



The Board of Education of School District No. 61 (Greater Victoria)
Regular Board Meeting, Monday, February 20, 2012 @ 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 01-04)
- A2. Approval of the Minutes
 - a) Approval of the January 16, 2012 minutes (p 05-13)
- A3. Business arising from the Minutes
- A4. Student Achievement
 - a) Willows Elementary School, A Place of Possibilities for 100 Years
Wendy Holob – Principal
- A5. District Presentations
- A6. Community Presentations (5 minutes per presentation)
 - i. Tara Ehrcke, President, GVTA (Class Composition)
 - ii. Starla Anderson (Class Composition)
 - iii. Mitch Barnes, Teacher (Class Composition)
 - iv. Teacher (Class Composition)
 - v. Teacher (Class Composition)
 - vi. Rachel Franklin, Parent (Class Composition)
 - vii. Darcy Dragseth, Parent (Reframing the Issue: It's not about Designated Students)
 - viii. D'Arcy Wingrove, Parent (The Road Ahead: Allocating and Advocating for Resources)
 - ix. Wendy Joyce, Parent (Bill 33: Myths and Facts)
 - x. John Bird, President, VCPAC (The Nature of Discrimination)

A7. Trustees' Reports**B. CHAIR'S REPORT****C. BOARD COMMITTEE REPORTS****C1. Education Policy Development Committee**

Minutes from the February 6, 2012 meeting – information only (p 14-17)

a) Recommended Motion

(p 18-24)

That the Board of Education of School District No. 61 (Greater Victoria) rename Marine Biology 11 to Marine Biology 12.

C2. Operations, Policy and Planning Committee

a) Minutes from the February 13, 2012 meeting – information only (p 25-31)

b) i. Revision to Regulation 2115 – Associate Superintendent – info. only (p 32-35)

ii. Revision to Regulation 2120.010 – Director of Facilities Services – info. only (p 36-38)

c) Recommended Motions (p 39-43)

i. That the Board of Education of School District No. 61 (Greater Victoria) move the final budget meeting from April 18, 2012 to our regular meeting of April 16, 2012.

ii. That the Board of Education of School District No. 61 (Greater Victoria) form a committee to develop a policy on building school culture with a set of guiding principles for schools to follow.

iii. That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2221, Department Heads – Secondary Schools.

iv. That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 6172, G. R. Pearkes Clinic Funding.

v. That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2105, District Leadership Team.

vi. That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2115, Associate Superintendent.

vii. That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the District of Saanich regarding our preferred choice of student transportation during the closure of the Craigflower bridge.

D. DISTRICT LEADERSHIP TEAM REPORTS**D1. Superintendent's Report****D2. Secretary-Treasurer's Report**

- a) **Poll Vote Results – FSA letter to parents – deferred to Education Policy Development Meeting**
- b) **2012/2013 Operating Budget Forecast**
- c) **2011/2012 Amended Annual Budget Bylaw**

(p 44)

Recommended Motions:

(p 45-53)

- i. That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of the 2011/2012 Amended Annual Budget Bylaw at the meeting of February 20, 2012.
Motion to be Carried Unanimously

That the Board of Education of School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2010/2011 in the amount of \$183,085,099 be:

Read a first time the 20th day of February, 2012;
Read a second time the 20th day of February 2012;
Read a third time, passed and adopted the 20th day of February, 2012;

And that the Chairperson and the Secretary-Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

- E1. Report out from the Budget Advisory Sub-Committee – Peg Orcherton**
 - Correspondence attached

(p 54-57)

F. NEW BUSINESS/NOTICE OF MOTIONS

- F1. Reimbursement of Playground Equipment Installation Costs – Trustee Nohr**

That the Board of Education SD61 direct the Secretary-Treasurer to write a letter to the Minister of Education requesting that the timeframe be expanded to include 2009, 2010 and 2011 for reimbursement of the installation costs for playground equipment.

- F2. Letter to Minister on Teacher Contract Settlement – Trustee McNally**

That the Board of Education SD61 direct the Secretary-Treasurer to write a letter to the Minister of Education expressing our position that a fairly negotiated settlement is the best solution for our students and our teachers in this round of collective bargaining.

F3. Recording of Votes – Trustee McNally

That all votes will be recorded in the minutes with the Trustee's name and yes, no or abstain. Absent trustees' names will be recorded as absent for the vote; the mover and seconder will be recorded.

F4. Budget Costing – Trustee Nohr

That the Board of Education SD61 direct senior staff to review the budget draft and include costs which may now arise from the reversal of Bills 27 and 28 and to acknowledge the responsibility to build budgets to restore learning conditions to the levels which existed prior to the imposition of those Bills. The costing would include funding for smaller classes, teaching positions and services to students with special needs. This information would be available to the budget committee and any interested trustees.

F5. Budget Advisory Committee – Trustee McNally

That the Budget Advisory (Ad Hoc) Committee Chair immediately restructure the Budget Advisory Committee (presently made up of Trustees Orcherton, Horsman, Ferris and Alpha) to include all Trustees on an ex officio basis, and members of the public and partner groups who wish to attend.

F6. Additional Budget Input – Trustee Nohr

That the Board of Education SD61 schedule working meetings with the Superintendent and Secretary-Treasurer including all interested trustees to develop the 2012-2013 budget based on meeting District goals and input from parents, school staff and any other affected partner group.

G. COMMUNICATIONS**H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS****I. ADJOURNMENT**



**The Board of Education of School District No. 61 (Greater Victoria)
January 16, 2012 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

MINUTES

Present:

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

Administration:

John Gaipman, Superintendent of Schools, George Ambeault, Secretary-Treasurer, Sherri Bell, Associate Superintendent, Pat Duncan, Associate Superintendent, Deborah Courville, Associate Superintendent, Debra Laser, Associate Secretary-Treasurer, Kyle Cormier, Director of Human Resource Services, Seamus Howley, Director of Facilities, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:34 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 due to the recent elections and newly elected Trustees.

Chair Orcherton advised that the meeting was being videotaped by Trustee Nohr's husband. Chair Orcherton also acknowledged the re-election of Gilles Larose as President of CUPE Local 382 and also a recent labour participation award received by CUPE Local 382.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved and seconded:

That the January 16, 2012 Agenda be approved with the following changes/additions:

A6. Community Presentations

- a) Benula Giasson, Acting President, Greater Victoria Teachers' Association
- d) John Bird, President, Victoria Confederation of Parents Advisory Councils – Classroom Support Fund/FSA testing

A7. Trustee Reports

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

F. New Business/Notice of Motions

F2. Trustee Loring-Kuhanga withdrew her Motion – Greeting and Acknowledgement

F3. New Business/Notice of Motions

Trustee Loring-Kuhanga requested that Motion F3 be broken into two motions.

Motion Carried

A2. Approval of the Minutes

- a) It was moved and seconded:

That the November 21, 2011 Regular Minutes be approved.

Motion Carried

- b) It was moved and seconded:

That the December 5, 2011 Inaugural Minutes be approved.

Motion Carried

A3. Business arising from the Minutes

None.

A4. Student Achievement

- a) **Philanthropy Award, Oak Bay High School Students**

Dave Thomson, Principal, Oak Bay High School, provided an overview of the Cops for Cancer fundraising this past fall which raised a total of \$45,229. Mr. Thomson reported that for the third year in a row the school has received a local philanthropy award due to the many community causes they support. Three students from the school were introduced and each spoke about the types of fundraising activities that the school participated in and the spirit surrounding this worthy cause. A video presentation was made showcasing the fundraising events along with the cheque reveal to the Cops for Cancer team of 2011.

Trustees had questions for the students and thanked them for presenting to the Board.

A5. District Presentations

- a) **Doug Harrison, Lake Hill Elementary**

Trustee Horsman presented Doug Harrison, Custodian, Lake Hill Elementary School with an appreciation certificate for his dedication and contribution to the Lake Hill recycling program. Unfortunately Mr. Harrison was unable to attend and in his place Jody Waldie, Principal, Lake Hill Elementary, accepted the certificate on his behalf. Trustee Horsman thanked Mr. Harrison for his continued support to the staff and students of Lake Hill Elementary.

A6. Community Presentations

- a) Ms. Benula Giasson, Acting President, Greater Victoria Teachers' Association (GVTA) started off by welcoming new Board members. Ms. Giasson presented a brief overview of bargaining over the past ten years and what she feels teachers have given up. She stated that teacher's need a fair and equitable salary increase and that class size agreements should be restored to past practices and called on BCPSEA representatives to take this information back to the bargaining table.
- b) Gail Renard, Co-Chair, local bargaining committee, GVTA, spoke of the first local bargaining meeting she attended on March 7, 2011 where she petitioned to improve working conditions for teachers. Ms. Renard believes that local bargaining gives the opportunity to negotiate needs of teachers and would like to see it resume.

- c) Kirk Doherty, Co-Chair, local bargaining committee, GVTA, introduced himself as a District English teacher. Mr. Doherty feels that the needs and issues of District teachers are not being met and would like to see local bargaining/negotiations get back to the table. He urged the Board to approve and pass Trustee Nohr's motion for more local bargaining dates to be set.
- d) John Bird, President, Victoria Confederation of Parent Advisory Councils (VCPAC), presented a 'draft' proposal for a classroom support fund which is still in the consultation phase. Mr. Bird advised that current funding does not take into consideration the needs of all students. The proposal can be viewed on the VCPAC website and input provided.

Mr. Bird provided a handout on Foundation Skills Assessment Testing (FSA) and advised that VCPAC does not take a position one way or the other with regard to this testing. Mr. Bird gave an overview of current FSA testing and its reliability.

A7. Trustees' Reports

Trustee Leonard passed around images of artwork that Mount Douglas Secondary students submitted in a contest to have their work on display at Jeneece Place the new facility for families to stay while their children are receiving treatment at Victoria General Hospital. Some of the images were chosen and will now be on display

Trustee Loring-Kuhanga reported on her recent visits to Eagle View, George Jay, McKenzie and View Royal Schools and how impressed she was by the level of commitment by our District teachers and staff.

Trustee Nohr advised that she has visited Mount Douglas, Frank Hobbs, Victoria West and Eagle View Schools and has plans to visit more schools soon.

Trustee McNally advised that she has been assigned the Esquimalt family of schools and looks forward to visiting all schools in the near future.

Trustee Horsman reported that she recently attended the parent's information night at Reynolds School and had the pleasure of being provided a tour by student ambassadors.

B. CHAIR REPORT

Chair Orcherton stated that she is looking forward to working with the new Board and highlighted a few initiatives that have already taken place to improve the Board meetings. Chair Orcherton reported that the new Board has had two orientation sessions in January to review matters such as District procedures, policies and departmental budgets. District Policies, Bylaws and Regulations will now be reviewed at weekly District Leadership Team meetings and updated/revised as needed. Chair Orcherton conveyed that the Board is very aware of current contract negotiations and is hopeful and committed that a settlement will be reached soon.

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development Committee and Operations, Policy and Planning Committee

Trustee Alpha provided an overview of the District presentations made at the January 9, 2012 meeting and the amazing routes to graduation available to students in the Greater Victoria School District through programs in our schools.

- a) The January 09, 2012 combined meeting minutes were presented for information.
- b) Recommended Motions

It was moved and seconded:

i)	That the Board of Education of School District No. 61 (Greater Victoria) adopts the revised Policy 1150, Communications.	Motion Carried
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Trustee Nohr requested that her vote in opposition be recorded.

ii)	That the Board of Education of School District No. 61 (Greater Victoria) delete Policy and Regulation 1219, School Consultative Group.	Motion Carried Unanimously
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iii)	That the Board of Education of School District No. 61 (Greater Victoria) adopts the revised Policy 8251, Trustees' Code of Ethics.	Motion Carried Unanimously
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D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

a) Superintendent's Report on Achievement 2011-2012

Superintendent Gaipman gave an overview of the report that the Board received in December and highlighted a few programs encapsulated in the report such as Fast Track and Friends for Life. Superintendent Gaipman explained that the report is prepared with the help of many senior administrative staff members.

A discussion followed with Trustees asking questions of Superintendent Gaipman. Chair Orcherton advised Trustees to forward specific questions to the Chair of the Education Policy Development Committee.

Trustee Ferris thanked the Superintendent for the report and believes it explains for Trustees how the District achieves goals from year to year.

It was moved and seconded:

To approve the "Superintendent's Report on Achievement 2011-2012" in accordance with Section 79.3 of the <i>School Act</i> .	Motion Carried
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D2. Secretary-Treasurer's Report

a) Big Brothers Big Sisters – trailer storage

Secretary-Treasurer Ambeault advised that a letter was received from Big Brothers Big Sisters requesting permission to leave a trailer on District property for a drop off point for donations. Permission has been granted.

b) 2012-2013 Budget Planning Cycle

Secretary-Treasurer Ambeault advised of one amendment to the 2012-2013 Budget Planning Cycle meeting dates. Monday, April 9th is a Statutory holiday (Easter Monday).

This date has been deleted and Wednesday, April 18th 2012 has been added in its place.

c) Trustee Remuneration

Secretary-Treasurer Ambeault explained the motion that was brought forward and passed at a Board of Education meeting on April 25, 2005. The motion states that Trustee remuneration would be based on the average of five school districts in British Columbia with comparable student population and that the Secretary-Treasurer would automatically review this every three years beginning in 2008.

E. REPORTS FROM TRUSTEE REPRESENTATIVES

E1. BCPSEA Representative – Trustee McNally

Trustee McNally advised that she would be attending the British Columbia Public School Employers' Association AGM and was seeking guidance on a motion put forward by School District No 82 (Coast Mountain). The motion pertained to BCPSEA paying for one senior staff member from each district to attend meetings along with the Trustee representative.

Discussion ensued on the pros and cons of this motion with suggestions being made to Trustee McNally and direction given that she should vote in favor of the motion.

F. NEW BUSINESS/NOTICE OF MOTIONS

F1. Local Bargaining – Trustee Nohr

Trustee Nohr thanked the teachers that were in attendance and stated that she would like to see local bargaining negotiations resume.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) set three suggested dates to be coordinated with the Greater Victoria Teachers' Association (GVTA) for the purpose of resuming local bargaining.

Discussion ensued amongst the Trustees and Trustee Horsman proposed the following amendment.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approves adding the words "regarding items identified in Appendix 2" to the original motion.

Motion Carried

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) set three suggested dates to be coordinated with the Greater Victoria Teachers' Association (GVTA) for the purpose of resuming local bargaining regarding items identified in Appendix 2.

Motion Carried

F2. Greeting and Acknowledgement – Trustee Loring-Kuhanga

That all Greater Victoria School Board Meetings and Committee Meetings begin with acknowledging that we live, learn and work on traditional territories of the Esquimalt and Songhees nations.

Motion Withdrawn

F3. Letter to BCPSEA – Trustee Loring-Kuhanga

Trustee Alpha stepped aside and did not participate in this motion.

Trustee Loring-Kuhanga provided background on the two motions and explained why the letter should be written. Discussion ensued with Brad Hall, CUPE Local 947 President, making the point that if this letter is written it would essentially reopen every other contract that has been bargained in the past two years.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education requesting that the British Columbia Public School Employers' Association (BCPSEA) remove the net zero mandate thereby allowing BCPSEA to bargain with the British Columbia Teachers' Federation (BCTF) in good faith.

Motion Defeated

Trustee McNally put forth the following motion.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) extend the Regular Board meeting of January 16, 2012 to 11:15 p.m.

Motion Carried

Trustee Loring-Kuhanga continued on with the second part of her original motion.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education requesting that he restore special needs funding as per the BC Supreme Court ruling on Bills 27 and 28.

Discussion ensued amongst the Trustees with Trustee McNally putting forth the motion to refer this motion to the Operations, Policy and Planning Committee.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) refer the motion to write a letter to the Minister of Education requesting that he restore special needs funding as per the BC Supreme court ruling on Bills 27 and 28 to Operations, Policy and Planning Committee.

Motion Carried

F4. FSA Letter to Parents – Trustee McNally

Motion did not get heard at the meeting and will be moved to the next Education Policy Development Committee meeting on February 6, 2012.

That the Board of Education of School District No. 61 (Greater Victoria) instruct the Chairperson to write a letter modeled on the Vancouver School Board letter dated January 13, 2009, directed to the parents and guardians of the students in SD61 who are eligible to write the FSA test, and that the Board ensure that the letter gets to parents and guardians in the fastest way possible.

F5. Recording of Votes – Trustee McNally

Motion did not get heard at the meeting and will be moved to the next Operations, Policy and Planning Committee meeting agenda of February 13, 2012.

That the Board of Education of School District No. 61 (Greater Victoria) records in the minutes all votes with the Trustee's name and yes, no or abstain. Absent Trustees names will be recorded as absent for the vote; the mover and seconder will be recorded.

F6. Community Consultation for 2012-2013 Budget – Trustee Alpha

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) Budget Committee will initiate a community consultation process to gather information which will lead to the development of the 2012-2013 Budget.

This process will seek:

1. Current levels of service in the District
2. Impacts of previous cuts to service and programs
3. Additional resources which will supply quality learning and working conditions in our District.

This will include but not be restricted to the following groups:

- Student Support Services (gifted, Ab Ed, ESL)/Non enrolling teachers
- International Student Program
- Classroom Teachers
- Educational Support Workers
- Parents
- Students
- Transportation
- Custodial
- Maintenance
- Clerical Staff
- Principals/Vice Principals
- Senior Administration
- Community Members

Further, the Board instructs the Budget Committee to conduct all consultations in public.

Trustee Horsman suggested amending the motion by deleting "*Budget Committee*" from the first line and completely deleting the last line as it is already understood that the meetings are held with public meetings.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) will initiate a community consultation process to gather information which will lead to the development of the 2012-2013 Budget.

This process will seek:

1. Current levels of service in the District
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- Maintenance
- Clerical Staff
- Principals/Vice Principals
- Senior Administration
- Community Members

Motion Carried**F7. Trustee Remuneration – Trustee Horsman**

Trustee Horsman requested all Trustees to support this motion. Trustee McEvoy gave a brief history on Trustee remuneration and asked all Trustees to support the motion given the current economic environment.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) refuse any raise in the basic Trustee remuneration rate for the 2011-2012 school year.

Motion Carried**F8. Policy and Regulations working committee -Trustee Loring-Kuhanga**

Motion did not get heard at the meeting and will be moved to the next Operations, Policy and Planning Committee meeting agenda of February 13, 2012.

That the Board of Education of School District No. 61 (Greater Victoria) establish a small working committee (consisting of 2 trustees, 1 executive member, 1 teacher, 1 administrator, 1 parent and 1 CUPE member) to review all of the policies and regulations and to report revisions to OPPS on a monthly basis.

G. COMMUNICATIONS

G1. Letter received on January 9, 2012 from the GVTA to Board Chair.

H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

Chair Orcherton advised that the employment contracts for the Superintendent and Secretary-Treasurer had been extended to June 30, 2016.

I. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 11:08pm

CERTIFIED CORRECT

Secretary-Treasurer

Chair



Education Policy Development Committee
February 6, 2012 – Oak Bay High School East, Library

REGULAR MINUTES

Present: TRUSTEES

Catherine Alpha, Chair, Education Policy Development Committee
Tom Ferris
Bev Horsman
Michael McEvoy
Diane McNally
Deborah Nohr
Peg Orcherton

ADMINISTRATION

John Gaipman, Superintendent of Schools
George Ambeault, Secretary-Treasurer
Sherri Bell, Associate Superintendent
Judy Mas, Coordinator – Languages and Multiculturalism
Janine Roy, District Principal, Learning Initiatives
Kristine Marshall, Recording Secretary

The meeting was called to order at 7:01 p.m. Trustee Alpha chaired the meeting.

1. APPROVAL OF THE AGENDA

It was moved

That the February 6, 2012 regular agenda be approved with the following addition: Add presentation follow up on "The Story of Broke" from the January 9, 2012 meeting.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved

That the Minutes of the Education Policy Development Committee Meeting of Monday, January 9, 2012 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. Black History Awareness Society Website Presentation

Judy Mas introduced Valin Marshall and Susan Simmons, members of the Black History Awareness Society (BC BHAS). Mr. Marshall described the creation of the BC Black History Awareness Society and its mandate to bring together diverse groups of people who have an interest in promoting, educating, and learning about BC and Canadian black history. Mr. Marshall also presented a brief history of the black settlers who came to British Columbia mainly from California.

Ms. Simmons presented an introduction to the BC BHAS website. Through a virtual tour of the website, Ms. Simmons explained the website's three main components: biographies, multimedia and an interactive Google map. The Society's next step in the website development will be creating a web link specifically for teachers which will include resources and information. The website will be translated into French and contains Canadian content. Judy Mas, District Coordinator of Languages and Multiculturalism, explained how district teachers will be invited to provide input to this web-based resource.

Chair Alpha thanked Mr. Marshall and Ms. Simmons for their time and presentations.

B. Marine Biology Board/Authority Authorized (BAA) Course

Mr. Dave Thomson, Principal of Oak Bay High School, addressed the Board and asked that they consider renaming the Marine Biology 11 BAA course to Marine Biology 12. Mr. Thomson explained the advantages of changing the course's grade level designation: the Marine Biology 12 course would serve as a Grade 12 academic course credit, and it has similar outcomes to local post-secondary courses offered at Camosun College and the University of Victoria, which could further strengthen the relationship with Camosun College's "Introductory to Biology Course". Overall, changing the Marine Biology 11 course to Marine Biology 12 would mean better outcomes for students, as the rigor of the course is equivalent to a Grade 12 course.

Chair Alpha thanked Mr. Thomson and the matter was discussed.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) rename Marine Biology 11 to Marine Biology 12.

Motion Carried

C. Foundation Skills Assessment (FSA) Letter Motion:

Different viewpoints on Foundation Skills Assessments were shared. It was noted that sending a letter out to all families in addition to the GVTA letter should be done with caution.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) instruct the chairperson to write a letter modeled on the Vancouver School Board letter dated January 13, 2009, directed to the parents and guardians of the students in SD61 who are eligible to write the FSA test, and that the Board prepare this letter for the 2012/2013 school year in advance of FSA testing.

Motion Tabled

It was moved

That the Chair form a Committee of partner groups, by October 2012 in order to come to an understanding regarding FSA's and School District 61 Board action in that regard.

Motion Defeated

It was moved

That the Board write to the Minister of Education asking for a moratorium on FSA testing in BC and that the Board encourage the Minister of Education and the BCTF and other partners to work together to develop a random testing version of the current FSA practice.

Motion Tabled

D. Motion

It was moved

That the Board rescind the following motion: "that the Board of Education joins the Victoria Confederation of Parent Advisory Councils as co-authors in writing to the Minister of Education calling for the repeal of all clauses in Section 76 of the School Act that directly relates to students with individual education plans."

Motion Defeated

E. Presentation Follow-up on “The Story of Broke”

The Chair will direct Administration to review the web-based resource and report back to the Ed Policy Development Committee.

9. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:05pm.

Marine Biology 11

District Name: Greater Victoria

District Number: 61

Developed by: Peter Atkinson, James Bell, Rod Carmichael,
Derek Shrubsole

Date Developed: June 2009

School Name: Oak Bay High School

Principal's Name: Dave Thomson

Board/Authority Approval Date: November 16, 2009

Board/Authority Signature:

Course Name: Marine Biology 11

Grade Level of Course: 11

Course Credits: 4

Hours of Instruction: 120

Recommended: Biology 11

Special Training, Facilities or Equipment Required: None

Course Synopsis

Marine Biology will provide students with an opportunity to study the oceans in greater depth than in the current science courses. The course will

1. give students an appreciation and understanding of the correlation between our complex marine system and the world in which we live.
2. develop life-long skills and knowledge transferable to students' career goals and philanthropic endeavours.
3. develop students who can make informed decisions about local, national, and international marine issues.

The course will provide learning opportunities inside and outside the classroom. Using a variety of local habitats and tapping into the wealth of expertise available in institutions and the surrounding community, student will participate in a variety of labs, field activities, field trips, and group projects. This "hands-on" course will give students the opportunity to literally "get their feet wet" while exploring the sandy beaches, rocky shores and local islands.

Rationale

In Greater Victoria, we are surrounded by ocean and have many uses for it from sewage treatment and resource harvesting to education and recreation. It is important for our students to have a solid understanding of local marine ecosystems. This will allow them to be able to look at the issues and conflicts that arise between various users and contribute to the debate and to the resolution of these conflicts.

We must prepare our students to be informed citizens and active participants in local marine issues. It's important to have students realize that the ocean's viability correlates with continued existence of life on this planet. This course will help students look towards the future. We need solutions to end over-fishing, slow habitat destruction, and stabilize human effects on oceans. These solutions will begin with knowledgeable students.

Organizational Structure:

Unit	Title	Time
1	Oceanography	24
2	Organisms in the Marine Environment	36
3	Marine Ecology	36
4	Human Impact	24
Total Hours		120

Unit Descriptions:

Unit 1: Oceanography

Overview This unit will provide students with an understanding of abiotic factors and how they shape marine ecosystems.

Learning Outcomes

Physical

It is expected that students will

- Understand the mechanisms of tides and tidal effects
- Be able to read a tide table
- Explain wave motion and energy transference in waves
- Understand the generation and effects of a Tsunami
- Identify the major global oceanic currents
- Understand the mechanisms and impacts of major global oceanic currents
- Identify the role of substrates in marine ecosystems

Chemical

It is expected that students will

- be able to measure
 - salinity
 - density
 - pH
 - oxygen
 - temperature
- recognize the impact in variations of
 - salinity
 - density
 - pH
 - oxygen
 - nutrients
 - temperature

Possible Project

- Sampling Project: Students will collect various samples from multiple locations in order to compare chemical similarities and differences.

Unit 2 Organisms in the Marine Environment

Overview This unit will focus on the identification, physiology, and individual roles of specific marine organisms.

"I learned very early the difference between knowing the name something and knowing something"
(Feynmen)

Learning Outcomes

It is expected that students will

- Use their knowledge of “dichotomous keys” to identify species in the following groups
 - Phytoplankton
 - Zooplankton
 - Sponges
 - Cnidarians
 - Echinoderms
 - Molluscs
 - Marine worms
 - Crustaceans
 - Marine chordates
 - Marine plants
- Understand the basic structures and adaptations for specific habitats

Possible Projects

- Field Collection and Identification
- Population Study of a specific species or groups

Unit 3 Marine Ecology

Overview This unit will allow students to draw on their knowledge from the first two units in order to understand the relationships between organisms and the interactions with their environment.

Learning Outcomes

It is expected that students will

- describe organization of Marine communities
- identify biotic and abiotic factors in individual and population growth
- identify and explain interactions between individuals and species
- Apply the above objectives to the following local habitats
 - Rocky Shore
 - Muddy Bottom
 - Sandy Bottom
 - Estuary
- Apply the above objectives to the following global habitats
 - Coral Reef
 - Open Ocean
 - Temperate Coastal Shelf
 - Thermal Vents

Possible Projects

- Habitat Study: By collecting data from abiotic factors and organisms from a local habitat, students will conduct an in depth analysis and explain the relationship for that community.
- Internet Research Project: Students will identify abiotic factors and organisms for one of the global habitats.

Unit 4 Human Impact

Overview This unit will identify human activities and their impact on the marine environment

Learning Outcomes

In the “Marine Harvest” section, it is expected that students will

- describe the following harvesting methods
 - Trolling
 - Trawling
 - Long lining
 - Bivalve Harvesting
 - Shellfish Harvesting
 - Algae Harvesting
 - Trapping
 - Seining
 - Gillnetting
- understand the impact of each method on habitat and the environment
- explore management techniques for sustained production

In the “Sea Farming” section, it is expected that students will

- list current species farmed locally and globally
- understand current aquaculture methods
- investigate impacts of each method

In the “Pollution” section, it is expected that students will

- identify local issues and problems
- research options for correction and control

In the section on “Resource Extraction and Transportation”, it is expected that students will

- survey current methods
 - Mining
 - Oil and Gas Drilling
 - Energy Extraction
- identify potential problems with current practice

Possible Projects

- Harvesting Techniques: Students would choose a harvesting technique, research and present their findings as “peer teachers”.
- Debate: Aquaculture : Student will take on specific roles (hired consultant government regulator, community group, environmental activist) and role play.

Instructional Component:

Teacher-based

- Notes
- Discussion
- Media

Student-based

- Projects
- Field and lab work
- Web based projects
- Debating
- Experimental Design
- Peer Teaching
- Independent Research
- Group Projects/Labs

Other

- Guest lectures by local experts
- Field Trips

Assessment Component:

Formative

- Notes
- Discussion
- Participation
- Demo Labs
- Partner work
- Practise Assignments
- Quizzes (oral and written)

Summative

- Projects
- Labs
- Field Work Projects
- Student/Teacher Designed Tests/Evaluations

Learning Resources:

There are a myriad of resources available to teachers and students; many of these organizations, websites and local experts will enhance the curriculum.

Local Environmental Institutions

- Department of Fisheries and Oceans: Institute of Ocean Sciences
- Pacific Biological Station
- Pearson College: Race Rocks Stewardship and Education Program
- Shaw Ocean Discovery Centre
- Royal British Columbia Museum
- Bamfield Marine Station
- Vancouver Aquarium
- University of Victoria

Printed Material and Media

- Andrews, W. Investigating Aquatic Ecosystems. Prentice Hall, 1987.
- Furlong, M & Pill, V. Starfish: Methods of Preserving & Guides to Identification, 1970.
- McConnaughey, B & McConnaughey, E. Pacific Coast” The Audubon Society Nature Guides, 1985.
- Namowitz & Spaulding, Earth Science. Heath & Company, 1978.
- Snively, Gloria. Exploring the Seashore in British Columbia, Washington and Oregon: A Guide to Shorebirds and Intertidal Plants and Animals. Pacific Search Press, 1978.
- Royal British Columbia Museum Handbook Series. (various authors) Province of British Columbia, 1960.



**Operations Policy and Planning Committee
February 13, 2012 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present: TRUSTEES

Elaine Leonard, Chair, Operations Policy and Planning Committee
Catherine Alpha
Tom Ferris
Bev Horsman
Diane McNally
Deborah Nohr
Peg Orcherton

Regrets: Michael McEvoy
Edith Loring-Kuhanga

ADMINISTRATION

John Gaipman, Superintendent of Schools
George Ambeault, Secretary-Treasurer
Sherri Bell, Associate Superintendent
Seamus Howley, Director, Facilities Services
Doreen Hegan, Recording Secretary

The meeting was called to order at 7:31 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 February 13, 2012 regular Operations, Policy and Planning agenda be approved with the following changes: move #8 New Business/Notice of Motions before #4 Presentations and add an item to #6 Facilities Planning "Gonzales/Chandler Pathway" and to #9 General Announcements "Gordon Head Science Fair".

Motion Carried

2. APPROVAL OF THE MINUTES

The minutes from the January 9, 2012 combined Education Policy Development and Operations Policy and Planning Committee meeting were approved at the Education Policy Development meeting on February 6, 2012.

3. BUSINESS ARISING FROM MINUTES – None

4. NEW BUSINESS / NOTICE OF MOTIONS

Chair Leonard informed the Committee that in the absence of Trustee Loring-Kuhanga her motions will be deferred to the April Operations Policy and Planning Committee meeting.

1. Trustee McEvoy – Final Budget Meeting

Trustee Orcherton explained that in order to enable all Trustees to participate in the final budget meeting, the motion is to move the meeting date from April 18 to April 16, 2012.

Trustees asked questions and provided comments.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) move the final budget meeting from April 18, 2012 to our regular meeting of April 16, 2012.

Motion Carried

2. Trustee McNally – Recording of Votes

Trustee McNally explained the rationale for her motion. Trustees asked questions and provided comments.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) records in the minutes all votes with the Trustee's name and yes, no or abstain. Absent Trustees names will be recorded as absent for the vote; the mover and seconder will be recorded.

Motion Defeated

3. Trustee Loring-Kuhanga – Letter to the Minister of Education

The motion was deferred to the April Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education requesting an expansion of the time frame for reimbursement of playground equipment to include all schools for 2009, 2010 and 2011.

4. Trustee Loring-Kuhanga – Working Committee

The motion was deferred to the April Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) establish a small working committee (consisting of 2 trustees, 1 executive member, 1 teacher, 1 parent and 1 CUPE member from 382 and 947) to review all policies and regulations and to report revisions to OPPS on a monthly basis.

5. Trustee Loring-Kuhanga –Time for Questions and Comments

The motion was deferred to the April Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) provide two opportunities for the public and partner groups to ask questions or make comments to the Board on any issues or concerns. This would include 10 minutes at the beginning prior to community/school presentations and at the end of the meeting before adjournment.

6. Trustee Loring-Kuhanga – Chair and Vice Chair to change annually

The motion was deferred to the April Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) change the Chair and Vice-Chair of the Board annually.

7. Trustee McNally – Board of Education Minutes

Chair Leonard clarified the process for posting minutes to the website stating that the minutes must be approved at the next Board meeting before they can be posted to the website. For example, the November Board minutes were not posted until after the January Board meeting because there was no meeting in December.

That the Board of Education of School District No. 61 (Greater Victoria) post the Board meeting minutes on the District website one day after approval by the Board of Education.

Motion Withdrawn

8. Trustee McNally – Board Agenda Format

Chair Leonard explained that each subject is reported out under the appropriate sub-topic.

That the Board of Education of School District No. 61 (Greater Victoria) place the Chair's report out of in-camera items as a sub-topic in the section "Chairperson's Report".

Motion Withdrawn

9. Trustee Loring-Kuhanga – Letter to the Minister of Education

The motion was deferred to the April Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the Minister of Education requesting that he restore special needs funding as per the BC Supreme Court ruling on Bills 27 and 28.

5. PRESENTATIONS TO THE COMMITTEE

1. John Bird, VCPAC President – Building School Culture

Mr. Bird on behalf of the Education Partners' Council recommended that the Board of Education strike a District committee to develop a set of guiding principles for the District based on the concepts of belonging, respect and being valued. It is proposed that these principles would then be used throughout the district to undertake and guide processes such as the development of vision statements, school cultures and codes of conduct.

Trustees asked questions and provided comments. It was suggested that Mr. Bird and Superintendent Gaipman work together to create the committee and to develop a process which will get stakeholder groups involved and ensure that the student voice is heard.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) form a Committee to develop a policy on building school culture with a set of guiding principles for schools to follow.

Motion Carried

6. FINANCE AND LEGAL AFFAIRS

1. Revision to Policy & Regulation 2221 – Department Heads – Secondary Schools

Superintendent Gaipman presented the suggested revisions to Policy and Regulation 2221 Department Heads – Secondary Schools which reflect current practices.

Chair Leonard reminded the Committee that the District Leadership Team has been asked to review the school district policies and regulations with a view to updating them to reflect current practices and terminology.

Trustees provided some wording changes.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2221, Department Heads – Secondary Schools.

Motion Carried

The revised Regulation 2221 was received for information.

2. Delete Policy 6172 – G. R. Pearkes Clinic Funding

Secretary-Treasurer Ambeault informed the Committee that Policy 6172 G.R. Pearkes Clinic Funding should be deleted as the program is no longer provided.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 6172, G. R. Pearkes Clinic Funding.

Motion Carried

3. Delete Regulation 2121.015 – Coordinator-Administrative Services (Superintendent's Department)

Associate Superintendent Bell informed the Committee that Regulation 2121.015 Coordinator-Administrative Services (Superintendent's Department) will be deleted as this position no longer exists.

4. Delete Regulation 2121.016 – Coordinator-Administrative Services (Assistant Superintendent's Department)

Associate Superintendent Bell informed the Committee that Regulation 2121.016 Coordinator-Administrative Services (Assistant Superintendent's Department) will be deleted as this position no longer exists.

5. Revision to Policy 2105 – District Leadership Team

Associate Superintendent Bell presented the suggested changes to Policy 2105 District Leadership Team.

Trustees provided some wording changes.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2105, District Leadership Team.

Motion Carried

6. Revision to Policy & Regulation 2115 – Associate Superintendent

Associate Superintendent Bell informed the Committee that Policy and Regulation 2115 - Associate Superintendent have been revised to reflect current practices.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 2115, Associate Superintendent.

Motion Carried

The revised Regulation 2115 was received for information.

7. Revision to Regulation 2120.010 – Director of Facilities Services

Associate Superintendent Bell reviewed the updates to Regulation 2120.010 Director of Facilities Services. Trustees provided some wording changes. The revised regulation 2120.010 was received for information.

7. FACILITIES PLANNING

A. Administration Reports to Committee

1. Craigflower Bridge and Admirals Road Corridor Improvements

Seamus Howley, Director of Facilities Services informed the Committee of the bridge construction that will begin on June 1, 2012 on Admirals Road near Craigflower Elementary School. He advised that the School District is in discussion with the District of Saanich related to the safety of students and means of transportation for parents during the construction period. Trustees will be kept informed.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to the District of Saanich regarding our preferred choice of student transportation during the closure of the Craigflower bridge.

Motion Carried

2. Gonzales/Chandler Pathway

Seamus Howley, Director of Facilities Services informed the Committee that a decision will be made on March 1 about opening the Gonzales/Chandler pathway.

Trustees expressed concern regarding the safety of students. Secretary-Treasurer Ambeault advised that the Parent Advisory Council and Principal of Margaret Jenkins Elementary School are in favour of opening the path again and that the City of Victoria is recommending that the trees be cut back.

8. PUBLIC DISCLOSURES OF IN-CAMERA ITEMS - None

9. GENERAL ANNOUNCEMENTS

1. Gordon Head Middle School Science Fair

Trustee McNally stated that she had received an email from the Society for the Advancement of Young Scientists requesting financial support to help defray the \$1,800 cost for tables and chairs required for the Regional Science Fair being held at the University of Victoria.

Seamus Howley, Director of Facilities explained that the school district inventory of tables and chairs was distributed to schools when cartage services were reduced.

Superintendent Gaipman advised that this request will be discussed at the next District Leadership Team (DLT) meeting and he will inform Trustees of the decision.

10. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:10 p.m.

REGULATION 2115

~~ASSISTANT~~ **ASSOCIATE** SUPERINTENDENT

General

The ~~Assistant~~ **Associate** Superintendent is directly accountable to the Superintendent for ensuring that school principals provide ~~instructional~~ **educational** leadership that enhances the quality of learning in schools. The ~~Assistant~~ **Associate** Superintendent works with program and student support services to ensure support of realizing school plans, and, further, that school plans are consistent with the District mission and goals.

Specific Responsibilities

1.0 ~~Strategic Planning~~
**Achievement Contract &
Aboriginal Enhancement
Agreement**

In consultation with all the constituent elements of the District, and in collaboration with other and members of the District Leadership Team, recommends to the Superintendent revisions and refinements of the ~~District's Strategic Plan~~ **Achievement Contract and Aboriginal Enhancement Agreement** to ensure it continues to address the priority needs of schools.

Ensures the strategies identified in the ~~District Strategic Plan~~ **Achievement Contract and Aboriginal Enhancement Agreement** as they relate to schools and school planning are implemented in the school context.

Communicates school recommendations for district planning consideration, and advocates for specific modification, or development of District strategies and/or actions to address these recommendations.

2.0 Leadership Role

Acts as advocate and provides leadership in support of ~~a zone~~ **families** of schools in identifying and addressing program, staffing, facility, and other resource needs within each school.

Provides leadership to ~~school administrators~~ **principals and vice-principals** in order to capitalize on the full potential of their abilities. In doing so, will ~~stimulate~~, motivate, guide and direct these administrators to contribute their maximum to the realization of the District and school's goals and objectives.

Communicates and interprets the District's mission, ~~strategic policy~~ **Achievement Contract and Aboriginal Enhancement Agreement**, and belief statements to schools in order to help school administrators define their responsibilities and focus their energies.

Supports and ensures the development of effective school plans which are consistent with District mission, ~~and beliefs~~, **Achievement Contract and Aboriginal Enhancement Agreement**.

Approves, ~~and~~ **monitors** ~~and provides funding to support implementation of~~ school plans.

Manages and coordinates the equitable distribution of operating and capital resources to schools in support of their plans and in keeping with District plans.

Ensures that school principals provide instructional leadership that positively affects and enhances the quality of learning in schools.

Encourages, guides, and reviews the performance of school principals to encourage the creation of the optimum learning situation for students.

Regularly visits schools and classrooms to encourage a strong, positive, friendly working relationship with school staff and a good familiarity with the schools' programs.

3.0 Superintendent	<p>Provides the Superintendent with all the information necessary to exercise properly his/her responsibilities.</p> <p>Ensures the Superintendent is kept informed of current activities of District schools and provides the Superintendent with formal information on financial matters, education policy and personnel issues when such reports are called for.</p>
4.0 Internal Relationships	Develops positive working relationships between and among other members of the District Leadership Team, District coordinators, school administrators, the Greater Victoria Teachers' Association and the Canadian Union of Public Employees (Locals 382 and 947) and Victoria Confederation of Parent Advisory Councils to encourage and induce the optimum learning situation for students.
5.0 External Relationships	Provides leadership in school zones our families of schools to ensure public understanding and effective community relationships concerning Provincial, District, and school educational directions.
6.0 Developments in Education	Keeps up to date on developments in the field of education in order to ensure the Superintendent has the best possible information on which to address and consider emerging issues.
7.0 Financial and Administrative Management	Oversees the development and monitors the use, of effective financial and administrative systems for schools and ensures that the financial resources of the District are used efficiently and are within the objectives, policies, plans and budgets established by the Board.
Reports Accountable To	Superintendent of Schools
Directly Supervises	<p>School Principals</p> <p>Coordinator of School Administrative Services</p>
Key Relationships	<p>Education-Related Organizations</p> <p>Directors and Coordinators</p> <p>District Leadership Team</p> <p>School Administrative Staffs</p> <p>Allied Specialists' Association</p> <p>CUPE Locals 947 and 382 members</p> <p>Greater Victoria Teachers' Association members</p> <p>Victoria Administrators' Association members</p>

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Principals and Vice-Principals
Victoria Confederation of Parent Advisory Councils
Ministry of Education officials

Greater Victoria School District

Approved: October 28, 1991

Revised: February 13, 2012

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REGULATION 2120.010

DIRECTOR OF FACILITIES SERVICES

General

The Director of Facilities is accountable to the Secretary-Treasurer for the achievement of the District's mission and goals by supervising the overall operations management of the District, including organizing, directing, and controlling the activities of the Facilities Services Department in order to ensure that students and staff have a clean, healthy, and safe environment in which to work and learn.

Results Expected

Leadership

~~Within the District's overall strategic plan,~~ **Under the direction of the District Leadership Team and the Board of Education, on an annual basis,** develops an operating plan, ~~an periodic~~ analysis of the progress of objectives and strategies, a rationale for variances, and a recommendation for appropriate modifications for the remainder of the year.

Service

Develops and maintains with the Secretary-Treasurer appropriate financial and administrative systems to ensure the efficient utilization of the financial resources of the Facilities Services Department.

Interpersonal

Fosters productive working relationships with colleagues and stakeholders, supports and encourages innovation and fluent communications that facilitates the optimum learning environment for student achievement.

~~Motivates and guides District staff to help them to contribute to the achievement of the District's mission statement, and to the development of a positive, team-oriented working environment which will attract and retain high-calibre, motivated employees.~~

Management	Plans and administers a comprehensive operations plan to meet the needs of the District.
Specific Responsibilities	<p>Plans, organizes and monitors the work of the Facilities Services Department.</p> <p>Establishes a clear definition of the responsibility of each employee, manages and motivates staff, and assesses employee performance.</p> <p>Identifies Capital needs and clearly understands the needs of the District for new facilities as well as renovation and upgrading of existing facilities.</p>
Relationships	
Serves	All District schools
Accountable to	Secretary-Treasurer and the Board of Trustees Education
In partnership with	District Leadership Team
In cooperation with	District Principals
Liaison to	Ministry of Education: School Facilities Municipalities: Planning Departments
Supervises	Facilities Services Department Staff
In consultation with	Employee Groups
Key Relationships	<p>District Leadership Team</p> <p>Principals and Vice-Principals</p> <p>Ministry of Education: School Facilities</p> <p>Municipalities: Planning Departments</p> <p>Facilities Services Department Staff</p> <p>Employee Groups</p>
Evaluation	The Director is evaluated by the Superintendent on the basis of results achievement as specifically set out in an annual job plan.

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Greater Victoria School District

Approved: October 28, 1991

Revised: February 1998

Updated: February 13, 2012

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POLICY 2221

DEPARTMENT HEADS - SECONDARY SCHOOLS

The Superintendent of Schools **Principal**, after considering the advice of the principals and ensuring that such advice is based on extensive consultation with individual school staffs, may appoint a teacher of recognized competence in his/her subject area to the position of Department Head - Secondary Schools, for a period not exceeding one year. The Board **Superintendent** shall be informed, annually, of the names and qualifications of teachers so appointed.

Secondary schools shall, as laid out in the existing Teachers' Collective Agreement, receive an allocation for Department Head allowances.

~~All secondary schools shall be allocated nine (9) units. (Each unit being the equivalent to remuneration paid a minor department head in accordance with the existing contractual agreement.) Two units shall be the equivalent paid a major department head in accordance with the existing contractual agreement.~~

~~Principals shall propose, through the Zone Assistant Superintendents to the Superintendent of Schools, a department head organization of major and minor department heads the sum of which shall not exceed nine (9) units.~~

Greater Victoria School District

Approved: January 26, 1981

Revised: May 30, 1983

Revised:

POLICY 6172

G.R. PEARKES CLINIC FUNDING

In supporting the educational program at G.R. Pearkes Clinic, the Board accepts that, in addition to the provision of personnel, it may be assessed for the space used for educational purposes.

The formula used for determining the annual payment to Pearkes Clinic shall be based upon the percentage of appropriate area used for education by School District No.61 related to the total area, as agreed to annually by the School Board, times the applicable costs for the school program based on (a) the School District's agreement as to what represents applicable operating costs of the school program, and (b) the prior year's audited statements of G.R. Pearkes Clinic.

Greater Victoria School District

Adopted: November 26, 1979

POLICY 2105

DISTRICT LEADERSHIP TEAM

GENERAL

Under the direction of the Superintendent of Schools the District Leadership Team (DLT) is responsible for providing leadership that enables the dDistrict to achieve the mission embodied within the Strategic Plan the goals and objectives in the Achievement Contract and the Aboriginal Enhancement Agreement.

The Board of School Trustees of School District No.61 (Greater Victoria) directs the Superintendent of Schools to submit all regulations pertinent to the job descriptions of the members of the District Leadership Team as defined herein to the Board for approval.

Members of the District Leadership Team provide and receive initial feedback on departmental initiatives, review regulations, and discuss current management, leadership and education issues. DLT shall provide advice and information to the Board of Education.

~~DISTRICT LEADERSHIP TEAM~~ The District Leadership Team membership includes senior leaders, department coordinators/ directors, and principals.

Assistant Superintendent	Secretary-Treasurer
Director of Human Resources	Director of Facilities
Director of Program Services	Director of Business Services
Director of Student Support Services	Director of Learning Resources and Information Services

Greater Victoria School District

Adopted: June 1991

Revised: August 1991

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.



*The Greater Victoria School District is committed to
each student's success in learning within
a responsive and safe environment.*

Revised: February 20, 2012

POLICY 2115

ASSISTANT ~~ASSOCIATE~~ SUPERINTENDENT

GENERAL

The ~~Assistant~~ **Associate** Superintendent is directly ~~responsible~~ **accountable** to the Superintendent for ensuring that school principals provide ~~instructional~~ **educational** leadership which enhances the quality of learning in schools. The ~~Assistant~~ **Associate** Superintendent ensures that curriculum implementation and student support services assist in realizing school plans and, further, that school plans are consistent with the District mission and goals.

Greater Victoria School District

Adopted: June 24 and 25, 1991

Updated: February 20, 2012



OFFICE OF
ADMINISTRATIVE SERVICES

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
Fax: (250) 475-4112

John Gaipman, Superintendent
Phone: (250) 475-4159

George J. Ambeault, Secretary-Treasurer
Phone: (250) 475-4106

TO: The Board of Education

FROM: George J. Ambeault, Secretary-Treasurer

DATE: February 20, 2012

RE: **FSA Letter to Parents deferred to Education Policy Committee Meeting**

A poll vote on the following motion was conducted on January 23, 2012

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) refer to the Education Policy Meeting the motion from the January 16, 2012 Board meeting agenda, of writing a letter to parents regarding FSA testing for consideration for the next school year, 2012-2013.

The motion passed



George J. Ambeault, Secretary-Treasurer

GJA:veh



OFFICE OF THE SECRETARY-TREASURER

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4110

TO: Board of Education

FROM: George J. Ambeault
Secretary-Treasurer

DATE: February 20, 2012

RE: **2011/2012 AMENDED ANNUAL BUDGET BYLAW**

The Minister has requested that school boards prepare and approve an Amended Annual Budget for the 2011/2012 school year. The Amended Annual Budget takes into account both the revenues and the expenditures arising from the actual September 30, 2011 enrolments, all grant amounts confirmed subsequent to the approval of the annual budget, and all amounts carried forward from the previous fiscal year. As such, the Amended Annual Budget provides a better comparison to the actual results to be reported in the financial statements for the fiscal year ending June 30, 2012. The 2011/2012 Amended Annual Budget reflects an enrolment decrease of 174 FTE as compared to the 2010/2011 school year.

In order to pass the Amended Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the bylaw all three readings at one sitting. The following motions are therefore recommended:

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of the 2011/2012 Amended Annual Budget Bylaw at the meeting of February 20, 2012.

Motion to be Carried Unanimously

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2011/2012 in the amount of \$183,085,099 be:

Read a first time the 20th day of February, 2012;
Read a second time the 20th day of February, 2012;
Read a third time, passed and adopted the 20th day of February, 2012;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

Attachments

SCHOOL DISTRICT

AMENDED ANNUAL BUDGET

FISCAL YEAR 2011/2012

SCHOOL DISTRICT NUMBER 61	NAME OF SCHOOL DISTRICT Greater Victoria	YEAR 2011/2012
OFFICE LOCATION 556 Boleskine Road		TELEPHONE NUMBER 250-475-3212
CITY/PROVINCE Victoria, B.C.		POSTAL CODE V8Z 1E8
WEBSITE ADDRESS http://www.sd61.bc.ca		
NAME OF SUPERINTENDENT John Gaipman		NAME OF SECRETARY-TREASURER George Ambeault

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Amended Annual Budget of School District No. 61 (Greater Victoria) for the year ended June 30, 2012.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED 20-Feb-12
SIGNATURE OF SUPERINTENDENT	DATE SIGNED 20-Feb-12
SIGNATURE OF SECRETARY-TREASURER	DATE SIGNED 20-Feb-12

SCHOOL DISTRICT No. 61 (Greater Victoria)
2011/2012 AMENDED ANNUAL BUDGET

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SCHEDULES

Operating Fund

Amended Annual Budget Bylaw

Revenue and Expenditure

Revenue By Source

Expense By Object

Expense By Function, Program and Object

Expense By Function, Program and Object

Schedule A1

Schedule A2

Schedule A3

Schedule A4.1

Schedule A4.2

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (Greater Victoria) (called the "Board") to adopt the amended annual budget of the Board for the fiscal year 2011/2012 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the amended annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2011/2012.
3. The attached Schedule "A1" showing the estimated revenue and expenditure for the 2011/2012 fiscal year and the total budget bylaw amount of \$183,085,099 for the 2011/2012 fiscal year was prepared in accordance with the Act.
4. The "A" Schedules are adopted as the amended annual budget of the Board for the fiscal year 2011/2012.

READ A FIRST TIME THE 20th DAY OF FEBRUARY, 2012;

READ A SECOND TIME THE 20th DAY OF FEBRUARY, 2012;

READ A THIRD TIME, PASSED AND ADOPTED THE 20th DAY OF FEBRUARY, 2012.

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 61 (Greater Victoria)
Amended Annual Budget Bylaw 2011/2012, adopted by the Board the 20th DAY OF FEBRUARY, 2012.

Secretary Treasurer

SCHOOL DISTRICT No. 61 (Greater Victoria)
OPERATING FUND
AMENDED ANNUAL BUDGET - REVENUE AND EXPENDITURE

Schedule A1

	2011/2012 AMENDED ANNUAL BUDGET	2010/2011 AMENDED ANNUAL BUDGET
Ministry Funded School-Age FTE	18,762.658	18,916.818
Ministry Funded Adult FTE	232.109	251.908
TOTAL FTE	18,994.766	19,168.726
REVENUE (Schedule A2)		
620 Provincial Grants - Ministry of Education	\$ 154,136,544	\$ 153,070,670
641 Provincial Grants - Other	110,768	167,732
640 Other Revenue	9,849,404	9,429,392
650 Rentals and Leases	1,289,243	1,289,243
660 Investment Income	250,000	300,000
Total Revenue	165,635,959	164,257,037
EXPENSE (Schedule A3)		
Salaries		
110 Teachers	74,358,193	74,215,572
105 Principals and Vice Principals	10,121,402	9,797,006
123 Educational Assistants	14,473,063	13,933,998
120 Support Staff	15,636,715	15,739,207
130 Other Professionals	3,731,594	3,714,559
140 Substitutes	7,335,438	7,379,477
Total Salaries	125,656,405	124,779,819
Employee Benefits	28,142,874	27,483,284
Total Salaries and Benefits	153,799,279	152,263,103
Services and Supplies	28,485,820	29,008,641
Total Expense	182,285,099	181,271,744
NET REVENUE (EXPENSE)	(16,649,140)	(17,014,707)
INTERFUND TRANSFERS		
Capital Asset Purchases	(800,000)	(800,000)
	(17,449,140)	(17,814,707)
BUDGETED PRIOR YEAR OPERATING SURPLUS APPROPRIATION	17,449,140	17,814,707
BUDGETED BALANCE	\$ -	\$ -
BUDGET BYLAW AMOUNT		
Total Expense	\$ 182,285,099	\$ 181,271,744
Interfund Transfers - Capital Asset Purchases	800,000	800,000
TOTAL BUDGET BYLAW AMOUNT	\$ 183,085,099	\$ 182,071,744

SCHOOL DISTRICT No. 61 (Greater Victoria)
OPERATING FUND
AMENDED ANNUAL BUDGET - REVENUE BY SOURCE

Schedule A2

	2011/2012 AMENDED ANNUAL BUDGET	2010/2011 AMENDED ANNUAL BUDGET
620 PROVINCIAL GRANTS - MINISTRY OF EDUCATION		
621 Operating Grant, Ministry of Education	\$ 151,577,496	\$ 150,491,329
627 LEA/INAC Recovery	(1,111,596)	(959,360)
629 Other Ministry of Education Grants (Specify)		
French Program Grants	412,091	393,484
Pay Equity Grant	2,896,617	2,896,617
Ready Set Learn	68,600	68,600
Strong Start Centres	192,000	180,000
Education Guarantee	101,336	
	<u>154,136,544</u>	<u>153,070,670</u>
641 PROVINCIAL GRANTS - OTHER	<u>110,768</u>	<u>167,732</u>
640 OTHER REVENUE		
642 Other School District/Education Authorities	8,630	3,091
643 Summer School Fees	61,660	79,000
644 Continuing Education	91,610	141,800
647 Offshore Tuition Fees	8,242,914	7,989,521
648 LEA/Direct Funding from First Nations	1,111,596	959,360
649 Miscellaneous (Specify)		
First Nation Curriculum Project	12,406	12,593
Instructional Cafeteria Revenue	72,000	72,000
Industry Training Secondary Schools	34,125	50,625
Misc. Fees and Grants	214,463	121,402
	<u>9,849,404</u>	<u>9,429,392</u>
650 RENTALS AND LEASES	<u>1,289,243</u>	<u>1,289,243</u>
660 INVESTMENT INCOME	<u>250,000</u>	<u>300,000</u>
TOTAL OPERATING REVENUE (Schedule A1)	<u>\$ 165,635,959</u>	<u>\$ 164,257,037</u>

SCHOOL DISTRICT No. 61 (Greater Victoria)
OPERATING FUND
AMENDED ANNUAL BUDGET - EXPENSE BY OBJECT

Schedule A3

	2011/2012 AMENDED ANNUAL BUDGET	2010/2011 AMENDED ANNUAL BUDGET
SALARIES		
110 Teachers	\$ 74,358,193	\$ 74,215,572
105 Principals and Vice Principals	10,121,402	9,797,006
123 Educational Assistants	14,473,063	13,933,998
120 Support Staff	15,636,715	15,739,207
130 Other Professionals	3,731,594	3,714,559
140 Substitutes	7,335,438	7,379,477
	<u>125,656,405</u>	<u>124,779,819</u>
EMPLOYEE BENEFITS	<u>28,142,874</u>	<u>27,483,284</u>
Total Salaries and Benefits	<u>153,799,279</u>	<u>152,263,103</u>
SERVICES AND SUPPLIES		
310 Services	4,894,321	4,728,181
330 Student Transportation	1,125,565	1,040,808
340 Professional Development and Travel	970,779	1,124,983
370 Dues and Fees	94,516	115,696
390 Insurance	347,544	312,880
510 Supplies	17,217,922	17,850,920
540 Utilities	3,835,173	3,835,173
Total Services and Supplies	<u>28,485,820</u>	<u>29,008,641</u>
TOTAL OPERATING EXPENSE (Schedule A1)	<u>\$ 182,285,099</u>	<u>\$ 181,271,744</u>

OPERATING FUND

AMENDED ANNUAL BUDGET - EXPENSE BY FUNCTION, PROGRAM AND OBJECT 2011/2012

FUNCTION	110 TEACHERS SALARIES	105 PRINCIPALS & VICE PRINCIPALS SALARIES	123 EDUCATIONAL ASSISTANTS SALARIES	120 SUPPORT STAFF SALARIES	130 OTHER PROFESSIONALS SALARIES	140 SUBSTITUTES SALARIES	TOTAL SALARIES
1 INSTRUCTION							
1.02 Regular Instruction	\$ 57,096,469	\$ 2,774,359	\$ 1,979,230	\$ 390,085	\$ 346,849	\$ 5,154,919	\$ 67,741,911
1.03 Career Programs	722,672	37,224	273,283	9,911	17,772	39,792	1,100,654
1.07 Library Services	1,584,307	89,268		437,070		60,654	2,171,299
1.08 Counselling	1,871,335	53,634				64,711	1,989,680
1.10 Special Education	7,521,071	743,411	10,832,922	386,640	57,493	1,059,390	20,600,927
1.30 English as a Second Language	909,173	144,103	616,065	31,784	72,262	85,970	1,859,357
1.31 Aboriginal Education	574,124	8,817	652,782	21,961	98,069	46,492	1,402,245
1.41 School Administration		6,075,176		3,463,656		103,546	9,642,378
1.60 Summer School	161,219	4,340	3,482	31,875		200,916	200,916
1.61 Continuing Education	808,129	74,660	27,736	62,122		30,772	1,003,419
1.62 Off Shore Students	3,058,263		65,581	307,670	723,281	200,009	4,354,804
1.64 Other				13,879			13,879
Total Function 1	74,306,762	10,004,992	14,451,081	5,156,653	1,315,726	6,846,255	112,081,469
4 DISTRICT ADMINISTRATION							
4.11 Educational Administration		116,410		163,211	614,191	17,298	911,110
4.40 School District Governance				26,985	161,316		188,301
4.41 Business Administration				1,069,063	949,624	45,566	2,064,253
Total Function 4	-	116,410	-	1,259,259	1,725,131	62,864	3,163,664
5 OPERATIONS AND MAINTENANCE							
5.41 Operations and Maintenance Administration	51,431		21,982	282,778	575,751	18,090	950,032
5.50 Maintenance Operations				8,195,566	114,986	332,714	8,643,266
5.52 Maintenance of Grounds				724,212		72,919	797,131
Total Function 5	51,431	-	21,982	9,202,556	690,737	423,723	10,390,429
7 TRANSPORTATION AND HOUSING							
7.41 Transportation and Housing Administration				18,247		2,596	20,843
Total Function 7	-	-	-	18,247	-	2,596	20,843
9 DEBT SERVICES (OPERATING)							
Total Function 9	-	-	-	-	-	-	-
TOTAL FUNCTIONS 1 - 9	\$ 74,358,193	\$ 10,121,402	\$ 14,473,063	\$ 15,636,715	\$ 3,731,594	\$ 7,335,438	\$ 125,656,405

OPERATING FUND
AMENDED ANNUAL BUDGET - EXPENSE BY FUNCTION, PROGRAM AND OBJECT 2011/2012

FUNCTION	TOTAL SALARIES	200 EMPLOYEE BENEFITS	TOTAL SALARIES AND BENEFITS	300-500 SERVICES AND SUPPLIES	2011/2012 TOTAL BUDGET EXPENSE	2010/2011 AMENDED ANNUAL BUDGET
1 INSTRUCTION						
1.02 Regular Instruction	\$ 67,741,911	\$ 15,149,066	\$ 82,890,977	\$ 13,473,369	\$ 96,364,346	\$ 96,606,235
1.03 Career Programs	1,100,654	248,137	1,348,791	471,843	1,820,634	1,710,277
1.07 Library Services	2,171,299	493,620	2,664,919	170,804	2,833,723	2,833,227
1.08 Counselling	1,989,680	451,539	2,441,219	10,752	2,451,971	2,496,819
1.10 Special Education	20,600,927	4,784,867	25,385,794	1,152,284	26,538,078	27,135,384
1.30 English as a Second Language	1,859,357	421,311	2,280,668	80,812	2,361,480	2,505,289
1.31 Aboriginal Education	1,402,245	304,794	1,707,039	547,734	2,254,773	2,363,647
1.41 School Administration	9,642,378	2,151,683	11,794,061	386,038	12,180,099	11,778,027
1.60 Summer School	200,916	46,182	247,098	82,066	329,164	375,683
1.61 Continuing Education	1,003,419	226,941	1,230,360	327,190	1,557,550	1,435,284
1.62 Off Shore Students	4,364,804	954,015	5,308,819	1,871,413	7,180,232	6,526,955
1.64 Other	13,879	3,220	17,099	554	17,653	17,675
Total Function 1	112,081,469	25,235,375	137,316,844	18,574,859	155,891,703	155,784,502
4 DISTRICT ADMINISTRATION						
4.11 Educational Administration	911,110	178,921	1,090,031	59,430	1,149,461	1,136,014
4.40 School District Governance	188,301	9,487	197,788	198,942	396,730	296,487
4.41 Business Administration	2,064,253	428,928	2,493,181	374,921	2,868,102	2,768,390
Total Function 4	3,163,664	617,336	3,781,000	633,293	4,414,293	4,200,891
5 OPERATIONS AND MAINTENANCE						
5.41 Operations and Maintenance Administration	950,032	205,894	1,155,926	600,149	1,756,075	1,809,050
5.50 Maintenance Operations	8,643,266	1,911,484	10,554,750	3,197,096	13,751,846	13,408,063
5.52 Maintenance of Grounds	797,131	168,321	965,452	555,401	1,520,853	1,204,719
5.56 Utilities	-	-	-	3,837,773	3,837,773	3,837,773
Total Function 5	10,390,429	2,285,699	12,676,128	8,190,419	20,866,547	20,259,605
7 TRANSPORTATION AND HOUSING						
7.41 Transportation and Housing Administration	20,843	4,464	25,307	3,307	28,614	28,432
7.70 Student Transportation	-	-	-	1,083,942	1,083,942	998,314
Total Function 7	20,843	4,464	25,307	1,087,249	1,112,556	1,026,746
9 DEBT SERVICES (OPERATING)						
Total Function 9	-	-	-	-	-	-
TOTAL FUNCTIONS 1 - 9	\$ 125,656,405	\$ 28,142,874	\$ 153,799,279	\$ 28,485,820	\$ 182,285,099	\$ 181,271,744



BOARD OF EDUCATION

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
556 BOLESKINE ROAD, VICTORIA, BC V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112

February 15, 2012

Dear Educational Partner Groups:

The Greater Victoria Board of Education would like to request written submissions about what resources and staffing that you feel would be necessary to ensure that students receive a proper education. This information, as well as the information gleaned from the Public Budget meetings, will be used to develop an additional budget that addresses the needs of public education and to advocate for improvements to public education funding.

Please send your written submissions to the attention of Vicki Hanley, Executive Assistant or email to vhanley@sd61.bc.ca by March 30, 2012.

We believe that a focus on education is a focus on the future and we look forward to your input on this important matter.

Yours truly,

A handwritten signature in cursive script, appearing to read 'P Orchardton'.

Peg Orchardton
Chair



BOARD OF EDUCATION

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
556 BOLESKINE ROAD, VICTORIA, BC V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112

February 10, 2012

The Honourable George Abbott
Minister of Education
Province of British Columbia
PO Box 9045 STN PROV GOVT
Victoria, BC
V9W 9E2

Dear Minister Abbott:

Re: Class Organization Fund

The "Class Organization Fund" was proposed in October 2011 to "supplement existing resources, allow school-level planning for vulnerable learners and address complex class organization issues".

The Greater Victoria Board of Education estimates that our school district share of the proposed \$30 million Class Organization Fund provincial allocation for 2012/2013 would be approximately \$1.0 million. Given the fact that we have 48 schools, this would mean an increase of just under \$21,000 per school, which translates to approximately a 0.6 FTE educational assistant. Our students need more. Even in the year, 2013/2014, we would only be able to add 1.2 educational assistant FTEs or 0.5 FTE of a teacher. While we appreciate any extra funding, we are in need of more than what you are providing within the class organization fund for the next two years. When we project to the third year of the implementation of the class organization fund, we find, using today's dollars, that we still will not be able to afford two educational assistants at each school. Since we are assuming that there will be salary increases for both support staff as well as teachers, the class organization fund is not sufficient to meet our needs.

The Greater Victoria Board of Education supports any increase in public education funding that will provide for the appropriate resources required to ensure each student's educational success. We ask that you please reconsider the amount of dollars attached to the class organization fund so that we can truly make a difference in the education of our students.

Yours truly,

A handwritten signature in cursive script, appearing to read "P Orchardton".

Peg Orchardton
Chair

cc Christy Clark, Premier
Maurine Karagianis, MLA, Esquimalt-Royal Roads
Ida Chong, MLA, Oak Bay – Gordon Head
John Horgan, MLA, Juan de Fuca
Lana Popham MLA, Saanich South
Carole James, MLA, Victoria – Beacon Hill
Rob Fleming, MLA, Victoria – Swan Lake
Board of Education
BC School Trustees Association
Victoria Confederation of Parent Advisory Councils
Victoria Principals' and Vice-Principals' Association
Greater Victoria Teachers' Association
Allied Specialists' Association
CUPE Local 947
CUPE Local 382
John Gaipman, Superintendent of Schools
George Ambeault, Secretary-Treasurer



BOARD OF EDUCATION

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
556 BOLESKINE ROAD, VICTORIA, BC V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112

April 19, 2010

The Honourable Margaret MacDiarmid
Minister of Education
Province of British Columbia
PO Box 9045 STN PROV GOVT
Victoria, BC
V9W 9E2

Dear Minister MacDiarmid:

The Greater Victoria Board of Education maintains an unwavering commitment to provide high quality educational programs and services to our students. The purpose of this letter is to propose a change in the financial structure of public education. We are concerned that expanded mandates and insufficient program funding have placed such a financial pressure on this school district that our Province's valuable investment in education is being eroded.

The Greater Victoria Board of Education is engaged in an extensive consultative process with partner groups, school planning councils and the public regarding budget priorities. The comments received to date have indicated the need to provide an increased budget for additional learning resources, teacher and support staffing. However, current funding does not allow us to enhance the learning conditions for all of our students. It is clear that:

- the current per pupil funding formula impacts negatively on school districts with declining enrolment.
- for each reduction in a full time equivalent student, the 2010-2011 funding formula allocation will decrease by \$6,740; however, it is estimated that we can only save about \$3,000 per pupil due to fixed overhead costs leaving a shortfall of \$3,740 per pupil.
- due to unfunded statutory cost pressures, Boards of Education find it difficult to maintain stability in the educational system.

As co-governors of the public education system, we request that you work jointly with Trustees to develop a funding formula that fairly and equitably supports our students and addresses the needs of our communities. Adequate, stable and predictable funding is critical to high quality educational programs. This means that school districts should expect:

- a predictable three-year funding framework.
- funding that supports infrastructure costs for districts with declining enrolment.
- funding that allows educators to meet the needs of our increasingly diverse student population.
- funding to address annual cost pressures.
- collaborative planning with government prior to any changes regarding the funding formula.

The Greater Victoria Board of Education, in conjunction with the BC School Trustees' Association, would like to work with the Ministry of Education to ensure the allocation of appropriate resources that meet the requirements of educating children to be contributing members of our society. We believe that a focus on education is a focus on the future.

Although the provincial education budget has risen, costs continue to outstrip funding increases. Cuts to programs and services will be required, but they are not as a result of poor planning or lack of foresight on our behalf. Rather as real-dollar funding has declined, the challenges and expectations we face have consistently increased. The cost of providing special education services is but one example of the challenges faced by our School District. We, as Trustees, have seen an increase in the level of stress placed on staff as they strive to ensure student success in the absence of sufficient resources. Higher real-dollar per capita funding will enable our district to more fully address the needs of all students.

We must find a way to work together to respect each other's budgetary pressures. It is imperative that there is cooperation and mutual understanding rather than an off loading of financial pressures such as teacher pension contributions, carbon offset payments, medical services plan premium increases and new educational mandates. We need to be invited to the table for a dialogue prior to any decisions that impact our expenditure levels.

The Greater Victoria Board of Education formally requests that the Ministry of Education work with Trustees from across the Province in order to re-prioritize available provincial resources to address the needs of public education. The future depends on our willingness to work cooperatively to improve the structures necessary to address the needs of our most valuable resource.

We welcome an opportunity to meet to discuss these matters. We look forward to hearing from you regarding meeting dates by June 1st, 2010. We feel that it is essential to start this process prior to the end of the school year.

Yours truly,



Tom Ferris
Chair

cc Gordon Campbell, Premier
 Maurine Karagianis, MLA, Esquimalt-Royal Roads
 John Horgan, MLA, Juan de Fuca
 Ida Chong, MLA, Oak Bay – Gordon Head
 Lana Popham, MLA, Saanich South
 Carole James, MLA, Victoria – Beacon Hill
 Rob Fleming, MLA, Victoria – Swan Lake
 Board of Education
 John Gaipman, Superintendent of Schools
 George Ambeault, Secretary-Treasurer
 BC School Trustees Association