



The Board of Education of School District No. 61 (Greater Victoria)  
Regular Board Meeting, Tuesday, May 19, 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 April 20, 2015 Regular Board Minutes (p 04-10)
  - b) Approval of the April 22, 2015 Special Board Budget Minutes (p 11-14)
- A3. Business arising from the Minutes**
- A4. Student Achievement**
- a) Lambrick Park Gay-Straight Alliance - Love is Love Regional Conference  
Kevin Luchies, Principal, and students
- A5. District Presentations**
- A6. Community Presentations** (5 minutes per presentation)
- a) Brae Carnes, Gender Identity in our Schools
  - b) Grant Sheppard & Kate Steele, Gender Identity Specific Policy
  - c) Amy Dorais & Alyx MacAdams, Gender Identity and Expression in our Schools
  - d) Brena Robinson, VCPAC, Leadership and Advocacy
  - e) Vincenza Gruppuso, VCPAC, Importance of an Independent Parent Voice

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

**B. TRUSTEE REPORTS****B1. Chair's Report****B2. Trustees' Report**

- a) Trustee McNally

**C. BOARD COMMITTEE REPORTS****C1. Education Policy Development Committee**

- a) Minutes from the May 4, 2015 meeting – Information only (p 15-18)

- b) Recommended Motions:

- i) That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to task the District Gay Straight Alliance Advisory Committee with developing a draft policy on Gender Identity and Gender Expression (in accordance with Bylaw 9210 The development of Policy; and Policy 1163 Consultation) to ensure the safety and support of transgender and gender variant students and their families, and present it to the Education Policy Development Committee with recommendations for implementation.

**C2. Operations, Policy and Planning Committee**

- a) Minutes from the May 11, 2015 meeting – Information only (p 19-23)

- b) Recommended Motions:

- i) That the Board of Education of School District No. 61 (Greater Victoria) send the Needs Budget letter including the additional bullet with all of the signatures.

- ii) That the Board of Education of School District No. 61 (Greater Victoria) defines the purpose of the Technology Stewardship Ad Hoc Committee to be to develop guidelines for the use of technology for our students and staff.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) appoint one trustee as a voting member on the Technology Stewardship Ad Hoc Committee.

- iv) That the Board of Education of School District No. 61 (Greater Victoria) create a Parent Education Fund as part of the 2015-2016 budget item - Parent Advisory Council Grant in the amount of \$7,000.00. And further, that the Board of Education create guidelines and a process to access this Parent Education Fund.

**D. DISTRICT LEADERSHIP TEAM REPORTS**

**D1. Superintendent's Report**

- a) Board of Education and Standing Committee Meeting Dates

(p 24)

Recommended Motion:

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| That the Board of Education of School District No. 61 (Greater Victoria) approve the 2015/2016 Board of Education and Standing Committee meeting dates. |
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- b) Video Recording

**D2. Secretary-Treasurer's Report**

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

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

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

**G1. New Business**

**G2. Notice of Motions**

**H. ADJOURNMENT**



**The Board of Education of School District No. 61 (Greater Victoria)  
April 20, 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, Peg Orcherton, Rob Paynter, Jordan Watters, Ann Whiteaker

**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, Tom Smith, Director of Facilities Services, Deb Whitten, District Principal, Student Services, Ted Pennell, Director, Information Technology, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:35 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 April 20, 2015 Agenda be approved with the following additions/changes:

**B2. Trustees' Report**

- b) Trustee Watters
- c) Trustee Nohr

**Motion Carried**

**A2. Approval of the Minutes**

a) It was moved and seconded:

That the March 23, 2015 Regular Minutes be approved.

**Motion Carried Unanimously**

b) It was moved and seconded:

That the March 25, 2015 Special Board Budget Minutes be approved.

**Motion Carried Unanimously**

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

**A4. Student Achievement**

Associate Superintendent, Shelley Green, welcomed and introduced Eagle View Elementary Principal and Vice-Principal, Brent De Nat and Jennifer MacDonald and three grade five students.

Makenna, Maddy and Dylan played a video showing each of them as reporters interviewing fellow students and staff about why they like attending Eagle View Elementary School. All interviewees voiced the same words of feeling a sense of respect, community, acceptance, belonging and being able to shine at Eagle View Elementary School. A video entitled "Walking on Sunshine" involving the entire school was played for the Board.

Chair Loring-Kuhanga thanked Principal De Nat, Vice-Principal MacDonald and the students for attending and presenting for the Board.

**A5. District Presentations - None****A6. Community Presentations - None****B. TRUSTEE REPORTS****B1. Chair's Report**

Chair Loring-Kuhanga introduced and welcomed Tom Smith, the new Director of Facilities Services, to the School District.

Chair Loring-Kuhanga reported that she attended the British Columbia School Trustees' Association AGM and provided highlights of the conference including the names of the new Board of Directors.

Chair Loring-Kuhanga further reported that Mr. Malcolm Weinstein has been hired by the District to facilitate the development of a Strategic Plan. Chair Loring-Kuhanga referred Trustees and Education Partner Groups to the 'draft' letter that will be sent to Education Partner Groups. The Education Partner Groups will be asked for feedback by way of a question about what they think the top three priorities of the District should be. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Bell.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) moves the discussion of the Strategic Plan to G1. New Business c) Strategic Plan, for further discussion and debate.

**Motion Carried Unanimously**

Chair Loring-Kuhanga reminded Trustees of a motion that was passed at the March 23, 2015 Board meeting with respect to supporting a BCSTA request that each Board meet with their local MLA's to discuss the need for increased funding to support educational programs in schools. Chair Loring-Kuhanga advised Trustees that she has been in contact with MLA, Rob Fleming and is endeavoring to set a meeting date as soon as possible. Chair Loring-Kuhanga requested Trustees to send agenda ideas to her via email.

**B2. Trustees' Report**

- a) Trustee McNally reported that she attended a Macaulay PAC meeting.
- b) Trustee Watters reported that she attended a Gay Straight Alliance (GSA) Committee meeting and that the GSA Committee will be hosting a conference at Lambrick Park Secondary on Monday, April 27, 2015 entitled "Love is Love".
- c) Trustee Nohr provided Trustees with an update about the fundraising activities for the Oak Bay High School Totem Pole project through the Oak Bay Community Association. The final fundraiser is scheduled for May at UVIC and more details will be forthcoming.

**C. BOARD COMMITTEE REPORTS**

**C1. Education Policy Development Committee**

- a) The April 7, 2015 meeting minutes were received for Information.

**C2. Operations, Policy and Planning Committee**

- a) The April 13, 2015 meeting minutes were received for information.
- b) Trustee Leonard referred to the April 13, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

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

Trustee Leonard referred to the April 13, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- 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.  
**Motion Carried**

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

**D. DISTRICT LEADERSHIP TEAM REPORTS**

**D1. Superintendent's Report - None**

**D2. Secretary-Treasurer's Report**

- a) Secretary-Treasurer Laser reminded Trustees that two readings were given to revised Bylaw 9140, *Ad Hoc Committees of the Board* at the March 23, 2015 meeting and as such, in order to revise Bylaw 9140, a final reading must be given and voted on.

It was moved and seconded:

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.

**Motion Carried**

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

b) 2015/2016 Annual Facilities Grant - Capital Bylaw No. 126863

Secretary-Treasurer Laser explained that a capital bylaw is required to access the capital portion of the Annual Facilities Grant funding. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Laser.

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 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 Carried Unanimously**

It was moved and seconded:

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.

**Motion Carried Unanimously**

## E. QUESTION PERIOD

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

What is the rationale behind Trustee Nohr's motion to establish a Technology Stewardship Committee, specifically:

- how would this committee be qualified to assess the validity of any scientific studies on EMF, why are the assessments of Health Canada and the Chief medical officer insufficient?
- Would this committee attempt to set policies in opposition to the recommendations of legitimate scientific bodies who actually are qualified to assess said studies?
- Will this committee attempt to overrule the democratic decision of parents and teachers who have clearly stated that they do want WIFI in their schools?

Superintendent Bell advised that she would follow up with a response to the individual who emailed this question by advising that these questions will be discussed at the May 11, 2015 Operations, Policy and Planning Committee meeting.

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

Chair Loring-Kuhanga advised the public that the lease agreement between the Greater Victoria School District and the Burnside Gorge Community Association for the former Burnside Elementary School has been renewed for a period of one year.

**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.

Trustee Leonard moved to refer the motion to the May 11, 2015 Operations, Policy and Planning Committee meeting for a full discussion.

It was moved and seconded:

That the motion "*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*" be referred to the May 11, 2015 Operations, Policy and Planning Committee meeting.

**Motion Defeated**

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

Trustee Leonard requested that it be noted in the meeting minutes that proper process is not being followed in that motions should first be going to Committee meetings for a full discussion prior to Board meetings.

Trustee McNally presented her motion and rationale.

It was moved and seconded:

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.

**Motion Defeated**

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



## 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.

Trustee Leonard moved to refer the motion to the May 11, 2015 Operations, Policy and Planning Committee meeting. Discussion ensued amongst the Trustees with Trustee Paynter stating that he had no objection to referring the motion to the May 11, 2015 Operations, Policy and Planning Committee meeting.

It was moved and seconded:

That the motion "*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*" be referred to the May 11, 2015 Operations, Policy and Planning Committee meeting.

**Motion Carried Unanimously**

## c) Strategic Plan

Trustees engaged in a full discussion and debate regarding the proposed Strategic Plan process and more specifically the sample question that will be sent to Education Partner Groups. The sample question that has been provided by the consultant, Dr. Weinstein, is as follows "*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?*"

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) accepts the question as presented by the Strategic Plan consultant, Dr. Weinstein, and place it on the District website and communicate it by other means to stakeholders.

Further discussion ensued amongst the Trustees with a recommendation being made to amend the question to read: "*Over the next three years, what do you think the top 3 priorities should be for our School District, keeping in mind that our mission is for the educational success of each student within a responsive and safe environment.*"

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) amend the question provided by the Strategic Plan consultant, Dr. Weinstein to read "*Over the next three years, what do you think the top 3 priorities should be for our School District, keeping in mind that our mission is for the educational success of each student within a responsive and safe environment*" and place it on the District website and communicate it by other means to stakeholders.

**Motion Defeated**

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

Abstain: Trustee Paynter

Chair Loring-Kuhanga called for the question on the main motion.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) accepts the question as presented by the Strategic Plan consultant, Dr. Weinstein, and place it on the District website and communicate it by other means to stakeholders.

**Motion Carried**

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

**G2. Notice of Motions - None**

**H. ADJOURNMENT**

It was moved and seconded:

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 9:17 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

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Secretary-Treasurer



The Board of Education of School District No. 61 (Greater Victoria)  
April 22, 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, Peg Orcherton, Jordan Watters, Ann Whiteaker

**Regrets:** Trustee Rob Paynter

**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 7:03 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 MEETING**

Trustee Orcherton stated a "Point of Order" with respect to agenda item C1. b) i) *Teachers' Professional Development Fund* and suggested that it be deleted from the agenda and referred to the bargaining table. Discussion ensued amongst the Trustees.

It was moved and seconded:

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| That the Board of Education of School District No. 61 (Greater Victoria) remove item C1. b) i) <i>Teacher's Professional Development Fund</i> , from the April 22, 2015 meeting agenda. |
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**Motion Defeated**

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

**A1. Approval of the Agenda**

It was moved and seconded:

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|---|
| That the April 22, 2015 Agenda be approved. |
|---|

**Motion Carried**

**B. PUBLIC PRESENTATIONS ON THE 2015/2016 BUDGET**

- a) Cindy Graf, attended on behalf of the Greater Victoria Teachers' Association to speak to Trustees about teachers' professional development funds. Ms. Graf read letters from two teachers urging Trustees to consider increasing the funding for teachers' professional development and to support Trustee Nohr's motion.
- b) Theresa Stokes, attended on behalf of the Greater Victoria Teachers' Association to speak to Trustees about teachers' professional development funds. Ms. Stokes explained that after

she attends professional development sessions the benefits received extend to her classroom. Ms. Stokes urged Trustees to consider increasing the funding and to support Trustee Nohr's motion.

## C. 2015/2016 Annual Budget Debate

### C1. 2015/2016 Annual Budget Debate

- a) Secretary-Treasurer Laser explained that the annual budget bylaw includes expenses for the operating, special purpose and capital funds; however, the budget deliberations are in respect to the operating budget only. Secretary-Treasurer Laser further explained that the motion to approve the carry forward funding needs to be considered prior to debating the budget options, and also reviewed the proposed budget options. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Laser.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approves carrying forward the \$8,300,000 to the 2015-2016 school year to be applied against the deficit.  
**Motion Carried Unanimously**

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) approves the list of proposed budget options including eliminating the ELL Administrative Assistant and reducing the administrative supplies budget for a total of \$66,501 for the 2015-2016 school year.  
**Motion Carried Unanimously**

### b) New Business

- i) Trustee Nohr - Teachers' Professional Development Fund

Trustee Nohr presented her motion and requested that the motion be referred to the May 11, 2015 Operations, Policy and Planning Committee meeting.

It was moved and seconded:

- That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) create a line item in the 2015-2016 budget bringing teachers' professional development funding to \$150 per full time FTE; costs to be covered from current district professional development funds for teachers*" be referred to the May 11, 2015 Operations, Policy and Planning Committee meeting.  
**Motion Defeated**

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

Further discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Bell.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) create a line item in the 2015-2016 budget bringing teachers' professional development funding to \$150 per full time FTE; costs to be covered from current district professional development funds for teachers.

**Motion Defeated**

For: Trustees Watters, Nohr

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

**C2. 2015/2016 Annual Budget Bylaw**

- a) Secretary-Treasurer Laser referred to the 2015/2016 Annual Budget Bylaw and explained that the Board must unanimously agree to give the Budget Bylaw all three readings at one sitting.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of the 2015/2016 Annual Budget Bylaw at the meeting of April 22, 2015.

**Motion Carried Unanimously**

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) 2015/2016 Annual Budget Bylaw in the amount of \$206,361,204 be:  
  
Read a first time the 22<sup>nd</sup> day of April, 2015;  
Read a second time the 22<sup>nd</sup> day of April 2015;  
Read a third time, passed and adopted the 22<sup>nd</sup> day of April, 2015;  
  
And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

**Motion Carried**

For: Trustees Ferris, Whiteaker, Watters, McNally, Loring-Kuhanga, Leonard, Orcherton

Against: Trustee Nohr

**D. NEEDS BUDGET LETTER**

Trustee Leonard advised the Board that the Needs Budget Committee had met on Wednesday, April 15, 2015 and established the key points to include in a letter to the Minister of Education. On behalf of the Board, Trustee Leonard requested support from all of the Education Partner Groups by way of signing the letter along with the Board Chair. A discussion ensued amongst the Trustees which included comments from all Education Partner Groups that were present at the meeting. All groups

agreed to sign the letter except for the Victoria Confederation of Parent Advisory Councils (VCPAC). Mr. Bird, President, VCPAC, advised that he would take the letter to the VCPAC AGM meeting scheduled for April 28, 2015 and will advise further after the meeting. Melanie Houston, President, Allied Specialists' Association (ASA), requested that a point be added to the letter to reference speech language pathologists such as, "*specialist support such as an increase in speech language pathologist positions*".

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) accepts the Needs Budget letter addressed to the Minister of Education, dated April 22, 2015, with the addition of the following point in the third paragraph, second bullet, "*specialist support such as an increase in speech language pathologist positions*" and that the date of the letter be changed to correspond with receiving feedback from VCPAC.

**Motion Carried Unanimously**

**E. NOTICE OF MOTIONS**

**E1. Trustee Whiteaker - Parent Education Fund**

Trustee Whiteaker presented the following Notice of Motion and requested that it be placed on the May 11, 2015 Operations, Policy and Planning Committee meeting agenda.

That the Board of Education of School District No. 61 (Greater Victoria) create a Parent Education Fund as part of the 2015/2016 budget item - Parent Advisory Council Grant in the amount of \$7,000.00. And further, that the Board of Education create guidelines and a process to access this Parent Education Fund.

**E. ADJOURNMENT**

It was moved and seconded:

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 8:34 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

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



**Education Policy Development Committee  
May 4, 2015 - Tolmie Building, Board Room**

**Regular Minutes**

**Present: TRUSTEES**

Deborah Nohr, Chair  
Tom Ferris  
Edith Loring-Kuhanga (exited the meeting at 8:00 pm)  
Diane McNally  
Peg Orcherton (exited the meeting at 8:34 pm)  
Rob Paynter  
Jordan Watters

**ADMINISTRATION**

Sherri Bell, Superintendent of Schools  
Shelley Green, Associate Superintendent  
Janine Roy, District Principal of Learning Initiatives  
Deb Whitten, District Principal, Student Services  
Leslie Lee, Principal, George Jay Elementary  
Terri Smith, Vice-Principal, George Jay Elementary  
Raven Natrall, Student Representative  
Connie Schmidt, Recording Secretary

**Regrets:** Elaine Leonard  
Ann Whiteaker

The meeting was called to order at 7:01 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 students and parents of George Jay Elementary as well as members of the public who were in attendance.

**1. APPROVAL OF THE AGENDA**

It was moved:

That the May 4, 2015 regular agenda be approved.

**Motion Carried Unanimously**

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**2. APPROVAL OF MINUTES OF EDUCATION POLICY DEVELOPMENT COMMITTEE MEETING - April 7, 2015**

It was moved:

That the April 7, 2015 Education Policy Development Committee Meeting regular minutes be approved.

**Motion Carried Unanimously**

- 3. BUSINESS ARISING OUT OF THE 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. Introduction of Student Representative**

Superintendent Sherri Bell introduced Student Representative Raven Natrall from the S. J. Willis Education Centre. She explained that Raven is a member of the Representative Advisory Council of Students who will be attending the Board meetings scheduled in the month of May 2015. Raven shared that she is excited to add her student voice to Ed Policy and is looking forward to participating in the May meetings of the Board.

**B. Chromebooks Pilot**

Ms. Leslie Lee, Principal of George Jay Elementary, provided an overview of how the school's 60 Chromebooks had been piloted in a 1-to-1 (one device to one student) computing environment at George Jay Elementary, as the school received these digital tools as part of her "Canada's Outstanding Principals Award" in 2014. Trustees learned that Chromebooks are computers that connect to Google Apps for Education (GAPE) through wireless technology, which enable students to learn and work collaboratively to research, synthesize and evaluate information from anywhere in and around their school. By using GoogleDrive, students are able to access and save their work on multiple platforms such as iPads, Chromebooks and personal computers using cloud-based online applications and storage. Ms. Lee thanked school district staff for supporting the implementation of these new tools with students.



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Ms. Lee then introduced Vice-Principal Terri Smith. Ms. Smith, George Jay teachers Robin Lam and Sunny Jun, and George Jay students provided an overview of the digital learning environment and presented various research and writing projects that they created and published using GAFE with the Chromebooks. Teachers and students provided examples of students using GAFE and Chromebooks to develop student research skills, enhance critical thinking skills, develop problem-solving and decision-making skills, increase creativity and innovation, develop digital literacy and citizenship, and facilitate effective communication and collaboration.

Trustee asked questions during and after the presentation. They thanked the students and school administrators for a highly informative presentation.

### **C. Victoria Conservatory of Music Technology**

Ms. Leslie Lee presented an overview of this technology-based fine arts project initiated by the Victoria Conservatory of Music. Through this partnership, George Jay students learn music at their own pace using keyboards and software provided by the Victoria Conservatory. The school has worked with the Victoria Conservatory of Music on this project for two years, and the project has now been implemented in three additional schools in our district. Ms. Lee shared that this innovative project benefits students in many ways as they foster their ability to play a keyboard using the technology provided, improve their focus and self-regulation, and increase their knowledge of classical music as part of this initiative.

Trustees expressed their appreciation.

### **D. Community Threat Assessment Protocol**

Ms. Deb Whitten, District Principal, Student Services, informed the Trustees about the development of the Community Threat Assessment Protocol. She explained that this protocol will have a positive impact on the safety of students, staff and others, and will enable and promote a cooperative response in a multidisciplinary manner. The protocol will facilitate a method of sharing information and resources with community partners. The draft protocol was created using School District #62 and School District #63's completed protocols as templates and the work of Kevin Cameron, Director of the Canadian Centre for Threat Assessment and Trauma Response. Ms. Whitten also outlined why it is important that the protocols of the three school districts share a similar language and process.

Trustees asked questions, and then thanked Ms. Whitten for her informative presentation.

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### **E. Concussion Committee Update**

Ms. Whitten provided an update on the work of the Concussion Committee that is comprised of GVTA members, a CUPE 947 member, an ASA representative, a VCPAC member, Trustees Orcherton and Paynter, a School Principal, Associate Superintendent Pinkerton, and District Principal Whitten. She explained that the committee has met three times and will finalize a draft of the Concussion Awareness Policy in the near future.

### **F. Motion**

Trustee Watters presented the rationale for the motion. A discussion ensued.

It was moved:

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| That the Board of Education of School District 61 (Greater Victoria) direct the Chair to task the District Gay Straight Alliance Advisory Committee with developing a draft policy on Gender Identity and Gender Expression (in accordance with Bylaw 9210 The development of Policy; and Policy 1163 Consultation) to ensure the safety and support of transgender and gender variant students and their families, and present it to the Education Policy Development Committee with recommendations for implementation. |
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**Motion Carried Unanimously**

## **9. ADJOURNMENT**

It was moved

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| That the meeting adjourn. |
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**Motion Carried Unanimously**

The meeting adjourned at 8:51 pm.



**Operations, Policy and Planning Committee Meeting  
May 11, 2015 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Diane McNally, Chair, Tom Ferris, Deborah Nohr, Peg Orcherton, Rob Paynter, Jordan Watters, Ann Whiteaker

**Regrets:**

Elaine Leonard, Edith Loring-Kuhanga

**Administration:**

Sherri Bell, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Pat Duncan, Deputy Superintendent, Katrina Ball, Associate Secretary-Treasurer, Thomas Smith, Director of Facilities Services, Ted Pennell, Director of Information Technology, Connie Schmidt, Recording Secretary

The meeting was called to order at 7:40 p.m.

In the absence of Trustee Leonard, Trustee McNally chaired the meeting.

Chair McNally 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 May 11, 2015 regular agenda be approved with the addition of John Bird and Audrey Smith under Item 4: Presentations, Trustee Watters General Announcement under Item 10 and the withdrawal of Item 8D.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved:

That the April 13, 2015 Operations, Policy and Planning Meeting regular minutes be approved.

**Motion Carried**

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

#### 4. PRESENTATIONS

##### A. Rolf Warburton and David Ley, EMJS Bike Club - Regulation 1332.41 Playing Fields - Vehicles

Mr. Rolf Warburton informed the Committee that Mr. David Ley was unable to attend the meeting. Mr. Warburton presented a brief overview of the EMJS Bike Club activities and then explained that the club is facing challenges due to District Regulation 1332.41 Playing Fields - Vehicles which prohibits the use of bicycles on school fields. He requested that the Board explore amending the field use regulation.

A brief discussion ensued and Superintendent Bell advised that senior administration will review the issue and bring a recommendation back to the Committee.

##### B. John Bird and Audrey Smith - VCPAC ANNUAL REPORT 2015-2016

Mr. John Bird, VCPAC President, and Ms. Audrey Smith, VCPAC Vice-Chair, presented the Board with a copy of the VCPAC Annual Report 2015-2016 as well as a flash drive containing the annual reports of the last six years. Mr. Bird and Ms. Smith gave a brief overview of the 2015-2016 Annual Report.

Chair McNally thanked Mr. Bird and Ms. Smith for their presentation.

#### 5. FINANCE AND LEGAL AFFAIRS

##### A. Needs Budget Letter

Chair McNally advised the Committee that VCPAC requested that a 5<sup>th</sup> bullet, "Implementing systemic and cultural change" be added to the Needs Budget letter. A discussion ensued.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) send the Needs Budget letter including the additional bullet with all of the signatures.

**Motion Carried**

For: Trustees Ferris, Orcherton, McNally, Watters, Whiteaker

Against: Trustees Nohr, Paynter

##### B. Information Technology Department Plan

Ted Pennell, Director of Information Technology, presented the Committee with an overview of the Information Technology Department Plan. A question and answer period followed that included comments from Trustees and members of the public.

Trustees expressed their appreciation for the work done by the Information Technology Department staff.

### **C. Technology Stewardship Ad Hoc Committee - Terms of Reference**

Chair McNally advised that the Committee will discuss Item C. Technology Stewardship Ad Hoc Committee for 30 minutes at this meeting.

Trustee Nohr referred the Committee to a suggested Terms of Reference for the Technology Stewardship Ad Hoc Committee. Discussion ensued about the purpose of the Ad Hoc Committee.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) defines the purpose of the Technology Stewardship Ad Hoc Committee to be to develop guidelines for the use of technology for our students and staff.

**Motion Carried Unanimously**

Further discussion ensued about the membership of the Technology Stewardship Ad Hoc Committee. A suggestion was made to include students on the Committee.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) appoint one trustee as a voting member on the Technology Stewardship Ad Hoc Committee.

**Motion Carried**

For: Trustees Ferris, McNally, Paynter, Watters, Whiteaker  
Against: Trustees Nohr, Orcherton

The discussion ended after 30 minutes and will be continued at the June 8, 2015 Operations Policy and Planning Committee meeting.

## **6. FACILITIES PLANNING**

### **A. 2015-2016 Annual Facilities Grant Expenditure Plan**

Thomas Smith, Director of Facilities Services, presented the 2015-2016 Annual Facilities Grant Expenditure Plan and responded to questions from the Committee.

## **7. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

Chair McNally read the following two motions that were approved at the preceding special in-camera board meeting:

That the Board of Education of School District No. 61 (Greater Victoria) report out publically during the May 11, 2015 Operations, Policy and Planning Committee meeting that a search firm has been hired to assist in recruiting a new Superintendent of Schools for the Greater Victoria School District.

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approves the All-Weather Artificial Turf Field agreement between Bays United Football Club and the Board of Education of School District No. 61 (Greater Victoria) for a term of 25 years commencing on the opening date of the field which is targeted for September 1, 2016*” be reported out publically during the May 11, 2015 Operations, Policy and Planning Committee meeting.

**8. NEW BUSINESS/NOTICE OF MOTION**

**A. Trustee Paynter - Trustee Professional Development Fund Allocation**

Trustee Paynter presented his motion and rationale. Discussion ensued amongst the Trustees with a suggestion being made to refer the motion to the June 8, 2015 Operations Policy and Planning Committee meeting so that additional information could be provided.

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.  
**Motion Referred**

For: Trustees Ferris, McNally, Orcherton, Paynter, Watters, Whiteaker  
Against: Trustee Nohr

**B. Trustee Whiteaker - Parent Education Fund**

Trustee Whiteaker presented her motion and rationale supported by a Power Point presentation. Discussion ensued amongst the Trustees and members of the public.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) create a Parent Education Fund as part of the 2015-2016 budget item - Parent Advisory Council Grant in the amount of \$7,000.00. And further, that the Board of Education create guidelines and a process to access this Parent Education Fund.  
**Motion Carried**

For: Trustees McNally, Nohr, Paynter, Watters, Whiteaker  
Against: Trustees Ferris, Orcherton

Trustee Whiteaker provided Notice of Motion for the June 8, 2015 Operations Policy and Planning Committee Meeting regarding establishing terms of reference for the Parent Education Fund Ad Hoc Committee.

**C. Trustee McNally - Audio and Video Recording of Students**

Trustee McNally suggested that her motion be referred to the June 8, 2015 Operations Policy and Planning Committee meeting.

That the Board of Education of School District No. 61 (Greater Victoria) end the practice of shutting down audio and video recording of students during Board meetings.  
**Motion Referred Unanimously**

**D. Trustee Paynter - Administration in the Absence of Policy**

Trustee Paynter withdrew his motion.

That the Board of Education of School District No. 61 (Greater Victoria) grant the Superintendent of Schools the power to act when action must be taken and the Board of Education has provided no guide in policy for such action. The Superintendent's decisions, however, are subject to Board review, and it is the duty of the Superintendent to inform the Board of action taken and of the need for policy.

**Motion Withdrawn**

**9. GENERAL ANNOUNCEMENTS**

Trustee Watters announced that the Aboriginal Enhancement Agreement has now been signed by the Greater Victoria Teachers' Association.

**10. ADJOURNMENT**

It was moved:

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 10:15 p.m.



# BOARD OF EDUCATION

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8  
 Phone: (250) 475-4106 Fax: (250) 475-4112

TO: Board of Education  
 FROM: Sherri Bell, Superintendent of Schools  
 DATE: May 19, 2015  
 RE: **2015/2016 BOARD OF EDUCATION AND STANDING COMMITTEE MEETING DATES**

| Education Policy and Development |   | Operations, Policy and Planning Committee |   | Board of Education |                    |
|----------------------------------|---|---|---|--------------------|--------------------|
| Monday                           | September 14, 2015,<br>(combined with OPPS) | Monday                                    | September 14, 2015<br>(combined with Ed Policy) | Monday             | September 21, 2015 |
| Monday                           | October 5, 2015                             | Tuesday                                   | October 13, 2015                                | Monday             | October 19, 2015   |
| Monday                           | November 2, 2015                            | Monday                                    | November 9, 2015                                | Monday             | November 16, 2015  |
| Monday                           | December 7, 2015<br>(combined with OPPS)    | Monday,                                   | December 7, 2015<br>(combined with Ed Policy)   | Monday             | December 14, 2015  |
| Monday                           | January 4, 2016                             | Monday                                    | January 11, 2016                                | Monday             | January 18, 2016   |
| Monday                           | February 1, 2016                            | Tuesday                                   | February 9, 2016                                | Monday             | February 15, 2016  |
| Monday                           | March 7, 2016<br>(combined with OPPS)       | Monday                                    | March 7, 2016<br>(combined with Ed Policy)      | Tuesday            | March 29, 2016     |
| Monday                           | April 4, 2016                               | Monday                                    | April 11, 2016                                  | Monday             | April 18, 2016     |
| Monday                           | May 2, 2016                                 | Monday                                    | May 9, 2016                                     | Monday             | May 16, 2016       |
| Monday                           | June 6, 2016                                | Monday                                    | June 13, 2016                                   | Monday             | June 20, 2016      |

**Recommended Motions:**

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2015/2016 Board of Education and Standing Committee meeting dates.

  
 Sherri Bell, Superintendent of Schools