

**THE BOARD OF EDUCATION OF SCHOOL  
DISTRICT NO. 61 (GREATER VICTORIA)  
EDUCATION POLICY DEVELOPMENT COMMITTEE  
REGULAR MEETING AGENDA**

**Chairperson: Trustee Deborah Nohr**

**Monday, November 2nd, 2015 – 7:00 PM**

**Location: Doncaster Elementary School, 1525 Rowan Street**

Dialogue with the Public is welcome during Standing Committee Meetings

*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.*

ITEM	PRESENTER	STATUS	ATTACH
1. Approval of the Agenda			
2. Approval of the Minutes of Education Policy Development Committee Meeting – October 5, 2015			Pg. 2-5
3. Business Arising From the Minutes			
4. Public Presentations			
5. New Business			
A. Introduction of Student Representative	<i>Piet Langstraat, Superintendent and Student Representative, Solomon Lindsay, Victoria High</i>	<i>Info</i>	
B. Numeracy Presentation	<i>James Hansen, Principal, Doncaster, Donna Montgomery Teacher (K/1), Tonya Daillyde, Teacher (1/2)</i>	<i>Info</i>	
C. The School Documentary Series for Victoria High	<i>Piet Langstraat, Superintendent</i>	<i>Info</i>	<i>Pg. 6-8</i>
D. Board Authority Authorized Course: Introduction to Aviation 12	<i>Greg Kitchen, Associate Superintendent</i>	<i>Action</i>	<i>Pg. 9</i>
<i>Recommended Motion:</i>			
<i>That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: Introduction to Aviation 12</i>			
6. Notice of Motions			
7. Adjournment			



**Education Policy Development Committee  
October 5, 2015 – James Bay Community School, 140 Oswego Street**

**Regular Minutes**

**Present: TRUSTEES**  
Deborah Nohr, Chair  
Tom Ferris  
Diane McNally  
Peg Orcherton  
Rob Paynter  
Jordan Watters

**ADMINISTRATION**

Piet Langstraat, Superintendent of Schools  
Shelley Green, Deputy Superintendent  
Greg Kitchen, Associate Superintendent  
Deb Whitten, Associate Superintendent  
Janine Roy, District Principal of Learning Initiatives  
Jeff Mitchell, Principal, James Bay Community School  
Sean McCartney, Principal, South Park Family School  
Cindy Graf, GVTA  
Ted Goodwin, VCPAC  
Read Jorgensen, VPVPA  
Willow Mak, Student Representative  
Connie Schmidt, Recording Secretary

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.

**1. APPROVAL OF THE AGENDA**

It was moved:

That the October 5, 2015 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF MINUTES OF EDUCATION POLICY DEVELOPMENT COMMITTEE MEETING – September 14<sup>th</sup>, 2015**

It was moved:

That the September 14, 2015 Education Policy Development Committee Meeting regular minutes be approved.

**Motion Carried Unanimously**

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

**4. PUBLIC PRESENTATIONS - none**

**5. NEW BUSINESS**

**A. Introduction of Student Representative**

Superintendent Piet Langstraat introduced and welcomed Student Representative Willow Mak from S. J. Willis Education Centre. Willow is a second year member of the Representative Advisory Council of Students and will be attending the meetings of the board scheduled in the month of October 2015.

**B. Coastal Kindergarten Pilot Program Review**

Janine Roy, District Principal of Learning Initiatives, provided trustees with a review of the Coastal Kindergarten Pilot. She briefly outlined the Pilot's positive enrollment impact, student impact, feedback from parents and community partnerships, the operational needs and the District impacts and presented the following recommended motion:

**Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) continue to provide the Coastal Kindergarten program of choice at James Bay and South Park as supported by staff, parents and the community.

Trustees thanked Ms. Roy for her presentation. A discussion ensued and resulted in a suggested amendment to the recommended motion.

**It was moved:**

*That the motion "That the Board of Education of School District No. 61 (Greater Victoria) continue to provide the Coastal Kindergarten program of choice at James Bay and South Park as supported by staff, parents and the community" be amended by deleting the words "continue to provide the Coastal Kindergarten program of choice at James Bay and South Park as supported by staff, parents and the community" and adding the words "extend the Coastal Kindergarten Pilot program of choice at James Bay and South Park by one year to June 2017."*

**Motion Carried**

For: Trustees Ferris, Nohr, Paynter, Orcherton, Watters

Against: Trustee McNally

The Chair called the question on the main motion as amended.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) extend the Coastal Kindergarten Pilot program of choice at James Bay and South Park by one year to June 2017.

**Motion Carried**

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

### **C. Ministry of Education New Curriculum Announcement**

Shelley Green, Deputy Superintendent, spoke to the New Curriculum Announcement of the Ministry of Education and shared with trustees the 3-Year Curriculum Support Plan.

A question and answer period followed.

### **D. Motion**

Trustee Watters presented her motion and provided trustees with her rationale.

A discussion ensued.

It was moved:

*That the Board of Education of School District 61 (Greater Victoria) formally dissolve the District Gay Straight Alliance Advisory Committee in order to reflect that the District GSA currently functions as a club.*

**Motion Carried Unanimously**

### **E. Motion**

Trustee Watters presented her next motion.

*That the Board of Education of School District 61 (Greater Victoria) rescind the motion passed May 19, 2015 stating, "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," in light of the fact that the District Gay Straight Alliance Advisory Committee has dissolved and the development of the policy on Gender Identity and Gender Expression is being undertaken by the District Gay Straight Alliance club.*

Trustee Watters explained the rationale for her motion. This was followed by a discussion and a recommendation to amend the motion.

It was moved:

That the motion "*That the Board of Education of School District 61 (Greater Victoria) rescind the motion passed May 19, 2015 stating, "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," in light of the fact that the District Gay Straight Alliance Advisory Committee has dissolved and the development of the policy on Gender Identity and Gender Expression is being undertaken by the District Gay Straight Alliance club*" be amended by deleting the words "*and the development of the policy on Gender Identity and Gender Expression is being undertaken by the District Gay Straight Alliance club.*"

**Motion Carried Unanimously**

The Chair called the question on the main motion as amended.

It was moved:

That the Board of Education of School District 61 (Greater Victoria) rescind the motion passed May 19, 2015 stating, "*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,*" in light of the fact that the District Gay Straight Alliance Advisory Committee has dissolved.

**Motion Carried Unanimously**

**6. NOTICE OF MOTIONS - none**

**7. ADJOURNMENT**

It was moved

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 9:02 pm.

**Paperny Entertainment Inc.  
The School Documentary Series**

**Statement of Intention.**

It's the Producer's intention, with the oversight and support of the CBC, to produce an authentic picture of school life – and one that instills public confidence in the education system. As part of our undertaking to the creators of the UK format, the Series aspires to be warm, thoughtful and ambitious. Without promising that all endings can be perfect, the Series will provide insight on Canadian teenagers within a typical high school today while shedding a preponderantly positive light.

We believe fostering open and on-going dialogue with the Board, The School, students and parents is key to reach this objective. We are committed to work in the spirit of transparency and accessibility to achieve relationships based upon cooperation and trust.

As an observational documentary series, we will film the students as they pursue their normal activities during the school day, inside and outside of school. Teachers and other members of school staff, as well as some of the friends and family of the teenagers outside school are also likely.

**The following summarizes highlights of our proposal.**

**Community Buy-In**

It's the Producer's intention to convey to the Board, school and its staff, parent community, the student and her parents the nature of the Series and their role within it during information sessions scheduled in consultation with the school as well as through information circulars. The sessions and circulars distributed during the pre-production period will be designed to address the unique questions and concerns of the diverse stakeholders and to lay down the framework within which open communication may continue.

Regular meetings between the Student Liaison and the School Principal and/or team's contact from the Board of Trustees will be scheduled throughout the production process in an effort to ensure that any issues identified by either party can be discussed as early as possible in the process.

**Education**

We would like to explore the possibility of offering a defined package of media and television production workshops, student internships and/or one-on-one professional feedback sessions for students across the district.

**The Student**

**Duty of Care.** The Producers will work to ensure reasonable care is taken over the physical and emotional welfare and the dignity of students who take part in the Series at each stage of the production process. It's our objective to remain "a step ahead" with respect to student care so that any concerns are dealt with effectively in the early stages.

**Student Liaison.** A dedicated member of the production team will be appointed to ensure two-way communications for students, parents and teachers from pre-production through to post broadcast.

**Psychologist.** An independent psychologist will confer with students and advise the Producers during the key participant selection process, throughout production, prior to broadcast and immediately following broadcast. Confidentiality protocols to be established.

**Student Selection** – Protocols established at every juncture. School initiates contact with parents. Upon confirmation of interest, senior production team members meets with parents/student at their home to ensure parents and student alike understand the nature of the undertaking, and the impact of providing consent and the spectrum of possible outcomes of their participation.

The production team will discuss reasonably anticipated range of potential benefits and challenges of student involvement. Sufficient time will be given to ensure no one feel pressured by into giving consent. A pool of 25 key participants is anticipated.

### **Participant Release/Consents -**

Signed releases will be sought from all students and required parents /guardians to co-sign in accordance with school policy. Students and staff are free to opt out of participation. If inadvertently caught on camera, faces of opted-out students and staff will be blurred in post-production. Tutoring will be available for these students if studies are directly affected if alternative classroom arrangements cannot be easily accommodated.

Signs will clearly inform visitors that filming is taking place within the school. A signed release will be sought where there is a possibility they will be caught on camera.

### **On-Going Consent**

**Saying No to Filming.** In an interview scenario or in front of a roaming camera, it will be made clear to students that they can say 'yes' or 'no' to filming at any time.

**Request for Privacy.** If it is necessary for a private conversation to take place within the fixed rig filming zone then arrangements will be made for relevant cameras is be turned off or turned toward the ceiling.

**Sensitive Subjects.** Where an issue that is confidential or genuinely very sensitive is caught inadvertently on camera and the contributor does not wish it to be used in the Series or does not want to the subject to be brought up in an on-camera interview this will be respected.

**Integral to Series.** If a sensitive issue is an integral part of a student's story in the context of the Series, then the Producer may wish to discuss further with those involved the best way to cover the subject matter honestly and fairly while remaining sensitive to any personal concerns. See also Review Process.

**On-camera Interviews.** Whenever a student is being filmed in the context of some private or sensitive matter the Producer will consider what steps may be necessary to protect the emotional welfare of the student. For example, a supportive adult may be present during filming. Students will also be told that they can ask for the camera to be turned off if they become uncomfortable at any stage.

**Confidentiality.** Exercising discretion around student issues is central to the establishment of trust between the production team and the students. If a student is experiencing anxiety or distress in relation to the production of the Series, information in respect of this will be distributed strictly on a needs-to-know basis. The Student Liaison or other representative of the Producer will not breach a student's confidence and report an issue to the School or to the student's parents unless the student or others are placed in a situation of immediate or serious danger.

### **Editorial Review**

**Producer Control.** Final editorial control over the Series rests with Producer with customary creative control held by CBC.

**Review Process.** Where concerns are flagged about use of a portion of material shot, the parties will discuss in good faith how, or even if, it will form part of the broadcast tape. If agreement is not reached, the matter will be referred to CBC with the aim to resolve the issue to the satisfaction of all involved, including the School. At each stage, the Producer and CBC will be guided by the following considerations:

1. Where a student is shown experiencing distress or anxiety in an episode to be broadcast, it must be justified by the editorial context and on reasonable analysis be unlikely to expose the student to risk of emotional harm.
2. Where inclusion of the material would lead to the School or on-camera contributor facing civil proceedings or criminal prosecution, unjustified serious criticism including accusations of professional misconduct, or the inclusion of an event or depiction of behavior, in the reasonable opinion of the School, would likely lead to victimization or bullying of a student, then CBC and the Producers will not include the material in the Series without the appointed representative of the School or contributor's prior written consent.

**Rough Cut Review.** Two appointed School representatives may review "rough cuts" of each episode. They may request removal of a portion of an episode solely on the following basis: in the case of factual inaccuracy or where inclusion of the material would in the reasonable opinion of the School lead to the School or on-camera contributor facing civil proceedings or criminal prosecution, unjustified serious criticism including accusations of professional misconduct, or the inclusion of an event or depiction of behaviour, in the reasonable opinion of the School would likely lead to victimization or bullying of a student.

## **The Production Team**

Members of the production team in direct contact with students will have:

- experience appropriate for the nature and sensitivity of the project;
- orientation and on-going resource support regarding working with students;
- Police Vulnerable Sector criminal records check
- identification tags/t-shirts, names visible – so as to be immediately recognizable
- an understanding of school timetables and rules of conduct including minimizing disruption in classes

Students will not be encouraged or incited to say or do things that they would not have done otherwise – and never towards criminal or anti-social behavior (e.g. graffiti, bullying).

Two members of the production team will be present with a student, if a parent or other responsible adult is not present.

Members of the production team will not be permitted to meet with a student off the school property without the prior consent of the supervising producer. If a crewmember encounters students off school property, they are instructed to notify the Student Liaison and offer a brief description of the encounter.

## **Production Considerations**

- Fixed camera and audio zones will be clearly marked so students can choose to avoid them.
- No-shooting zones will be established both for students and staff privacy.
- The School will be reimbursed for out-of-pocket expenses or damage to the premises.





SHELLEY GREEN, DEPUTY SUPERINTENDENT	250-475-4117
GREG KITCHEN, ASSOCIATE SUPERINTENDENT	250-475-4133
DEB WHITTEN, ASSOCIATE SUPERINTENDENT	250-475-4220

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8 FAX: 250-475-4115

**To: Education Policy Development Committee**

**From: Greg Kitchen, Associate Superintendent**

**Date: November 2, 2015**

**RE: Board Authority Authorized Course: Introduction to Aviation 12**

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Introduction to Aviation 12 is an overview of aviation fundamentals. This course will be taught in partnership with the Greater Victoria School District and a Certified Transport Canada Instructor from the Victoria Flying Club.

Students will receive credit for Introduction 12, as well as certification for the Ground School component, which will include three hours of flight time. Students are eligible to pursue certification for their Private Pilot's License (PPL) on their own time and resources. Ground school time will be spent in combination of lecture, simulation, in-class group work and field trips. Students will cover Air Law, Navigation, Meteorology, Aeronautics and Examinations.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: Introduction to Aviation 12
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