

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

**Regular Board Meeting**

**Monday, May 16, 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, May 16, 2016 @ 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road**

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**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 April 18, 2016 Regular Board Minutes (p 5-10)

b) Approval of the April 20, 2016 Special Board Budget Minutes (p 11-13)

**A3. Business arising from the Minutes**

**A4. Student Achievement**

a) Mount Douglas School Highlights of Aviation & Design Programs

**A5. District Presentations**

**A6. Community Presentations** (5 minutes per presentation)

Chief Ron Sam - Songhees Nation  
Audrey Smith, VCPAC President - Engagement

**B. TRUSTEE REPORTS**

**B1. Chair's Report**

a) Letter from Minister Education Mike Bernier (p 14-15)

**B2. Trustees' Reports**

a) Trustee Orcherton - Healthy Saanich Advisory Committee Meeting (p 16)

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

- b) Trustee Watters - Aboriginal Nations Education Council  
District Gender & Sexuality Alliance (p 17-18)
- c) Trustee McNally

## **C. BOARD COMMITTEE REPORTS**

### **C1. Education Policy and Directions Committee**

- a) Minutes from the May 2, 2016 meeting – Information only (p 19-22)
- b) Recommended Motions:
  - i) **Student Exemptions - BC Transit Fare Increases**

That the Board of Education of School District No. 61 (Greater Victoria) School District No. 61 ask for an exemption for students regarding BC Transit fare increases of June 21st, 2016.

- ii) **Tri-District Student Exemptions**

That the Board of Education of School District No. 61 (Greater Victoria) request that the Board Chair work with the Chairs of School Districts 62 and 63, with the three districts liaising with BC Transit for student exemptions to the fare increases.

- iii) **Education Policy and Directions Meeting Time Change**

That the Board of Education of School District No. 61 (Greater Victoria) initiate a temporary change to the start time for the Education, Policy and Directions meetings in the months of September, October, November and December, 2016 with a new start time of 4:30 - Bylaw 9360.2 (4): a review of the effectiveness of this time change will be undertaken at the December Education, Policy and Directions meeting.

### **C2. Operations Policy and Planning Committee**

- a) Minutes from the May 9, 2016 meeting - Information only (p 23-27)
- b) Recommended Motions:
  - i) **Report of the Policy Sub-Committee**

That the Board of Education of School District No.61 (Greater Victoria) accept the recommendations of the Sub-Committee that the Superintendent be directed to create an administrative procedures manual and publicly available job descriptions to replace policy and regulations in appropriate circumstances.

ii) **Policy 1150 Communications Policy**

That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 1150, Communications Policy.

(p 28)

iii) **Oak Bay - Naming of Outdoor Classroom**

That the Board of Education of School District No. 61 (Greater Victoria) approve naming the new teaching platform on Bowker Creek at Oak Bay High School "The Glen Atkinson (Memorial) Outdoor Classroom."

iv) **Committee Structure**

That the Board of Education of School District No. 61 (Greater Victoria) create a four standing committee structure consisting of Education Directions and Technology; Policy; Finance, Facilities and Legal Affairs; and Human Resources and direct the Secretary-Treasurer to make the recommended changes to the appropriate bylaws and membership structures and times to be presented at the June 13, 2016 Operations Policy and Planning Committee meeting.

v) **First Nations Stakeholders**

That the Board of Education of School District No. 61 (Greater Victoria) invite the Esquimalt and Songhees Nations, as First Nations stakeholders, to attend committee and regular Board meetings.

vi) **Update Policy 3451 - Donations to Schools**

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 3451-Donations To Schools to the Policy Sub-Committee for an update and establish criteria for advertising presence in our schools.

vii) **District Code of Conduct**

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish a process for developing a District Code of Conduct.

**D. DISTRICT LEADERSHIP TEAM REPORTS**

**D1. Superintendent's Report**

(p 29-30)

That the Board of Education of School District No. 61 (Greater Victoria) accept the Superintendent's report as presented.

**D2. Secretary-Treasurer's Report**

(p 31)

That the Board of Education of School District No. 61 (Greater Victoria) accept the Secretary-Treasurer's report as presented.

- a) Seismic Update
- b) District Facilities Plan Ad Hoc Committee

**E. QUESTION PERIOD (15 minutes total)**

**F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

**G. NEW BUSINESS/NOTICE OF MOTIONS**

**G1. New Business**

**G2. Notice of Motions**

Trustee Loring-Kuhanga - Policy 7110.1 - *Leasing of Closed Schools*

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 7110.1 to the Policy Sub-Committee or an Ad-Hoc Facilities Committee for review and update to include the District's surplus facilities and leased properties in order to protect our assets on a long term basis.

**H. ADJOURNMENT**

**The Board of Education of School District No. 61 (Greater Victoria)  
April 18, 2016 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Edith Loring-Kuhanga, Chair, Diane McNally, Vice-Chair, Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcherton, Rob Paynter, Jordan Watters, Ann Whiteaker

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Julie Lutner, Senior Manager, Budgets and Financial Analysis, David Loveridge, Director, Facilities Services, Ross Walker, Supervisor of Construction, Karen Walters-Edgar, Recording Secretary

The meeting was called to order at 7:40 p.m.

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

Introductions were made around the Board table.

**A. COMMENCEMENT OF THE MEETING**

**A1. Approval of the Agenda**

It was moved and seconded:

That the April 18, 2016 Agenda be approved with the following additions:

**G1. New Business**

b) Trustee Watters - Day of Mourning

**G2. Notice of Motions**

a) Chair Loring-Kuhanga - Committee Structure

b) Chair Loring-Kuhanga - First Nations Stakeholders

c) Trustee Whiteaker - Parent Education Fund

**Motion Carried Unanimously**

**A2. Approval of the Minutes**

a) It was moved and seconded:

That the March 29, 2016 Regular Board Meeting Minutes be approved.

**Motion Carried Unanimously**

- b) It was moved and seconded:

That the April 6, 2016 Round Table Public Budget Meeting Minutes be approved.

**Motion Carried Unanimously**

**A3. Business arising from the Minutes - None**

**A4. Student Achievement**

- a) **Maggie Wehrle - Student, Daphne Hitchcock - Teacher, Brett Johnson - Principal, Margaret Jenkins Elementary School**

Principal Brett Johnson introduced Margaret Jenkins student, Maggie Wehrle, a blind student who has been working very hard to learn Braille with the support of her EA and classroom teachers. Mr. Johnson then introduced one of Maggie's teachers, Daphne Hitchcock, who spoke about how Maggie participated in the BC Braille Challenge where children from all over the Province come together to complete tests, all in Braille. Maggie was one of 60 children from all over North America who were invited to attend an international Braille challenge in Los Angeles. Maggie participated against 12 other students in her same age group and came in second place.

A short video of Maggie's trip to Los Angeles was presented. Maggie commented that she enjoyed going to Los Angeles to take the Braille challenge and loved having the opportunity to socialize with so many different people who are just like her.

Chair Edith Loring-Kuhanga thanked Maggie and her mom and the attending staff from Margaret Jenkins for coming to the Board meeting.

- b) **Michelle McFarlane, Principal - Craigflower Elementary School**

Michelle McFarlane, Principal, and Jana Dick, Vice Principal of Craigflower Elementary School provided information to Trustees on two of the school's goals: improving reading and social-emotional issues. Ms. McFarlane noted that the reading programs in place for the school year have vastly improved student reading abilities since the beginning of the year. Ms. Dick advised that classroom behaviour and ability to appropriately handle emotions are improving and moving in the right direction. Ms. McFarlane added that staff at Craigflower have been working on building community. She spoke about the Christmas dinner held for 250 people and a recent breakfast that hosted the chiefs of both the Esquimalt and Songhees Nations.

A video highlighting student learning and fun activities at Craigflower Elementary School was presented.

**A5. District Presentations**

- a) **Recognition of Former CUPE 947 President, Brad Hall**

Chair Loring-Kuhanga introduced CUPE 947 former President, Brad Hall and summarized Mr. Hall's work history with the District. Chair Loring-Kuhanga then asked Trustee Orcherton to present a Certificate of Recognition and a school bell to Mr. Hall. Mr. Hall responded that he felt satisfied with the work he has done over the years in the District and thanked everyone for the recognition.

**A6. Community Presentations - None**

## **B. TRUSTEE REPORTS**

### **B1. Chair's Report**

Chair Loring-Kuhanga highlighted a number of items in her report:

- VISTA Conference and changes to the Executive
- Strategic Plan media launch
- Special Budget Public Meetings on April 6th and 11th
- BCPSEA meeting on April 12th
- BCSTA AGM, resolutions, and re-elected Board of Directors
- BCSTA Provincial Council and Education Committee Minutes

#### **a) Response to BCSTA on MOU**

Chair Loring-Kuhanga discussed the Board of Education's response letter to the BCSTA Memorandum of Understanding (MOU).

### **B2. Trustees' Reports**

#### **a) Trustee McNally**

Trustee McNally reported that she attended the BCSTA AGM.

Trustee McNally informed the Board that she has been attending the neighbourhood meetings regarding the transitional shelters, My Place and Choices. Trustee McNally advised that she will continue to attend these meetings and bring information to the Board.

## **C. BOARD COMMITTEE REPORTS**

### **C1. Education Policy and Directions Committee**

- The April 4, 2016 meeting minutes were received for information.
- Trustee Nohr referred to the April 4, 2016 meeting minutes and presented the following recommended motion:

It was moved and seconded:

- That the Board of Education of School District No. 61 (Greater Victoria) refer the matter of Student Transfer to the Policy Sub Committee.

**Motion Carried Unanimously**

It was moved and seconded:

- That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 1325 PARTNERSHIP and Attachment.



Discussion ensued amongst Trustees with a suggestion being made to refer the motion to the Policy Sub-Committee for further review.

It was moved and seconded:

- ii) That the motion "That the Board of Education of School District No. 61 (Greater Victoria) Policy 1325 PARTNERSHIP and Attachment." be referred to the Policy Sub-Committee for further review.
- Motion Defeated**

For: Trustees Nohr, Paynter

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

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

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 1325 PARTNERSHIP and Attachment.
- Motion Carried**

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

Against: Trustees Nohr, Paynter

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) request that the Superintendent call for a report to the Board on a) Reading Recovery enrolment in SD61 and in the South Island Consortium, and b) achievement in SD61 as well as any pertinent data provision from the South Island Consortium Reading Recovery Teacher Leader.
- Motion Carried**

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

Against: Trustee Ferris

## **C2. Operations Policy and Planning Committee**

- a). The April 11, 2016 meeting minutes were received for information.

## **D. DISTRICT LEADERSHIP TEAM REPORTS**

### **D1. Superintendent's Report**

#### **a) Superintendent's Report**

In his written report, Superintendent Langstraat summarized the highlights of the BCSSA meeting he attended in Vancouver.

Superintendent Langstraat also spoke to his attendance at the following meetings and events:

- Middle school professional development activity
- School of Trades and Technology Dean's Luncheon at Camosun College
- School PAC and VCPAC meetings
- BCPSEA regional meeting
- BCSTA AGM

Superintendent Langstraat also noted that the Strategic Plan kickoff was well attended by the Board. He stated that he is optimistic that the positive vision of the plan will be promoted widely in the months ahead.

**D2. Secretary-Treasurer's Report**

a) **Secretary-Treasurer's Report**

In his written report, Secretary-Treasurer Walsh highlighted the various activities of his department as well as meetings attended over the past month.

b) **2016/2017 Annual Facilities Grant - Capital Bylaw No. 127098**

Secretary-Treasurer Walsh provided information with regard to the 2016/17 Annual Facilities Grant - Capital Bylaw No. 127098. Secretary-Treasurer Walsh invited David Loveridge, Director of Facilities Services to present the proposed plan for the 2016/17 Annual Facilities Grant.

The following motions were put forward:

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of Capital Bylaw No. 127098, being a bylaw for the maximum expenditure of \$3,069,292 for the capital portion of the Annual Facilities Grant allocation.

**Motion Carried Unanimously**

It was moved and seconded:

That the Capital Bylaw No. 127098, being a bylaw for the maximum expenditure of \$3,069,292 for the capital portion of the Annual Facilities Grant allocation be:

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

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

**Motion Carried Unanimously**

**E. QUESTION PERIOD - None**

**F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None**

**G. NEW BUSINESS/NOTICE OF MOTIONS**

**G1. New Business**

a) **Trustee Watters - District's Victoria Pride Parade Entry**

Trustee Watters presented her motion and rationale.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to extend formal invitations to all partner groups inviting their participation with the Gender and Sexuality Alliance (GSA) in School District No. 61's Victoria Pride Parade entry.

**Motion Carried Unanimously**

b) **Trustee Watters - Day of Mourning**

Trustee Watters presented her motion and rationale.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) formally recognize the Day of Mourning on April 28, 2016.

**Motion Carried Unanimously**

Superintendent Langstraat added that an email had been sent to schools regarding flying flags at half-mast and confirmed that the final piece of communication would be a joint media release.

**G2. Notice of Motions**

a) **Chair Loring-Kuhanga - Committee Structure**

Chair Loring-Kuhanga provided notice of motion for the May 9, 2016 Operations Policy and Planning Committee meeting. The motion will be to create a standing committee structure with four separate committees.

b) **Chair Loring-Kuhanga - First Nations Stakeholders**

Chair Loring-Kuhanga provided notice of motion for the May 9, 2016 Operations Policy and Planning Committee meeting. The motion will be to invite the Esquimalt and Songhees Nations, as First Nations stakeholders, to attend committee and Board meetings.

c) **Trustee Whiteaker - Parent Education Fund**

Trustee Whiteaker provided notice of motion for the April 20, 2016 Special Board Budget meeting. The motion will be to allocate some VCPAC budget towards a Parent Education Fund in 2016/17.

**H. ADJOURNMENT**

It was moved and seconded:

That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 9:25 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

**The Board of Education of School District No. 61 (Greater Victoria)**  
**April 20, 2016 Special Board Budget Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Edith Loring-Kuhanga, Chair, Diane McNally, Vice-Chair, Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcheron, Rob Paynter, Jordan Watters, Ann Whiteaker

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Katrina Ball, Associate Secretary-Treasurer, Julie Lutner, Senior Manager, Budgets & Financial Analysis, Nita McBurney, Recording Secretary

The meeting was called to order at 7:03 p.m.

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

**A. COMMENCEMENT OF MEETING**

**A1. Approval of the Agenda**

It was moved and seconded:

That the April 20, 2016 Agenda be approved with the following addition:

**C1. 2016/2017 Annual Budget Debate**

b) New Business, i) Parent Education Fund 2016/17 budget item

**Motion Carried Unanimously**

**B. PUBLIC PRESENTATIONS ON THE 2016/2017 BUDGET**

None

**C. 2016/2017 Annual Budget Debate**

**C1. a) 2016/2017 Annual Budget Debate**

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve carrying forward the \$5,910,764 to the 2016/2017 school year to be applied against the projected deficit.

**Motion Carried Unanimously**

- ii) It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve not spending up to \$800,000 on capital assets from the local capital reserve in 2015/2016.

Discussion ensued among Trustees. Trustees determined the motion was not necessary.

It was moved and seconded:

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) approve not spending up to \$800,000 on capital assets from the local capital reserve in 2015/2016" be postponed indefinitely.

**Motion Carried Unanimously**

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) approve carrying forward \$1,800,000 to the 2017/2018 school year to be applied against the projected deficit.

**Motion Carried Unanimously**

## **b) New Business**

- i) Whiteaker - Parent Education Fund for 2016/2017

Trustee Whiteaker presented her motion and rationale. Trustees discussed and asked clarifying questions. Secretary-Treasurer Walsh explained that this motion would take \$6,000 of the anticipated budget funding that would have gone directly to VCPAC. The District currently funds 24¢ per student plus an additional \$165.00 per school per year. An additional \$4,000 is provided to help support VCPAC and their annual Vancouver Island Parent Conference. If this motion goes forward, the \$6,000 would come from these annual funds that are allocated to VCPAC.

A discussion ensued.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) create a Parent Education Fund as part of the 2016-17 budget item - Parent Advisory Council Grant in the amount of \$6,000.00 which will be administered under the guidelines for the Parent Education Fund.

**Motion Tabled to September 2016 Board Meeting**

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

## **C2. 2016/2017 Annual Budget Bylaw**

- a) Secretary-Treasurer Walsh referred to the 2016/2017 Annual Budget Bylaw and explained that the Board must unanimously agree to give the Budget Bylaw all three readings at one sitting.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of the 2016/2017 Annual Budget Bylaw at the meeting of April 20, 2016.

**Motion Carried Unanimously**

- It was moved and seconded:
- ii) That the Board of Education of School District No. 61 (Greater Victoria) 2016/2017 Annual Budget Bylaw in the amount of \$211,936,918 be:
- Read a first time the 20<sup>th</sup> day of April, 2016;  
Read a second time the 20<sup>th</sup> day of April 2016;  
Read a third time, passed and adopted the 20<sup>th</sup> day of April, 2016;
- And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.
- Motion Carried**

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

**D. NEEDS BUDGET LETTER**

A brief discussion ensued regarding the draft needs budget letter.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair and the Superintendent to get all signatures on the Needs Budget Letter dated April 21, 2016 as well as also add all local MLAs and VCPAC to those receiving a copy of this letter.

**Motion Carried Unanimously**

**E. NOTICE OF MOTIONS - None**

**E. ADJOURNMENT**

It was moved and seconded:  
That the meeting be adjourned.

**Motion Carried**

The meeting adjourned at 9:07 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



April 25, 2016

Ref: 185435

Edith Loring-Kuhanga, Chair  
School District No. 61 (Greater Victoria)  
**Email: [eloring@sd61.bc.ca](mailto:eloring@sd61.bc.ca)**

Dear Ms. Loring-Kuhanga:

Thank you for your letter of December 15, 2015, addressed to the Honourable Michael de Jong, Minister of Finance, regarding the *Report on the Budget 2016 Consultations* by the Select Standing Committee on Finance and Government Services (the Committee) released mid-November 2015. Your letter has been forwarded to the Ministry of Education for response. Please accept my sincere apology for the delay in responding.

I appreciate you writing to express your Board's support for the recommendations of the Committee as they relate to British Columbia's education system. The Committee's consultation process represents an important annual opportunity for individual citizens and organizations to provide input into and influence the development of the provincial budget.

Government and, in particular, Treasury Board, consider these recommendations when making difficult decisions about how to allocate limited provincial resources to support public services and programs, including education. Funding for K–12 education is clearly a high priority among British Columbians, which was demonstrated by the number of education submissions to the Committee.

With Government's pledge to a balanced budget, the Ministry of Education was provided with a funding increase in *Budget 2016*, which delivered an additional \$221 million for public schools alone over the next three fiscal years. For the 2016/17 school year, the Ministry has also recently announced \$28 million in additional preliminary funding allocations to boards of education, by allocating the holdback now and ensuring additional funds for enrolment growth are secured.

Overall, education funding is up \$110 million compared to last year's budget and the Ministry is investing a record of \$5.1 billion in public education this year. Annual education funding is \$1.2 billion higher than it was in 2000/01, and the average per student funding for public schools has increased by 42 percent over this same period.

.../2

It is important to recognize that *Budget 2016* provides funding for the teacher and support staff labour settlements, including the economic stability dividend. In addition, effective July 1, 2016, the employer contribution rate for the Teachers' Pension Plan drops, creating an estimated \$45 million in savings across all school districts, which can be used to offset any pressures.

Since 2002, the Ministry invested \$4.2 billion in new and improved schools and \$2.2 billion in the seismic upgrades through our Seismic Mitigation Program (SMP). This included adding 42 new schools; replacing 70 aging schools, adding space at 186 schools and seismically upgrading 146 schools. Over the next 3 years, the Ministry, in partnership with school districts, will be investing a further \$1.47 billion with a record annual high of \$550 million in fiscal 2017/18. The Ministry is reviewing the current capital program through 2016, and will be looking for ways to streamline project development and the approval processes, while also ensuring greater transparency of the process.

I appreciate your comments and trust we will continue to work together to help our students achieve the best learning outcomes, making the best use of Government's continued investments in BC's K-12 education system.

If you have any questions or require further information, please contact George Farkas, Assistant Deputy Minister, Resource Management Division, at [George.Farkas@gov.bc.ca](mailto:George.Farkas@gov.bc.ca), or by phone at (250) 356-1883.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Bernier', with a stylized flourish at the end.

Mike Bernier  
Minister

pc: Kindrée Draper, Director, Corporate Relations, PSEC



## Healthy Saanich Advisory Committee Meeting April 27, 2016

- 1) Homelessness in Saanich: Presentation from the Gorge Tillicum Community Association deferred to May meeting as presenter unable to attend
- 2) Agricultural and Food Security Plan: presentation and discussion with Saanich staff regarding building food security into Saanich's community plan. Discussion and suggestions on how to encourage residents to be involved in growing food locally. Examples during discussion; more community gardens, possibly boulevard gardens, rooftop gardens, pocket markets and perhaps even small balcony gardens.
- 3) Updates and Comments from the Chair: Councillor Plant advised the committee that Council has requested costing and impacts of the motions received from the LGBTQ sub committee ( supported by HSAC as required). He also recommends that, in future, we have a member from the LGBTQ Csub committee attend our meetings when they have put forward recommendations to HSAC. As the LGBTQ sub committee is a trial for a year, a Professor from Royal Roads is working with the sub committee on a "Needs Assessment" for this community of residents in preparation of the final report.
- 4) Proposed Reynolds School Farmer's Market: Shawn Newby presented a report on this initiative set to start Sunday July 3<sup>rd</sup> through to Sunday August 28 ( 9 events in total) from 10am to 2pm. Advertising ( a 25 ft banner) will begin ( on weekends only until the end of the school year) shortly on the fence along Reynolds School on McKenzie. Discussion ensued regarding having venues and activities that will draw all ages. Ensuring activities for children ( Reynolds does not have playground equipment that children can play on such as the market at Oaklands School) and perhaps vendors could include vendors for local wines/craft beers. As to the last point Councillor Plant suggested committee members may wish to possibly prepare a motion to allow such vendors which would then be forwarded to Council for consideration.
- 5) SCAN ( Saanich Community Association Network) Update: written report was presented
- 6) Recreation Highlights: also a written report was made available for discussion or questions.

NEXT MEETING: Wednesday May 25, 2016

Respectfully submitted,

Peg Orcherton Trustee

To: Greater Victoria Board of Education

From: Jordan Watters, Trustee

Date: May 16, 2016

**Re: Aboriginal Nations Education Council**

The Aboriginal Nations Education Council (ANEC) is made up of a diverse group of individuals who provide perspectives from a variety of backgrounds. The Council is chaired by Janice Simcoe of Camosun College, and includes members of Aboriginal communities, organizations, families, Elders and students. Representing the school district are, administrators, teachers and Aboriginal Nations Education Division (ANED) staff, and a trustee.

The Council meets monthly and is engaged in a variety of activities. Highlights between January and May 2016 include:

- Deputy Superintendent Shelley Green presented on the District Strategic Plan and engaged a discussion around the question: What is success for our Aboriginal students
- Parent voices continue to be highlighted at the Council. One issue brought forward by a parent that may be of particular interest to the Board, is the need for more consistent practices around student withdrawing from the District. A parent has recommended that “exit surveys” be conducted so as to better understand the issues that lead to students leaving.
- Work has continued on the Draft Spirit of Alliances: Aboriginal Cultural Education Guide For School District # 61. This document, previously known as the “Protocol Guide,” offers guidelines, and context for teachers, staff and administrators working to weave Aboriginal perspectives into their work. It will encourage and strengthen School District 61’s Aboriginal Education Enhancement Agreement The Spirit of Alliances.
- ANEC has discussed and disseminated information about the new Aboriginal Learning Standards and Residential School Curriculum. This is ongoing work.
- ANEC is currently reviewing the Truth and Reconciliation Recommendations as they relate to education in our School District. As a result of this review, ANEC may have recommendations for the Board. If so, these recommendations would be forthcoming in the Fall.
- The Aboriginal Nations Student Graduation Recognition Banquet & Ceremony is being held Thursday, June 2, 2016.

ANEC held its last meeting of the school year on May 9, 2016. Members look forward to picking up the work again in September.

To: Greater Victoria Board of Education

From: Jordan Watters, Trustee

Date: May 16, 2016

**Re: District Gender and Sexuality Alliance Club**

The District Gender and Sexuality Alliance (GSA) meets monthly to share resources and discuss activities that are taking place within our school based GSA Clubs. GSA agendas, notes (minutes), upcoming events, and resources are now accessible on the District's Healthy, Safe, and Caring Schools website ([healthyschools.sd61.bc.ca/resources-links/gsa/](http://healthyschools.sd61.bc.ca/resources-links/gsa/)). The GSA is chaired by District Principal of Student Services, Harold Caldwell.

GSA activities between January and May 2016 have included the following highlights:

- Students participated with staff, administrators, parents, community members, and myself in the development and presentation of Gender Identity and Gender Expression Policy Proposal, which has been referred to the Board's Policy Sub-Committee for further development including consultation with stakeholders.
- The GSA has supported school-based GSA's in getting signage for gender neutral bathrooms in their schools.
- The GSA is currently coordinating District participation in the annual Victoria Pride Parade which is taking place on July 10, 2016.

School based GSA's have undertaken a variety of activities that deserve recognition. Some highlights include:

- Mount Doug had a "Love is Love" paper hearts campaign during Valentines week where students wrote messages about what Love means to them, and these were posted around the school.
- Oak Bay's Support and Empowerment Club handed out pink slips with questions about bullying, and also set up opportunities to sign Pink Shirt Day pledges. Oak Bay students are also working with staff on a zero tolerance policy, as well as revising the no tolerance for homophobic language policy in the student handbook.
- Lambrick Park held a Day of Silence on April 15' and raised funds for the Syrian Refugee Society. Lambrick Park has also visited several other schools to promote their upcoming Love is Love Conference. The Love is Love Conference will take place on May 20. It was an exceptionally successful event last year, and looks to be equally impactful this year. You can register to attend at: <https://www.eventbrite.ca/e/love-is-love-2016-registration-20947740255>
- Many school are planning activities around the upcoming International Day Against Homophobia and Transphobia.

The GSA's next meeting is scheduled for May 24, 2016 from 4-5pm at the School District Board Office.



**Education Policy and Directions Committee  
May 2<sup>nd</sup>, 2016 – Colquitz Middle School, 505 Dumeresq Street**

**Regular Minutes**

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

**ADMINISTRATION**

Piet Langstraat, Superintendent of Schools  
Shelley Green, Deputy Superintendent  
Deb Whitten, Associate Superintendent  
Greg Kitchen, Associate Superintendent  
Nella Nelson, Coordinator, Aboriginal Nations Education  
Janine Roy, District Principal, Learning Initiatives  
Marvella Preston-Bain, District Principal, Special Education  
Cindy Graf, GVTA Representative  
Dawson Gittens, Student Representative  
Gord Mitchell, Principal, Colquitz Middle School  
Karen Walters-Edgar, Recording Secretary

The meeting was called to order at 7:03 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 and seconded:

That the May 2<sup>nd</sup>, 2016 regular agenda be approved with the following additions/changes:

- Under *New Business* a) Introduction of Student Representative  
b) Home Learner's Link/The LINK  
c) Student Transit Passes  
d) Aboriginal Student Achievement Data Report  
e) Process Review for Educational Assessment

**Motion Carried Unanimously**

## **2. APPROVAL OF THE MINUTES**

It was moved and seconded:

That the April 4, 2016 Minutes of the Education Policy and Directions Committee meeting be approved.

**Motion Carried Unanimously**

## **3. BUSINESS ARISING FROM THE MINUTES - none**

## **4. PUBLIC PRESENTATIONS TO THE COMMITTEE - none**

## **5. NEW BUSINESS**

### **a) Introduction of Student Representative**

Superintendent Piet Langstraat welcomed Student Representative Dawson Gittens from Lambrick Park Secondary. The Superintendent expressed his appreciation of having a student voice at the table. Dawson will be attending scheduled Board meetings for May 2016.

### **b) Home Learner's Link/The LINK**

Superintendent Piet Langstraat, explained that the K - 8 Home Learners Link is being re-evaluated due to a decrease in enrollment.

Superintendent Langstraat and Associate Superintendent, Deb Whitten then engaged in a discussion with trustees. They answered questions from trustees around clarifying current practices, envisioning a broader and different funding model and also questions around the direction for the kind of program the District wants to model for students with multiple needs. The Superintendent said that he will bring forward a proposal to the Board of Education, as well as recommendations, in the form of a report.

### **c) Student Transit/Bus Passes**

The Superintendent said that he met with the Student Representatives in regard to bus passes. The Superintendent stated that he needed to do a bit more research with regard to the daily and annual passes.

Trustee Whiteaker stated that families were buying saver tickets, which you can no longer buy, and this places undue hardship on low income families. After further discussion, Trustee Whiteaker proposed the following motion:

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) School District No. 61 ask for an exemption for students regarding BC Transit fare increases of June 21st, 2016.

**Motion Carried Unanimously**

Trustee Watters also put forward a motion regarding BC Transit student fare exemptions:

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) request that the Board Chair work with the Chairs of School Districts 62 and 63, with the three districts liaising with BC Transit for student exemptions to the fare increases.

**Motion Carried Unanimously**

#### **d) Aboriginal Student Achievement Data Report**

Nella Nelson, District Coordinator of Aboriginal Nations, and Janine Roy, District Principal - Learning Initiatives, presented a PowerPoint with regard to the Aboriginal Student Achievement Data Report. Nella and Janine described what the current data reflects around attendance, attachment and achievement. The trustees asked several questions during the presentation and discussed the specifics of the report at length.

#### **e) Process Review for Educational Assessment**

Marvella Preston-Bain, District Principal of Special Education, presented a PowerPoint with regard to current processes in place for students who may require educational assessments. Ms. Preston-Bain was joined by numerous district school support staff who assisted in answering questions during her presentation.

### **6. NOTICE OF MOTIONS**

- a) Chair Nohr read a motion that she would like to present at the next Education, Policy and Directions Committee:

That the Board of Education of School District No. 61 (Greater Victoria) initiate a temporary change to the start time for the Education, Policy and Directions meetings in the months of September, October, November and December, 2016 with a new start time of 4:30 - Bylaw 9360.2 (4): a review of the effectiveness of this time change will be undertaken at the December Education, Policy and Directions meeting.

**7. GENERAL ANNOUNCEMENTS - none**

**8. ADJOURNMENT**

It was moved:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 10:15 pm.



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

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**REGULAR MINUTES**

**Present:**

Elaine Leonard, Chair, Tom Ferris, Edith Loring-Kuhanga, 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, David Loveridge, Director of Facilities Services, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:09 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 May 9, 2016 regular agenda be approved.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved:

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

**Motion Carried**

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

**4. PRESENTATIONS TO THE COMMITTEE - None**

**5. SUPERINTENDENT'S REPORT**

**A. Introduction of Student Representative**

Superintendent Langstraat introduced Dawson Gittens, Student Representative from Lambrick Park Secondary School.



## **B. Home Learners' Link Update**

Associate Superintendent Whitten provided Trustees with an update on Home Learners' Link (HLL). She explained that enrolment of school-aged students in HLL has declined over several years while the number of students with mental health concerns has risen thereby creating an increasingly challenging situation for HLL staff. Ms. Whitten advised that the practice of providing supplemental staffing to address this situation is not sustainable.

Ms. Whitten informed Trustees of consultation with parents and staff to discuss educational options for 2016-2017 and to establish a long-term vision for distributed learning, alternative education, and continuing education. As a result of the consultation process, the following steps were recommended:

- Offer a flexible and supportive alternative learning environment for ages 6-11 at SPARK
- Offer a flexible and supportive alternative learning environment for ages 12-14 at a middle school with equitable access to middle school learning experiences
- Conduct a comprehensive review of all of our alternative education programs

Trustees asked questions of clarification of Associate Superintendent Whitten.

## **6. PERSONNEL ITEMS - None**

## **7. FINANCE AND LEGAL AFFAIRS**

### **A. Report of the Policy Sub-Committee**

Secretary-Treasurer Walsh presented the report of the Policy Sub-Committee. He explained how Trustees will rotate onto the Policy Sub-Committee for a specified time period and that each subset of Trustees would be responsible for two major subsections of the Policy Manual.

Secretary-Treasurer Walsh shared that the Policy Sub-Committee will create a template to track the following actions with respect to policy:

- Recommendations made to standing committees
- Consultation with partner groups
- Last revision date

Trustees were advised that the Policy Sub-Committee will be making a recommendation that job descriptions not be contained in policies and regulations, except for a few specific senior leadership positions. The Sub-Committee also determined that many of the policies and regulations may be more appropriate as administrative procedures.

Discussion ensued amongst Trustees with concern raised about the sentence, "This gap is explained by both administrative cut-backs and the onerous process of altering policy and regulation of an administrative nature" as written in the section titled *General Scope: Job Descriptions and Administrative Procedures*. It was agreed that this sentence would be removed from the report.

It was moved:

That the Board of Education of School District No.61 (Greater Victoria) accept the recommendations of the Sub-Committee that the Superintendent be directed to create an administrative procedures manual and publicly available job descriptions to replace policy and regulations in appropriate circumstances.

**Motion Carried Unanimously**

## **B. Policy 1150 Communications Policy**

Secretary-Treasurer Walsh informed the Trustees that the Policy Sub-Committee reviewed Policy 1150 Communications Policy and determined that it is appropriate to specifically reference areas of typical responsibility for the Superintendent and Chair.

The changes were reviewed by Trustees with clarification provided that the final sentence of the policy should read, "While areas of responsibility overlap, typically the Board Chair has jurisdiction over political communications, and the Superintendent has jurisdiction over the operational communications."

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) adopt the revised Policy 1150, Communications Policy.

**Motion Carried Unanimously**

## **C. Oak Bay – Naming of Outdoor Classroom**

Mr. Dave Thomson, Principal of Oak Bay High School informed Trustees of the significant consultation process that was completed around the naming of the Bowker Creek Outdoor Classroom. Mr. Thomson shared that the new teaching platform on Bowker creek would be an ideal spot to recognize Glen Atkinson, who passed away suddenly just over a year ago. Glen was an iconic teacher, coach, performer, mentor and friend to thousands of students and adults for nearly 40 years. Oak Bay High School plans to honour Glen's contribution to generations of students by naming the new teaching platform "The Glen Atkinson (Memorial) Outdoor Classroom" and placing a plaque on the rock that sits in the centre of the classroom.

Discussion ensued amongst Trustees.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve naming the new teaching platform on Bowker Creek at Oak Bay High School "The Glen Atkinson (Memorial) Outdoor Classroom".

**Motion Carried Unanimously**

# **8. FACILITIES PLANNING**

## **A. Long-Term Facilities Plan Framework**

Secretary-Treasurer Walsh presented the Trustees with the framework for the Long-Term Facilities Plan. He explained the goal of having a preliminary draft report ready for the June

2017 Operations Policy and Planning meeting, so that further consultation and changes could be incorporated by September 2017.

Discussion ensued amongst Trustees with concern raised around the structure of the steering committee and working group. Superintendent Langstraat advised that he could see the steering committee functioning as an ad hoc committee of the Board with the ability to bring others into the consultation process as needed.

The following motion was not moved:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Long-Term Facilities Plan Framework report.

However, Trustees provided direction to Secretary-Treasurer Walsh to bring forward the Long-Term Facilities Plan Framework, along with a draft Terms of Reference for the ad hoc committee, to the Regular Board of Education meeting on May 16, 2016.

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

## **10. NEW BUSINESS**

### **A. Trustee Loring-Kuhanga – Committee Structure**

Trustee Loring-Kuhanga presented her motion and rationale. Discussion ensued amongst Trustees.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) create a four standing committee structure consisting of Education Directions and Technology; Policy; Finance, Facilities and Legal Affairs; and Human Resources and direct the Secretary-Treasurer to make the recommended changes to the appropriate bylaws and membership structures and times to be presented at the June 13, 2016 Operations Policy and Planning Committee meeting.

**Motion Carried**

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

### **B. Trustee Loring-Kuhanga – First Nations Stakeholders**

Trustee Loring-Kuhanga presented her motion and rationale. Discussion ensued amongst Trustees including what opportunities exist for stakeholders to provide input at both Standing Committee and Board meetings.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) invite the Esquimalt and Songhees Nations, as First Nations stakeholders, to attend committee and regular Board meetings.

**Motion Carried Unanimously**

### **C. Trustee Nohr – Update Policy 3451 – Donations to Schools**

Trustee Nohr presented her motion and rationale.

Chair Leonard suggested that Trustee Nohr address the policy update while she is a member of the Policy Sub-Committee and during the review the 3000 subset of policies and regulations from June to September 2016.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 3451- Donations To Schools to the Policy Sub-Committee for an update and establish criteria for advertising presence in our schools.

**Motion Carried Unanimously**

### **D. Trustee Watters – District Code of Conduct**

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

Trustee Nohr moved to postpone Trustee Watters' motion indefinitely.

It was moved:

That the motion that, "The Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish a process for developing a District Code of Conduct." be postponed indefinitely.

**Motion Defeated**

For: Trustees Loring-Kuhanga, Nohr, Paynter

Against: Trustees Ferris, Leonard, McNally, Watters

Chair Leonard called for a vote on Trustee Watters' motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to establish a process for developing a District Code of Conduct.

**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 9:25 p.m.

# POLICY 1150

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## COMMUNICATIONS POLICY

The Board of Education is committed to the principle of open, two-way communication with its internal and external publics. In accordance with this commitment, the **Board Chair and Superintendent shall** have the **shared** responsibility for maintaining on-going communications with stakeholder groups and the community. **While areas of responsibility overlap, typically the Board Chair has jurisdiction over political communications, and the Superintendent has jurisdiction over the operational communications.**

*Greater Victoria School District*

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Adopted: July 22, 1985

Revised: January 16, 2012

**Revised: May 2016**

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report

DATE: May 16, 2016

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I would like to highlight for the Board a number of activities that I have participated in since the last Board meeting.

On April 20th I met with John Boraas, Vice President, Camosun College. Our discussion focussed on the South Island Partnership and how to increase opportunities for our students to access career opportunities.

On April 22<sup>nd</sup> I had the opportunity to meet with Deputy Minister Dave Byng. We discussed funding for vulnerable students and students with diverse learning needs. We also discussed professional learning for school administrators.

On April 26<sup>th</sup> I met with Rod Sim and Lorna Curtis from Rotary. We discussed the next steps in working on a collaborative project with the Rotary Clubs of the Greater Victoria area.

On April 28<sup>th</sup> I met with Dr. Al Calhoon, President, Royal Roads University to discuss a post-secondary connection to a professional learning program for school administrators. The university is keenly interested in working on this initiative.

On May 10<sup>th</sup> I met with Ramona Soares, Assistant Deputy Minister to discuss the professional learning program for school administrators.

Over the past month I had the opportunity to visit a number of schools:

- Campus View
- Central Middle School
- Craigflower
- Lansdowne
- Margaret Jenkins
- Victor

A highlight for me was teaching a lesson at Campus View about the book, "Faith Has Freckles and Walter Has Wheels". It was a great opportunity to involve the grade 2/3 class in a discussion about diversity.



Finally, I attended the BCPSEA regional meeting on April 12<sup>th</sup> as well as the BCTSA AGM on April 15<sup>th</sup>.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Superintendent's Report as presented.

OFFICE OF THE  
**SECRETARY-TREASURER**

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

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TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: May 16, 2016

RE: **Monthly Report**

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The purpose of this memo is to provide background on a variety of activities that the Secretary Treasurer's Office has been involved with over the last month.

On the budget front, we have been reviewing the manner and purpose of schools carrying forward funds from year to year. On April 19, we began meetings with various principals reviewing school budgets. We will continue to have discussions with principals with the intention of setting a maximum carry forward amount in accordance with the going forward philosophy of the District. This will be released as an administrative procedure after consulting with principals.

With respect to facilities, I have visited a number of facilities including Reynolds, Spectrum, George Jay, Braefoot, Oak Bay, and SJD as well as leased space of the District (Burnside, Sundance, Lampson, and Warehouse). The purposes of these visits have been to review conditions as well as start to get an idea of the needs of facilities in preparation for a long term facilities plan.

On April 22, I met with a Micro-housing group that has expressed interest in District lands. I indicated to the group that the District is currently embarking on a Long Term facilities plan and indicated that the plan will be seeking public input.

On April 29, I met with representatives of the District's benefits administrator Morneau Shepell to determine the appropriate benefit rates for the upcoming year.

On May 4, we hosted representatives of PSEC (Public Sector Employers' Council). The purpose of the meeting was mainly for introductions and to highlight the great things our District is accomplishing. We attended Spectrum for lunch and a tour.

Finally, I have met with a number of our partner groups including GVTA, CUPE 382, and VPVPA to discuss a variety of issues.

Recommended motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Secretary-Treasurer's report as presented.
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