

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

Regular Board Meeting

Monday, January 18, 2016 - 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, January 18, 2016 @ 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.

- A1. Approval of the Agenda** (p 1-4)
- A2. Approval of the Minutes**
 - a) Approval of the December 14, 2015 Regular Board Minutes (p 5-15)
- A3. Business arising from the Minutes**
- A4. Student Achievement**
 - a) Cindy Harte, Principal, Torquay Elementary School
- A5. District Presentations**
- A6. Community Presentations** (5 minutes per presentation)
 - a) Don Evans - My Place Transition Home

B. TRUSTEE REPORTS

- B1. Chair's Report**
- B2. Trustees' Reports**
 - a) Trustee McNally
 - b) Trustee Paynter - French Immersion Advisory Committee

C. BOARD COMMITTEE REPORTS

- C1. Education Policy and Directions Committee**
 - a) Minutes from the January 4, 2016 meeting – Information only (p 16-18)

b) Recommended Motion:

That the Board of Education of School District No. 61. (Greater Victoria) track and compile all additional costs and lost facility rental revenue associated with the Temporary Shelter on 1240 Yates Street with the intent to present these costs to the City of Victoria, BC Ministry of Education and BC Ministry of Housing.

C2. Operations Policy and Planning Committee

a) Minutes from the January 11, 2016 meeting - Information only (p 19-24)

b) Recommended Motions:

- i) 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.

- ii) 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. (p 25-27)
Motion to be Carried Unanimously

That Bylaw 9130, Standing Committees be:

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

- iii) 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. (p 28-38)

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.

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

- iv. 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.
- v. 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 "subcommittees" page placed on the Ad Hoc Committee 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 subcommittee be placed on the present subcommittee page.

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

- a) Superintendent's Report (p 39)

D2. Secretary-Treasurer's Report

- a) Poll Vote Results – 3rd Reading of Bylaw 9360.2 (p 40-44)
- b) Poll Vote Results – 3rd Reading of Bylaw 9130.2 (p 45-46)
- c) Cedar Hill Middle School Seismic Upgrade (p 47-48)

Recommended motions:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of Capital Project Bylaw No. 114323, being a bylaw for the Cedar Hill Middle School Seismic Upgrade in the amount of \$35,507.
Motion to be Carried Unanimously

That Capital Project Bylaw No. 114323, being a bylaw for the Cedar Hill Middle School Seismic Upgrade in the amount of \$35,507 be:

READ A FIRST TIME THE 18th day of January, 2016;
READ A SECOND TIME THE 18th day of January, 2016, and
READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of January, 2016 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

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- d) Shoreline Middle School Seismic Upgrade (p 49-50)

Recommended motions:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of Capital Project Bylaw No. 116653, being a bylaw for the Shoreline Middle School Seismic Upgrade in the amount of \$51,510.

Motion to be Carried Unanimously

That Capital Project Bylaw No. 116653, being a bylaw for the Shoreline Middle School Seismic Upgrade in the amount of \$51,510 be:

READ A FIRST TIME THE 18th day of January, 2016;
READ A SECOND TIME THE 18th day of January, 2016, and
READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of January, 2016 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

- e) Revised Five-Year Capital Plan

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2015/2016 Five Year Capital Plan for submission to the Ministry of Education.

(p 51-54)

- E. QUESTION PERIOD** (15 minutes total)
- F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**
- G. NEW BUSINESS/NOTICE OF MOTIONS**
- G2. Notice of Motions**
- H. ADJOURNMENT**

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



**The Board of Education of School District No. 61 (Greater Victoria)
December 14, 2015 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

MINUTES

Present:

Trustees Diane McNally, Acting Chair, Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcherton, Rob Paynter, Jordan Watters, Ann Whiteaker

Regrets:

Trustee Edith Loring-Kuhanga, Chair

Administration:

Piet Langstraat, Superintendent of Schools, Katrina Ball, Acting Secretary-Treasurer, Shelley Green, Deputy Superintendent, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Mark Walsh, Manager, Labour Relations, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:35 p.m.

Acting Chair McNally 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

It was moved and seconded:

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.

Motion Carried Unanimously

A1. Approval of the Agenda

It was moved and seconded:

That the December 14, 2015 Agenda be approved with the following additions/changes:

B2. Trustees' Reports - Remove external committee reports e) g) h)

D1. Superintendent's Report

b) 950 Kings Road - move to A8.

E. Question Period - move to A7

Motion Carried Unanimously

A2. Approval of the Minutes

a) It was moved and seconded:

That the November 16, 2015 Regular Board Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes - None**A4. Student Achievement**

- a) Acting Chair McNally introduced and welcomed Leslie Lee, Principal of George Jay Elementary School. Ms. Lee shared with Trustees that during her time as Principal of George Jay Elementary she has worked extremely hard to change the philosophy of the school and shift the many challenges that are faced by students and staff. Ms. Lee stated that “Demography is not Destiny” and that a culture that was once struggling is now transforming into a safer calm environment which in turn is improving achievement and reflecting a positive image in the community.

Principal Lee introduced grade five student Melissa and invited her to speak to Trustees about her experiences while at George Jay and most recently her introduction to the Chromebook.

Acting Chair McNally thanked Principal Lee and Melissa for attending and presenting to the Board.

A5. District Presentations - None**A6. Community Presentations**

- a) Kelly Greenwell, Executive Director of the Quadra Village Advisory Committee attended the Board meeting to speak to Trustees about the proposed disposition of 950 Kings Road to the Capital Regional Hospital District (CRHD). Mr. Greenwell expressed concerns on behalf of the community about the future of this property and formally requested that Trustees place a covenant on this property.
- b) Michael Wegner, Site Coordinator for Quadra Village Days attended the Board meeting to speak to Trustees about the proposed disposition of 950 Kings Road to the CRHD. Mr. Wegner expressed his concerns that Quadra Village Days will be impacted without the use of this property.
- c) David Turner, Quadra Village, attended the Board meeting to speak to Trustees about the proposed disposition of 950 Kings Road to the CRHD. Mr. Turner requested that the property remain in the community control and suggested a covenant be placed on the property.

A7. Question Period

- a) Acting Chair McNally read the following question that was received at the meeting.

Does the phrase “transferred to community in perpetuity” as your board chair mentioned in the November 3rd news release concerning the Blanshard School building’s sale mean there is a legal agreement on the sale to the Capital Regional Hospital District to this effect?

Mark Walsh, Labour Relations Manager advised that a covenant has not been placed on the sale of this property. Given the fact that there is a long term lease in effect at this time this may cause issue with the leaseholders of the property and put the Board at legal risk by adding it.

- b) Acting Chair McNally read the following question that was received at the meeting.

What guarantees exist that children and youth in the neighbourhood will have access to the green space and gym facilities at the former Blanshard Elementary School?

It is the understanding of the Board of Education that access to the green space and gym facilities will be provided by the current leaseholders for the next five years. The public consultation process to be undertaken by the CRHD will ensure that the community will have time to convey their expectations for the future use of this property.

- c) Acting Chair McNally read the following question that was received at the meeting.

In the Community Plan in the early 90's the school district said they had no future plans for the school or the land other than it remain as a school and playing field. Our plan has not been updated since. This property and building purchase is against our neighbourhood plan. How did this happen?

The Board of Education faced the difficult decision to close schools due to declining student enrolment and a budget deficit. Blanshard Elementary School was closed in 2003.

As Question Period has an allotted time limit of fifteen minutes it was suggested to extend the Question Period to allow time to hear all questions that have been submitted.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) extend agenda item A7. Question Period, past the allotted time period of fifteen minutes, in order to hear all questions that have been submitted to the Acting Chair.

Motion Carried Unanimously

- d) Acting Chair McNally read the following question that was received at the meeting.

How will you ensure community space if you sell 950 Kings Road?

The Board of Education will continue to urge the CRHD to organize public consultation meetings to ensure that the public has an opportunity to see the future plans for the site and to voice their suggestions for community space.

- e) Acting Chair McNally read the following comment that was received at the meeting.

Please stop the sale and ask for community feedback first or ensure it's used as green space only.

- f) Acting Chair McNally read the following question that was received at the meeting.

The Living Edge provides a free dinner meal every Sunday, based from the gym and the kitchen at 950 Kings. How and where can this service to some of the most vulnerable members of our society continue without access to 950 Kings?

It is the understanding of the Board of Education that there will be five years to continue this service to the community which will allow time to find another location.

- g) Acting Chair McNally read the following question that was received at the meeting.

How will the residents be impacted by the use of 950 Kings as a base for construction?
And how will the owner's ability to maintain their revenues with increased traffic and reduced access to the site of 950 Kings be mitigated?

It is the understanding of the Board of Education that during the consultation process the public will have the opportunity to voice their concerns to the CRHD about the project which could include the impact of construction on the neighbourhood.

- h) Acting Chair McNally read the following question that was received at the meeting.

How can "Love Where you Live" a litter reduction initiative to improve the experience and safety within our parks and public spaces develop without access to the space at 950 Kings as a community use space?

It is the understanding of the Board of Education that there will be five years to continue this community initiative which will allow time to find another location.

- i) Acting Chair McNally read the following question that was received at the meeting.

How can Quadra Village Day continue without the use of the grounds, parking, gym and interior spaces of 950 Kings?

It is the understanding of the Board of Education that there will be five years to continue this community event which will allow time to find another location.

Acting Chair McNally thanked everyone for their questions and for taking the time to attend the meeting.

A8. Superintendent's Report – 950 Kings Road

Superintendent Langstraat referred Trustees to the information contained in their package and provided a high level overview with respect to 950 Kings Road (former Blanshard Elementary School) and the proposed sale to the Capital Regional Hospital District. Trustees each expressed their thanks to the public for attending the meeting and speaking on behalf of the Quadra/Hillside community.

It was moved and seconded:

<p>That the Board of Education of School District No. 61 (Greater Victoria) request Ministerial approval for the disposition of the 950 Kings Road property.</p>
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Motion Carried Unanimously

B. TRUSTEE REPORTS

B1. Chair's Report

Chair Loring-Kuhanga submitted a written report that was read by Acting Chair McNally.

Chair Loring-Kuhanga thanked the speakers that attended the meeting to speak on behalf of the Quadra/Hillside community with regards to the disposition of 950 Kings Road.

Chair Loring-Kuhanga congratulated Mr. Mark Walsh on his appointment to be the new Secretary-Treasurer for the Greater Victoria School District when the current Secretary-Treasurer, Debra Laser, retires at the end of January 2016.

Chair Loring-Kuhanga thanked all teachers, administrators and support staff for their hard work and dedication throughout the year and wished everyone happy holidays from Tanzania, East Africa.

B2. Trustees' Reports

- a) Trustee Watters submitted an annual summary report as the representative for the Aboriginal Nations Education Council Committee for information.
- b) Trustee Orcherton submitted an annual summary report as the representative for The British Columbia Public School Employers' Association for information.
- c) Trustee Whiteaker submitted an annual summary report as the representative for the British Columbia School Trustees' Association for information.
- d) Trustee McNally submitted an annual summary report as one of the representatives for the Needs Budget Ad Hoc Committee for information.
- e) Trustee Orcherton submitted a monthly and annual summary report as the representative for the Saanich Healthy Advisory Committee for information.

It was moved and seconded:

That all outstanding Committee Reports be received in writing for the January 18, 2016 Board of Education meeting.

Motion Carried Unanimously

C. BOARD COMMITTEE REPORTS

C1. Joint Education Policy Development and Operations Policy and Planning Committee

- a) The December 7, 2015 meeting minutes were received for information.
- b) Acting Chair McNally referred to the December 7, 2015 minutes and presented the following recommended motion.

It was moved and seconded:

- 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.

Discussion ensued amongst the Trustees with a recommendation being made to amend the motion.

It was moved and seconded:

- i) That the motion "*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” be amended to delete the words “*in the spring*” and in their place add “*in March 2016*”.

Motion Defeated

For: Trustees Nohr, Watters, Paynter

Against: Trustees Whiteaker, Orcherton, Leonard, McNally, Ferris

Acting Chair McNally called for the vote on the main motion.

It was moved and seconded:

- 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.

Motion Carried Unanimously

Acting Chair McNally referred to the December 7, 2015 meeting minutes and presented the following recommended motions.

It was moved and seconded:

- 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.*

Motion Carried Unanimously

It was moved and seconded:

- 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 Carried Unanimously

It was moved and seconded:

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.

Motion Carried Unanimously

It was moved and seconded:

- 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.

Motion Carried Unanimously

It was moved and seconded:

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 Carried Unanimously

It was moved and seconded:

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 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.

Motion Carried Unanimously

Acting Chair McNally referred to the December 7, 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) agrees to give all three readings to Bylaw 9360.2, *Meetings of the Standing Committees* at the meeting of December 14, 2015.

Motion Carried

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

It was moved and seconded:

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:

Motion Carried

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

Acting Chair McNally advised Trustees that the third reading of Bylaw 9360.2, *Meetings of the Standing Committees*, would be conducted via a poll vote the next day.

Trustee Paynter stated a point of order and challenged Acting Chair McNally's ruling to conduct a Poll Vote and stated that it did not meet the requirements as outlined in Bylaw 9011, *Poll Votes*.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) uphold the ruling of Acting Chair McNally to conduct a Poll Vote for the third and final reading of Bylaw 9360.2, *Meetings of the Standing Committees*.

Motion Carried

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

Acting Chair McNally referred to the December 7, 2015 meeting minutes and presented the following recommended motions.

It was moved and seconded:

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

Motion Carried Unanimously

It was moved and seconded:

That Bylaw 9130.1, *The 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.

Motion Carried Unanimously

Trustee Leonard referred to the December 7, 2015 meeting minutes and presented the following recommended motions.

It was moved and seconded:

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

Motion Carried

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

It was moved and seconded:

That Bylaw 9130.2, *The Operations Policy and Planning Committee* be:

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

Motion Carried

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

Acting Chair McNally advised Trustees that the third reading of Bylaw 9130.2, *The Operations Policy and Planning Committee*, would be conducted via a poll vote the next day.

Trustee Leonard referred to the December 7, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- 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.

Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat and a suggestion being made to amend the name of the new Bylaw 9130.3, *Policy Committee* to Bylaw 9130.3, *Policy Sub-Committee*.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) name the new Bylaw 9130.3, *Policy Sub-Committee*.
Motion Carried Unanimously

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 9130.3, *Policy Sub-Committee* at the meeting of December 14, 2015.
Motion Carried Unanimously

It was moved and seconded:

That Bylaw 9130.3, *Policy Sub-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.
Motion Carried Unanimously

Trustee Leonard referred to the December 7, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

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

Motion Carried

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

Trustee Leonard referred to the December 7, 2015 meeting minutes and presented the following recommended motion. Discussion ensued amongst the Trustees with Superintendent Langstraat advising that he has appointed Mark Walsh to participate on behalf of the District and Trustee Whiteaker had already expressed her interest in participating on behalf of the Board.

It was moved and seconded:

- 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.

Motion Carried Unanimously

Trustee Leonard referred to the December 7, 2015 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- 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.

Motion Carried Unanimously

D. DISTRICT LEADERSHIP TEAM REPORTS

D1. Superintendent's Report

- a) Superintendent Langstraat referred Trustees to his written report in their packages and provided highlights of his school visits, events and meetings over the past month.

Superintendent Langstraat recommended to Trustees that an annual evaluation be conducted on the work of the Superintendent of Schools and provided suggestions on what could be included in the evaluation. Superintendent Langstraat further suggested that the evaluation should be conducted by an external individual and provided some possibilities. Trustees engaged in a lengthy discussion with questions of clarification being asked of Superintendent Langstraat. Superintendent Langstraat concluded the discussion by advising that he would bring additional information to the January 18, 2016 Board of Education meeting along with a recommended motion.

D2. Secretary-Treasurer's Report - None

E. QUESTION PERIOD – Moved to agenda item A7.

F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

G. NEW BUSINESS/NOTICE OF MOTIONS

G1. New Business

- a) **Trustee Nohr - Technology Stewardship Ad Hoc Committee**

Trustee Nohr presented her motion and provided a rationale. A lengthy discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat and Trustee Nohr.

It was moved and seconded:

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.

Motion Defeated

For: Trustees Nohr, Paynter, McNally

Against: Trustees Ferris, Whiteaker, Watters, Leonard, Orcherton

Further discussion ensued amongst Trustees with direction being given to Superintendent Langstraat to request Principals to communicate to their parent community the committee meeting date and encourage them to attend as non-voting members.

G2. Notice of Motions - None

H. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 10:40 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



**Education Policy and Directions Committee
January 4, 2016 – Shoreline Community School, 2750 Shoreline Drive**

Regular Minutes

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

ADMINISTRATION

Piet Langstraat, Superintendent of Schools
Shelley Green, Deputy Superintendent
Greg Kitchen, Associate Superintendent
Deb Whitten, Associate Superintendent
Mark Walsh, Manager, Labour Relations and Legal Services
Nadine Naughton, Principal, Shoreline Community School
Topher Macintosh, Principal, Central Middle School
Kyla Cleator, District Principal, Special Education
Cindy Graf, GVTA
Ted Godwin, VCPAC
Audrey Smith, VCPAC
Read Jorgensen, VPVPA
Jaya Scott, Student Representative
Connie Schmidt, Recording Secretary

The meeting was called to order at 7:00 pm.

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

1. APPROVAL OF THE AGENDA

It was moved:

That the January 4, 2016 regular agenda be approved.

Motion Carried Unanimously

2. APPROVAL OF MINUTES OF EDUCATION POLICY DEVELOPMENT COMMITTEE MEETING – *December 7th, 2015*

It was moved:

That the December 7, 2015 Education Policy Development Committee Meeting regular minutes be approved.

Motion Carried Unanimously

3. BUSINESS ARISING OUT OF THE MINUTES - none

4. PUBLIC PRESENTATIONS - none

5. NEW BUSINESS

A. Introduction of Student Representative

Superintendent Piet Langstraat introduced and welcomed Student Representative Jaya Scott from Esquimalt High School. Jaya is a first year member of the Representative Advisory Council of Students (RACS) and will be attending the meetings of the board scheduled in the month of January 2016.

B. Paddling Program

Nadine Naughton, Principal of Shoreline Community School, welcomed the Committee to her school and introduced two Shoreline staff members, Jane Spies, Teacher Librarian, and Hilary Braid-Skolski, Teacher. Ms. Naughton proceeded to explain how the staff and students at Shoreline approach and embrace the new BC Curriculum. This was followed by Ms. Braid-Skolski and Ms. Spies outlining Shoreline's "Big Canoe Program." They reviewed various aspects of the program and how staff and students find ways to "bring the outdoors in and the indoors out."

Trustees then asked a number of questions and expressed their appreciation for the excellent learning opportunities available to Shoreline students.

C. Ministry of Education Plan and Implementation

Shelley Green, Deputy Superintendent, introduced Cindy Graf, GVTA, and thanked her for her work in her role as Professional Development Chair. Ms. Graf then updated the Committee on how the Ministry of Education and the BCTF have collaborated in order to support teachers in their exploration of the new BC Curriculum. Ms. Graf advised that a number of professional development days and events are going to take place in the next weeks and months. She advised that trustees and all other stakeholder groups are welcome to attend.

A brief question and answer period followed.

D. Special Education Audit

Kyla Cleator, District Principal, Special Education, provided trustees with information about the Special Education Audit that has been scheduled for the week of January 25, 2016. Ms. Cleator explained how the District is preparing for the audit and outlined the audit process.

A question and answer period followed.

E. Yates Street Temporary Shelter

Piet Langstraat, Superintendent, presented trustees with a draft of the 1240 Yates Street Temporary Shelter Neighbourhood Agreement as well as a breakdown of the anticipated costs to the Greater Victoria School District as it relates to the temporary shelter being established. He explained how these additional supports and costs relate to student safety.

A lively discussion ensued and additional suggestions were put forward in regards to maintaining safety for staff and students at Central Middle School. Trustees also received input from Topher Macintosh, Principal of Central Middle School, Ted Godwin, President of Central Middle School PAC, and Audrey Smith, VCPAC President.

Trustee Whiteaker moved:

That the Board of Education of School District No. 61. (Greater Victoria) track and compile all additional costs and lost facility rental revenue associated with the Temporary Shelter on 1240 Yates Street with the intent to present these costs to the City of Victoria, BC Ministry of Education and BC Ministry of Housing.

Motion Carried Unanimously

6. NOTICE OF MOTIONS

Trustee Paynter advised that he will be providing a motion for the January 11, 2016 Operations Policy and Planning Committee Meeting.

7. GENERAL ANNOUNCEMENTS - none

8. ADJOURNMENT

It was moved

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:15 pm.



**Operations, Policy and Planning Committee Meeting
January 11, 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, 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 18th day of January, 2016;
Read a second time this 18th day of January, 2016;
Read a third time, passed and adopted this 18th 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.

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: January 11, 2016

RE: **BYLAW 9130 – STANDING COMMITTEES**

At the December 14, 2015 regular board meeting, the Board of Education approved renaming the Education Policy Development Committee to Education Policy and Directions Committee. Bylaw 9130 *Standing Committees* needs to be updated to reflect the name change.

If the Operations, Policy and Planning Committee reaches agreement with respect to the proposed revisions to Bylaw 9130 *Standing Committees*, 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 9130, <i>Standing Committees</i> at the meeting of January 18, 2016. Motion to be Carried Unanimously
--

That Bylaw 9130, <i>Standing Committees</i> be:

Read a first time this 18 th day of January, 2016; Read a second time this 18 th day of January, 2016; Read a third time, passed and adopted this 18 th day of January, 2016.
--

BYLAW 9130

STANDING COMMITTEES

1. School District No. 61, Greater Victoria, shall be operated on the basis of two standing committees reporting to the Board of **Education** ~~Trustees~~. These two committees shall be:
 - a) the Education Policy **and Directions** ~~Development~~ Committee; and
 - b) the Operations Policy and Planning Committee
2. The purpose of each standing committee shall be firstly to clarify issues that need to be referred to the Board for review and decision making and, secondly, to present policy recommendations for Board consideration.
3. The ~~Chairperson~~ of the Board shall be an exofficio member of both Committees, with voting rights.
4. All members of the Education Policy **and Directions** ~~Development~~ Committee shall be exofficio members of the Operations Policy and Planning Committee with voting rights.
5. All members of the Operations Policy and Planning Committee shall be exofficio members of the Education Policy **and Directions** ~~Development~~ Committee with voting rights.
6. A quorum is a majority of trustee members on the committee.
7. Motions may be referred to a Standing Committee by any trustee member of the Board. Where possible the motion(s) should be circulated three (3) working days prior to the meeting.



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

Greater Victoria School District

Adopted: April 27, 1981
Revised: January 31, 1983
Revised: October 27, 1997
Adopted: February 25, 2002
Revised: March 30, 2009
Reviewed: March 2012
Revised: January 18, 2016

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: January 11, 2016

RE: **SHORELINE MIDDLE SCHOOL
STATUTORY RIGHT-OF-WAY FOR PEDESTRIAN PUBLIC ACCESS PATH**

The Town of View Royal has installed a pedestrian public access path at Shoreline Middle School. The path straddles the property line between land owned by View Royal and land owned by the school district. A Statutory Right-of-Way is required for the portion of land legally described as Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826, PID: 000-875-759.

Regulation 7110 *Disposal of Real Property* has been considered. The regulation states that easements are not subject to this Regulation.

The Town of View Royal has agreed to pay all costs associated with the maintenance of this path.

Recommended Motions:

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 on the property that straddles Shoreline Middle School and the Town of View Royal legally described as Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826, PID: 000-875-759.

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.

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

DISPOSAL (RIGHT-OF-WAY) OF REAL PROPERTY BYLAW NO. 16-01

WHEREAS Section 65(5) of the *School Act* requires that a board may exercise a power with respect to the acquisition or disposal of property owned or administered by the board only by bylaw;

AND WHEREAS pursuant to Section 96(1) of the *School Act*, "land" includes any interest in land, including any right, title or estate in it of any tenure;

AND WHEREAS pursuant to Section 96(3) of the *School Act*, a board may dispose of land or improvements or both;

NOW THEREFORE be it resolved that the Board of Education of School District No. 61 (Greater Victoria) hereby advises their intention, pursuant to Section 96(3) of the *School Act*, 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 a pedestrian public access path on the Shoreline Middle School property.

The granting of this statutory right-of-way at Shoreline Middle School will not adversely affect the educational services or programs provided in School District No. 61 (Greater Victoria).

This bylaw may be cited as School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 16-01.

Read a first time this 18th day of January, 2016

Read a second time this 18th day of January, 2016

Read a third time, passed and adopted this 18th day of January, 2016

Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 16-01 adopted by the Board of Education this 18th day of January, 2016.

Secretary-Treasurer

LAND TITLE ACT
FORM C (Section 233) CHARGE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

PAGE 1 OF 7 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Randall & Murrell LLP
Barristers & Solicitors
201 - 1006 Fort Street
Victoria

Tel: (250) 382-9282, File: 15-185-M

BC V8V 3K4

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

000-875-759

LOT 1, SECTION 2, ESQUIMALT DISTRICT, PLAN 11627, EXCEPT PART IN
PLAN 41826

STC? YES ☐

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

SEE SCHEDULE

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) ☐ Filed Standard Charge Terms D.F. No.

(b) ☒ Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

THE BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT NO. 61, (GREATER VICTORIA)

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

TOWN OF VIEW ROYAL

45 VIEW ROYAL AVENUE

VICTORIA

BC

V9B 1A6

7. ADDITIONAL OR MODIFIED TERMS:

NIL

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Y	M	D
15		

Transferor(s) Signature(s)

The Board of School Trustees of
School District No. 61, (Greater
Victoria), by its authorized signatory:

Per:

Per:

(as to both signatures)

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM D
EXECUTIONS CONTINUED

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Y	M	D
15		
15		

Town of View Royal, by its authorized signatory:

Per: _____

Per: _____

Capital Regional District, by its authorized signatory:

Per: _____

Per: _____

(as to both signitures)

(as to both signitures)

OFFICER CERTIFICATION:
Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM E

SCHEDULE

NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
Statutory Right of Way		over part on Plan 41424 over part shown as Area A on Plan EPP52711 over part shown as Area A, Area B and Area C on Plan EPP53828

NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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TERMS OF INSTRUMENT - PART 2

STATUTORY RIGHT OF WAY

WHEREAS:

- A. The Transferor is the registered owner in fee simple of those lands and premises in the Town of View Royal, British Columbia, which are legally described as:

PID: LEGAL DESCRIPTION:

000-875-759 Lot 1, Section 2, Esquimalt District, Plan 11627, Except Part in Plan 41826

(the "Lands")

- B. There is a public school located on the Lands.
- C. The Town of View Royal (the "Town") is the Transferee and is desirous of installing a pedestrian public access path over a designated area on the Lands which the Town agrees to maintain as set out in this Statutory Right of Way.
- D. The pedestrian public access path is located within the boundary of an area which is defined in three separate registered plans as follows:

All of the area defined and shown on a plan registered under Plan 41424; and
Area A as defined in a plan registered under EPP52711; and
Area A, Area B and Area C as defined and shown on a plan registered under EPP53828

(all collectively the "Statutory Right of Way Area").

- E. The Statutory Right of Way granted by this document is necessary for the installation and maintenance of the Town's pedestrian public access path located in an area later defined in this document, and which constitutes a Statutory Right of Way within the meaning of the *Land Title Act*.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of \$1.00 paid by the Town to the Transferor and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to Section 218 of the *Land Title Act* of British Columbia as follows:

1. STATUTORY RIGHT OF WAY

- 1.01 The Transferor hereby grants, conveys, and confirms unto the Town, in perpetuity the full free and uninterrupted right, liberty, privilege, permission easement and statutory right of way for the Town, its officers, employees, contractors and agents, in common with the Transferor, at all times hereafter from time to time at their will and pleasure to enter, pass and repass, over the Statutory Right of Way Area, with or without equipment for the purpose

of installing, repairing, maintaining and replacing a pedestrian public access path which is located entirely within the boundaries of the Statutory Right of Way Area.

1.02 The Transferor hereby grants, conveys, confirms unto the Town, in perpetuity, the full free and uninterrupted right, liberty, privilege, permission, easement and statutory right of way for use by the general public, in common with the transferor, at all times hereafter from time to time at their will and pleasure to enter, be on, pass and repass, on foot or by bicycle, but without vehicles, over the to the Right of Way Area for the purpose of using the pedestrian public access path.

1.03 The Transferor covenants and agrees to and with the Town that the Town shall:

- (a) for itself and its servants, agents, workers, contractors and all other licensees of the Town;
- (b) together with machinery, vehicles, equipment, and materials;
- (c) upon, over, under and across the Statutory Right of Way Area;
- (d) as may be considered necessary, useful, or convenient by the Town, in the Town's absolute discretion, for the purposes in section 1.01 and 1.02; and
- (e) in connection with the operations of the Town in relation to the pedestrian public access path;

be entitled at all times to enter, use, pass and repass, labour, construct, erect, install, dig, carry away soil or other surface or subsurface materials, and remove any growth, seedlings, trees, brush, buildings or obstructions now or hereafter in existence on the Statutory Right of Way Area, as the Town deems necessary, in the Town's absolute discretion for the purpose of maintaining the pedestrian public access path within the Statutory Right of Way Area.

1.04 It is mutually agreed between the parties that the Transferor will not erect any buildings or structures or permit any buildings or structures to be erected or plant or permit to be planted any trees, shrubs or other growth on the Statutory Right of Way Area that would obstruct or preclude the reasonable use of the pedestrian public access path.

1.05 The Transferor will permit the Town to peaceably hold and enjoy the rights hereby granted.

1.06 The Town acknowledges that some of the Statutory Right of Way Area falls within a Statutory Right of Way registered against the Lands in favour of the Capital Regional District, and the Town covenants and agrees not to, and not to permit any person, to interfere with or cause damage to any works of the Capital Regional District which are located upon or under the Lands within the Statutory Right of Way Area.

1.07 The Town covenants with the Transferor that it will notify and get written approval from the Capital Regional District at least 3 business days before the Town undertakes excavation or construction of any part of the path that falls within the Capital Regional District's Statutory Right of Way over the Lands. The Capital Regional District acknowledges that such approval shall not be unreasonably withheld, and that such approval shall not be necessary in the event of an emergency which would require immediate action on the part of the Town.

2. REGISTRATION

- 2.01** The Transferee agrees to do everything necessary to ensure that this Agreement is registered against the title to the Lands with priority over all financial charges, liens and encumbrances registered, or the registration of which is pending, at the time of application for registration of this Statutory Right of Way, including all options to purchase, rights of first refusal, mortgages and assignments.

3. SEVERANCE

- 3.01** If any portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of the Agreement.

4. RUNS WITH LANDS

- 4.01** The Statutory Right of Way set forth herein shall charge the Lands and no part of the fee of the soil shall pass to or be vested in the Town and the Transferor may use and enjoy the Statutory Right of Way Area in common with the Town and the public. The Statutory Right of Way set forth herein shall not terminate if and when a purchaser becomes the owner in fee simple of the Lands, but shall charge the whole of the interest of such purchaser and shall continue to run with the Lands and bind the Lands and all future owner of the Lands and any portion thereof. The Transferor is only liable for breaches of this Agreement that occur while the Transferor is the registered owner of the Lands.

5. INDEMNITY

- 5.01** The Transferor hereby releases, indemnifies and saves harmless the Town, its elected officials, officers, employees, agents and others from and against any and all manner of actions, causes of action, claims, costs, expenses (including actual legal fees), losses, damages, debts, demands and harm, by whomever brought, of whatsoever kind and howsoever arising out of or in any way due to or relating to the granting or existence of this Statutory Right of Way or any breach of its terms by the Transferor.
- 5.02** Notwithstanding section 5.01, the Town acknowledges that it shall be responsible for any damage which the Town may directly cause to any works of the Capital Regional District or those of the Transferor which are located upon the Lands, as a result of the Town's excavation or construction of the pedestrian public access path within the Statutory Right of Way Area, and the Town agrees to repair any such damage at its own expense, and indemnify and save harmless the Capital Regional District or the Transferor, as the case may be, in the event that either party suffers any loss or expense as a result of such damage caused directly by the Town.

6. INTERPRETATION

- 6.01** Wherever the singular or masculine or neuter is used in this Agreement, this same shall be construed as meaning the plural, the feminine or body corporate where the context or the parties hereto so require.

7. FURTHER ASSURANCES

- 7.01 The parties hereto shall execute and do all such further deeds, acts, things, and assurances as may be reasonably required to carry out the intent of this Agreement.

8. WAIVER

- 8.01 Waiver by the Town of any default by the Transferor shall not be deemed to be a waiver of any subsequent default.

9. INUREMENT

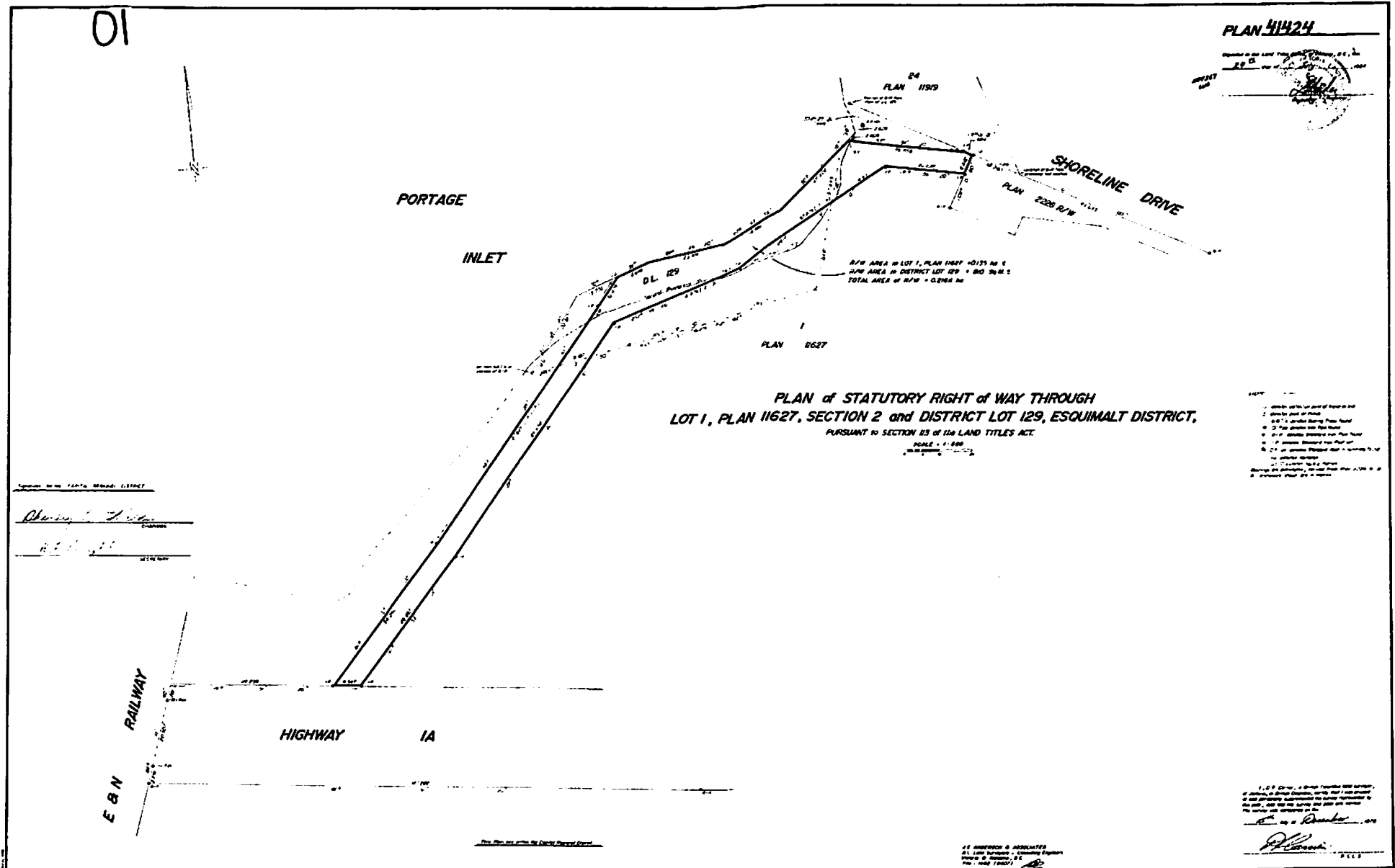
- 9.01 This Agreement shall enure to the benefit of and binding on the parties hereto and their respective successors and permitted assigns.

10. REFERENCES

- 10.01 Every reference to each party is deemed to include the heirs, executors, administrators, personal representatives, successors, assigns, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or allows.

11. EXECUTION

- 11.01 As evidence of their agreement to be bound by the terms of this instrument, the parties hereto have executed the Land Title Office Form C which is attached hereto and forms part of this Agreement.



TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report

DATE: January 18, 2016

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

School Visits

Since the last meeting of the Board of Education, the Superintendent has had the opportunity to visit the following schools:

- Cloverdale Traditional School
- Willows Elementary School
- Hillcrest Elementary School
- Glanford Middle School
- Northridge Elementary School

Events and Meetings

Since the December 14, 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 City of Victoria staff
- VCPAC President and Vice President
- My Place staff
- Pacifica Housing
- Student Representatives Meeting

Special Education Audit

Work continues in preparation of the Special Education Audit that is scheduled for the week of January 25 – 29, 2016.

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Board of Education

FROM: Debra Laser, Secretary-Treasurer

DATE: January 18, 2016

RE: **3rd Reading of Bylaw 9360.2, *Meetings of the Standing Committees***

A poll vote on the following motion was conducted on December 15, 2015:

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

Read a third time, passed and adopted this 15th day of December, 2015.

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

Against: Trustee Paynter

Abstain: Trustee Ferris

The motion passed. A copy of the Bylaw is attached for your reference.

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 Chair 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 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
7. FINANCE AND LEGAL AFFAIRS
8. FACILITIES PLANNING
9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS
10. NEW BUSINESS
11. NOTICE OF MOTION
12. GENERAL ANNOUNCEMENTS
13. ADJOURNMENT

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

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

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
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

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

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



OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Board of Education
FROM: Debra Laser, Secretary-Treasurer
DATE: January 18, 2016
RE: **3rd Reading of Bylaw 9130.2, *The Operations Policy and Planning Committee***

A poll vote on the following motion was conducted on December 15, 2015:

That Bylaw 9130.2, *The Operations Policy and Planning Committee* be:

Read a third time, passed and adopted this 15th day of December, 2015.

For: Trustees Leonard, Loring-Kuhanga, McNally, Orcherton, Watters, Whiteaker
Against: Trustee Paynter
Abstain: Trustee Ferris

The motion passed. A copy of the Bylaw is attached for your reference.

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 of School District No. 61 (Greater Victoria) and thereafter at the June Board meeting of each year, the Chair 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, the Director of Information Technology 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 Bylaw 9360.2 and as otherwise may be required by the Chair 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

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: January 18th, 2016

RE: **Cedar Hill Middle School Seismic Upgrade Bylaw 114323 SPIR Cost Recovery**

The Seismic Project Identification Report (SPIR) has been completed for the Cedar Hill Middle School Seismic Upgrade. The Ministry of Education will reimburse SPIR costs upon the Board of Education approving a capital project bylaw for the school project. The following are the recommended motions:

Recommended motions:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 114323, being a bylaw for the Cedar Hill Middle School Seismic Upgrade in the amount of \$35,507.

Motion to be Carried Unanimously

That Capital Project Bylaw No. 114323, being a bylaw for the Cedar Hill Middle School Seismic Upgrade in the amount of \$35,507 be:

READ A FIRST TIME THE 18th day of January, 2016;
READ A SECOND TIME THE 18th day of January, 2016, and
READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of January, 2016 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**CAPITAL PROJECT BYLAW NO. 114323
CEDAR HILL MIDDLE SCHOOL SEISMIC UPGRADE**

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.114323.

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 \$35,507 for Project No.114323 is hereby adopted.
- 2. This Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Project Bylaw No. 114323.

READ A FIRST TIME THE 18th DAY OF JANUARY, 2016;
READ A SECOND TIME THE 18th DAY OF JANUARY, 2016;
READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF JANUARY, 2016.

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria), Capital Project Bylaw No. 114323 adopted by the Board the 18th day of JANUARY, 2016.

Secretary-Treasurer

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: January 18th, 2016

RE: **Shoreline Middle School Seismic Upgrade Bylaw 116653 SPIR Cost Recovery**

The Seismic Project Identification Report (SPIR) has been completed for the Shoreline Middle School Seismic Upgrade. The Ministry of Education will reimburse SPIR costs upon the Board of Education approving a capital project bylaw for the school project. The following are the recommended motions:

Recommended motions:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 116653, being a bylaw for the Shoreline Middle School Seismic Upgrade in the amount of \$51,510.

Motion to be Carried Unanimously

That Capital Project Bylaw No. 116653, being a bylaw for the Shoreline Middle School Seismic Upgrade in the amount of \$51,510 be:

READ A FIRST TIME THE 18TH day of January, 2016;
READ A SECOND TIME THE 18TH day of January, 2016, and
READ A THIRD TIME, PASSED AND ADOPTED THE 18th day of January, 2016 and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**CAPITAL PROJECT BYLAW NO. 116653
SHORELINE MIDDLE SCHOOL SEISMIC UPGRADE**

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.116653.

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 \$51,510 for Project No.116653 is hereby adopted.
- 2. This Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Project Bylaw No. 116653.

READ A FIRST TIME THE 18th DAY OF JANUARY, 2016;
READ A SECOND TIME THE 18th DAY OF JANUARY, 2016;
READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF JANUARY, 2016.

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 61 (Greater Victoria), Capital Project Bylaw No. 116653 adopted by the Board the 18th day of JANUARY, 2016.

Secretary-Treasurer



FACILITIES SERVICES

491 CECELIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4
PHONE (250) 920-3400 FAX (250) 920-3461

TO: The Board of Education

FROM: Jim Soles, Supervisor of Building Projects
Debra Laser, Secretary-Treasurer

DATE: January 18, 2016

RE: Revised 2015/2016 Five Year Capital Plan

The Board of Education approved the 2015/2016 Five Year Capital Plan at the October 19, 2015 Board meeting and it was submitted to the Ministry of Education. The Ministry of Education has now advised that previously supported seismic upgrade projects that do not yet have Ministry funding approval need to remain on the District's plan to make sure that they are still represented as priorities.

The following seismic mitigation capital projects have been previously approved by the Ministry and have been added to the 2015/2016 Five Year Capital Plan:

- Shoreline Middle School
- Victoria High School
- Cedar Hill Middle School

The 2015/2016 Five Year Capital Plan lists projects for the fiscal years 2015/2016 to 2019/2020 responding to our District's priority capital needs as follows:

- Year one (2016) includes three Routine Capital Projects and the major mechanical upgrade at Victoria High School to complement the seismic mitigation project previously supported at Victoria High. The Cloverdale Elementary student drop-off area improvement has been removed since the Ministry has approved and funded \$105,000 for this project.
- Year two (2017) includes four projects; two Building Envelope Remediation projects at Lambrick Park and Mount Douglas Secondary Schools, and the two previously approved seismic mitigation projects at Victoria High and Shoreline Middle School.
- Year three (2018) contains four seismic mitigation projects including Braefoot Elementary, Craigflower Elementary, Arbutus Middle and Reynolds Secondary.
- Year four (2019) contains a seismic mitigation project at Lambrick Park, the previously supported seismic mitigation project at Cedar Hill Middle School and a replacement school request for Cedar Hill Middle School. Staff believes that there is a strong case to be made for a replacement school request given the facility condition rating of the school.
- Year five (2020) contains a replacement school request for Frank Hobbs Elementary and a request to increase capacity at Mount Douglas Secondary.

These projects are all supported by our current long range enrollment forecasts, Ministry supported facility condition audits and the internal review of our facilities.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2015/2016 Five Year Capital Plan for submission to the Ministry of Education.

CP2 - Five Year Capital Plan Summary

13 JAN 2016 15:01:36

jim soles (PRD1)

Version: rder0320.05

School District: 61 Greater Victoria

Capital Plan Year: 2015/2016

Capital Plan Submission Date: Unsubmitted

Existing Project Priority No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
1	116653	2012-6						
		SPS - SHORELINE COMMUNITY MIDDLE SCHOOL UPGRADE RESISTANCE TO SEISMIC LOADING	\$0	\$4,021,109	\$0	\$0	\$0	\$4,021,109
2	111909	24						
		SPS - VICTORIA HIGH SCHOOL SEISMIC UPGRADE	\$0	\$10,260,000	\$0	\$0	\$0	\$10,260,000
2	N/A	61ENERGY01						
		MECHUP - MONTEREY MIDDLE SCHOOL MONTEREY MIDDLE - BOILER REPLACEMENT	\$299,500	\$0	\$0	\$0	\$0	\$299,500
4	N/A	61MEUP01						
		MECHUP - DONCASTER ELEMENTARY DONCASTER ELEMENTARY - VENTILATION UPGRADE	\$900,000	\$0	\$0	\$0	\$0	\$900,000
5	N/A	61ELECUP01						
		RENO - MARGARET JENKINS ELEMENTARY MARGARET JENKINS ELEMENTARY - ELECTRICAL UPGRADE	\$225,000	\$0	\$0	\$0	\$0	\$225,000
6	116268	1						
		MECHUP - VICTORIA HIGH SCHOOL UPGRADE MECHANICAL SYSTEM	\$1,815,000	\$0	\$0	\$0	\$0	\$1,815,000
7	116270	61BEP03						
		BEP - LAMBRICK PARK SECONDARY LAMBRICK PARK SECONDARY - BUILDING ENVELOPE REMEDIATION	\$0	\$920,000	\$0	\$0	\$0	\$920,000
8	116269	61BEP02						
		BEP - MOUNT DOUGLAS SECONDARY MOUNT DOUGLAS SECONDARY - BUILDING ENVELOPE REMEDIATION	\$0	\$518,000	\$0	\$0	\$0	\$518,000

CP2 - Five Year Capital Plan Summary

13 JAN 2016 15:01:36
jim soles (PRD1)
Version: rder0320.05
Capital Plan Submission Date: Unsubmitted

Capital Plan Year: 2015/2016

School District: 61 Greater Victoria

Existing Project Priority No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
9	116920	61SPS02 SPS - BRAEFoot ELEMENTARY BRAEFoot ELEMENTARY - SEISMIC UPGRADE	\$0	\$0	\$1,268,000	\$0	\$0	\$1,268,000
10	116919	61SPS03 SPS - CRAIGFLOWER ELEMENTARY CRAIGFLOWER ELEMENTARY - SEISMIC UPGRADE	\$0	\$0	\$2,624,195	\$0	\$0	\$2,624,195
11	116921	61SPS04 SPS - ARBUTUS MIDDLE SCHOOL ARBUTUS MIDDLE - SEISMIC UPGRADE	\$0	\$0	\$5,580,000	\$0	\$0	\$5,580,000
12 53	116922	61SPS05 SPS - REYNOLDS SECONDARY REYNOLDS SECONDARY - SEISMIC UPGRADE	\$0	\$0	\$10,027,120	\$0	\$0	\$10,027,120
13	116924	61SPS06 SPS - LAMBRICK PARK SECONDARY LAMBRICK PARK SECONDARY - SEISMIC UPGRADE	\$0	\$0	\$0	\$2,014,000	\$0	\$2,014,000
14	115110	2005-21 SPS - CEDAR HILL MIDDLE UPGRADE RESISTANCE TO SEISMIC LOADING	\$0	\$0	\$0	\$1,706,720	\$0	\$1,706,720
15	114323	61REPLACE01 REPLACE - CEDAR HILL MIDDLE CEDAR HILL MIDDLE - REPLACEMENT SCHOOL	\$0	\$0	\$0	\$15,918,018	\$0	\$15,918,018
16	115201	61REPLACE02 REPLACE - FRANK HOBBS ELEMENTARY FRANK HOBBS ELEMENTARY - REPLACEMENT SCHOOL	\$0	\$0	\$0	\$0	\$9,556,736	\$9,556,736

CP2 - Five Year Capital Plan Summary

13 JAN 2016 15:01:36

jim soles (PRD1)

Version: rder0320.05

School District: 61 Greater Victoria

Capital Plan Year: 2015/2016

Capital Plan Submission Date:

Unsubmitted

Existing Project Priority	Project No.	School District Reference No.	Project Title	Year One	Year Two	Year Three	Year Four	Year Five	Total Funding
17	108644	61ADD01	ADD - MOUNT DOUGLAS SECONDARY MOUNT DOUGLAS SECONDARY - INCREASE CAPACITY FROM 800 TO 1000	\$0	\$0	\$0	\$0	\$5,864,747	\$5,864,747
Total:				\$3,239,500	\$15,719,109	\$19,499,315	\$19,638,738	\$15,421,483	\$73,518,145