 121 FTE, middle school enrolment is down 38 FTE, and secondary school enrolment is down 114 FTE for a net overall decline of 31 FTE. Superintendent Bell also noted that the net transfer of students to independent schools was slightly higher in this school year than in prior years.

6. FINANCE AND LEGAL AFFAIRS

A. Policy 4144.1 Workers Compensation

Kim Munro, Director of Human Resource Services informed the Committee that Policy 4144.1, Workers Compensation has been revised to reflect current district procedures.

Discussion ensued amongst Trustees with Ms. Munro providing clarification on the differences between the CUPE Collective Agreements and those of other employee groups.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Policy 4144.1, Workers Compensation.

Motion Carried Unanimously

B. 2015-2016 Budget Planning Cycle

Secretary-Treasurer Laser reviewed the proposed 2015-2016 budget plan. The plan will be posted on the District website.

C. Bylaw 9360 General Meeting of the Board

Chair Leonard informed Trustees that this would be the final review of Bylaw 9360, General Meeting of the Board. The final draft of the bylaw will be presented to the Board, along with the final draft of Bylaw 9360.01, Question Period During General Meetings of the Board of Education and the motion regarding Digital Recording of Board Meetings, once all three items have been approved by the Committee.

Trustees agreed to Bylaw 9360 items 1, 2, 4, 7, 8, 9, 10 and 13 and required further discussion on items 3, 5, 6, 11 and 12 prior to approval by majority vote. The following changes were approved by Trustees:

Item 5, Bullet 5 - Within the brackets, remove the word 'these' and add the words 'and time' after the word 'numbers'.

Item 5, Bullet 8 - Delete the entire bullet.

Item 6 - At the end of the first sentence, add 'in order to facilitate dialogue with the public before decisions are made.'

Items 8 and 9 - Switch the order of these two items.

Item 12 - Change the M in Media to lower-case; add ', partner groups and the public (website)' after the word media; and replace the words 'date that' with 'day after'.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve the final draft of Bylaw 9360, General Meeting of the Board and present it at the next Board meeting, along with the final draft of Bylaw 9360.01, Question Period During General Meetings of the Board of Education and the motion regarding Digital Recording of Board Meetings, once those items have been approved by the Committee.

Motion Carried Unanimously

The following motion was tabled:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9360, General Meeting of the Board at the meeting of October 20, 2014.

Motion to be Carried Unanimously

That Bylaw 9360, General Meeting of the Board be:
Read a first time this 20th day of October, 2014;
Read a second time this 20th day of October, 2014;
Read a third time, passed and adopted this 20th day of October, 2014.

Motion Tabled

D. Bylaw 9360.01 Question Period During General Meetings of the Board of Education

The following motion was tabled to the November 10, 2014 Operations, Policy and Planning Committee Meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9360.01, Question Period During General Meetings of the Board of Education at the meeting of October 20, 2014.

Motion to be Carried Unanimously

That Bylaw 9360.01, Question Period During General Meetings of the Board of Education be:

Read a first time this 20th day of October, 2014;

Read a second time this 20th day of October, 2014;

Read a third time, passed and adopted this 20th day of October, 2014.

Motion Tabled

E. Digital Recording of Board Meetings

The following motion was tabled to the November 10, 2014 Operations, Policy and Planning Committee Meeting:

That the Board of Education of School District No. 61 (Greater Victoria) approve the digital recording of board meetings effective January 2015 using the following criteria:

- Board meetings will be digitally recorded by school district personnel.
- No other recordings will be permitted except media outlets.
- The digital recording will be posted on the district website as soon as possible after the board meeting.
- The digital recording will remain on the district website until the next Board meeting and will then be archived.
- The number of site visits will be tracked.
- Live streaming will be considered after the digital recording process is in place for a period of one year.
- In order to support and encourage dialogue that occurs during Board Committee meetings, those meetings will not be recorded.

Motion Tabled

7. NEW BUSINESS/NOTICE OF MOTIONS

A. Trustee McNally - Bylaw 9360.2 Meetings of the Standing Committees

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360.2 Meetings of the Standing Committees by adding to the Operations Policy and Planning Committee agenda outlined at B.3., after "Board Room, Administration Offices - Tolmie Building" the following statement: "Standing Committees welcome questions and comments from the public throughout the meetings. Please raise your hand for recognition from the Chair." and that this statement be included in the same place on all Education Policy Development Committee agendas.

Chair Leonard advised that the above motion was not necessary as the intent of the motion would be taken as direction from Trustees for the format of future Standing Committee meeting agendas.

B. Trustee Nohr - Trustee Elections

Trustee Nohr withdrew her motion.

That the Board of Education of School District No. 61 (Greater Victoria) send an email to all employee groups with a reminder that the district email may not be used at any time during the current civic election (September 30, 2014 to November 15, 2014) for political purposes including recommending or endorsing specific candidates.

Motion Withdrawn

C. Trustee McNally - Notice of Motion - Budget Ad-Hoc Committee

Trustee McNally provided notice of motion for the next Board meeting on October 20, 2014.

8. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

A. All-Weather Artificial Turf Field at Oak Bay High School

Chair Leonard advised that at the Special In-Camera Board Meeting earlier this evening the Board supported an agreement in principle for the construction of an all-weather artificial turf on the grounds of the new Oak Bay High School and the granting of preferred use to Bays United Soccer Association with the understanding that an agreement identifying the Bays United Soccer Association funding contribution, the hours of use, the ongoing maintenance and the recapitalization costs will be presented to the Board for approval prior to the completion of the project.

9. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 10:20 p.m.