

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

Regular Board Meeting

Monday, December 14, 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, December 14, 2015 @ 7:30 p.m.
Tolmie Boardroom, 556 Boleskine Road**

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.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) appoint Katrina Ball as Acting Secretary-Treasurer for the duration of the December 14, 2015 Board of Education meeting.

- A1. Approval of the Agenda** (p 01-05)
- A2. Approval of the Minutes**
 - a) Approval of the November 16, 2015 Regular Board Minutes (p 06-13)
- A3. Business arising from the Minutes**
- A4. Student Achievement**
 - a) Leslie Lee, Principal, George Jay Elementary School
- A5. District Presentations**
- A6. Community Presentations** (5 minutes per presentation)
 - a) Kelly Greenwell, Executive Director, Quadra Village Advisory Committee
 - b) Michael Wegner, Site Coordinator, Quadra Village Day
 - c) David Turner, Quadra Village

B. TRUSTEE REPORTS

B1. Chair's Report

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

B2. Trustees' Reports

- a) Aboriginal Nations Education Council Committee - Trustee Watters (p 14-15)
- b) British Columbia Public School Employers' Association - Trustee Orcherton (p 16)
- c) British Columbia School Trustees' Association - Trustee Whiteaker (p 17-18)
- d) French Immersion Advisory Committee - Trustee Paynter
- e) Junior Achievement Committee - Trustee Ferris - No Report
- f) Needs Budget Ad Hoc Committee - Trustee McNally (p 19-20)
- g) Saanich Arts, Culture and Heritage Committee - Trustee Leonard - No Report
- h) Saanich Parks, Trails and Recreation Committee - Trustee Ferris - No Report
- i) Saanich Healthy Advisory Committee - Trustee Orcherton (p 21-22)

C. BOARD COMMITTEE REPORTS**C1. Joint Education Policy Development and Operations Policy and Planning Committee**

- a) Minutes from the December 7, 2015 meeting – Information only (p 23-30)
- b) Recommended Motions:
 - i)

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.
 - ii)

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.*
 - iii)

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)

 (p 31-35)

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

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

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

- iv) 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. (p 36-51)

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:

Be read a first time the 14th day of December, 2015;
 Be read a second time the 14th day of December, 2015;
 Be read a third time 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.

- v) 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. (p 52-57)

(Motion to be Carried Unanimously)

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

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

- vi) 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. (p 58-59)

(Motion to be Carried Unanimously)

Note: *This meeting is being audio and video recorded.
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That Bylaw 9130.1, *Education Policy and Directions Committee* be:

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

- vii) 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. (p 60)
 (Motion to be Carried Unanimously)

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

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

- viii) 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. (p 61)
 (Motion to be Carried Unanimously)

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

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

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

- x) 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.

- xi) 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.

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

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

- a) Superintendent's Report (p 62-63)
- b) 950 Kings Road Property Disposition (p 64-72)

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) request Ministerial approval for the disposition of the 950 Kings Road property.

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

- a) Trustee Nohr - Technology Stewardship Ad Hoc Committee (p 73)

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.

G2. Notice of Motions

H. ADJOURNMENT

**Note: This meeting is being audio and video recorded.
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**The Board of Education of School District No. 61 (Greater Victoria)
November 16, 2015 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

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:

Piet Langstraat, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Katrina Ball, Associate Secretary-Treasurer, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Tom Smith, Director of Facilities Services, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:40 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.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved and seconded:

That the November 16, 2015 Agenda be approved with the following additions/changes:

B2. Trustees' Reports

- c) Trustee Watters
- d) Trustee Whiteaker
- e) Trustee Nohr

G1. New Business

- a) Trustee Orcherton

G2. Notice of Motions

- a) Trustee McNally

Motion Carried

A2. Approval of the Minutes

- a) It was moved and seconded:

That the October 19, 2015 Regular Board Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes - None

A4. Trustee Elections

Chair Loring-Kuhanga turned the meeting over to Secretary-Treasurer Laser to conduct the annual elections.

a) Election of Chair

Secretary-Treasurer Laser called for nominations for Chair of the Board of Education for the term to December 6, 2016. Nominations were received for Trustees Loring-Kuhanga and Whiteaker. Trustee Loring-Kuhanga accepted the nomination and Trustee Whiteaker declined. Trustee Loring-Kuhanga was declared Chair of the Board of Education by acclamation.

Secretary-Treasurer Laser invited Chair Loring-Kuhanga to preside over the remainder of the meeting.

b) Election of Vice-Chair

Chair Loring-Kuhanga called for nominations for Vice-Chair of the Board of Education for the term to December 6, 2016. Nominations were received for Trustees McNally, Leonard, Nohr and Watters. Trustee McNally accepted the nomination and Trustees Leonard, Nohr and Watters declined. Trustee McNally was declared Vice-Chair of the Board of Education by acclamation.

c) Election of British Columbia Public School Employers' Association Representative

Chair Loring-Kuhanga called for nominations for the British Columbia Public School Employers' Association (BCSPEA) Representative for the Board of Education for the term to December 6, 2016. Nominations were received for Trustees Orcherton, Nohr, Watters and Whiteaker. Trustee Orcherton accepted the nomination and Trustees Nohr, Watters and Whiteaker declined. Trustee Orcherton was declared the BCPSEA Representative by acclamation.

d) Election of British Columbia School Trustees' Association Provincial Councillor

Chair Loring-Kuhanga called for nominations for the British Columbia School Trustees' Association (BCSTA) Provincial Councillor for the term to December 6, 2016. Nominations were received for Trustees Ferris, Paynter, Watters and Whiteaker. Trustees Ferris, Paynter and Watters declined the nomination and Trustee Whiteaker accepted. Trustee Whiteaker was declared the BCSTA Representative by acclamation.

e) Destruction of the Ballots

It was moved and seconded:

That the election ballots be destroyed.

Motion Carried Unanimously

A5. Student Achievement - None**A6. District Presentations - None****A7. Community Presentations - None**

B. TRUSTEE REPORTS

B1. Chair's Report

Chair Loring-Kuhanga thanked her colleagues for once again having the confidence in her to be Board Chair. Chair Loring-Kuhanga stated that she is looking forward to continuing to work collectively with everyone to provide the best education for our students and to create a positive work environment.

B2. Trustees' Reports

- a) Trustee Orcherton provided a report from the British Columbia Public School Employers' Association symposium she attended in October and reported that she attended Tillicum Elementary for their seismic upgrade media event and for their Remembrance Day ceremony.
- b) Trustee McNally reported that she attended Ministry of Education/British Columbia School Trustees' Association Board Chair liaison meetings in Vancouver in October on behalf of the Board. Trustee McNally further reported that she attended a PAC meeting at Lambrick Park Secondary School.
- c) Trustee Watters reported that she attended Remembrance Day ceremonies at Rockheights Middle School and McKenzie Elementary School and that she had school visits to Strawberry Vale Elementary and Marigold Elementary.
- d) Trustee Whiteaker reported that she attended band concerts for Spectrum Community School and Oak Bay Secondary School. Trustee Whiteaker further reported that she attended a BCSTA Provincial Council meeting in Vancouver as the Board representative and reminded Trustees that submissions for resolutions/motions for the BCSTA AGM are due by January 19, 2016.
- e) Trustee Nohr reported that she attended the official opening of the new Oak Bay High School, the elementary school cross country city finals, visited Braefoot Elementary and participated in a field trip at Craigflower Elementary School.

C. BOARD COMMITTEE REPORTS

C1. Education Policy Development Committee

- a) Trustee Nohr presented the November 2, 2015 meeting minutes and thanked the Principal of Doncaster Elementary School, James Hansen, for hosting the meeting.
- b) Trustee Nohr referred to the November 2, 2015 meeting minutes and presented the following recommended motion. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat and Associate Superintendent Kitchen.

It was moved and seconded:

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

Motion Carried

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

Against: Trustee McNally

Abstain: Trustee Leonard 8

C2. Operations, Policy and Planning Committee

- a) The November 9, 2015 meeting minutes were received for information.
- b) Trustee Leonard referred to the November 9, 2015 meeting minutes and presented the following recommended motions.

It was moved and seconded:

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

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

Against: Trustee Paynter

It was moved and seconded:

- ii) 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

It was moved and seconded:

- iii) 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

It was moved and seconded:

- iv) 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*.

Discussion ensued amongst the Trustees.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria), delete the word "ex officio" from Item #7 of Bylaw 9140, *Ad Hoc Committee of the Board*.
Motion Carried Unanimously

Chair Loring-Kuhanga called for the vote on the main motion as amended.

It was moved and seconded:

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

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

Against: Trustee Paynter

It was moved and seconded:

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 Carried Unanimously

It was moved and seconded:

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.

Motion Carried Unanimously

Trustee Leonard referred to the November 9, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- v) That the Board of Education of School District No. 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 the Trustees with a recommendation being made to amend the motion.

It was moved and seconded:

- v) That the motion "*That the Board of Education of School District No. 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"*

be amended to delete "and inquire if there are any committees upon which SD61's presence would be valuable" from item c).

Motion Carried

For: Trustees Paynter, Whiteaker, Leonard, Ferris, Loring-Kuhanga

Against: Trustees McNally, Watters, Orcherton, Nohr

Chair Loring-Kuhanga called for the vote on the main motion as amended.

It was moved and seconded:

v)

That the Board of Education of School District No. 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.
- 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

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

Abstain: Trustee Orcherton

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

- a) Superintendent Langstraat highlighted his visits over the past month to schools, events and meetings and advised Trustees that he had been in contact with the executive search firm of Davies Park in order to utilize their services to recruit a new Director of Facilities Services. Superintendent Langstraat expressed his thanks to Tom Smith, Director of Facilities Services, for his service to the District and wished him all the best in the future.

- b) Superintendent Langstraat presented Trustees with a revised 2015-2016 School Year Calendar which adds two non-instructional days, January 11, 2016 and April 4, 2016. The calendar has been revised to reflect the Ministry of Education requirements to provide time to work on the implementation of the new curriculum. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2015/2016 School Year Calendar.

Motion Carried Unanimously

- c) Superintendent Langstraat advised Trustees that the Ministry of Education and the British Columbia Teachers' Federation have agreed that two non-instructional days will be provided during the 2015-2016 school year. These two additional days will allow teachers to engage in exploration of the new curriculum. Superintendent Langstraat provided further information on how the new curriculum will be implemented as set out by the Ministry of Education. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat.

D2. Secretary-Treasurer's Report - None

E. QUESTION PERIOD - None

F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

G. NEW BUSINESS/NOTICE OF MOTIONS

G1. New Business

a) Trustee Orcherton – Committee Meetings

Trustee Orcherton asked why the start time for the Operations, Policy and Planning Committee meeting was changed for the November meeting to 7:00 p.m. Secretary-Treasurer Laser advised Trustees that since no in-camera meeting was being held it made sense to change the time to match the start time for the Education Policy Development Committee meeting and the combined Education Policy Development and Operations Policy and Planning Committee meetings.

G2. Notice of Motions

a) Trustee McNally – Bylaw 9360, *General Meeting of the Board*

Trustee McNally advised that she would be providing a motion for the December 7, 2015 Operations, Policy and Planning Committee meeting related to Bylaw 9360, *General Meeting of the Board*.

H. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 9:49 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer

Trustee Report - Aboriginal Nations Education Council (ANEC)

Submitted to the SD61 Board of Education by Trustee Jordan Watters

December 8, 2015

The Aboriginal Nations Education Council is made up of a diverse group of individuals who provide perspectives from a variety of backgrounds. The Council includes members of Aboriginal communities, organizations, families, Elders and students. Representing the school district are, administrators, teachers and Aboriginal Nations Education Division (ANED) staff, and a trustee. The Council welcomes new members at any time.

Background

During the development of the first Aboriginal Education Enhancement Agreement (AEEA), the school district formed an Aboriginal Education Enhancement Agreement Advisory Committee made up of educators, administrators, Elders, parents, local Aboriginal organizations and agencies, and the Songhees and Esquimalt Nations. Their hard work culminated in the signing of the first district AEEA in June 2005. This group is now called the Aboriginal Nations Education Council and meets monthly during the school year. It has overseen the development of the Greater Victoria School District's second AEEA "*Spirit of Alliances?*" which is in effect from September 1, 2013 to June 30, 2018.

ANEC Activities

- **Orange Shirt Day**

Recognized on September 30th Orange Shirt Day is a legacy of the St. Joseph Mission (SJM) residential school commemoration event held in Williams Lake, BC, Canada, in the spring of 2013. It grew out of Phyllis's account of having her shiny new orange shirt taken away on her first day of school at the Mission, and it has become an opportunity to keep the discussion on all aspects of residential schools happening annually. The date was chosen because it is the time of year in which children were taken from their homes to residential schools, and because it is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year.

Information on Orange Shirt Day was circulated to all SD61 Principals and Vice-Principals, although no information was collected this year on how many schools recognized Orange Shirt Day. There are high hopes that this will become an annual event across the District.

- **New Aboriginal Learning Standards and Residential School Curriculum**

ANEC has discussed and disseminated information about the new Aboriginal Learning Standards and Residential School Curriculum. This is ongoing work.

- **Protocol Guide**

Work has continued on the Draft **Spirit of Alliances: Aboriginal Cultural Protocol Guide For School District # 61**. This document offers protocols, guidelines, and context to those who are interested in learning to weave Aboriginal

perspectives into their work. It will encourage and strengthen School District 61's Aboriginal Education Enhancement Agreement *The Spirit of Alliances*.

- **ANED & Learning Initiatives Workshops**

ANED & Learning Initiatives present: How Do We Weave Aboriginal Worldviews & Perspectives into the Classroom? To register, email kiharris@sd61.bc.ca

January 26th 2016

3:45 -5:00 pm

S.J. Willis Education Centre

923 Topaz Avenue

***Bringing the Spirit of Alliances to Life
Using Bear, Wolf, Raven & Salmon to
Support Social Emotional Learning in the
Classroom***

Facilitator: Laurie Bayly

Storytelling Through Digital Literacy

Facilitator: Brenda Pohl

***Book & Video Club
Secondary & Middle***

Facilitators: Ingrid

February 23rd 2016

3:45 -5:00 pm

S.J. Willis Education Centre

923 Topaz Avenue

Reconciliation means...

***Culturally approved ways to introduce
sensitive topics and guest speakers***

What is Reconciliation (4 R's):

R -Reconciliation (Orange Shirt Day/Sept. 30th)

R -Residential Schools (Project Based Learning)

R -Respectful Protocol Circles/Guest Speakers

R -Reflection

Facilitator: Sarah Rhude

Video/Book Club (second session)

Secondary & Middle

Facilitators: Ingrid Fawcett, Nicole Williams

BCPSEA Annual Report December 14, 2015

I attended 2 meeting this year as the BCPSEA Representative for the Board of Education SD 61

AGM 21: January 29/15 New Trustee Orientation to BCPSEA and Jan 30/15 AGM (Report to the Board in February 2015) focusing on Good Business Practices and Grievances

SYMPOSIUM “ Insight and Opportunities” October 22, 2015 on the following topics: Work-Life Balance, Motivation Based Interviewing, Starting off Right: Avoiding Legal Pitfalls During the Hiring Process, Capable Managers: What Do They Do? Why Does It Matter?, Stepping Into The Fire: Navigting Highly Intense Conversations and Workplace Health: The Good, The Bad and the Positive Returns. (full report to the Board November 2015)

Respectfully Submitted,

Peg Orcherton Trustee

BCPSEA Rep

Trustee Report – BCSTA Provincial Council

Submitted by Trustee Ann Whiteaker

December 2015

BCSTA Provincial Council is made up of one representative from each member district. The Council meets in February, April (attached to AGM) and October to debate and vote on resolutions, hear BCSTA committee reports and discuss emergent issues that occur between AGMs.

Complete minutes, reports and synopses may be accessed at www.bcsta.org/content/provincial-council-synopsis?b=1

Over the past year I have attended all Council meetings and found them to be valuable to the work of the BCSTA and BC Boards of Education. Of note to our District was a motion passed in February which request all Districts to seek support from their Districts to bring attention to funding shortfalls and the pressure additional administrative cuts would have on each District.

The following motion was brought forward and approved by the SD 61 Board of Education March 23, 2015.

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.

An additional motion was brought forward to support the previous motion and also passed on March 23

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.

This letter was sent to the Minister of education on April 2.

An additional motion to clarify direction and support the original motion was also passed on March 23.

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.

This letter was referred to committee and was reviewed by educational partners. The Board of Education heard feedback had vigorous debate and learned a great deal from this process. The letter was sent in the late spring.

SD 61 Resolutions to the BCSTA

While the submission of resolutions is not a Provincial Council duty, I feel it is important to include our District efforts at the Provincial level for reference in this report.

The following motion was submitted by SD 61 and carried at the 2015 AGM

That the Board of Education of School District No. 61 (Greater Victoria) send a motion to BCSTA to be considered for addition to their upcoming Annual General Meeting (April 2015) agenda requesting that the BCSTA resolve to invite a local First Nations representative to conduct a traditional welcome on their territory at all provincial BCSTA conferences and academies.

New initiative

Historically, Provincial Council meetings have scheduled a full day for deliberations for many years. It appears that over the years the full day was not utilized and deliberations constantly ended by lunch allowing delegates a relaxing social opportunity over a provided lunch and perhaps some shopping in the afternoon for those who were required to stay longer due to travel arrangements. The newly elected Trustee's expressed significant concern at the AGM Provincial Council of this practice and the lost valuable time together as well as the significant expense to the organization for a 2 hour morning meeting. The BCSTA Board of Directors heard this concern and have now added forum discussion to the afternoon agenda. These forums allow Provincial Councilors to share their districts specific concerns and issues on topics and provide direction to the Board of Directors as emergent issues arise between AGMs. The first attempt at this new structure was met with a luke warm response – not because the idea was not valued but because the topics, format etc. were not provided to Councilors in advance to receive input from their Boards of Education. The Board of Directors has once again heard the concerns of the Council and has provided the topics and background information to all Councilors a full 2 months in advance. I am positive this addition to the agenda is a positive move for the BCSTA and show a strong desire to listen to their membership.

Needs Budget Committee Report to the Board, SD61 Greater Victoria December 14, 2015

Submitted by Diane McNally on behalf of the Committee as per the motion below, carried at the June 2015 Board meeting:

“That the Board of Education of School District No. 61 (Greater Victoria) approve that each Trustee (one Trustee agreed upon by consensus in multi-Trustee committees) appointed to the Needs Budget Advisory Committee, District Culture and Community, District Gay/Straight Alliance, ANED and French Immersion Advisory Committee, be required to submit a written report to the Board via the Chair in December and June of each school year, as part of the Trustee Report agenda item, reports to be included as part of the Board agenda pack-up, beginning December 2015.”

Membership: The Needs Budget Committee members as assigned by the Chair are: Trustees Nohr, Leonard, Paynter, and McNally, and the Superintendent, Secretary-Treasurer and Associate Secretary-Treasurer.

Meetings: After a short email discussion that determined a need to start the work of the Committee for this school year, the first meeting was called by the Secretary-Treasurer for October 30, 3:30 pm. The first meeting established the scope of the work and deliverables.

TOR: Secretary-Treasurer Laser drafted a TOR document for the Board’s consideration, presented at the November 9/15 OPPS meeting and subsequently to the November 16/15 Board meeting for approval.

Stakeholder / partner group input: On November 25 as part of the work of the Committee, the Superintendent requested input from stakeholder / partner groups (below). A table presenting reports received by senior administration re Education Fund unfunded teacher needs at the school level and very conservative requests for additional district level personnel was attached, for consideration. The FTE was 31.912 (at the same time last year, this number was 49 FTE; improvement in needs met was noted). A request from the committee for a additional EA at each elementary school was factored in, as well as a request from the Special Education Department and ASA for an additional 1.0 FTE behavioural consultant.

Major deliverable: The Needs Budget Committee will request that partner groups and community partner’s sign on to a letter that will be made public, following the same protocol and process as last school year, letter to be published in the Times Colonist pending approval by the Board and partner / community groups re content, and the Board re the expense.

Additional meetings: The Committee will meet again in January to review submission as per the Superintendent’s request below.

“The Board has established the Needs Budget Ad Hoc Committee to support the Board in its advocacy role related to public education funding. The Needs Budget Ad Hoc Committee will create a “needs budget” document to illustrate the shortfall in public education funding in meeting the needs of the school system. As part of the process of allocating the Teacher

Education Trust Funds, schools were asked to identify additional teaching support needs in their schools. The trust funding available could not meet all of the identified needs. The remaining request for 31.9 full time equivalent teachers forms the starting point of the needs budget document. In addition, one additional Education Assistant has been included for each of our elementary and middle schools as well as one additional behavioral consultant. See the attached Draft Needs Budget file.

“The Needs Budget Ad Hoc Committee invites your written submission as to other unmet needs that will make a difference to our students for the 2016-2017 school year to be included in the needs budget document. The Board will again be asking all education partner groups to jointly sign the Needs Budget letter to be sent to the Minister of Education.

“Please send your **written submission** to the attention of Nita McBurney, Executive Assistant to the Superintendent of Schools **by December 18, 2015**. Nita’s email address is: nmcburney@sd61.bc.ca”

Report to Regular Board of Education Meeting December 14, 2015

Healthy Saanich Advisory Committee Meeting Wednesday November 25, 2015

Haliburton Farm Presentation: Marie and Morgan from the Haliburton Farms made a request to the Committee for either a waiver or reduction of the \$500.00 rental fee for the January Horticultural Farm Event and using Saanich logo on advertisement. This fee is charged by the Horticultural Centre for space at the event. Committee members were advised that Saanich already provides a grant to the Haliburton Farms and we are nearing or at midpoint of budget session. There was a suggestion from committee that that Haliburton Farms applies for grant(s) in spring. In meantime the Committee moved a motion to support the initiative, the naming and providing support of up to \$500.00 on a one time basis. The motion passed. (Again note: I have voice but no vote at this Committee).

Youth Development Strategy Presentation of the Final Draft: Dr. Neil Smith presented final draft. They are using the Appreciative Inquiry process for the development of the strategy. They have completed Phase 1(Discovery) and 2 (Dream) and are now on Phase 3 (Design). Phase 4 is Delivery. They have had 40 engagements with over 1100 people between March 27 and June 4 of this year. Working with School Districts (SD 61 and 63) helped as they were able to actually get into schools and engage with youth. The themes are: society may be underestimating the youth community, move away from “bubble wrapping” children, seeing an increase in amount of anxiety and stress, go where the youth are, use a co-creation model to involve youth, youth designated spaces still needed, youth wish to contribute to their communities in meaningful and varied ways. There are 6 strategic priorities (coming out of the June 4/15 Youth Summit); increase participation, collaboration, social well being, risk and outdoor play, youth spaces, communication. The VISION: Inspired youth, creating their future. A very engaging topic with discussion on educating adults, liabilities, risk aversion and contact with District Parent Advisory Councils being important.

2 Agenda items were referred until their representatives are available; Review of Healthy Saanich Advisory Committee Web-Site Pages and the SCAN (Saanich Community Association Network)

An update from the Committee Chair on the LGBTQ sub-committee: Terms of Reference for a one year trial for this committee including that the working group have 11 Committee members and 1 Council member for a total of 12 members was accepted by Council. Council also approved staff time and refreshments for this Committee. Chair Plant advised this Committee that any recommendations from the new sub-committee will come to the Healthy Saanich Advisory Committee for consideration and input before going forward to Council.

Respectfully Submitted,

Peg Orcherton Trustee

December 14, 2015

Annual Review of Highlights from Healthy Saanich Advisory Committee:

- Continued input on Review of a Healthy Saanich as provided from Community members
 - Youth Development Strategy ongoing
 - The Committee receives interesting presentations from Community members/groups and items such as; Housing and Food Security, Cell Tower and Installations, “Moms Like Us” and (my favourite) a young elementary school student (now at Gordon Head Middle School) on Backyard Animals. Others as well, the LGBTQ group, Airplane Traffic, Active and Safe Routes to School Program. All presentations are met with interest and full discussion and often with recommendations going forward to Saanich Council for action/consideration.
 - There are regular updates from SCAN (Saanich Community Association Network), Recreation highlights as well.

Respectfully submitted,

Peg Orcherton Trustee



**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 Orcherton (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 ANNOUNCEMENTS - None

8. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 9:51 p.m.



OFFICE OF THE
SECRETARY-TREASURER

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

TO: Operations, Policy and Planning Committee
FROM: Debra Laser, Secretary-Treasurer
DATE: December 7, 2015
RE: **BYLAW 9360 – GENERAL MEETING OF THE BOARD**

Further to the motion approved at the October 21, 2015 board meeting directing the Secretary-Treasurer to review Bylaw 9360 *General Meeting of the Board* and recommend changes that would 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 are presented for discussion.

If the Operations, Policy and Planning Committee reaches agreement with respect to the proposed revisions to Bylaw 9360 *General Meeting of the Board*, the following are the recommended motions for the Board's consideration:

Recommended Motions:

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 this 14th day of December, 2015;

Read a second time this 14th day of December, 2015:

Read a third time, passed and adopted this 14th day of December, 2015.

BYLAW 9360

GENERAL MEETING OF THE BOARD

1. The Board of Education of School District 61 shall meet in general session on the third Monday of each month except where the third Monday is a statutory holiday, in which case the meeting will take place on the next working day, except for the months of July and August, when no meeting will be held and for the month of December, when the meeting shall be on the second Monday of the month.
2. In addition to the regularly scheduled meetings of the Board in general session, the Board, as elected, shall meet for the first time on the first Monday in December, after the official results of the election of trustees shall have been declared, for the purpose of receiving the results, the swearing in of the new trustees, and the selection of the Chair and Vice-Chair of the Board. This inaugural meeting of the Board shall be called and chaired by the Secretary-Treasurer of the School District. **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.**
3. The Chair, the Secretary-Treasurer or any three trustees, may call a special general meeting of the Board, in addition to the regularly scheduled meetings of the Board, upon not less than forty-eight hours' notice in writing to all trustees.
4. A special general meeting of the Board may be called upon less than the normal forty-eight hours' notice, in writing or by telephone, with such meeting being deemed to have been properly convened if a majority of trustees agree to waive the normal forty-eight hours' of written notice.

5. The following procedural matters will be implemented:

- The meetings will be conducted in two major sections:

The first will encompass the agenda, minutes and acceptance of presentations from the public and employee groups;

The second will be for the consideration of Board Committee Reports and Special Reports to the Board.

- The meetings should be conducted in a timely manner and time guidelines and limits adhered to with respect to:
 - * general meetings of the Board of Education commence at 7:30 p.m. and continue until no later than 11:00 p.m., save as may be extended by majority consent
 - * Starting the meeting on time
 - * The Community Presentations period is limited to a maximum of six speakers, each speaking a maximum of five minutes; there can only be three speakers per issue (numbers and time may be extended at the discretion of the Chair)
 - * No public debate with presenters; information only will be received
 - * The Question Period is limited to 15 minutes

6. Wherever possible, the public will be encouraged to attend a Committee meeting rather than a Board meeting in order to facilitate dialogue with the public before decisions are made. Discussion and debate of issues takes place at two regularly scheduled Standing Committee meetings each month. During the Standing Committee meetings, members of the public make presentations and discussions often ensue with committee members, stakeholder groups, and staff.

7. In the event that the Board shall fail to conclude the business of the agenda by the time of adjournment the Chair may designate not more than one additional meeting, to be held within one week on the day and date designated by the Chair.

8. The agenda shall be prepared and circulated by the Chair of the Board.

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

9. There shall be an agenda circulated to all trustees not less than three days prior to each regularly scheduled meeting of the Board in general session, and not less than forty-eight hours prior to a special meeting of the Board in general session.
10. The agenda shall be approved by ordinary motion as the first item of business at each meeting.
11. The Agenda shall contain the following:
 - A. Acknowledgement of Traditional Territories; Approval of the Agenda; Approval of Previous Minutes and Business Arising from the Minutes

Student Achievement Presentations; District Presentations; Community Presentations
 - B. Chair's Report; Trustee Reports (including Reports from Trustee Representatives with Other Public Bodies)
 - C. Board Committee Reports:
 - (1) Education Policy Development Motions
 - (2) Operations Policy and Planning Motions
 - D. District Leadership Team Reports
 - E. Question Period
 - F. Public Disclosure of In-Camera Items
 - G. New Business/Notice of Motions
 - H. Adjournment

The order of the Agenda shall be as above, unless varied at the meeting by majority vote.
12. A copy of the Agenda shall be made available to the media, partner groups and the public (website) through the Secretary-Treasurer's office on the day after copies are delivered to trustees, and such Agenda shall have attached the Committee Reports.

13. The Board Chair may reschedule any regularly-scheduled general meeting of the Board to a different time and date in order to meet the business requirements of the Board. The Board may, by ordinary resolution, cancel a regular general meeting of the Board.
14. In accordance with Section 67 of the *School Act*, the Board may allow Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other. Such attendance shall only be permitted where Trustee participation is prevented by extraordinary circumstances. Trustees wishing to attend electronically must provide a minimum of 48 hours' notice of such attendance.
15. With the exception of poll votes pursuant to Bylaw 9011, the Board shall not conduct meetings electronically. For the purposes of this bylaw, electronic communications that would constitute a meeting include communications shared among all trustees that materially advance a matter before the Board. This Bylaw does not prohibit the electronic provision of information pertaining to a matter before the Board.

Greater Victoria School District

Adopted: April 27, 1981

Various Revisions

Revised: November 25, 1991

Revised: June 23, 1997

Revised: January 16, 2006

Revised: January 19, 2009 (corrected)

Revised: November 17, 2014

Revised: December 14, 2015

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.



OFFICE OF THE
SECRETARY-TREASURER

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

TO: Operations, Policy and Planning Committee

FROM: Debra Laser, Secretary-Treasurer

DATE: December 7, 2015

RE: **2015/2016 ROUTINE CAPITAL PROJECTS
CAPITAL PROJECT BYLAW NO. 127017
CLOVERDALE ELEMENTARY**

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 of Education of School District No. 61 (Greater Victoria) 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.

Recommended Motion:

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.

Recommended Motion:

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)

Recommended Motion:

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.

**CAPITAL PROJECT BYLAW NO. 127017
2015/2016 ROUTINE CAPITAL PROJECTS**

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.127017.

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 \$105,000 for Project No.127017 is hereby adopted.
2. This Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Project Bylaw No. 127017.

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.

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria), Capital Project Bylaw No. 127017 adopted by the Board the 14th day of December 2015.

Secretary-Treasurer

ROUTINE CAPITAL PROJECT FUNDING AGREEMENT

SCHOOL NAME: Cloverdale Elementary

SCHOOL DISTRICT NAME: School District No. 61 (Greater Victoria)

PROJECT:

Project # 127017

Project Description:

Construct Student Drop-off Area (Traffic Safety Issue)

ROUTINE CAPITAL PROJECT FUNDING AGREEMENT

This Routine Capital Project Funding Agreement made in duplicate and dated for reference the _____ day of _____ 2015.

BETWEEN: Her Majesty the Queen in Right of the Province of British Columbia, represented by the Minister of Education

(the "Ministry")

OF THE FIRST PART

AND: the Board of Education of School District No. 61 (Greater Victoria)

(the "Board")

OF THE SECOND PART

THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS

1.01 In this Agreement, unless the context otherwise requires:

"Agreement" means the Routine Capital Project Funding Agreement dated for reference date;

"Board" or "Board of Education" means a board of school trustees constituted under the *School Act* [RSBC 1996] c. 412;

"Business Day" means a day, other than a Saturday or Sunday, on which Provincial government offices are open for normal business in British Columbia;

"Capital Funding Grant" means a funding grant authorized by the Minister of Finance in accordance with section 56.1 of the *Financial Administration Act* [RSBC1996] c. 138;

"Capital Project Bylaw" means the bylaw adopted by the Board in support of the Routine Capital Projects identified in paragraph 3.01 of this Agreement;

"Certificate of Approval" means the Certificate of Approval described in paragraph 3.05;

"Event of Force Majeure" means invasion, rebellion, hostilities, sabotage, government regulations or controls, acts of God, strikes, lockouts or labour disputes that are a major

disabling event or circumstance in relation to the normal operations of the party concerned as a whole that is beyond the reasonable control of the party directly affected and results in a material delay, interruption or failure by such party in carrying out its duties, covenants or obligations under this Agreement;

"Minister" means the Minister of Education, and includes the Deputy Minister of Education and any person designated by either of them to act with respect to a provision of this Agreement;

"Ministry" means the Ministry of Education of the Province of British Columbia;

"Routine Capital Project" means the project(s) described in paragraph 3.01;

"Schools Protection Program" means the risk management program developed and administered by the Risk Management Branch of the Ministry of Finance, and includes the "Schools Protection Program Reference Manual" and all amendments and updates to the program and manual;

"Treasury Board" means the Treasury Board established under the *Financial Administration Act* [RSBC 1996] c. 138.

2. SCHEDULES

2.01 The following Schedules form an integral part of this Routine Capital Project Funding Agreement:

- A. Monthly Progress Report
- B. Project Closure Report

3. PROVINCIAL FUNDING CONTRIBUTIONS AND OBLIGATIONS

3.01 In accordance with the Board's Capital Project Bylaw, the Ministry will provide to the Board capital funding to be used for the purposes of the following Routine Capital project:

Project # 127017 Project Amount : \$ 105,000

Project Details/Benefits:

Construct student drop off/pick up area at Cloverdale Elementary to increase student comfort and safety.

3.02 The Ministry will, in no event, provide more than the amount listed above.

3.03 The Ministry will provide the capital funding in paragraph 3.01 in the form of a Capital Funding Grant.

3.04 Payment of a Capital Funding Grant is subject to the Ministry issuing a Certificate of Approval for each project listed in paragraph 3.01 in accordance with Treasury Board policies and directives and to the following conditions:

- a) on no account must the Board make a draw against funds available under a Certificate of Approval, unless the draw is reimbursement for Eligible Expenditures properly incurred by the Board in connection with the Routine Capital Project listed in paragraph 3.01;
- b) the Ministry may modify or withhold a Capital Funding Grant and applicable Certificate of Approval, or any portion thereof, in the event the Board fails to observe, perform and comply with any provision of this Agreement or if, in the opinion of the Ministry, there has been a material change in the Routine Capital Project listed in paragraph 3.01 including, without limitation, the matters referred to in subparagraphs 4.01 to 4.05; and
- c) the Board will comply with all applicable policies or directives of the Treasury Board respecting Capital Funding Grants.

3.05 Notwithstanding any other provision of this Agreement, the payment of funds by the Ministry to the Board, pursuant to this Agreement, is subject to the provisions of the *Financial Administration Act* ("the Act"), which makes that payment obligation subject to:

- a) there being sufficient monies available in an appropriation, as defined in the Act, to enable the Ministry, in any fiscal year or part thereof when any payment of money by the Ministry to the Board falls due pursuant to this Agreement, to make that payment; and
- b) Treasury Board, as defined in the Act, not having controlled or limited, pursuant to the Act, expenditure under any appropriation referred to in this subparagraph a).

4. BOARD OBLIGATIONS

4.01 The Board undertakes to:

- a) comply fully with conditions in paragraph 3.04 when making draws against funds available under the Certificate of Approval;
- b) carry out the Routine Capital Project(s) in a manner that ensures:
 - i) cost effective delivery of the project(s);
 - ii) delivery within budget;
 - iii) completion by March 31, 2016; and
 - iv) the completed project meets the project scope, as provided in paragraph 3.01.

4.02 The Board will:

- a) comply with all policies and best practices of the Province related to Capital Project Procurement, as documented in the Capital Asset Management Framework and Capital Procurement Checklist published by the Ministry of Finance;
 - b) procure the Capital Project in accordance with the Guidelines; and
 - c) include in any contracts the standard insurance and indemnification clauses required by the Schools Protection Program.
- 4.03 The Board will submit, for each project, a Monthly Progress Report (included in Schedule A), as this report may be updated from time to time; all expenditures must be supported by backup invoices.
- 4.04 The Board will, at the request of the Ministry, prepare additional reports relating to the project.
- 4.05 The Board will notify the Ministry immediately should any unforeseen conditions or circumstances arise that could materially affect the scope, costs or schedule of the project.
- 4.06 The Board will submit a Project Closure Report (included in Schedule B) within 30 days of completion.
- 4.07 The Board hereby indemnifies and saves harmless the Province and its employees and agents from and against any losses, claims, damages, actions, causes of action, costs and expenses that the Province or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by the Board or by any of its agents, employees, officers, directors, or contractors with respect to the Capital Project.
- 5. EVENT OF FORCE MAJEURE**
- 5.01 An Event of Force Majeure will relieve the Board and the Ministry of their obligations to meet the scope, costs and schedule.
- 6. PUBLIC ANNOUNCEMENTS**
- 6.01 Any public announcement relating to this project will be in consultation with the Ministry and the Board.

7. NOTICE

7.01 Any notice or communication required or permitted to be given under this Agreement will be in writing and will be considered to have been sufficiently given if delivered by hand or electronic transmission to the address or electronic mail address of each party set out below:

a) if to the Board:

School District No. 61 (Greater Victoria)
556 Boleskine Rd, Victoria, BC, V8Z 1E8
Attention: Debra Laser
Email: dlaser@sd61.bc.ca

b) if to the Ministry:

Address: PO Box 9151 Stn Prov Govt, Victoria BC, V8W 9H1
Attention: Ryan Spillett
Email: Ryan.Y.Spillett@gov.bc.ca

7.02 Any such notice or communication will be considered to have been received:

a) if delivered by hand during business hours (and in any event, at or before 5:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day;

b) if sent by electronic transmission during business hours (and in any event, at or before 5:00pm local time in the place of receipt) on a Business Day, upon receipt by a responsible representative of the receiver, and if not delivered during business hours, upon the commencement of business hours on the next Business Day, provided that:

- i) the receiving party has, by electronic transmission, by hand delivery, acknowledged to the notifying party that it has received such notice; or
- ii) within 24 hours after sending the notice, the notifying party has also sent a copy of such notice to the receiving party by hand delivery.

7.03 Delivery by mail will not be considered timely notice under this Agreement.

7.04 In the event a contact name changes to either the Ministry or to the Board then parties must be notified within five (5) Business Days.

IN WITNESS WHEREOF the parties have executed this Agreement, in duplicate, as of the day and year first above written.

SIGNED on behalf of Her Majesty the Queen)
in Right of the Province of British Columbia)
by a duly authorized representative of the)
Minister of Education)

For the Minister of Education

Name (Print)

Title

SIGNED on behalf of the Board of Education)
of School District No. 61 (Greater Victoria))
by its duly authorized signatories)

Authorized Signatory (Secretary Treasurer)

Name (Print)

SCHEDULE A
MONTHLY PROGRESS REPORT

SCHEDULE B
PROJECT CLOSURE REPORT

MONTHLY CONSTRUCTION PROGRESS REPORT

PROJECT NO.	REPORT NO.	REPORT DATE:	SCHOOL DISTRICT:
SCHOOL NAME		SCHOOL LOCATION	
PROJECT TYPE			
<input type="checkbox"/> Seismic Upgrade <input type="checkbox"/> Partial Replacement <input type="checkbox"/> Replacement <input type="checkbox"/> New			

Applicants should be aware that information collected is subject to provincial freedom of information legislation.

This Monthly Construction Progress Report is designed to be filled in electronically using word processing software. Each question must be completed using less than 200 words.

1. SCOPE OF WORK:

"The work that needs to be accomplished to deliver a product, service, or result with the specified features and functions."

PROJECT SCOPE SUMMARY: <i>(Provide a summary of the project scope according to the contract documents)</i>		
a.	ADDITIONS:	Reviewed and Accepted: <i>(Provide a summary of the what has been added to the project scope)</i> • - • - • -
b.	DELETIONS:	Reviewed and Accepted: <i>(Provide a summary of the what has been deleted to the project scope)</i> • - • - • -
c.	CONSIDERTATIONS	Items to be added or deleted that have been identified, but not yet approved. • - • -

2. SCHEDULE:

NO.	ITEM	INFORMATION
1.	TARGET COMPLETION DATE:	
2.	PERCENTAGE COMPLETE:	<i>(Based upon cost to date)</i>
3.	SCHEDULE STATUS	<input type="checkbox"/> Ahead of Schedule <input type="checkbox"/> On Schedule <input type="checkbox"/> Delayed
4.	REASONS FOR DELAY:	
5.	ANTICIPATED COMPLETION DATE:	

MONTHLY CONSTRUCTION PROGRESS REPORT

UNITS OF WORK	ESTIMATED COMPLETION DATE	% COMPLETE	AHEAD OF SCHEDULE	ON-TIME	DELAYED
Division 01 — General Requirements					
Division 02 — Existing Conditions (Ex. Alterations to existing natural conditions)					
Division 03 — Concrete (Ex. Footings)					
Division 04 — Masonry (Ex. Concrete block and brick work)					
Division 05 — Metals (Ex. Steel framing)					
Division 06 — Wood, Plastics, and Composites (Ex. House framing)					
Division 07 — Thermal and Moisture Protection (Ex. Insulation and water barriers)					
Division 08 — Openings (Ex. Doors, windows, and louvers)					
Division 09 — Finishes					
Division 10 — Specialties					
Division 11 — Equipment					
Division 12 — Furnishings					
Division 13 — Special Construction					
Division 14 — Conveying Equipment					
Division 22 — Plumbing					
Division 23 — Heating Ventilating and Air Conditioning					
Division 26 — Electrical					
Other...					

3. BUDGET:

NO	ITEM	INFORMATION
a.	AWARDED CONTRACT AMOUNT	
b.	APPROVED CHANGE ORDERS	
c.	CURRENT TOTAL CONTRACT AMOUNT	
d.	SPEND TO DATE	
e.	CONTRACT AMOUNT REMAINING	
f.	ANTICIPATED CHANGE ORDERS	

MONTHLY CONSTRUCTION PROGRESS REPORT

4. ISSUES

NO.	ISSUE	COMMENTS
1.		
2.		
3.		

5. DISPUTES AND CLAIMS

NO.	DISPUTES/CLAIMS	COMMENTS
1.		
2.		
3.		

6. PLANNED ACTIVITIES FOR THE NEXT 30 DAYS:

NO	ACTIVITY	INFORMATION
1.		
2.		
3.		

MONTHLY CONSTRUCTION PROGRESS REPORT

COMPLETED BY:

SIGNATURE OF CONTRACTOR

DATE SIGNED

NAME OF CONTRACTOR

PHONE NO.:

EMAIL:

REVIEWED BY:

SIGNATURE OF SCHOOL DISTRICT PROJECT MANAGER

DATE SIGNED

NAME OF PROJECT MANAGER

PHONE NO.:

EMAIL:

DISTRIBUTION LIST:

ORGANIZATION	NAME/POSITION	EMAIL
School District		
Ministry of Education		
ABC Contracting Ltd.		

Ministry of Education**Notice of Project Closure Report**

Submit to Capital Funding Branch when Routine Capital Project is completed		
School District Number	School District Name	
Project Number	Budget Year	Project Title (School)
Project Description		

Account Information

Certificate of Approval No.

COA Expiry Date

Budget Summary

Approved Budget

Total Expenditures

Difference

Routine Capital Plan

--	--	--

I hereby certify that the above noted project has been completed, there are no outstanding claims and all contractors/suppliers have been paid.

Secretary Treasurer

Date Signed

Surplus Routine Capital Plan amount to be transferred to Restricted Capital Account

--

I hereby acknowledge receipt of the Project Completion Report.

Ministry's signature

Date Signed

Please attached before and after pictures of work



OFFICE OF THE SECRETARY-TREASURER

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

TO: Operations, Policy and Planning Committee

FROM: Debra Laser, Secretary-Treasurer

DATE: December 7, 2015

RE: **AD HOC BOARD STANDING COMMITTEE REVIEW COMMITTEE REPORT**
a) **BYLAW 9360.2 – MEETINGS OF THE STANDING COMMITTEES**
b) **BYLAW 9130.1 – EDUCATION POLICY AND DIRECTIONS COMMITTEE**
c) **BYLAW 9130.2 – OPERATIONS POLICY AND PLANNING COMMITTEE**
d) **BYLAW 9130.3 – POLICY COMMITTEE**

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.

The members of the Ad Hoc committee reviewed the standing committee structures of seven school districts including Vancouver, Surrey, Burnaby, Coquitlam, Nanaimo, Sooke and Saanich. The committee framed its discussion around two questions: What is working right in our current standing committee structure? What is lacking? The committee agreed that the structure and meeting schedule of the two existing standing committees is effective but that the Education Policy Development committee should be renamed, and that there is a need to establish a third standing committee to review and develop policy. The Policy Committee would be a working group comprised of two trustees and the Superintendent of Schools and would meet as needed. Other resource people may be invited to assist the Policy Committee as required. The Policy Committee would bring their work for discussion and debate to either the Education Policy and Directions Committee or the Operations Policy and Planning Committee depending upon the content of the policy document.

The Ad Hoc committee is presenting 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.

The Standing Committee bylaws have been updated to reflect the proposed recommendations.

If the Operations, Policy and Planning Committee reaches agreement with respect to the proposed revisions to Bylaw 9360.2 *Meetings of the Standing Committees*, Bylaw 9130.1 *Education Policy and Directions Committee*, Bylaw 9130.2 *Operations Policy and Planning Committee* and Bylaw 9130.3 *Policy Committee* the following are the recommended motions for the Board's consideration:

a) Recommended Motions:

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 this 14th day of December, 2015;

Read a second time this 14th day of December, 2015;

Read a third time, passed and adopted this 14th day of December, 2015.

b) Recommended Motions:

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 this 14th day of December, 2015;

Read a second time this 14th day of December, 2015;

Read a third time, passed and adopted this 14th day of December, 2015.

c) Recommended Motions:

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 this 14th day of December, 2015;

Read a second time this 14th day of December, 2015;

Read a third time, passed and adopted this 14th day of December, 2015.

d) Recommended Motions:

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 this 14th day of December, 2015;

Read a second time this 14th day of December, 2015;

Read a third time, passed and adopted this 14th day of December, 2015.

BYLAW 9360.2

MEETINGS OF THE STANDING COMMITTEES

A. Regular Meetings

1. There shall be a regularly-scheduled meeting of each standing committee of the Board to be held within the first three weeks of each month of the school year, the date to be determined by the committee, save and except for the first meeting of each committee in December, which meeting shall be fixed by the Chairperson of the Board. Standing committees may meet in the month of August each year at the call of the Committee Chair, upon the recommendation of the Superintendent or Secretary-Treasurer.
2. At the first meeting of each standing committee the members of the committee shall select a Chair.
3. The Chair of each committee shall have the right to call additional meetings of the committee, to deal with such matters as may not be concluded at the regularly-scheduled meeting of the committee, but, save by unanimous consent of the committee, such meetings shall not take place less than five days prior to the next regularly-scheduled meeting of the Board in general session.
4. Each regularly-scheduled meeting of the standing committee shall be on the same day and at the same time as is fixed annually by the committee at its first meeting, save upon unanimous agreement of the committee.

B. Agenda

1. There shall be an agenda circulated to committee members not less than forty-eight hours prior to the meeting of the committee, together with all supporting material then available.

2. The agenda shall be prepared and ~~circulated~~ by the Chair of the standing committee **together with the assigned school district senior administrator.**
3. The format of the agenda for the Operations Policy and Planning Committee shall be as follows:

BOARD OF EDUCATION
OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
OPERATIONS POLICY AND PLANNING COMMITTEE

REGULAR AGENDA - (Date) (Time)

Board Room, Administration Offices - Tolmie Building

1. APPROVAL OF **THE** AGENDA
2. APPROVAL OF **THE** MINUTES - Meeting of (date)
3. **BUSINESS ARISING FROM THE MINUTES**
4. **PRESENTATIONS TO THE COMMITTEE**
5. **SUPERINTENDENT'S REPORT**
6. PERSONNEL ITEMS Presenter Attachment
 - ~~A. Business arising out of the minutes~~
 - ~~B. Public Presentations to Committee~~
 - ~~C. Correspondence referred to the committee~~
 - ~~D. Unfinished business~~
 - ~~E. New Business~~
 - ~~F. Administration Reports to the Committee~~
7. FINANCE AND LEGAL AFFAIRS
 - ~~A. Business Arising from Minutes~~
 - ~~B. Public Presentations to Committee~~
 - ~~C. Correspondence Referred to Committee~~
 - ~~D. Unfinished Business~~
 - ~~E. New Business~~
 - ~~F. Administration Reports to the Committee~~

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

8. FACILITIES PLANNING

- ~~A. Business Arising from Minutes~~
- ~~B. Public Presentations to Committee~~
- ~~C. Correspondence Referred to Committee~~
- ~~D. Unfinished business~~
- ~~E. New Business~~
- ~~F. Administration Reports to the Committee~~

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

10. NEW BUSINESS

11. NOTICE OF MOTION

12. GENERAL ANNOUNCEMENTS

13. ADJOURNMENT

~~The order of the Agenda shall be as above, except that, prior to the meeting, the order of Sections 3, 4 and 5 may be varied by the chair, based on the specific agenda topics. The order of the Agenda may also be varied at the meeting by majority vote.~~

4. The format of the agenda for the Education Policy and Directions Committee shall be as follows:

BOARD OF EDUCATION
OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)

EDUCATION POLICY AND DIRECTIONS COMMITTEE

REGULAR AGENDA - (Date) (Time)
LOCATION

- 1. APPROVAL OF THE AGENDA
- 2. APPROVAL OF THE MINUTES - Meeting of (date)
- 3. BUSINESS ARISING FROM THE MINUTES
- 4. PRESENTATIONS TO THE COMMITTEE

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

- | | | |
|--------------------------|-----------|------------|
| 5. NEW BUSINESS | Presenter | Attachment |
| 6. NOTICE OF MOTION | | |
| 7. GENERAL ANNOUNCEMENTS | | |
| 8. ADJOURNMENT | | |

The order of the Agenda may be varied at the meeting by majority vote.

5. The agenda of each standing committee shall be circulated to each trustee of the Board.
6. The administrative representative to the committee shall provide to the press a copy of the agenda of each standing committee, but not supporting material, after circulation to the trustees. The agenda package will be available on the school district website.

C. **In-Camera Meetings** (see Bylaw 9360.1, In-Camera Meetings: General Sessions)

D. **Standing Committee Reports**

1. The business of the committee shall be recorded, including recommended motions for consideration by the Board, and reported to the next regularly-scheduled meeting of the Board in general session, or in-camera, as may be appropriate.
2. The Committee Chair may reschedule any regularly scheduled meeting of the committee, whether general session or in camera, to a different time and date in order to meet the business requirements of the committee. The committee may, by ordinary resolution, cancel a regularly-scheduled meeting of the committee.

Greater Victoria School District

Approved: April 27, 1981
Revised: January 1997
Revised: March 28, 2011
Revised: December 14, 2015

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

BYLAW 9130.1

THE EDUCATION POLICY **AND DIRECTIONS** ~~DEVELOPMENT~~ COMMITTEE

1. Within thirty days from the date of the election of Trustees to the Board of **Education** Trustees of School District No. 61 (Greater Victoria) and thereafter at the **June** first Board Meeting ~~in December~~ of each year, the Chairperson of the Board shall appoint four Trustees to comprise the membership of the Education Policy **and Directions** ~~Development~~ Committee.
2. At the call of the Secretary-Treasurer, or delegate, the Committee shall meet for the purpose of electing its Chair within twenty-one days of the date of its membership having been named, and thereafter in accordance with the provisions of the Bylaws **9360.2 Meetings of the Standing Committees**. Tie votes will be referred to the regular Board Meeting for resolution.
3. Associated with the Committee, by way of auxiliary staff, shall be the Superintendent **of Schools** or delegate, a Director or **Deputy/ Associate** ~~Assistant~~ Superintendent named by the Superintendent, and other administrative officers as may be required by the Committee.
4. The Education Policy **and Directions** ~~Development~~ Committee shall meet in accordance with the provisions of Bylaw 9360.2 *Meetings of the Standing Committees* for the purpose of:
 - a) Providing direction to administration on the development of new educational policies and to review Board motions which require translation to educational policy. ~~In addition, the Committee shall, from time to time as it sees fit, make recommendations to the Board in respect of educational policy for the District.~~
 - b) **Considering matters affecting the educational programs of the school district and making recommendations where appropriate.**
 - c) **Receiving and considering reports and recommendations from district staff, partner groups and community groups on educational matters referred by the Board.**
 - d) **Considering such other matters as may be referred by the Board and making recommendations thereon as required.**



*The Greater Victoria School District is committed to
each student's success in learning within
a responsive and safe environment.*

5. The Committee shall report to the regular meetings of the Board in general session, or in-camera, as may be appropriate, as provided for in Bylaw 9360.2 *Meetings of the Standing Committees* and as otherwise may be required by the Chairperson of the Board or may be considered relevant by the Committee.

Greater Victoria School District

Adopted: April 27, 1981
Revised: October 27, 1997
Adopted: February 25, 2002
Reviewed: March 2012
Revised: December 14, 2015

BYLAW 9130.2

THE OPERATIONS POLICY AND PLANNING COMMITTEE

1. Within thirty days from the date of the election of Trustees to the Board of Education Trustees of School District No. 61 (Greater Victoria) and thereafter at the ~~first regular~~ June Board meeting ~~in December~~ of each year, the Chairperson of the Board shall appoint four Trustees to comprise the membership of the Operations Policy and Planning Committee.
2. At the call of the Secretary-Treasurer, or delegate, the Committee shall meet for the purpose of electing its Chair within twenty-one days of the date of its membership having been named and thereafter in accordance with the provisions of Bylaw 9360.2 *Meetings of the Standing Committees*. Tie votes will be referred to the regular Board Meeting for resolution.
3. Associated with the Committee, by way of auxiliary staff, shall be the Superintendent of Schools or delegate, the Secretary-Treasurer or delegate, the Director of Human Resources Services, the Director of Facilities Services, the Associate Secretary-Treasurer ~~Director of Financial Services~~, the Director of Information Technology ~~and Planning~~ and any other administrative officers as may be required by the Committee.
4. The Operations Policy and Planning Committee shall meet in accordance with the provisions of Bylaw 9360.2 *Meetings of the Standing Committees* for the purpose of developing for Board consideration major impact areas related to:
 - a) all personnel matters;
 - b) all financial and legal matters;
 - c) all matters related to the facilities required to provide educational programs;
 - d) information technology and planning matters.
5. The Committee shall report to the regular meetings of the Board in general session, or in-camera as may be appropriate, as provided for in said By-law 9360.2, and as otherwise may be required by the Chairperson of the Board or may be considered relevant by the Committee.

Greater Victoria School District

Adopted: April 27, 1981
Revised and Renamed: November 24, 1997
Adopted: February 25, 2002
Reviewed: March 2012
Revised: December 14, 2015

BYLAW 9130.3

POLICY COMMITTEE

1. Within thirty days from the date of the election of Trustees to the Board of Education of School District No. 61 (Greater Victoria) and thereafter at the June Board meeting of each year, the Chair of the Board shall appoint two Trustees to comprise the membership of the Policy Committee.
2. At the first meeting of the Policy Committee the members of the committee shall select a Chair.
3. Associated with the Committee shall be the Superintendent of Schools or delegate and any other staff as may be required by the Committee.
4. The Policy Committee shall meet as required:
 - a) To consider questions of overall school district policy;
 - b) To ensure existing school district policies are updated in accordance with the provisions of the *School Act* and other provincial legislation;
 - c) To make recommendations to the Board on new policies following changes in current practice, enactment of new legislation or introduction of new regulations;
 - d) To consider such other matters as may be referred by the Board and make recommendations thereon as required.
5. The Policy Committee will consult with educational and community partners as deemed appropriate with reference to Policy 1163 *Consultation*.
6. The Policy Committee shall report to the Education Policy and Directions Committee or the Operations Policy and Planning Committee as is appropriate.

Greater Victoria School District

Adopted: December 14, 2015

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8
Piet Langstraat, Superintendent
Phone (250) 475-4162
Fax (250) 475-4112

TO: The Board of Education
FROM: Piet Langstraat, Superintendent of Schools
RE: Superintendent's Report
DATE: December 14, 2015

There are a number of items that the Superintendent wishes to bring to the attention of the Board of Education.

School Visits

By December 18, 2015 the Superintendent will have had the opportunity to visit all of the schools in the Greater Victoria School District. The Superintendent wishes to thank the entire staff of the Greater Victoria School District for the incredibly warm welcome that he has received.

Events and Meetings

Since the October 19, 2015 meeting of the Board of Education, the Superintendent has attended a number of events and met with a number of individuals. These have included:

- Meeting with Ministry of Education staff
- BC School Trustees' Association Meeting
- Sno'uyutth Pole Dedication Ceremony
- Student Representatives Meeting

Superintendent/Board Evaluation

The Superintendent has requested that an annual evaluation occur of the work undertaken by the Superintendent and the Board of Education.

The Superintendent recommends that the evaluation of the work of the Superintendent be comprised of the following elements:

1. Portfolio – The Superintendent will collect documents that provide evidence of the work that he has undertaken to comply with Policy 2100 – Superintendent. In addition, the Superintendent will provide documents that provide evidence of the completion of additional tasks assigned to him by the Board of Education.
2. Leadership 360 Degree Survey – The Superintendent will undertake a survey that will include responses from a cross section of District staff and other groups as determined by mutual consent of the Board of Education and the Superintendent.
3. Self-Assessment – The Superintendent will provide to the Board of Education a personal reflection of his work.

The Superintendent is recommending to the Board of Education that, since the work of the Superintendent is reflective of the direction of the Board of Education, trustees undertake an evaluation of the work of the Board.

The Superintendent is further recommending that the evaluation of the work of the Superintendent and the work of the Board of Education be undertaken by an external individual. This work could be undertaken by an individual mutually agreed upon by the Superintendent and the Board of Education. Possibilities include:

1. BCSTA Personnel
2. Steve Cardwell, Director of Executive Educational Leadership Program, University of British Columbia
3. Leroy Sloan – Sloan Consultants Ltd., Former Superintendent SD 23, Former Deputy Minister of Education, Alberta



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: December 14, 2015

RE: **PROPOSED SALE OF 950 KINGS ROAD**

After a lengthy and high profile public process, the Board of Education passed a bylaw to close Blanshard Elementary School effective July 1, 2003.

The Blanshard Elementary school property is comprised of two lots. Lot A is the land and building portion at 950 Kings Road, and Lot B is the land portion at 955 Hillside Avenue.

955 Hillside Avenue was leased by the School District in 2004 to private developers for 99 years. The School District received rental proceeds of \$1.9 million on December 31, 2004. The Capital Regional Hospital District purchased the leasehold interest in Lot B situated at 955 Hillside Avenue from the private leaseholders in 2013, and then approached the Board of Education to sell the fee simple interest in the property to the Capital Regional Hospital District. The closing of the purchase and sale of the property occurred in January 2014. The school district received \$500,000 from the disposition of the fee simple interest in Lot B.

950 Kings Road was leased by the School District in 2004 to a private post-secondary company for 99 years. The School District received rental proceeds of \$2.4 million between September 2005 and September 2014. In November 2015, the Capital Regional Hospital District entered into an agreement to purchase the leasehold interest in Lot A situated at 950 Kings Road from the private post-secondary company, and has approached the Board of Education to sell the fee simple interest in the property to the Capital Regional Hospital District. The Board has been offered \$500,000 for the disposition of the fee simple interest in Lot A. The sale of the property to the Capital Regional Hospital District will bring the ownership of the property back into community control.

The Board of Education held a community meeting on November 23, 2015 to share information about the proposed sale of 950 Kings Road, to answer any questions and to receive feedback. Members of the community were also invited to provide written submissions to the Board. Capital Regional Hospital District officials were present at the community meeting to speak to the immediate use for 950 Kings Road and the process to determine the longer term planning process. The notes from the community meeting are attached.

The Capital Regional Hospital District does not have a specific project planned for the 950 Kings Road site and the long-term development of the property will be subject to further planning and community consultations. In the immediate future, the Capital Regional Hospital District will use the site as a staging ground for building materials, construction office space and parking for contractors and workers during the construction of The Summit at Quadra Village seniors' care facility.

The Board of Education has held, as a guiding principle, the belief that it would be beneficial and appropriate to have the 950 Kings property return to the public trust. The Board of Education also strongly supports the CRHD continuing with public consultation with the Quadra neighbourhood regarding the future development of the site.

The School District requires consent from the Minister of Education to finalize the sale of 950 Kings Road. The purpose of the December 14, 2015 board meeting is to review the notes from the November 23, 2015 community meeting, to receive further input from the community and to vote on requesting Ministerial approval for the disposition of the 950 Kings Road property.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) request Ministerial approval for the disposition of the 950 Kings Road property.



**The Board of Education of School District No. 61 (Greater Victoria)
November 23, 2015, SJ Willis Education Centre
Community Consultation Meeting re: 950 Kings Road Property**

NOTES

Present:

Diane McNally, Vice-Chair, Trustees Deborah Nohr, Peg Orcherton, Rob Paynter, Jordan Watters

Administration:

Piet Langstraat, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Nita McBurney, Recording Secretary

The meeting started at 6:00 p.m. Superintendent Piet Langstraat explained that the purpose of the meeting is to discuss the transfer of ownership of 950 Kings Road from the Greater Victoria School District (GVSD) to the Capital Regional Hospital District (CRHD). Superintendent Langstraat explained that the parcel of land at the former Blanshard Elementary School is two pieces of land - the playing field is 955 Hillside and 950 Kings Road is the former Blanshard School building and associated land. The School Board went through an extensive public consultation and it was determined that the school would close July 1, 2003. Subsequent to that, 950 Kings was leased to CDI College for 99 years in 2004. The other portion was leased to a private developer for 99 years.

In 2013, the CRHD purchased 955 Hillside. This fall, the CRHD entered into an agreement to purchase the leasehold at 950 Kings Road and have approached the Board of Education to sell 950 Kings to them. This evening's meeting is to talk about this transaction with comments being recorded. This feedback will be collected and provided to the Board of Education for their consideration.

The CRHD plans to begin construction of the Summit project in the summer of 2016 with completion expected in 2019. The key points are that there was an extensive public consultation when the Board of Education made the difficult decision to close Blanshard Elementary School in 2003. The CRHD owns 955 Hillside and is currently endeavouring to purchase 950 Kings Road. There is an interest in returning this land to public use. Right now this land sits with a private corporation in a 99-year lease.

Superintendent Langstraat introduced Maurice Rachwalski, Senior Manager for the CRHD. Mr. Rachwalski thanked the people for attending this meeting. He stated that the Capital Regional Hospital District is an entity owned by the Capital Regional District created in 1960 by the Province to cost share infrastructure within the Province. Mr. Rachwalski explained that he is taking the lead in developing the property to build housing for seniors. He spoke of The Heights at Mt. View which is senior affordable rental housing and a 260-room residential care facility. CRHD plans to take that business model and apply it to 955 Hillside to replace Mount Tolmie Hospital and the Oak Bay Lodge and build a residential care facility. The plan is to begin construction in the summer of 2016. Mr. Rachwalski stated that when the private college was looking to sell their business and lease, the CRHD wanted to seize the opportunity and acquire that site. In that CRHD owns 955 Hillside already, they are very familiar with the site and given the desire of the college to sell their business and lease, CRHD felt that this was a great opportunity to bring this land back into the public domain.

CRHD is interested in acquiring the fee simple interest in 950 Kings Road from the Greater Victoria School District. This is a strategic acquisition by the CRHD. There is no project planned at this time for the Kings Road site. The 955 Hillside land will be used to replace Mount Tolmie Hospital and Oak Bay Lodge. 950 Kings will be subject to further planning with Island Health as well as with community stakeholders. There will be a lot more consultation regarding the use of 950 Kings moving forward. CRHD will be able to use portions of 950 Kings to locate materials for construction as well as parking for trades during the construction at 955 Hillside. The intention of CRHD is to contain all development for 955 Hillside on the property to mitigate negative impacts in the surrounding community.

The meeting now entered into a Question/Comment and Answer period. Superintendent Langstraat stated that he and Mr. Rachwalski would be pleased to answer any questions.

Question/Comment

Our community looks great. Part of what makes it look great is the green space. This is nothing like what there is at Mount View. The 955 property will be like a mountain and that doesn't make sense in the middle of this community. Why was the community not consulted before the decision to sell 955 Hillside? The belief is that the best care for seniors is smaller units in their communities yet there is an intention to make two facilities into one.

Answer

The School District is regulated through the Ministry of Education. At the time of the 955 Hillside sale, the Ministry of Education indicated that the District had to give the public notice of the sale. The notice was provided at a public board meeting. Since that time, the Ministry of Education has different expectations including a broader public consultation process.

CRHD is considering a four-story low rise - something that is much lower than the facility on Carey Road. On the Blanshard site, they cannot build a large high rise and have to be back 30 meters from the property line. CRHD will do everything that they can to make sure that the property and land use are a good fit for the neighbourhood.

Question/Comment

The building that can be built is 5 or 6 stories and one can't imagine that the CRHD will build less than that.

Answer

The way that land use works, CRHD can't build higher than they are allowed to build without a variance, but building high won't work functionally for CRHD. While they could build higher, in terms of care for seniors, a smaller and more intimate facility is ideal. That is what they want and the current plan looks best with the building being four stories.

Question/Comment

The concern is that the Hospital District is looking at the City of Victoria for social housing. They understand that you can have 22 or 15.5 stories in that zone but with social housing comes density. You can build higher than 4 or 5 stories depending on how many units of social housing there will be.

Answer

In terms of what can happen on 950 Kings, this can happen with a private developer under the current lease arrangement. CRHD is following the rules. CRHD does not have a specific project in mind for 950 Kings. In the short term, it's a strategic acquisition. Later they will look at what the community and the region needs. Whether that is affordable housing or not needs to be determined. It is important to understand that there will be much more process with 950 Kings and a lot more conversations before anything occurs.

Question/Comment

You have five building lots plus a park. How much of this will impact where the care centre will be built on that property? Is 955 Hillside going to be a senior's care centre and will 950 Kings?

Answer

There is a sense of urgency to decommission Mount Tolmie Hospital and Oak Bay Lodge. CRHD does not have years to develop on the site. They need to get on with getting a facility to provide quality care for seniors. They haven't set out their process. This is a strategic acquisition that will allow a future development of social infrastructure for this particular location. There are no plans to build two similar facilities. Island Health doesn't have operating funds to do this at this time. The plan is to build a care facility next on the peninsula or west shore. CRHD is not looking to build a 50,000 square foot building. They are continuing on with the senior's facility that has already been delayed for too long. Individuals are welcome to have a tour of Mount Tolmie Hospital and the Oak Bay Lodge. There is a sense of urgency. CRHD is carrying on with the Summit project.

Question/Comment

What is possible for CRHD in terms of infrastructure? What is the thought of what you might be able to build on the 950 site? What is the list of things?

Answer

The reason CRHD is looking to acquire 950 Kings is because the opportunity presented when the current leaseholder indicated an interest in selling. CRHD didn't want to pass up this opportunity. It could have been sold to a private developer who could build whatever they want. The CRHD funds facilities and develops facilities that provide some form of health support for seniors; specifically long-term facilities and housing for those with mental health and addictions. CRHD's role is to look reasonably at the needs of the region.

Question/Comment

Community control - is it really the hospital that has the control? While there are lots of questions for the hospital board, the purpose of this meeting is to focus on the School Board. What opportunities has the school board looked into in terms of education uses for the site?

Answer

In terms of educational use for this school, the Board, back in 2003, took into consideration whether there would be a need for this educational facility at that time or in foreseeable future. The same holds true today. When the District looks at demographics into the future, there is no foreseeable need for this property for educational purposes for students of the school district.

Question/Comment

What about community plans?

Answer

The mandate of the Board of Education is to meet the Kindergarten to Grade 12 educational needs of the Greater Victoria community.

Question/Comment

My concern is that 950 Kings currently provides for a number of community needs. There are broader needs and there is value to the community beyond the current needs.

Answer

One of the conditions of CDI College's disposition is that they would like a five year lease so it is important to keep in mind that what is currently occurring in the 950 Kings building will remain much the same as it currently is for the next five years. This opens opportunities for other community things to take place there.

Question/Comment

The Blanshard School on the 950 Kings parcel of land houses a meals program that provides thousands of meals on a monthly basis and it is important to keep this program running.

Question/Comment

It is understood that the property is reverting back to the school board as a result of non-payment of the lease.

Answer

It is important to note that the School District has no control of this site until expiration of the lease. The lease is not reverting back to the School District. The lease is being held for 99 years by a private corporate run college who has control of the property for 99 years. The discussion this evening is around CRHD acquiring the lease for the remainder of the 99 year term and simultaneously going to the Board of Education to purchase the fee simple interest in the property.

Question/Comment

This is thereby avoiding the legislation of 2008 in respect of further sale of that property.

Answer

There is no intent on the part of the Board of Education to try to work around any legislation. What could occur is that the CRHD could simply acquire the lease from the current leaseholder and do whatever they wish to do with the land for the remainder of the 99 year lease. To be clear, the School Board, through the 99 year

lease, has given over the use of the property to the leaseholder for that period of time. What is occurring here is acquisition of the leaseholder's interest in the lease and the acquisition of the fee simple interest in the land. The CRHD does not want to make a significant capital investment without having full ownership of the property. There has not been any attempt to circumvent any process.

Question

Who would have the land title for 950 Kings?

Answer

The Board of Education currently has the title to 950 Kings but the property is leased to a private corporation for the remaining term of the 99 year lease. The ownership would transfer to the CRHD if they were to purchase the leasehold interest and the fee simple interest in the property.

Question/Comment

There is no use for that school as it is now. The City of Victoria is trying to encourage families downtown. Where will children go to school downtown?

Answer

The Board of Education has already gone through the process to determine their educational needs.

Question/Comment

Under the new rules, is this meeting considered broad consultation?

Answer

The Ministry has not clearly defined what is being expected in terms of consultation but the District has been in conversations with the Ministry. This meeting is an opportunity for the community to provide input.

In terms of the process related to building the Summit, the CRHD hosted a community open house in the spring. A number of people were there and they provided feedback. There were many who wanted more specific details. CRHD is working with a design team. The intention is to have a community workshop in the middle of December and take feedback from that with a follow-up in February. CRHD knows how many beds they need to build and the size of the rooms for this residential care facility. CRHD will take into consideration feedback received.

Question/Comment

If this isn't done extremely carefully, there will be limited green space. It is good to hear that 950 Kings will be beneficial to the neighbourhood for the short term but at this point in time, there is no guarantee and the community has no idea what is going to happen in the future. The community doesn't have a lot of influence of what is going to take place and the neighbourhood feels powerless. This area has the largest low income housing in Greater Victoria. The CRHD and the school district both have their public mandates but someone needs to take into consideration the needs of the citizens of this neighbourhood.

Question/Comment

The principle of the land going back to public use is supported. The process is gradual and the neighbourhood has 5 years with 950 Kings remaining the same but part of the frustration is that there are a number of public bodies involved. It seems like there should be more strategic public plans in the process than what has occurred. Urban planning should be done.

Question/Comment

This area had a community asset and now they will have a regional asset. The community would like to see some higher priority for the community and for the neighbourhood than just being the home of a regional facility. Concern was expressed that there is no guarantee that Blanshard will be kept as it is for five years if CDI gets out of their lease.

Answer

It was noted that anyone can get out of a lease but there is a penalty to get out of it.

Question/Comment

This area is going through a planning process and there is another plan for Hillside/Quadra. At the same time, public assets are being taken away from the community. Studies have to be done and the processes have to come together to make a livable situation.

Question/Comment

Can the CRHD build this facility as a public/private partnership?

Answer

In terms of the requirements to do a public/private partnership, this can currently be done in the Province but the CRHD is not governed by this process.

Question/Comment

The responsibilities of the school board and hospital board are different but there is a common ground. This is property that is becoming less and less available. The initial lease was for 99 years. How much do you have to pay CDI for 950 Kings? It is incumbent on these organizations to represent all of the people because the money comes out of their pockets. What is the value of Oak Bay, Mount Tolmie and 950 Kings?

Answer

The appraised value of 950 Kings is \$6.5 million. The deal with CDI College is for \$5.3 Million to buy out their interest in the lease. CDI is looking sell part of their business but intends to continue operating colleges. Mount Tolmie is valued at \$8 Million and Oak Bay is several million.

Question/Comment

The speaker grew up in the area, is currently the executive director of Child Find and their office is 1 ½ blocks away. The board is making decisions based on their current process. Nothing will happen in the immediate future and things will carry on much like the last 10 years. It was noted, though, that a tree of hope was planted in honour of Michael Dunahee and Child Find would like the assurance that any construction will be worked around the tree remaining intact.

Question/Comment

What will happen to the specific building and what is the purchase cost?

Answer

CRHD has offered the School District \$500,000. CRHD will look to develop on the 950 Kings site at some point in the future but there are no current plans in place.

Question

Is it site specific use?

Answer

This type of development is allowed.

Question/Comment

CRHD and the School District are both public entities – why not an exchange of \$1.00 and a shake of hands.

Question/Comment

This doesn't seem to be in keeping with healthy communities to put low cost housing and senior housing all in the same part of the city. There is a need to create healthy neighbourhoods.

Question/Comment

There is a belief that the population will increase significantly. What will the student population look like?

Answer

This is the first time in many years that the school district has had a student enrolment increase of 180 students across 27 elementary schools. There is not one specific area of growth but rather a broad distribution across elementary schools. The board is working on a strategic plan and a facility plan but it is noted that the district is not seeing a huge increase of elementary students in this area.

Question/Comment

Does this meeting constitute public consultation in order for the Ministry of Education to approve the sale?

Answer

The Ministry requires public consultation but they do not define it. This meeting is an opportunity for the community to provide input. In terms of control of the land, it rests with the leaseholder for the remaining term of the 99 year lease. The Board is not in control of what happens for the remaining term of the lease.

Question/Comment

How much was paid for the original lease?

Answer

The Board of Education received rental proceeds of \$1.9 Million for the 99 year lease of 955 Hillside Avenue, and rental proceeds of \$2.4 Million for the 99 year lease of 950 Kings Road.

Question/Comment

There are two separate lots. Can the construction only be on 40% of the site?

Answer

This depends on the type of building. If a development within the parameters is not done, a variance is required. If there is a variance, City Council would oversee the variance process.

Question/Comment

What type of development has been considered by the Hospital Board for the 950 Kings property?

Answer

Nothing has been considered. This is a strategic acquisition within the authority of the CRHD to develop it at some point with some kind of health care aspect to it. In terms of zoning, it would be similar to a rest home or health care facility for that site.

Question/Comment

If this does not qualify for full public consultation, will there be a future, ongoing process for the sale of land by the school board? It does not seem that the community will be consulted on anything other than a token basis. The sale of public assets is not in the interest of the community. The various public bodies need to work together for the benefit of the community.

Answer

It is understood what you are saying in terms of community but the school district and the CRHD are not the municipal government and the school board does not design neighbourhoods. The school board provides public education to K-12 students. In terms of moving ahead, a decision needs to be made. The school district has gone from 30,000 students to just over 18,000 students and has had to close schools. School boards have had to make difficult decisions as the Ministry of Education funds school districts on a per pupil basis.

Question/Comment

I think this property should stay in the hands of the public.

Question/Comment

Will the School District have a meeting open to the public when they make this decision?

Answer

There will be a public meeting.

Trustees McNally, Nohr, Orcherton and Watters all stated in the meeting that to sell the fee simple to the CRHD will get the land back into public use and that the current Board is fully supportive of having this land returned to public trust which would be in the best interest of the community.

Question/Comment received via email

We are writing in support of the CRD buying the old Blanshard School site. We were not able to be at the Public Meeting on Monday night at SJ Willis and want our voices heard on this matter. We have lived in the neighborhood for over 25 years and also now work in the neighborhood. We believe the proposed and future development of the school area will bring vitality and commerce to our area: an infusion of jobs, working people, new customers for existing businesses at Hillside and Quadra, maybe even create a demand for new businesses and services – revitalizing our neighborhood. One good thing from all of this consultation is that neighbours are meeting neighbours and talking about what is important in our neighborhood.

Superintendent Langstraat thanked everyone for attending the meeting.

The meeting ended at 8:25 p.m.

Technology Stewardship Ad Hoc Committee Terms of Reference

Purpose:

The Technology Stewardship Committee is an ad hoc committee established by the board for the purpose of developing guidelines for the use of technology for our students and staff.

Deliverables:

The Technology Stewardship Committee has three deliverables:

1. To recommend to the Board goals and supporting practices for the use of technology within the district.
2. To recommend to the Board implementation needs, strategies, and timelines flowing from any identified changes to current practice.
3. To recommend to the Board monitoring protocols and standards for the use of technology.

Membership:

The committee will be comprised of the following voting members:

- One Trustee appointed by the Board Chair
- A senior staff member and/or IT staff member appointed by the Superintendent
- One appointed member from each of the District's employee groups
- One VCPAC representative
- All PAC representatives may participate. PAC representatives will select three representatives who will have voting rights.
- Two students to be selected from the Representative Advisory Committee of Students

Timeline:

The Committee will prepare a summary report and implementation plan to be submitted to the June 13, 2016 Operations, Policy and Planning Committee (OPPS) meeting. Updates will be provided to the OPPS Committee as information is available.

Voting:

Decisions will be made by consensus, if possible. If no consensus is reached, a majority vote will take place.

Procedural notes:

- Anyone may attend and contribute to the discussions without voting privileges
- Meeting dates, locations, agendas and minutes to be available on the District website

Date Adopted: October 19, 2015