



**Operations, Policy and Planning Committee Meeting  
January 11, 2016 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Elaine Leonard, Chair, Diane McNally, Deborah Nohr, 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, Jim Soles, Supervisor of Building Projects, Mark Walsh, Manager, Labour Relations and Legal Services, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:04 p.m.

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

**1. APPROVAL OF THE AGENDA**

It was moved:

That the January 11, 2016 regular agenda be approved with the following change: add item 10. New Business, A. Ad Hoc Committees on District Website.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved:

That the December 7, 2015 Combined Education Policy Development Committee and Operations Policy and Planning Committee Regular Meeting minutes be approved.

**Motion Carried**

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

**4. PRESENTATIONS**

**A. Kathryn Vallance, Crumb Rubber Infill**

Kathryn Vallance, parent of four children who play soccer, provided Trustees with information about the crumb rubber infill material planned for the Oak Bay High School artificial turf field project. Crumb rubber is granular rubber material made from used tires and forms the cushioning loft of the mat playing surface. Ms. Vallance expressed concern related to children being exposed to the crumb rubber infill material.

## **B. Dr. Ian Gillespie, Crumb Rubber Infill**

Dr. Ian Gillespie, parent of a child who plays soccer, presented the Committee with additional information about the crumb rubber infill material and its impact on human health. Dr. Gillespie discussed current health reports and scientific research in support of using an alternative to the crumb rubber infill planned for the artificial turf field at Oak Bay High School.

## **C. Dr. Shawn Davison, Crumb Rubber Infill**

Dr. Shawn Davison, soccer coach and a parent of children who play soccer, provided the Committee with information regarding the environmental impact of crumb rubber infill material. He informed Trustees that several countries, municipalities, and school districts have banned the use of crumb rubber infill for artificial turf fields and have chosen to use alternative non-toxic infill. Dr. Davison provided information on non-toxic alternatives including cost analyses and options for mitigating additional costs.

Following the three presentations, questions of clarification were asked by Trustees.

Trustees directed the Superintendent to look into the feasibility of using an alternative infill material for the artificial turf field at Oak Bay High School and to report back to the Board.

## **5. SUPERINTENDENT'S REPORT**

### **A. Introduction of Student Representative**

Superintendent Langstraat introduced Jaya Scott, Student Representative from Esquimalt High School. Ms. Scott informed Trustees that she has been working with Superintendent Langstraat to organize a Town Hall meeting at her school to encourage conversation between students and the Superintendent and to improve overall student engagement.

### **B. Central Middle School - My Place Transition Home**

Superintendent Langstraat provided an update on developments related to the My Place Transition Home located across from Central Middle School and noted recent meetings with the City Manager from the City of Victoria and the Director of the My Place Transition Home.

Superintendent Langstraat advised that both the Province and the City of Victoria have stated that no funding would be provided for enhanced services at Central Middle School which include morning sweeps of the school grounds and evening commissionaire services. It was also mentioned that the My Place Transition Home has implemented its own safety measures, including security patrols around the transition home and bordering sidewalks.

Superintendent Langstraat introduced Topher MacIntosh, Principal of Central Middle School. Mr. MacIntosh informed the Committee that there has been very little change for the school and that the school will continue to closely monitor the situation as the number of residents is expected to increase.

Discussion ensued amongst Trustees. Superintendent Langstraat advised that he would continue to monitor the situation and to keep Trustees informed.

Trustees Watters moved the following motion:

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Secretary-Treasurer to prepare a letter for the Board Chair to Mr. Rich Coleman, Minister responsible for Housing with a copy to the Ministry of Education and the media explaining the District's surplus.

**Motion Carried Unanimously**

**6. PERSONNEL ITEMS - None**

**7. FINANCE AND LEGAL AFFAIRS**

**A. 2015-2016 Funding Update**

Secretary-Treasurer Laser provided the Committee with an overview of the final 2015-2016 funding announcement received from the Ministry of Education in December 2015.

Secretary-Treasurer Laser advised that the final grant funding shows a net increase of \$3,894,074 as compared to the 2015-2016 preliminary grant primarily due to enrolment growth and that no provincial holdback funds were allocated due to increased enrolment across the Province. The structural deficit for the 2016-2017 school year is estimated to be \$8.5 million; however, after applying the unrestricted operating surplus of \$4.1 million from the 2014-2015 school year, ISP carry forward funding of \$1.2 million, employee benefit premium holiday of \$1.1 million, capital equipment purchases to local capital of \$0.8 million, 2015-2016 enrolment increase fixed cost allocation of \$0.6 million, ISP enrolment increase of \$0.2 million, and utilities cost savings of \$0.5 million, the budget shortfall is estimated to be \$0. The final grant funding will be reflected in the 2015/2016 Amended Annual Budget which will be presented at the February Board of Education meeting. Trustees asked questions of clarification of Secretary-Treasurer Laser.

**B. Summary of Partner Group Budget Input 2016-2017**

Secretary-Treasurer Laser explained that the Summary of Partner Group Budget Input for 2016-2017 reflects the responses received from the input request made to Parent Advisory Councils and Education Partner Groups in October 2015. Included with the summary of responses was a scattergram identifying priority areas. The documents will be posted to the District website under the Financial section.

**C. Bylaw 9130 Standing Committees**

Secretary-Treasurer Laser explained that Bylaw 9130 *Standing Committees* requires updating to reflect the renaming of the Education Policy Development Committee to Education Policy and Directions Committee as approved at the December 14, 2015 Regular Board of Education meeting.

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on January 18, 2016:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Bylaw 9130, *Standing Committees* at the meeting of January 18, 2016.  
Motion to be Carried Unanimously

That Bylaw 9130, *Standing Committees* be:

Read a first time this 18<sup>th</sup> day of January, 2016;  
Read a second time this 18<sup>th</sup> day of January, 2016;  
Read a third time, passed and adopted this 18<sup>th</sup> day of January, 2016.

#### D. Shoreline Statutory Right-of-Way

Secretary-Treasurer Laser advised the Committee that the Town of View Royal has installed and will provide ongoing maintenance for a pedestrian public access path over a portion of the land at Shoreline Middle School. Secretary-Treasurer Laser explained that a statutory right-of-way is required for the portion of land that has been used for the pathway.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve granting a Statutory Right-of-Way to the Town of View Royal for the purpose of installing and maintaining a pedestrian public access path over a portion of land at Shoreline Middle School legally described as Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826, PID: 000-875-759.

**Motion Carried Unanimously**

The Committee supported that the following motions be brought forward to the Regular Board of Education meeting on January 18, 2016:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the Disposal (Right-of-Way) of Real Property Bylaw 16-01 at the January 18, 2016 Board meeting.

That the Board of Education of School District No. 61 (Greater Victoria) approve the Disposal (Right-of-Way) of Real Property Bylaw 16-01, being a bylaw to grant a Statutory Right-of-Way to the Town of View Royal on the property legally described as Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826, PID: 000-875-759 for the purpose of installing and maintaining a pedestrian public access path.

#### E. Assets and Corporate Sponsorship

Mark Walsh, Manager, Labour Relations and Legal Services informed the Committee that the Provincial Government requires public sector entities, including Boards of Education, to comply with their "Naming Privileges Policy" (the "BC Policy"). The BC Policy governs the naming of physical assets in recognition of financial or in-kind contributions from individuals, business, organizations and others. Mr. Walsh explained that public entities may create their own policies but any locally created naming policy must conform with the BC Policy.

Mr. Walsh provided the Committee with guidance on the definition of physical assets and expressed an opinion that the District may allow the naming of physical assets of a limited value without contravening the BC Policy. He recommended that the Committee provide direction to the Superintendent to recommend policy to address the naming of physical assets that incorporates a definition of physical assets that limits the definition based on a set value.

Trustee McNally moved the following motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to recommend policy that would specifically define physical assets as defined by School District No. 27 (Cariboo-Chilcotin).

**Motion Defeated**

For: Trustees McNally and Paynter

Against: Trustees Leonard, Nohr and Watters

Further discussion ensued amongst Trustees. Trustee Paynter moved the following motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to recommend appropriate new policy and or changes to current policy that incorporate the naming of physical assets that do not fall under the BC Policy.

**Motion Carried Unanimously**

## 8. FACILITIES PLANNING

### A. Seismic Program Update

Mark Walsh, Manager, Labour Relations and Legal Services provided the Committee with an update on the progress of the District's seismic upgrading program. In partnership with the Ministry of Education, the District has successfully upgraded 14 high-risk schools. Mr. Walsh explained that the District is currently in the planning stages of upgrading the remaining 8 high-risk schools over the next 5-7 years. Those schools include: Shoreline (2016), Victoria High – Phase 2 (2017), Cedar Hill, Craigflower, Braefoot, Lambrick Park, Reynolds, and Arbutus.

Mr. Walsh acknowledged the efforts of Jim Soles, Supervisor of Building Projects and his team in the success of the seismic program and for putting the District on track to complete seismic upgrading of all high risk schools nearly a decade ahead of the Ministry timeline.

Trustees asked questions of clarification of Mr. Walsh and Mr. Soles.

## 9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

## 10. NEW BUSINESS

### A. Ad Hoc Committees on District Website

Trustee McNally presented her motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to update the website for Ad Hoc Committees:

- 1) all Terms of Reference documents for all Ad Hoc Committees of the Board be posted on a new School District No. 61 (Greater Victoria) Board of Education Ad Hoc Committees of the Board page under the "Board" menu; and
- 2) that the Technology Committee Terms of Reference be moved from the Sub-Committees page and be placed on the Ad Hoc Committees page; and
- 3) that all Terms of Reference of Ad Hoc Committees with terms that have ended by Board motion be placed in an "Archived Terms of Reference" section on the Ad Hoc Committees page; and
- 4) that the Policy definition of the Policy Sub-Committee be placed on the present Sub-Committee page.

**Motion Carried Unanimously**

11. **NOTICE OF MOTION** – None

12. **GENERAL ANNOUNCEMENTS** - None

13. **ADJOURNMENT**

It was moved:

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 9:00 p.m.