

**The Board of Education of  
School District No. 61 (Greater Victoria)**

**Regular Board Meeting**

**Monday, April 20, 2015 - 7:30 p.m.**

**Tolmie Boardroom  
556 Boleskine Road**

**(Please note that an In-Camera Board meeting  
will precede the Regular Board meeting)**



**The Board of Education of School District No. 61 (Greater Victoria)  
Regular Board Meeting, Monday, April 20, 2015 @ 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road**

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**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 01-03)

**A2. Approval of the Minutes**

a) Approval of the March 23, 2015 Regular Board Minutes (p 04-13)

b) Approval of the March 25, 2015 Special Board Budget Minutes (p 14-15)

**A3. Business arising from the Minutes**

**A4. Student Achievement**

a) Why Eagle View is "Walking on Sunshine"  
Brent De Nat, Principal and Jennifer MacDonald, Vice-Principal and Students  
Eagle View Elementary School

**A5. District Presentations**

**A6. Community Presentations** (5 minutes per presentation)

**B. TRUSTEE REPORTS**

**B1. Chair's Report**

a) Facilities Director

b) Strategic Plan (p 16-17)

**B2. Trustees' Report**

a) Trustee McNally

**Note: This meeting is being audio and video recorded except for A4. Student Achievement.  
The video can be viewed on the District website.**

## C. BOARD COMMITTEE REPORTS

### C1. Education Policy Development Committee

- a) Minutes from the April 7, 2015 meeting – Information only (p 18-20)

### C2. Operations, Policy and Planning Committee

- a) Minutes from the April 13, 2015 meeting - information only (p 21-24)

- b) Recommended Motions:

- i) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy and Regulation 2123.047 Personnel Assistant. (p 25-28)

- ii) That the Board of Education of School District No. 61 (Greater Victoria) establish an Ad Hoc committee as per Bylaw 9140, 'Technology Stewardship' for the purpose of developing guidelines for the use of technology for our students and staff.

## D. DISTRICT LEADERSHIP TEAM REPORTS

### D1. Superintendent's Report

### D2. Secretary-Treasurer's Report

- a) Third Reading of Bylaw 9140 - Ad Hoc Committees of the Board (p 29-30)

That the revised Bylaw 9140 *Ad Hoc Committees of the Board* be:

Read a third time, passed and adopted the 20<sup>th</sup> day of April, 2015.

- b) 2015/2016 Annual Facilities Grant - Capital Bylaw No. 126863 (p 31-32)

Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Bylaw No. 126863, being a bylaw for the maximum expenditure of \$3,306,904 for the capital portion of the Annual Facilities Grant allocation.

Motion to be Carried Unanimously

That Capital Bylaw No. 126863, being a bylaw for the maximum expenditure of \$3,306,904 for the capital portion of the Annual Facilities Grant allocation be:

READ A FIRST TIME THE 20<sup>th</sup> day of April, 2015;

READ A SECOND TIME THE 20<sup>th</sup> day of April, 2015, and

READ A THIRD TIME, PASSED AND ADOPTED THE 20<sup>th</sup> day of April, 2015 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**Note:** This meeting is being audio and video recorded except for A4. Student Achievement.  
The video can be viewed on the District website.

**E. QUESTION PERIOD (15 minutes total)**

**F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

**G. NEW BUSINESS/NOTICE OF MOTIONS**

**G1. New Business**

- a) Trustee McNally - Courier Delivery of Agendas

That the Board of Education of School District No. 61 (Greater Victoria) end the practice of courier delivery of agendas to Trustees as soon as possible, continue to post agendas on the SD61 meetings page, and email both in camera and regular meeting agendas as documents to Trustees.

- b) Trustee Paynter - Trustee Professional Development Funds

That commencing at the end of FY2015/16 the Trustee Professional Development Fund allocations will be returned to general revenue for allocation in the next fiscal year.

**G2. Notice of Motions**

**H. ADJOURNMENT**

**Note: This meeting is being audio and video recorded except for A4. Student Achievement.  
The video can be viewed on the District website.**



**The Board of Education of School District No. 61 (Greater Victoria)  
March 23, 2015 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Edith Loring-Kuhanga, Chair, Diane McNally, Vice-Chair, Tom Ferris, Elaine Leonard, Deborah Nohr, Rob Paynter, Jordan Watters, Ann Whiteaker

**Regrets:**

Trustee Peg Orcherton

**Administration:**

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Katrina Ball, Associate Secretary-Treasurer, Pat Duncan, Deputy Superintendent, Shelley Green, Associate Superintendent, Cam Pinkerton, Associate Superintendent, Mark Walsh, Manager, Labour Relations, Deb Whitten, District Principal, Student Services, Janine Roy, District Principal Learning Initiatives, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:44 p.m.

Chair Loring-Kuhanga 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.

**A. COMMENCEMENT OF THE MEETING**

**A1. Approval of the Agenda**

It was moved and seconded:

That the March 23, 2015 Agenda be approved with the following additions/changes:

**A6. Community Presentations**

- f) Danielle Coleman, SD61 Teacher, Learning Initiatives
- g) Joy Nugent, SD61 Teacher, Learning Initiatives
- h) Petra Eggert, SD61 Teacher, Learning Initiatives

**B2. Trustees' Reports**

- c) Trustee Watters

**Motion Carried Unanimously**

**A2. Approval of the Minutes**

It was moved and seconded:

That the February 16, 2015 Regular Minutes be approved.

**Motion Carried Unanimously**

**A3. Business arising from the Minutes - None**

**A4. Student Achievement**

Superintendent Bell introduced Lori Burley, Principal of Tillicum Elementary School. Principal Burley introduced music teacher, Stacey Awalt and a few of her grade four students that she had brought along to the meeting. The students drummed the "Travelling Song" for the Board.

Principal Burley then went on to describe a recent addition to Tillicum Elementary School by way of a mural entitled "Legend of Cammosung" by Clarence Dick. Grade six Colquitz students Brin and Lily provided a narrative along with a power point presentation put together by teacher, Mr. Doug Wilson, which explained the background of the mural and how it came to be.

Chair Loring-Kuhanga thanked Principal Burley, Ms. Awalt, Mr. Wilson and students for attending the Board meeting.

**A5. District Presentations**

Victoria High School Principal, Randi Falls, attended the Board meeting to provide an update with respect to the Track Revitalization Project. Ms. Falls stated that the project will occur in five phases and that fundraising is ongoing for the first phase. Staff, students and the community are extremely excited about this project and currently have raised approximately \$160,000. The City of Victoria will match fundraising of \$250,000 once this amount has been reached. Ms. Falls provided information about upcoming meetings and fundraising events and went on to thank Trustees, the Facilities Services Department and the Vic High Alumni group for their efforts to make this project happen.

**A6. Community Presentations**

- a) Dr. Kerry Crofton, Doctors for Safer Schools, attended the Board meeting to provide Trustees with information pertaining to Wi-Fi and current wireless usage among children. Dr. Crofton urged Trustees to support the motion coming forward to the April board meeting.
- b) Cindy Graf attended the Board meeting to speak on behalf of the Greater Victoria Teachers' Association, to advocate for increased funding for teachers' professional development. Ms. Graf provided information regarding the current funding model and proposed some changes to the formula in order to increase the funding.
- c) Debra Swain attended the Board meeting to speak on behalf of the GVTA regarding teacher professional development funding and the need for it to be increased. Ms. Swain urged Trustees to consider increasing the funding.
- d) Tami Tate, PAC Chair for Oak Bay High School, attended the Board meeting to speak about the naming recognition motion that was defeated at the February 16, 2015 Board meeting. Ms. Tate urged Trustees to bring the naming recognition motion back to a future board meeting to reconsider their vote.
- e) Gerald Smeltzer, Oak Bay Community Association, attended the Board meeting to speak about the Sno'uyutth welcome Pole project for the new Oak Bay High School. Mr. Smeltzer provided background information with respect to ongoing fundraising for this project.
- f) Danielle Coleman, SD61 Teacher, attended the Board meeting to speak about the Learning Initiatives department. Ms. Coleman expressed her disappointment with the motion on the agenda to close Learning Initiatives and urged Trustees to vote against it.
- g) Joy Nugent, SD61 Teacher, attended the Board meeting to speak against the motion to close the Learning Initiatives department and urged Trustees to vote against the motion.

- h) Petra Eggert, SD61 Teacher, attended the Board meeting to express her shock with the motion on the agenda to close the Learning Initiatives department. Ms. Eggert stated that the motion came forward prior to any consultation which contravenes Policy 1163 *Consultation* and urged Trustees to vote against the motion.

## B. TRUSTEE REPORTS

### B1. Chair's Report

Chair Loring-Kuhanga shared the Burnside Gorge Community Association Annual Report with Trustees.

Chair Loring-Kuhanga shared a letter of response from the Ministry of Education regarding the current excluded and exempt staff compensation freeze and advised that the letter would be posted on the District website.

### B2. Trustees' Report

- a) Trustee Whiteaker advised Trustees that she would be attending the British Columbia School Trustees' Association AGM on April 16-19, 2015 and that she was seeking approval to vote on motions that would be on the floor on behalf of the Board.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) give approval for Trustee Whiteaker to vote on motions on behalf of the Board at the April 2015 British Columbia School Trustees' Association AGM.

**Motion Carried Unanimously**

- b) Trustee McNally reported that she attended Lambrick Park and Esquimalt Secondary Schools and thanked the Principals of both schools for the tour. Trustee McNally further reported that she attended a performance of Victoria Sings at UVIC along with Associate Superintendent Cam Pinkerton and attended Oak Bay High School for a drama performance of Beauty and the Beast.
- c) Trustee Watters reported that she attended a meeting of the District Gay/Straight Alliance Council and that she was able to participate in Pink Shirt Day activities.

## C. BOARD COMMITTEE REPORTS

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

- a) The March 2, 2015 meeting minutes were presented for information.
- b) Trustee Nohr presented the following recommended motion from the Education Policy and Development Committee meeting.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) support the BCSTA request: (a) that each Board of Education develop a rationale for an immediate increase in funding for support for educational programs in their schools; (b) that Boards ask to meet with their local MLAs prior to the end of March 2015; and, (c) that each Board and/or Branch Association present their requests for increased funding to their local MLAs and the Ministry of Education during these meetings.

Discussion ensued amongst the Trustees with a recommendation being made to amend the motion to change the timeline to April 2015.

It was moved and seconded:

- i) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) support the BCSTA request: (a) that each Board of Education develop a rationale for an immediate increase in funding for support for educational programs in their schools; (b) that Boards ask to meet with their local MLAs prior to the end of March 2015; and, (c) that each Board and/or Branch Association present their requests for increased funding to their local MLAs and the Ministry of Education during these meetings*" be amended to change the timeline to April 2015.

**Motion Carried**

For: Trustees Watters, McNally, Paynter, Nohr, Loring-Kuhanga, Ferris, Whiteaker  
Against: Trustee Leonard

Further discussion ensued amongst the Trustees with Chair Loring-Kuhanga calling the question on the main motion as amended.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) support the BCSTA request: *(a) that each Board of Education develop a rationale for an immediate increase in funding for support for educational programs in their schools; (b) that Boards ask to meet with their local MLAs prior to the end of April 2015; and, (c) that each Board and/or Branch Association present their requests for increased funding to their local MLAs and the Ministry of Education during these meetings.*

**Motion Carried Unanimously**

Trustee Leonard presented the following recommended motion from the Operations, Policy and Planning Committee meeting. Discussion ensued amongst Trustees with questions of clarification being asked of Superintendent Bell.

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) direct the Needs Budget Committee to work with the Superintendent and the Secretary-Treasurer to develop a needs budget based on the information collected from schools for the allocation of the Teacher Education Fund-

**Motion Carried Unanimously**

Trustee Leonard presented the following recommended motion from the Operations, Policy and Planning Committee meeting.

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) Trustee representative reports be submitted in writing in time to be included as attachments with the board agenda package.

**Motion Carried Unanimously**



Trustee Leonard presented the following recommended motion from the Operations, Policy and Planning Committee meeting.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) request that senior administration provide a summary of the 2014-2015 Class Size and Composition Report including the number of classes over the class size limit per grade, the number of classes with 4 or more special education designated students, the number of ELL students, and the number of gifted students for each elementary, middle and high school to be reported out at the March, 2015 Board meeting.

Discussion ensued amongst the Trustees with a recommendation being made to add “at each grade level” after the word “school” and “April” in place of “March”.

It was moved and seconded:

- iv) That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) request that senior administration provide a summary of the 2014-2015 Class Size and Composition Report including the number of classes over the class size limit per grade, the number of classes with 4 or more special education designated students, the number of ELL students, and the number of gifted students for each elementary, middle and high school to be reported out at the March, 2015 Board meeting*” be amended to add “at each grade level” after the word “school” and “April” in place of “March”.  
**Motion Carried**

For: Trustees Nohr, Paynter, McNally, Loring-Kuhanga, Watters  
Against: Trustees Leonard, Ferris, Whiteaker

Further discussion ensued amongst the Trustees with Chair Loring-Kuhanga calling for the question on the main motion as amended.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) request that senior administration provide a summary of the 2014-2015 Class Size and Composition Report including the number of classes over the class size limit per grade, the number of classes with 4 or more special education designated students, the number of ELL students, and the number of gifted students for each elementary, middle and high school at each grade level to be reported out at the April, 2015 Board meeting.

**Motion Defeated**

For: Trustees Nohr, McNally, Paynter, Watters  
Against: Trustees Ferris, Leonard, Whiteaker, Loring-Kuhanga

Trustee Leonard presented the following recommended motion from the Operations, Policy and Planning Committee Meeting.

It was moved and seconded:

- v) That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Finance, copying the Minister of Education and the Opposition’s Education Critic, expressing alarm at the 2015 Budget’s decree that School Districts cut administrative expenses by \$54 million over the next two years, a move that will cost our district approximately \$1 million in the first year and result in increased hardships across our District.

Discussion ensued amongst the Trustees with a recommendation being made to withdraw the original motion.

It was moved and seconded:

- v) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Finance, copying the Minister of Education and the Opposition's Education Critic, expressing alarm at the 2015 Budget's decree that School Districts cut administrative expenses by \$54 million over the next two years, a move that will cost our district approximately \$1 million in the first year and result in increased hardships across our District*" be withdrawn.

**Motion to Withdraw Carried Unanimously**

## D. DISTRICT LEADERSHIP TEAM REPORTS

### D1. Superintendent's Report

- a) Superintendent Bell presented the 2015/2016 School Calendar for approval.

It was moved and seconded:

That the following dates be approved:

#### **2015/2016 School Year Calendar\***

School Opening –	September 8, 2015
First non-instructional day –	September 21, 2015
Thanksgiving –	October 12, 2015
Second non-instructional day – (Province wide)	October 23, 2015
Remembrance Day –	November 11, 2015
Third non-instructional day –	November 20, 2015
Schools close for Winter vacation –	December 18, 2015
Schools re-open after Winter vacation –	January 4, 2016
Family Day –	February 8, 2016
Fourth non-instructional day –	February 19, 2016
Schools close for Spring vacation –	March 11, 2016
Schools re-open after Spring vacation –	March 29, 2016
Good Friday –	March 25, 2016
Easter Monday –	March 28, 2016
Fifth non-instructional day –	May 20, 2016
Victoria Day –	May 23, 2016
Administrative Day and School Closing –	June 24, 2016

\*Sixth non-instructional day to be chosen by each school

**Motion Carried Unanimously**

### D2. Secretary-Treasurer's Report

- a) Secretary-Treasurer Laser reminded Trustees that the first two readings of Bylaw 9368 *Procedure* occurred at the February 20, 2015 Board meeting and this would be the third and final reading.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give the third and final reading to the revised Bylaw 9368 *Procedure* at the March 23, 2015 Board of Education meeting.

**Motion Carried Unanimously**

It was moved and seconded:

That the revised Bylaw 9368 *Procedure* be:

Read a third time, passed and adopted the 23<sup>rd</sup> day of March 2015.

**Motion Carried Unanimously**

- b) Secretary-Treasurer Laser advised that the Ministry of Education had approved funding for the replacement of the boiler at Rockheights Middle School and that approval of the capital project bylaw is required to receive the funding.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 126845, being a bylaw for the Carbon Neutral Capital Program Rockheights Middle School Boiler Replacement in the amount of \$237,500.

**Motion Carried Unanimously**

It was moved and seconded:

That Capital Project Bylaw No. 126845, being a bylaw for the Carbon Neutral Capital Program Rockheights Middle School Boiler Replacement in the amount of \$237,500 be:

READ A FIRST TIME THE 23<sup>rd</sup> day of March, 2015;  
READ A SECOND TIME THE 23<sup>rd</sup> day of March, 2015, and  
READ A THIRD TIME, PASSED AND ADOPTED THE 23<sup>rd</sup> day of March, 2015 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**Motion Carried Unanimously**

## **E. QUESTION PERIOD**

- E1.** Chair Loring-Kuhanga read the following question which was received via the District website:

What data, evidence and/or research do you have to support closing SD61's professional development department in the name of student learning? Based on what data, evidence and/or research will reallocating this funding positively impact student and teacher learning?

Superintendent Bell advised that she would follow up with a response to the individual who emailed this question.

## **F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None**

## G. NEW BUSINESS/NOTICE OF MOTIONS

### G1. New Business

- a) Trustee McNally presented her motion and rationale.

It was moved and seconded:

That the Board of Education of School No. 61 (Greater Victoria) amend Bylaw 9140 *Ad Hoc Committee of the Board*, Article 3, to delete the sentence "*Committees may function as consultative committees, working committees, steering committees or special committees.*"

Discussion ensued amongst the Trustees with a recommendation being made to refer this motion to the April 13, 2015 Operations, Policy and Planning Committee meeting.

It was moved and seconded:

That the motion "That the Board of Education of School No. 61 (Greater Victoria) amend Bylaw 9140 *Ad Hoc Committee of the Board*, Article 3, to delete the sentence "*Committees may function as consultative committees, working committees, steering committees or special committees*" be referred to the April 13, 2015 Operations, Policy and Planning Committee meeting.

**Motion Defeated**

For: Trustees Leonard, Whiteaker, Ferris

Against: Trustees Loring-Kuhanga, Nohr, McNally, Paynter, Watters

Further discussion ensued amongst the Trustees with Chair Loring-Kuhanga calling for the question on the main motion.

It was moved and seconded:

That the Board of Education of School No. 61 (Greater Victoria) amend Bylaw 9140 *Ad Hoc Committee of the Board*, Article 3, to delete the sentence "*Committees may function as consultative committees, working committees, steering committees or special committees.*"

**Motion Carried**

For: Trustees Loring-Kuhanga, Nohr, McNally, Paynter, Watters

Against: Trustees Ferris, Leonard, Whiteaker

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to the revised Bylaw 9140 *Ad Hoc Committee of the Board* at the March 23, 2015 Board of Education meeting.

**Motion Carried**

For: Trustees: Loring-Kuhanga, Nohr, McNally, Paynter, Watters

Against: Trustees Leonard, Whiteaker, Ferris

It was moved and seconded:

That the revised Bylaw 9140 *Ad Hoc Committee of the Board* be:

Read a first time the 23<sup>rd</sup> day of March, 2015;

Read a second time the 23<sup>rd</sup> day of March, 2015;

**Motion Carried**

For: Trustees: Loring-Kuhanga, Nohr, McNally, Paynter, Watters

Against: Trustees Leonard, Whiteaker, Ferris

- b) Trustee Whiteaker presented her motion and rationale.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) in collaboration with our Education Partners write a letter to the Minister of Education, Premier, and MLA's expressing concerns and effects of the 2015/2016 and 2016/2017 administrative budget cuts and highlight budget savings previously undertaken and send a copy of this letter to the local media.

**Motion Carried Unanimously**

- c) Trustee Watters presented her motion and rationale. Discussion ensued amongst the Trustees with questions of clarification being asked of Trustees Watters.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the community addressing the impacts of underfunding on our school district through the lens of our Needs Budget, and to consult with and seek sign off from partner groups as well as Songhees and Esquimalt Nations so that the letter may be a statement on behalf of the entire SD61 community to be published in local media.

**Motion Carried Unanimously**

- d) Trustee Nohr presented her motion and rationale. Discussion ensued amongst the Trustees.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to meet with representatives of the GVTA to negotiate a Letter of Understanding to calculate the September pay based on an additional day reflecting 1/195 of the salary for all teachers with assignments in the district.

**Motion Defeated**

For: Trustees Watters, McNally, Paynter, Nohr

Against: Trustees Ferris, Whiteaker, Leonard, Loring-Kuhanga

- e) Trustee Nohr presented her motion and rationale.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) close the Learning Initiatives department as of June 30, 2015 and redeploy all staff to existing positions in the district that come available due to retirements and attrition.

Discussion ensued amongst the Trustees with a recommendation being made to refer this motion to the April 22, 2015 Special Board Budget meeting.

It was moved and seconded:

*That the motion "That the Board of Education of School District No. 61 (Greater Victoria) close the Learning Initiatives department as of June 30, 2015 and redeploy all staff to existing positions in the district that come available due to retirements and attrition" be referred to the April 22, 2015 Special Board Budget meeting.*

**Motion Defeated**

For: Trustees Nohr, Paynter, Watters, Loring-Kuhanga  
Against: Trustees Ferris, Whiteaker, McNally, Leonard

Further discussion ensued amongst the Trustees with Chair Loring-Kuhanga calling for the question on the main motion.

It was moved and seconded:

*That the Board of Education of School District No. 61 (Greater Victoria) close the Learning Initiatives department as of June 30, 2015 and redeploy all staff to existing positions in the district that come available due to retirements and attrition.*

**Motion Defeated**

For: Trustees McNally, Nohr  
Against: Trustees Ferris, Whiteaker, Leonard, Paynter, Loring-Kuhanga  
Abstained: Trustee Watters

## **G2. Notice of Motions - None**

## **H. ADJOURNMENT**

It was moved and seconded:

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 10:45 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



**The Board of Education of School District No. 61 (Greater Victoria)  
March 25, 2015 Special Board Budget Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Edith Loring-Kuhanga (Chair), Diane McNally (Vice-Chair), Tom Ferris, Elaine Leonard, Deborah Nohr, Rob Paynter (7:30 p.m.), Jordan Watters, Ann Whiteaker (7:20 p.m.)

**Regrets:** Trustee Peg Orchardton

**Administration:**

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Pat Duncan, Deputy Superintendent, Katrina Ball, Associate Secretary-Treasurer, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:05 p.m.

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

**1. WELCOME BY EDITH LORING-KUHANGA, CHAIR**

Chair Loring-Kuhanga welcomed everyone to the meeting and stated that the purpose of the meeting was for Secretary-Treasurer Laser to present the 2015/2016 Annual Operating Budget.

**2. 2015/2016 BUDGET PRESENTATION**

Secretary-Treasurer Laser reviewed the Operating, Special Purpose and Capital Funds stating that the budget bylaw will include all three funds, and that the presentation this evening was specific to the operating fund. Secretary-Treasurer Laser reviewed the forecasted 2015/2016 student enrolment and the steps taken in preparing the 2015-2016 operating budget. When the budgeted revenue is compared to the budgeted expenditures, there is an operating budget shortfall of \$8,425,521. However, since the shortfall had been predicted, steps have been taken during the 2014/2015 school year to create a one-time carry forward funding amount to help offset this shortfall. Through a combination of additional grant funding, increased revenue and reduced expenditures, the projected 2014/2015 carry forward amount of \$8,300,000 will be applied against the 2015/2016 budget shortfall together with the \$59,020 savings realized by restructuring the Human Resource Services Department, leaving a deficit of \$66,501.

Secretary-Treasurer Laser reviewed the proposed budget options to be considered by the Board to address the deficit. The proposed budget options include eliminating one full time administrative assistant in the Board office for a total of \$52,986 and reducing the administrative supplies budget by 1.5% for a total of \$13,515.

Trustees asked questions of clarification about the budget and proposed budget options. The proposed 2015/2016 operating budget will be posted on the District's website.

Secretary-Treasurer Laser reminded Trustees of the upcoming opportunities for the public to provide input about the proposed budget at meetings scheduled on April 1<sup>st</sup> and 8<sup>th</sup> at the S.J. Willis Auditorium and April 13<sup>th</sup> in the Tolmie Board Room. The Board will debate and vote on the budget on Wednesday, April 22, 2015 in the Tolmie Board Room.

Chair Loring-Kuhanga thanked Secretary-Treasurer Laser for her budget presentation and for her hard work and that of her staff.

### 3. ADJOURNMENT

It was moved and seconded

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 8:09 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer





# BOARD OF EDUCATION

*Chair: Edith Loring-Kuhanga Vice-Chair: Diane McNally  
Trustees: Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcherton  
Rob Paynter, Jordan Watters, Ann Whiteaker*

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

**DATE:** April 20, 2015  
**TO:** Education Partner Groups  
**RE:** **Strategic Plan**

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The Board of Education will be embarking on a strategic planning process. The Board has hired a planning consultant; Dr. Malcolm Weinstein, who will provide guidance throughout this entire process. The initial stage of the process will involve sending an email to Education Partner Groups requesting feedback. The feedback will go directly to the consultant. The 'draft' email is provided below and will be discussed at the Board meeting on April 20, 2015.

## **DRAFT**

*Dear (Education Partner)*

*The Board of Education of School District No. 61 (Greater Victoria) is developing a Strategic Plan.*

*That Plan will set direction and priorities for the work of the School District for the next three years. We hope to complete the plan by the fall of 2015.*

*In order to take all perspectives into account, we have created a very short online survey in which we welcome your input (see sample question attached). The survey will be open from May 1, 2015 to May 18, 2015 and you can access it from the main page of our School District website at [www.sd61.bc.ca](http://www.sd61.bc.ca).*

*Our planning consultant, Dr. Malcolm Weinstein, is the only person who will see your survey responses and will summarize the input, keeping individual responses confidential.*

*If you have questions and/or comments for our facilitator please email Mr. Malcolm Weinstein at: [malcolm.weinstein@gmail.com](mailto:malcolm.weinstein@gmail.com)*

*Thank you for taking the time to share your thoughts with us.*

*Sincerely,*

*Edith Loring-Kuhanga, Board Chair*

**Sample Question:**

*Please indicate the partner group(s) you represent:*

\_\_\_\_\_ *Teacher*

\_\_\_\_\_ *Student*

\_\_\_\_\_ *Parent*

\_\_\_\_\_ *Principals/Vice-Principals/ Staff*

\_\_\_\_\_ *CUPE*

\_\_\_\_\_ *Community*

*Over the next three years, what do you think the top 3 priorities should be for our School District, keeping in mind that our current vision is to provide quality education for all of our students?*

*If you have other comments that you think the Board would find useful as it develops its plan, please include them.*



**Education Policy Development Committee  
April 7, 2015 - Tolmie Building, Board Room**

**Regular Minutes**

**Present: TRUSTEES**

Deborah Nohr, Chair  
Tom Ferris (exited the meeting at 8:46 pm)  
Edith Loring-Kuhanga  
Diane McNally  
Rob Paynter  
Jordan Watters (exited the meeting at 8:35 pm)  
Ann Whiteaker (exited the meeting at 9:16 pm)

**ADMINISTRATION**

Sherri Bell, Superintendent of Schools  
Patrick Duncan, Deputy Superintendent  
Shelley Green, Associate Superintendent  
Cam Pinkerton, Associate Superintendent  
Janine Roy, District Principal of Learning Initiatives  
Simon Burger, Coordinator, Languages and Multiculturalism  
Deb Whitten, District Principal, Student Services  
Read Jorgensen, VPVPA  
Cindy Graf, Professional Development Chair, GVTA  
Kaitlyn Gantt-Mann, Student Representative  
Connie Schmidt, Recording Secretary

**Regrets:** Peg Orcherton

The meeting was called to order at 7:00 pm.

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

Chair Nohr also welcomed the members of the public who were in attendance.

**1. APPROVAL OF THE AGENDA**

It was moved:

That the April 7, 2015 regular agenda be approved.

**Motion Carried Unanimously**

## **2. APPROVAL OF MINUTES OF EDUCATION POLICY DEVELOPMENT COMMITTEE MEETING - *March 2, 2015***

It was moved:

That the March 2, 2015 Education Policy Development Committee Meeting regular minutes be approved.

**Motion Carried Unanimously**

## **3. BUSINESS ARISING OUT OF THE MINUTES - none**

## **4. CORRESPONDENCE REFERRED TO THE COMMITTEE - none**

## **5. MOTIONS REFERRED TO THE COMMITTEE - none**

## **6. GENERAL ANNOUNCEMENTS - none**

## **7. NEW BUSINESS**

### **A. Introduction of Student Representative**

Superintendent Sherri Bell introduced Student Representative Kaitlyn Gantt-Mann from Esquimalt High School. She explained that Kaitlyn is a member of the Representative Advisory Council of Students (RACS) and that Kaitlyn will be attending the Board meetings scheduled in the month of April 2015. Student Kaitlyn then introduced herself and told the Board that she is excited to be participating in the April meetings of the Board.

### **B. French Immersion**

Simon Burgers, Coordinator, Languages and Multiculturalism, presented an overview of the District's French Immersion program. He provided a brief history of French Immersion, outlined the program goals and objectives, and provided information on the District's French Immersion participation rates, enrollment, and retention rates. He also provided details about program availability and accessibility, and informed trustees about the registration process. Mr. Burgers explained that School District #61 is the only district in BC that offers French Immersion courses through a distributed learning model that leads to graduation with a Dual Dogwood; this distributed learning model enrolls students from across the province. He provided information on French Immersion teacher recruitment and hiring, and the professional development opportunities for French Immersion teachers.

Mr. Burgers provided an overview of the English Language Learners (ELL) program and outlined the ELL eligibility criteria. He presented information regarding to the

Settlement Workers in Schools (SWIS) program and the various partnerships with community agencies and organizations.

Trustee were invited to ask questions during and after Mr. Burgers' presentation. They thanked Mr. Burgers for a highly informative overview.

### **C. Student Services**

Deb Whitten, District Principal, Student Services, provided a presentation on the Student Services Department, outlining how the department supports students, families and schools. She described key components such as: CommunityLink/School Meals Program; Healthy, Safe & Caring Schools; graduation programs; Critical Incident Response Team (CIRT). She outlined the work of various District and community committees and working groups, such as the Concussion Committee, Culture and Community Committee, and District Gay Straight Alliance Working Group. She also spoke to the many ways the Student Services team provides support for vulnerable learners.

Trustees asked questions throughout Ms. Whitten's presentation. They expressed their appreciation for Ms. Whitten's concise overview.

## **8. PUBLIC REQUEST TO THE COMMITTEE**

### *Follow-up Presentation to Pro-D Fund Proposal*

Cindy Graf, Greater Victoria Teachers Association (GVTA) Professional Development Chair, provided a follow-up presentation regarding a professional development funding request. Ms. Graf stated that the GVTA Professional Development Committee was requesting an additional \$300,000 for professional development in addition to the funding the District provides to the Joint Professional Development Fund.

A discussion ensued.

## **9. ADJOURNMENT**

It was moved

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 10:05 pm.



**Operations, Policy and Planning Committee Meeting  
April 13, 2015 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Elaine Leonard, Chair, Tom Ferris, Edith Loring-Kuhanga, Diane McNally, Deborah Nohr, Rob Paynter, Jordan Watters, Ann Whiteaker

**Regrets:**

Peg Orcherton

**Administration:**

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Ted Pennell, Director, Information Technology, Katrina Ball, Associate Secretary-Treasurer, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:38 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.

Superintendent Bell introduced Kaitlyn Gantt-Mann, Student Representative from Esquimalt High School.

**1. APPROVAL OF THE AGENDA**

It was moved:

That the April 13, 2015 regular agenda be approved with the addition of Dr. Blank and Dr. Crofton under Item 4: Presentations.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved:

That the March 2, 2015 combined Education Policy Development Committee and Operations, Policy and Planning Meeting regular minutes be approved.

**Motion Carried**

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

#### **4. PRESENTATIONS**

##### **A. Camille Victoire - Accountability and Responsibility (Wi-Fi)**

Ms. Victoire, parent from Margaret Jenkins, presented her concerns regarding the proper use of technology in schools, particularly given that Health Canada's Safety Code 6 - Radiofrequency Exposure Guidelines is now under review. Ms. Victoire expressed her support of the motion to create a Technology Stewardship Committee.

##### **B. Dr. Blank and Dr. Crofton – EMF**

Dr. Martin Blank and Dr. Kerry Crofton shared concerns regarding EMF safety standards not being protective. Due to recent research on the impact of EMF on cellular and DNA structure, Dr. Blank recommended that Wi-Fi and cell phones be turned off when not in use. Dr. Blank and Dr. Crofton both expressed their support for the motion to create a Technology Stewardship Committee.

#### **5. FINANCE AND LEGAL AFFAIRS**

##### **A. Budget Discussion**

###### **1. Open Letter to the Community**

Trustees reviewed the draft letter. Discussion ensued amongst Trustees with concerns raised that the needs budget was not incorporated. Trustees agreed to table the letter to the May Operations, Policy and Planning (OPPs) Committee meeting that follows the Needs Budget Committee meeting later this month.

##### **B. Delete Policy and Regulation 2123.047 Personnel Assistant**

Secretary-Treasurer Laser informed the Committee that Policy and Regulation 2123.047 Personnel Assistant should be deleted as the position no longer exists.

Discussion ensued amongst Trustees with questions raised around the duties listed in the regulation.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) delete Policy and Regulation 2123.047 Personnel Assistant.
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**Motion Carried Unanimously**

##### **C. BCSTA AGM Motions**

Trustee Whiteaker provided information regarding the BCSTA motions being presented at the upcoming BCSTA AGM. She advised the Committee that amendments to the motions are not permitted and that members must vote on the existing motions as worded. Trustee Whiteaker shared her concerns about the wording of one of the motions and suggested that members attending the AGM vote against the motion. The Committee provided direction to Trustee Whiteaker and those holding voting cards to vote against the motion.

## D. Naming Recognition

Chair Leonard provided background information regarding Policies 1325 *Partnership* and 1421 *Naming School Sites*. Trustees agreed that the policies should be brought forward for discussion at the Operations Policy and Planning Committee meeting starting in June 2015.

It was moved:

That Policy 1325 *Partnership*, Policy 1325A *Partnership (attachment)* and 1421 *Naming School Sites* be forwarded for review at the Operations, Policy and Planning Committee meeting starting in June 2015.

**Motion Carried Unanimously**

## 6. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

## 7. NEW BUSINESS/NOTICE OF MOTION

### A. Trustee Nohr - Technology Stewardship Committee

That the Board of Education of School District No. 61 (Greater Victoria) establish a Technology Stewardship Committee for the following purposes: review of the current status of technology in our schools, review of the EMF research findings (2011-2015) based on peer reviewed independent scientific studies, review of cost implications for the operating budget based on the goals of the I.T. Department, review of health and safety procedures/directives for all of our schools and consideration for establishing one elementary school that provides technology using hard wired internet connections for student learning; this committee shall meet starting in March, 2015.

Chair Leonard advised the Committee that a replacement motion was submitted and circulated by Trustee Nohr. The Committee agreed to put forward the new motion.

Trustee Nohr presented her motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) establish an Ad Hoc committee as per Bylaw 9140, 'Technology Stewardship' for the purpose of developing guidelines for the safer use of technology for our students and staff.

Discussion ensued amongst Trustees with an amendment being suggested to remove the word "safer".

It was moved:

To amend the main motion to remove the word "safer" before the words "use of technology..."

**Motion Carried Unanimously**

Chair Leonard called for a vote on the amended main motion.



It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) establish an Ad Hoc committee as per Bylaw 9140, 'Technology Stewardship' for the purpose of developing guidelines for the use of technology for our students and staff.

**Motion Carried Unanimously**

**8. GENERAL ANNOUNCEMENTS - None**

**9. ADJOURNMENT**

It was moved:

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 8:50 p.m.



OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4110

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TO: Operations, Policy and Planning Committee  
FROM: Debra Laser, Secretary-Treasurer  
DATE: April 13, 2015  
RE: **Policy and Regulation 2123.047 Personnel Assistant**

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The position of Personnel Assistant no longer exists in the school district. It is recommended that Policy and Regulation 2123.047 be deleted.

**Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) deletes Policy and Regulation 2123.047 Personnel Assistant.
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## POLICY 2123.047

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### PERSONNEL ASSISTANT

The Board may appoint a Personnel Assistant, who shall be responsible to the Personnel/Payroll Supervisor for assisting in the operation of the Personnel Section within the Secretary-Treasurer's Department. The Personnel Assistant shall be responsible for assisting in the development and maintenance of effective labour relations, wage and salary administration, recruitment of all non-teaching staff, and for assisting in the administration of all fringe benefit plans.

*Greater Victoria School District*

Approved: May 31, 1982

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## REGULATION 2123.047

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### PERSONNEL ASSISTANT

Immediate Supervisor: Supervisor of Personnel/Payroll

#### General Function

This position assists the Supervisor of Personnel/Payroll in providing adequate personnel services for all non-teaching staff.

#### Specific Duties

- 1) Assists the Supervisor in the planning, organizing, directing and controlling of the activities of the Personnel Section.
- 2) Processes non-teaching vacancy notices and places newspaper advertisements as required.
- 3) In consultation with principals and department heads, ensures appropriate authorization of clerical and aide entitlement, and the correct coding of such positions for payroll and accounting purposes.
- 4) Assists in the administration of wages and salaries for all non-teaching staff, including exempt staff.
- 5) Coordinates and directs the recruitment of employees.
- 6) Tests the abilities and knowledge of non-teaching job applicants as required.
- 7) Conducts preliminary screening of prospective employees.
- 8) Places Spare Board employees as required.

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- 9) Assists in the administration of fringe benefit plans for all staff.
- 10) Assists the Supervisor in the administration and interpretation of the C.U.P.E. Collective Agreements.
- 11) Attends Labour Management meetings, and in the absence of the Supervisor, attends Personnel Committee meetings.
- 12) Administers the vacation, sick leave and seniority records for non-teaching staff.
- 13) Assists in the administration of Board personnel policies and regulations related to non-teaching staff.
- 14) Ensures the proper maintenance of required personnel records on all staff.
- 15) Coordinates the development and presentation of workshops and training programs for non-teaching staff.
- 16) Assists in the selection, development, training, monitoring and evaluating of Personnel staff.
- 17) Provides personnel related information, advice, and reports as required.
- 18) Assists in the updating of computer programs for personnel, and to a lesser degree, payroll.
- 19) Assists as a team member in the collective bargaining process.
- 20) Provides a consultative service to all staff with respect to retirement and benefit needs as well as the Employee Assistance Program.
- 21) Produces handbooks and other material relating to recruitment, orientation and guidance to personnel.
- 22) Attends to other related duties as directed by the Personnel/Payroll Supervisor.

*Greater Victoria School District*

Approved: May 1982

Revised: January 25, 1988

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## BYLAW 9140

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### AD HOC COMMITTEE OF THE BOARD

1. The Board may establish Ad Hoc Committees of the Board.
2. An Ad Hoc Committee shall be an advisory committee established for a temporary purpose to deal with a specific issue. The Ad Hoc Committee shall report to the Board or a Committee of the Whole Board or Standing Committee, within the time prescribed and within its terms of reference, with recommendation for action or, where necessary, policy change.
3. All committees established by the Board of Trustees including Standing Committees of the Board, are considered advisory committees to the Board. ~~Committees may function as consultative committees, working committees, steering committees or special committees.~~ The terms of reference for each established committee will be defined by the Board together with the date of presentation to the Board or Standing Committees.
4. Trustee members of any Ad Hoc Committee shall be as selected by the Board.
5. The membership of the Committee shall select a Chair at the first meeting of the Committee.
6. The Chairperson of the Board shall be an ex officio member of all Ad Hoc Committees, without voting rights.
7. The Superintendent may appoint a member of Administration or others to assist an Ad Hoc Committee.
8. The District Leadership Team shall prepare a report indicating Administration's reaction to the Ad Hoc Committee's report, and both reports shall be submitted to the Board, or the Standing Committee of the Board, simultaneously.

9. The Ad Hoc Committee shall be automatically dissolved when its term of appointment is at an end, unless extended by the Board.

*Greater Victoria School District*

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Approved: April 27, 1981  
Revised: Sept. 22, 1986  
Revised: October 24, 1988  
Minor revisions: June 1998  
Adopted: February 25, 2002  
Reviewed: March 2012  
Revised: April 20, 2015



OFFICE OF THE  
**SECRETARY-TREASURER**

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
PHONE (250) 475-4108 FAX (250) 475-4112

TO: Board of Education

FROM: Debra Laser, Secretary-Treasurer

DATE: April 20, 2015

RE: **2015/16 ANNUAL FACILITIES GRANT  
CAPITAL PROJECT BYLAW NO. 126863**

The Ministry of Education will provide an Annual Facility Grant (AFG) allocation of \$121.4 million in 2015/16 to fund maintenance and repairs of capital infrastructure in school districts. The Greater Victoria School District's AFG is comprised of:

Capital Portion	\$ 3,306,904
Grant Funding	<u>879,252</u>
Total Annual Facility Grant	<u>\$ 4,186,156</u>

These maintenance and repair projects are expected to be undertaken between April 1, 2015 and March 31, 2016. In order to access the capital portion of the AFG funding, a Capital Project Bylaw is required.

Recommended motions:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 126863, being a bylaw for the maximum expenditure of \$3,306,904 for the capital portion of the Annual Facility Grant allocation.

Motion to be Carried Unanimously

That Capital Project Bylaw No. 126863 being a bylaw for the maximum expenditure of \$3,306,904 for the capital portion of the Annual Facility Grant allocation be:

READ A FIRST TIME THE 20<sup>TH</sup> day of April, 2015;  
READ A SECOND TIME THE 20<sup>TH</sup> day of April, 2015, and  
READ A THIRD TIME, PASSED AND ADOPTED THE 20<sup>th</sup> DAY of April, 2015 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.



**CAPITAL PROJECT BYLAW NO. 126863**  
**2015/16 ANNUAL FACILITIES GRANT - CAPITAL FUNDING**

A BYLAW by the Board of Education of School District No. 61 (Greater Victoria) (hereinafter called the "Board") to adopt a Capital Project of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved Capital Project No.126863.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the Project substantially as directed by the Minister;
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister and specifying a maximum expenditure of \$3,306,904 for Project No.126863 is hereby adopted.
2. This Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Project Bylaw No. 126863.

READ A FIRST TIME THE 20<sup>TH</sup> DAY OF APRIL, 2015;  
READ A SECOND TIME THE 20<sup>TH</sup> DAY OF APRIL, 2015;  
READ A THIRD TIME, PASSED AND ADOPTED THE 20<sup>TH</sup> DAY OF APRIL, 2015.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria), Capital Project Bylaw No. 126863 adopted by the Board the 20<sup>th</sup> day of APRIL, 2015.

\_\_\_\_\_  
Secretary-Treasurer

To: Board of Education, School District 61

From: Jordan Watters, Trustee

Date: April 20, 2015

Re: TRUSTEE REPORT FROM THE GAY STRAIGHT ALLIANCE COMMITTEE

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At the Feb 24, 2015 GSA meeting teachers brought forward concerns around the regulations addressing overnight field trips (regulation 3545.2 and 3545.2a - field trip attachment 12). The teachers were concerned that the language was old and needed revisions and that the supervision requirements for students needed to be reviewed and revised to include our transgender and gender variant students.

**RECOMMENDATIONS:** As a result of discussion at the GSA Committee meeting, I brought forward the following recommendations to the Superintendent:

1. Regulation 3545.2a (field trip attachment 12), item 10 states, "There will be no members of the opposite sex in sleeping quarters at any time."

The recommendation is for this to be updated to, "Students will not go into sleeping quarters to which they are not assigned."

This would eliminate the problematic binary terminology of "opposite sex" and create more flexibility to meet the needs of transgender and gender variant students.

2. Regulation 3545.2 section IV (d) states, "Where male students are involved there must be at least one adult male supervisor, and where female students are involved, there must be at least one adult female supervisor."

The recommended change is to add, "unless parental permission is given."

This would provide an option for gender variant or transgender students to be supervised more appropriately.

The Superintendent brought these recommendations to the District Leadership Team who have reviewed them and determined that more consideration and consultation is needed. Deb Whitten will include the field trip regulation at the next GSA meeting for continued discussion, and she will consult further with principals. There is general agreement that the regulations should be updated, the hope is to ensure that the changes are appropriate.