



**Operations, Policy and Planning Committee Meeting
November 9, 2015 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

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

Administration:

Piet Langstraat, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Tom Smith, Director of Facilities Services, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:00 p.m.

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

1. APPROVAL OF THE AGENDA

It was moved:

That the November 9, 2015 regular agenda be approved with the following change: move item 9. New Business, A. Trustee McNally – Bylaw 9104, Ad Hoc Committee of the Board to 6.A.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the October 13, 2015 Operations, Policy and Planning Meeting regular minutes be approved with the removal of the second paragraph under 9.B. Trustee Nohr - Culture and Community Ad Hoc Committee.

Motion Carried

3. BUSINESS ARISING FROM MINUTES - None

4. PRESENTATIONS - None

5. SUPERINTENDENT'S REPORT

A. Introduction of Student Representative

Superintendent Langstraat introduced Solomon Lindsay, Student Representative from Victoria High School.

6. FINANCE AND LEGAL AFFAIRS

A. Trustee McNally – Bylaw 9140, Ad Hoc Committee of the Board

Trustee McNally presented her motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria), per Bylaw 9010 *Bylaws of the Board*, accept the attached as a replacement for the current board Bylaw 9140 *Ad Hoc Committee of the Board*.

Chair Leonard referred Trustees to the draft Bylaw 9140, Ad Hoc Committee of the Board.

Items 1, 2, 3 and 7 were agreed upon by consensus. Chair Leonard led the discussion of items 4, 5, 6, 8, and 9 and Trustees agreed upon the following changes to the draft:

4. Ad Hoc Committees of the Board require a Terms of Reference document (template attached), which will be drafted ~~for Board consideration~~ by school district senior administration, and presented to the ~~appropriate Standing Committee of the Board. for debate and recommended approval to the Board as soon as possible after the Ad Hoc Committee is established.~~
5. Trustee members of any Ad Hoc Committee shall be as selected by the Board. ~~, using a process determined by the Board.~~
6. The membership of the Committee shall select a Chair at the first meeting of the Committee. ~~or may choose to rotate the Chair position amongst Committee members.~~
8. The Superintendent or designate ~~shall~~ may be a member of all Ad Hoc Committees. ~~, with voting rights, and the Superintendent may appoint a member of Administration or others staff members to assist an Ad Hoc Committee.~~
9. The Ad Hoc Committee shall be ~~automatically dissolved when its term of appointment is at an end, unless extended by the Board.~~ by motion of the Board. ~~motion.~~

Chair Leonard called for a vote on the motion.

That the Board of Education of School District No. 61 (Greater Victoria), per Bylaw 9010 *Bylaws of the Board*, accept the attached as a replacement for the current board Bylaw 9140 *Ad Hoc Committee of the Board*.

Motion Carried

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

Against: Trustee Paynter

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on November 16, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9140, *Ad Hoc Committee of the Board* at the meeting of November 16, 2015.

Motion to be Carried Unanimously

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

Read a first time this 16th day of November, 2015;

Read a second time this 16th day of November, 2015:

Read a third time, passed and adopted this 16th day of November, 2015.

B. Regulation 3548 School District Signing Authority

Secretary-Treasurer Laser presented Regulation 3548 School District Signing Authority. It was explained that this regulation has been written to reflect current practice and to formally replace Board-approved motions pertaining to signing authority from 1999.

Discussion ensued amongst Trustees with questions of clarification being asked of Secretary-Treasurer Laser and Superintendent Langstraat.

Trustees agreed upon one change: under **2. Legal Documents**, add a comma after the words "Vice-Chair of the Board".

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve Regulation 3548, School District Signing Authority.

Motion Carried Unanimously

C. Policy 1325 Partnership & Attachment Ad Hoc Committee Terms of Reference

Associate Superintendent Whitten presented the Terms of Reference and motion. Discussion ensued amongst Trustees.

Trustees agreed to the following changes:

- Under **Membership**, add "One VCPAC representative"
- Under **Procedural Notes**, remove "and" and add a comma between the words "dates" and "location" and add the words "and minutes" after the word "location".

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) agree to the Policy 1325 Partnership and Attachment Ad Hoc Committee Terms of Reference.

Motion Carried Unanimously

D. Needs Budget Ad Hoc Committee Terms of Reference

Secretary-Treasurer Laser referred Trustees to the Needs Budget Ad Hoc Committee Terms of Reference. Discussion ensued amongst Trustees.

Trustees agreed to the following change: under **Deliverables**, add the words “in consultation with education partner groups,” before the words “to be submitted to the ...”

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) agree to the Needs Budget Ad Hoc Committee Terms of Reference.

Motion Carried Unanimously

7. FACILITIES PLANNING

A. McKenzie Interchange Planning

Tom Smith, Director of Facilities Services informed the Committee that he attended the first stakeholders meeting regarding the development and construction of the McKenzie Interchange. He explained that the project is a two-year project beginning in 2017 at a cost of \$85 million funded by the Province of BC and the Government of Canada. Mr. Smith informed Trustees of an opportunity to attend a Public Open House to be held on Tuesday, November 17th at St. Joseph the Worker Parish Hall between 3:00-7:00 p.m.

8. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

9. NEW BUSINESS

A. Trustee Watters – Conduct a Review of External Committee Appointments

Trustee Watters presented her motion and rationale.

It was moved:

That the Board of Education of School District 61 (Greater Victoria) conduct a review of external committee appointments by instructing:

- a) trustees currently appointed to external committees to provide the Chair with recommendations and rationale regarding SD61’s continued involvement on the committee to which they are appointed.
- b) the Chair to send correspondence to all external committees for which the board makes appointments and inquire if a SD61 representative continues to be valuable.
- c) the Chair to send correspondence to all district Municipalities and First Nations partners expressing the Board’s interest in building relationships and being involved in areas of mutual interest, and inquire if there are any committees upon which SD61’s presence would be valuable.
- d) the Chair to make recommendations to the Board, based on the above correspondence, for any changes to the list of external committees that receive appointments.

Discussion ensued amongst Trustees with concerns raised about the potential number of organizations that might express interest for committee representation. Trustee Paynter moved an amendment to the motion.

It was moved:

To amend the main motion by removing the words “and inquire if there are any committees upon which SD61’s presence would be valuable.” from item c.

Motion Defeated

For: Trustees Paynter, Whiteaker

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

Further discussion ensued amongst Trustees. Chair Leonard called for a vote on the main motion.

That the Board of Education of School District 61 (Greater Victoria) conduct a review of external committee appointments by instructing:

- a) trustees currently appointed to external committees to provide the Chair with recommendations and rationale regarding SD61’s continued involvement on the committee to which they are appointed.
- b) the Chair to send correspondence to all external committees for which the board makes appointments and inquire if a SD61 representative continues to be valuable.
- c) the Chair to send correspondence to all district Municipalities and First Nations partners expressing the Board’s interest in building relationships and being involved in areas of mutual interest, and inquire if there are any committees upon which SD61’s presence would be valuable.
- d) the Chair to make recommendations to the Board, based on the above correspondence, for any changes to the list of external committees that receive appointments.

Motion Carried Unanimously

10. NOTICE OF MOTION - None

11. GENERAL ANNOUNCEMENTS - None

12. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 8:52 p.m.