



**Operations Policy and Planning Committee Meeting
February 9, 2016 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

Elaine Leonard, Chair, Diane McNally, Deborah Nohr, Rob Paynter, Jordan Watters

Administration:

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Julie Lutner, Senior Manager, Budgets & Financial Analysis, Colin Roberts, District Principal, Human Resource Services, Emily Moore, Human Resource Advisor, Wellness and Attendance Support, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:01 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 February 9, 2016 regular agenda be approved.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the January 11, 2016 Operations Policy and Planning Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS TO THE COMMITTEE

A. Don Evans, Our Place Society

Mr. Evans advised the Committee that he would be available to respond to questions regarding the 1240 Yates Street Neighbourhood Agreement.

5. SUPERINTENDENT'S REPORT

A. Introduction of Student Representative

Superintendent Langstraat introduced Dana Hlasny, Student Representative from Spectrum Community School.

B. 1240 Yates Street Neighbourhood Agreement

Superintendent Langstraat invited Trustee McNally to present the updated 1240 Yates Street Neighbourhood Agreement to the Committee. Trustees agreed to replace the words "students and parents, teachers, school CUPE Local 382 and Local 947 workers" with the words "Central Middle School staff, students and parent community" within the Vision statement.

Discussion ensued amongst Trustees.

It was moved:

That the Board of Education of School District No 61 (Greater Victoria) approve the 1240 Yates Street Temporary My Place Transitional Home Neighbourhood Agreement and authorize the Chair to sign on as a signatory, on behalf of the Board.

Motion Carried Unanimously

C. Strategic Plan

Superintendent Langstraat provided the Committee with an overview of the Strategic Plan that has been developed to guide the District over the next five years.

Trustees agreed to reposition Strategic Issue #5 – Aboriginal Learners to follow Strategic Issue #1 – Learner Success.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) adopt the Strategic Plan.

Motion Carried Unanimously

6. PERSONNEL ITEMS

A. Wellness and Attendance Support

Colin Roberts, District Principal of Human Resource Services and Emily Moore, Human Resource Advisor, Wellness and Attendance Support provided an update on the Wellness and Attendance Support Program. Trustees were advised that the purpose of the program is to improve the overall health and well-being of employees, reduce absences, and enhance employee engagement in the workplace, while treating all employees in a consistent and fair manner.

Discussion ensued amongst Trustees with questions of clarification asked of Mr. Roberts and Ms. Moore.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) receive an update on the Wellness and Attendance Support Program from Human Resource Services at the June 2016 Operations, Policy and Planning Committee Meeting.

Motion Carried Unanimously

7. FINANCE AND LEGAL AFFAIRS

A. Budget Discussion – Amended Annual Budget 2015-2016

Secretary-Treasurer Walsh informed the Committee that the written narrative accompanying the amended annual budget has been provided in response to the findings and recommendations of the Office of the Auditor General following a performance audit of school district budget preparation and monitoring and control of expenditures.

Katrina Ball, Associate Secretary-Treasurer introduced Julie Lutner, Senior Manager, Budgets and Financial Analysis to the Committee. Ms. Ball then presented the 2015-2016 Amended Annual Budget stating that the amended budget takes into account both the revenues and the expenditures arising from the actual September 30, 2015 enrolments, all grant amounts confirmed subsequent to the approval of the annual budget, and all amounts carried forward from the previous fiscal year.

The Committee was informed that the Amended Annual Budget has been prepared based on Public Sector Accounting Standards which require the budget to include the operating, special purpose and capital funds. Consequently, the budget bylaw amount of \$226,198,077 includes the total budgeted expenses for all three funds.

Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary Treasurer Walsh and Ms. Ball.

The Committee supported that the following motions be brought forward to the February 15, 2016 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2015/2016 Amended Annual Budget Bylaw at the meeting of February 15, 2016.

Motion to be Carried Unanimously

That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2015/2016 in the amount of \$226,198,077 be:

Read a first time the 15th day of February, 2016

Read a second time the 15th day of February, 2016

Read a third time, passed and adopted the 15th day of February, 2016

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

B. Needs Budget 2016-2017

Secretary-Treasurer Walsh advised Trustees of the consultative process used by the Needs Budget Ad Hoc Committee to seek feedback from educational partner groups, parent advisory councils, and the public regarding the needs budget for 2016-2017. The Ad Hoc Committee compiled a list of needs not met by existing budget and have provided a draft joint letter to the Minister of Education reflecting these needs. Secretary-Treasurer Walsh informed Trustees that the letter would be presented at a future meeting for signatures.

Discussion ensued amongst Trustees. Trustees agreed that the letter should be revised to include the signature of Superintendent Langstraat.

C. School Calendar 2016-2017

Associate Superintendent Kitchen informed the Committee that he met with partner groups to discuss the fixed days for the 2016-2017 school year. He advised that, subject to the ratification of a memorandum of understanding with the GVTA, the proposed calendar would be recommended for approval.

Mr. Kitchen advised that the proposed calendar must be posted on the District website for 30 days for information and feedback. Following the 30 days, the calendar would be presented for approval at the March 29, 2016 Board Meeting and submitted to the Ministry of Education by March 31, 2016.

Discussion ensued amongst Trustees with questions of clarification being asked of Mr. Kitchen.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2016/2017 school year calendar on the school district's website for a period of one month:

2016/2017 School Year Calendar*

School Opening	September 6, 2016
First non-instructional day	September 19, 2016
Thanksgiving	October 10, 2016
Second non-instructional day	October 21, 2016 (Province wide)
Remembrance Day	November 11, 2016
Third non-instructional day	November 18, 2016
Schools close for Winter vacation	December 16, 2016
Schools re-open after Winter vacation	January 3, 2017
Fourth non-instructional day	February 10, 2017
Family Day	February 13, 2017
Fifth non-instructional day	February 24, 2017
Schools close for Spring vacation	March 10, 2017
Schools re-open after Spring vacation	March 27, 2017
Good Friday	April 14, 2017
Easter Monday	April 17, 2017
Sixth non-instructional day	May 19, 2017

Victoria Day	May 22, 2017
Administrative Day and School Closing	June 30, 2017

*Seventh non-instructional day to be chosen by each school

Motion Carried unanimously

8. FACILITIES PLANNING

A. Oak Bay Artificial Turf Field Options

Secretary-Treasurer Walsh informed the Committee that Facilities Services has been researching an alternative infill to the planned crumb rubber infill for the Oak Bay High School field. Facilities has recommended an alternative product called TPE (Thermoplastic Elastomers), described as virgin rubber in the form of bead-like hard pellets. The product would have the same useful life and ongoing maintenance cost as crumb rubber but would come at a further capital cost.

Secretary-Treasurer Walsh explained that the funding envelope for the Oak Bay High School Project will be reviewed for the possibility of additional funding towards the higher cost alternative. In addition, both Oak Bay High School and Bays United Football Club have indicated the possibility of additional fundraising efforts.

Discussion ensued amongst Trustees with an interest expressed in receiving further information on the TPE product. Secretary-Treasurer Walsh indicated that he would provide further information to the Board.

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

10. NEW BUSINESS

A. Trustee Nohr – Provincial Targeted Funding Envelope

Trustee Nohr presented her motion and rationale.

It was moved:

That the Board of Education of School District No 61 (Greater Victoria) approve the submission of a substantive motion, rationale and references to the BCSTA AGM regarding a Provincial targeted funding envelope for First Nations children in care.

Discussion ensued amongst Trustees. Trustee McNally moved an amendment to the main motion.

It was moved:

To amend the main motion to remove the words *“submission of a substantive motion, rationale and references to the BCSTA AGM regarding a Provincial targeted funding envelope for First Nations children in care”* and add the words *“following motion for submission to the BCSTA AGM: That BCSTA urge the BC Ministry of Education to provide additional targeted funding for First Nations children and youth in care to support their emotional well-being and their academic needs”*.

Further discussion ensued amongst Trustees. Chair Leonard moved an amendment to the amendment of the main motion.

It was moved:

To amend the amendment of the main motion to remove the words *“to support their emotional well-being and their academic needs”*.

Motion Carried Unanimously

Chair Leonard called for a vote on the amended motion.

It was moved:

That the Board of Education of School District No 61 (Greater Victoria) approve the following motion for submission to the BCSTA AGM: That BCSTA urge the BC Ministry of Education to provide additional targeted funding for First Nations children and youth in care.

Motion Carried Unanimously

B. Trustee Nohr – Class Size and Composition Data

Trustee Nohr presented her motion and rationale.

It was moved:

That the Board of Education of School District No 61 (Greater Victoria) request senior administration to provide a summary report on class size and composition data for 2015-2016 including the number of students with designations per class per school, the number of split grade classrooms per school and any other relevant information to be presented at the March, 2016 Education Policy and Directions Committee.

Discussion ensued amongst Trustees. Trustee McNally moved an amendment to the main motion.

It was moved:

To amend the main motion by removing the words *“summary”, and “the number of split grade classrooms per school and any other relevant information”*.

Motion Defeated

For: Trustee McNally

Against: Trustees Leonard, Nohr, Paynter, Watters

Further discussion ensued amongst Trustees. Superintendent Langstraat advised the Committee that this information request would require more than two hours of staff time to compile and would; therefore, require full Board approval.

Trustee McNally moved another amendment to the main motion.

It was moved:

To amend the main motion to revise the date from "*March 2016*" to "*June 2016*".

Motion Defeated

For: Trustees McNally, Watters

Against: Trustees Leonard, Nohr, Paynter

Further discussion ensued amongst Trustees, Superintendent Langstraat, and educational partner groups.

Trustee Nohr amended her own motion to remove the words "and any other relevant information". Chair Leonard called for a vote on the main motion as amended by Trustee Nohr.

It was moved:

That the Board of Education of School District No 61 (Greater Victoria) request senior administration to provide a summary report on class size and composition data for 2015-2016 including the number of students with designations per class per school and the number of split grade classrooms per school to be presented at the March, 2016 Education Policy and Directions Committee.

Motion Defeated

For: Trustees Nohr

Against: Trustees Leonard, McNally, Paynter, Watters

11. NOTICE OF MOTION – None

12. GENERAL ANNOUNCEMENTS - None

13. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 10:07 p.m.