



**Combined Education Policy Development Committee
and
Operations Policy and Planning Committee Meeting
December 7, 2015 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

Deborah Nohr, Chair, Education Policy Development Committee, Elaine Leonard, Chair, Operations Policy and Planning Committee, Diane McNally, Peg Orcheron (left 8:29), Rob Paynter, Jordan Watters

Administration:

Piet Langstraat, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Mark Walsh, Manager, Labour Relations and Legal Services, Doreen Hegan, Recording Secretary

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

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 introduced Jonah van Driesum, Student Representative from Oak Bay High School.

1. APPROVAL OF THE AGENDA

It was moved:

That the December 7, 2015 regular agenda be approved with the following changes: add item 6.A. Notice of Motion: Trustee Nohr – Technology Stewardship Ad Hoc Committee and move item D.1. New Business: Trustee McNally – Bylaw 9360 General Meeting of the Board to follow B.1. Finance and Legal Affairs: Cloverdale Capital Project Bylaw.

Motion Carried

2. APPROVAL OF THE MINUTES

A. Education Policy Development Committee Meeting

It was moved:

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

Motion Carried

B. Operations Policy and Planning Committee Meeting

It was moved:

That the November 9, 2015 Operations Policy and Planning Committee Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. EDUCATION POLICY DEVELOPMENT COMMITTEE – Trustee Nohr, Chair

A. Regulation 3545.2, Field Trips

Associate Superintendent Whitten presented Regulation 3545.2 *Field Trips* and attachments that had been revised to reflect a change in the supervision requirements for walkabout field trips and a change of wording in the student Code of Conduct.

Discussion ensued amongst Trustees and education partners. The following items were raised:

1. Wording of item C in the Special Circumstances section on page 15 should be consistent with the wording of the Walkabouts section on page 10.
2. Breadth of consultation with stakeholder groups, parents and students regarding item 10 in the Code of Conduct on page 34.

Trustee Orcherton moved the following motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to send out the proposed changes to Regulation 3545.2 highlighting the proposed new staffing ratios and the Code of Conduct #10 to all school principals and stakeholder groups, including our student representatives, requesting feedback on the changes. And further, that this feedback come back to an Education Policy Development Committee meeting in the spring for further consideration.

Motion Carried

For: Trustees Leonard, Nohr, Orcherton, Paynter

Against: Trustees McNally, Watters

B. Concussion Regulation Update

Associate Superintendent Whitten informed Trustees that the Concussion Committee will circulate a draft regulation during the week of December 14 - 18, 2015 in preparation for presentation to the Education Policy Development Committee.

C. Update on Syrian Refugees

Deputy Superintendent Green provided Trustees with key elements from a meeting that she and Simon Burgers, District Principal, Languages and Multiculturalism attended on November 24, 2015 at the Inter-Cultural Association of Greater Victoria with a large group of invited participants who may be involved with the Syrian Refugees to discuss an integrated response plan. Questions of clarification were asked of Deputy Superintendent Green.

The Education Policy Development Committee meeting adjourned at 8:29 p.m.

5. OPERATIONS POLICY AND PLANNING COMMITTEE – Trustee Leonard, Chair

The Operations Policy and Planning Committee meeting was called to order at 8:33 p.m.

A. PRESENTATIONS – None

B. FINANCE AND LEGAL AFFAIRS

1. Cloverdale Capital Project Bylaw

Secretary-Treasurer Laser informed Trustees that the School District has received approval for a Routine Capital Project at Cloverdale Elementary School to upgrade the student drop-off area. Since the funding will be provided using a Certificate of Approval, the Board is required to adopt Capital Project Bylaw No. 127017 in the amount of \$105,000 for Cloverdale Elementary School in order to access the funding.

Discussion ensued amongst Trustees with questions of clarification asked of Secretary-Treasurer Laser.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Routine Capital Project Funding Agreement for Capital Project No.127017 to upgrade the student drop-off area at Cloverdale Elementary School (Facility No. 61019) and submit the executed agreement to the Ministry of Education.

Motion Carried Unanimously

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 127017, being a bylaw for the 2015/2016 Routine Capital Project to upgrade the student drop-off area at Cloverdale Elementary School in the amount of \$105,000.

Motion to be Carried Unanimously

That Capital Project Bylaw No. 127017, being a bylaw to provide funding for the 2015/2016 Routine Capital Project to upgrade the student drop-off area at Cloverdale Elementary School in the amount of \$105,000 be:

Read a first time the 14th day of December, 2015;
 Read a second time the 14th day of December, 2015;
 Read a third time, passed and adopted the 14th day of December, 2015;

And that the Secretary-Treasurer and Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

2. Bylaw 9360 General Meeting of the Board

Trustee McNally presented her motion and provided her rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360 General Meeting of the Board to add the sentence "Each year thereafter during the term of office, the election of Chair, Vice-Chair, and Board representatives to various agencies where the Trustees have regular representation and the appointment of Trustees to internal and external committees shall take place at the June Board meeting" at the end of Article 2.

Motion Carried Unanimously

Secretary-Treasurer Laser informed the Committee that she has reviewed Bylaw 9360 *General Meeting of the Board* and has recommended changes to address electronic communication and the Notice of Motion from Trustee McNally suggesting a change to the timing of the election of Chair, Vice-Chair, and Board representatives and Trustee appointments to external and internal committees. The proposed revisions were presented for discussion.

Discussion ensued amongst Trustees with questions of clarification asked of Mark Walsh, Manager, Labour Relations and Legal Services.

The Committee supported that the following motion be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9360, *General Meeting of the Board* at the meeting of December 14, 2015.

Motion to be Carried Unanimously

That Bylaw 9360, *General Meeting of the Board* be:

Read a first time the 14th day of December, 2015;
 Read a second time the 14th day of December, 2015;
 Read a third time, passed and adopted the 14th day of December, 2015.

3. a. Ad Hoc Board Standing Committee Review Committee Report

Secretary-Treasurer Laser informed Trustees that the members of the Ad Hoc Board Standing Committee Review Committee reviewed the standing committee structures of several school districts. The ad hoc committee found that the structure and meeting schedule of the two existing standing committees is effective, but made the following recommendations for consideration:

1. Rename the Education Policy Development Committee to Education Policy and Directions Committee.
2. No change to the Operations Policy and Planning Committee.
3. Establish a new standing Policy Committee to review and develop policy. This committee would consist of two trustees and the Superintendent of Schools. The committee would meet as needed and report back to either the Education Policy and Directions Committee or the Operations Policy and Planning Committee depending on the content of the policy.

Secretary-Treasurer Laser presented the Standing Committee bylaws that were updated to reflect the proposed recommendations. Discussion ensued amongst Trustees.

b. Bylaw 9360.2 Meetings of the Standing Committees

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9360.2, *Meetings of the Standing Committees* at the meeting of December 14, 2015.

Motion to be Carried Unanimously

That Bylaw 9360.2, *Meetings of the Standing Committees* be:

Read a first time the 14th day of December, 2015;
Read a second time the 14th day of December, 2015;
Read a third time, passed and adopted the 14th day of December, 2015.

c. Bylaw 9130.1 Education Policy and Directions Committee

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9130.1, *Education Policy and Directions Committee* at the meeting of December 14, 2015.

Motion to be Carried Unanimously

That Bylaw 9130.1, *Education Policy and Directions Committee* be:

Read a first time the 14th day of December, 2015;
Read a second time the 14th day of December, 2015;
Read a third time, passed and adopted the 14th day of December, 2015.

d. Bylaw 9130.2 Operations Policy and Planning Committee

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9130.2, *Operations Policy and Planning Committee* at the meeting of December 14, 2015.

Motion to be Carried Unanimously

That Bylaw 9130.2, *Operations Policy and Planning Committee of the Board* be:

Read a first time the 14th day of December, 2015;
Read a second time the 14th day of December, 2015;
Read a third time, passed and adopted the 14th day of December, 2015.

e. Bylaw 9130.3 Policy Committee

Trustee Watters suggested and committee members agreed to include the following article into Bylaw 9130.3 *Policy Committee*:

“The Policy Committee will consult with educational and community partners as deemed appropriate with reference to Policy 1163 *Consultation*.”

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on December 14, 2015:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings to Bylaw 9130.3, *Policy Committee* at the meeting of December 14, 2015.

Motion to be Carried Unanimously

That Bylaw 9130.3, *Policy Committee of the Board* be:

Read a first time the 14th day of December, 2015;
Read a second time the 14th day of December, 2015;
Read a third time, passed and adopted the 14th day of December, 2015.

4. Dissolve Ad Hoc Board Standing Committee Review Committee

Secretary-Treasurer Laser informed the Committee that the Ad Hoc Board Standing Committee Review Committee was established to recommend to the Board the Standing Committee structure and the composition of the Standing Committees. Since the work of the ad hoc committee has been completed, Secretary-Treasurer Laser recommended that the ad hoc committee be dissolved.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) dissolve the Ad Hoc Board Standing Committee Review Committee.

Motion Carried Unanimously

C. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

D. NEW BUSINESS

1. Trustee Paynter – Community Plan

Trustee Paynter presented his motion and rationale. Discussion ensued amongst Trustees.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) participate in the Township of Esquimalt's review of its official community plan.

Motion Carried

For: Trustees Leonard, Nohr, Paynter, Watters

Against: Trustee McNally

2. Trustee Watters - Write a Letter to the Minister of Finance

Trustee Watters presented her motion and rationale. Discussion ensued amongst Trustees.

It was moved:

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, requesting that the Minister of Finance heed the recommendations from the First Report of the Select Standing Committee on Finance and Government Services and increase the funding to K-12 education in the 2016 Budget.

Motion Carried Unanimously

6. NOTICE OF MOTION

A. Trustee Nohr – Technology Stewardship Ad Hoc Committee

Trustee Nohr provided notice of motion for the regular Board of Education Meeting on December 14, 2015.

That the Board of Education of School District No. 61 (Greater Victoria) contact all parents who submitted their names to attend and participate in the Technology Stewardship Ad Hoc Committee and inform the parents that they are welcome to attend beginning with the January, 2016 meeting.

7. GENERAL ANNOUCEMENTS - None

8. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:51 p.m.