



**Operations Policy and Planning Committee Meeting
June 13, 2016 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

Elaine Leonard, Chair, Deborah Nohr, Rob Paynter, Jordan Watters, Ann Whiteaker

Administration:

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, David Loveridge, Director of Facilities Services, Colin Roberts, District Principal, Human Resource Services

The meeting was called to order at 6:00 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 June 13, 2016 regular agenda be approved with the following changes: Item 4.b. - Public Presentation was moved after Item 6 - Personnel Item. Item 7 - Finance and Legal Affairs was moved after Item 8 - Facilities Planning.

Motion Carried

2. APPROVAL OF THE MINUTES

It was moved:

That the May 9, 2016 Operations Policy and Planning Meeting regular minutes be approved.

Motion Carried

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS TO THE COMMITTEE

A. Susan Abells/Kristina Leach, Microhousing Victoria

The two representatives of Microhousing Victoria presented the architectural and social background of microhousing as well as the mandate of their particular organization. They requested that the Board instruct administration to work with the group to find potential sites within the District that may suit the mandate of the group.

Trustees asked clarifying questions of the representatives.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Facilities Planning Committee to liaise with Victoria Microhousing about potential opportunities and report back to a future Operations Policy and Planning Committee meeting.

Motion Carried

B. Tasha Diamant, School Dress Code

The presenter highlighted concerns about the use of dress codes in schools. She expressed concerns that in some cases such codes were being applied in a manner that was discriminatory and that such discrimination was predominantly aimed at young women. She expressed support for the District reviewing dress codes.

5. SUPERINTENDENT'S REPORT - None

6. PERSONNEL ITEMS

A. Wellness and Attendance Support Program Update

Colin Roberts, District Principal, Human Resource Services, Emily Moore, Human Resource Advisor, Wellness and Attendance Support

Mr. Roberts reviewed the highlights of the memo provided to the Committee. He highlighted that while the program has not necessarily had an immediate significant financial impact that Human Resource Services has seen a recent impact in the employee use of support services and a decrease in absenteeism with individuals within the program. He also highlighted a significant decrease in workdays lost to WorkSafe claims and provided the Committee a breakdown of the anticipated financial impact.

Trustees asked questions of clarification and indicated a wish to have Mr. Roberts continue to report the progress of the program.

7. FACILITIES PLANNING

A. McKenzie Interchange Update

Director of Facilities Services Loveridge reviewed the memo provided to the committee and provided an update on the current status of discussions regarding the project with community members and the Ministry of Transportation and Infrastructure.

Trustees asked clarifying questions of the Director of Facilities Services. The Director of Facilities Services indicated that he expected to have further information prior to the end of June 2016.

B. School Security and Access

Secretary-Treasurer Walsh reviewed the memo provided to the Committee. He highlighted security concerns that have recently arisen in the District and the District's plan to address the concerns.

Trustees asked clarifying questions of the Secretary-Treasurer and the Director of Facilities Services.

C. Water Quality

Secretary-Treasurer Walsh reviewed the memo provided to the Committee as well as a memo provided to the committee during the meeting by David Loveridge, Director of Facilities Services. He highlighted previous updates provided to the Board and the process by which the District has proceeded to create a testing regime.

He explained to the Board that internal testing has indicated that there may be water quality issues associated with lead in a number of our facilities. Secretary-Treasurer Walsh highlighted the testing is only preliminary and that the numbers need to be verified by an external party. He also expanded on the intended plan to address the issue including the financial implications of the proposed solution.

Trustees asked clarifying questions of the Secretary-Treasurer and Director of Facilities Services. The Director of Facilities Services indicated that he was confident that the mitigation program including further testing would be completed by the end of the summer.

D. Capital Plan Submission Update

Secretary-Treasurer Walsh reviewed the memo provided to the Committee. Trustees asked clarifying questions of the Secretary-Treasurer. The Superintendent apprised the committee of a number of meetings that he had with Ministry officials regarding capital issues and expressed continued the collaborative relationship between District and Ministry staff in capital planning.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) rescind the motion of May 16, 2016 directing staff to create an interim Capital Plan, and further direct staff to prepare a new capital plan in accordance with Ministry of Education instructions for submission in September.

Motion Carried Unanimously

E. Vic High Field Update

Director of Facilities Services Loveridge explained to the Board the current process of assisting the Vic High Alumni group in applying for a Canada 150 infrastructure grant.

Trustees asked clarifying questions of the Director of Facilities Services and requested updates as the process unfolds.

8. FINANCE & LEGAL AFFAIRS

A. Ministry of Education Funding Announcement

Secretary- Treasurer Walsh reviewed the memo prepared for the committee highlighting the recommendations with respect to the expenditure of the recently announced funding by the Ministry of Education.

Mr. Walsh reviewed the ongoing budgeting process within the District regarding the exact long term nature of the structural deficit. He also reviewed the current status of facility concerns in the District including water quality. Finally, he highlighted ongoing maintenance issues regarding District shops and highlighted that facilities and senior administration are reviewing shops to ensure our services are well maintained, safe and sustainable over the long term.

Trustees asked clarifying questions of the Secretary-Treasurer and Superintendent. VCPAC highlighted the need for increased spending on the classroom.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) approve that:

- a. \$550,000 of the newly available funding for 2016-17, plus identified budget variances, be allocated to fund the purchase of mobile devices for teachers and that the previously approved annual expense budget of \$250,000 for the cost to lease mobile devices be released and applied against the structural deficit;
- b. \$200,000 of the newly available funding for 2016-17 be allocated to address water quality issues in schools, as well as school security and access issues;
- c. \$77,353 of the newly available funding for 2016-17 be allocated to fund the purchase and/or repair and maintenance of shop equipment following a review by Facilities Services and the administration responsible for Career Programming of the immediate and future needs of District shop facilities.

Motion Carried Unanimously

B. Report of the Policy Sub-Committee

Secretary-Treasurer Walsh reviewed the report of the Policy Sub-Committee for June 2016 providing a number of updates as well as recommended motions and rationale for the motions:

- i) That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Sub-Committee to include appropriate legislative and/or policy references as appropriate when providing recommended updates to the Board.

Motion Carried Unanimously

- ii) That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 3323 - *Purchasing Services*.

Motion Carried Unanimously

- iii) That the Board of Education of School District No. 61 (Greater Victoria) accept the recommendation of the Policy Sub-Committee that policies 1163 - *Consultation*, 1250 - *Trustee/School Liaison* and 1311.1 - *Polling at Schools* be considered reviewed with no changes.
Motion Carried Unanimously
- iv) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1164 - *Decision-Making: Authority, Responsibility and Accountability*.
Motion Carried Unanimously
- v) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1220 - *Community Advisory Committees*.
Motion Carried Unanimously
- vi) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review Policy 1240 - *School Volunteers* and its associated regulations and guidelines including consultation with our stakeholders to ensure that the District is encouraging volunteers in schools while continuing to respect our collective agreement obligations.
Motion Carried Unanimously
- vii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1260 - *Community Education*.
Motion Carried Unanimously
- viii) That the Operations Policy and Planning Committee receive the report of the Policy Sub-Committee as presented.
Motion Carried Unanimously

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

10. NEW BUSINESS

A. Trustee Paynter – Trustee Professional Development Fund Allocation

Trustee Paynter presented his motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria), commencing at the end of the 2015/16 fiscal year, return the Trustee Professional Development Fund allocations to general revenue for allocation in the next fiscal year.

Trustees discussed the matter and requested further information from the Secretary-Treasurer.

It was moved:

That the motion, "*That the Board of Education of School District No. 61 (Greater Victoria), commencing at the end of the 2015/16 fiscal year, return the Trustee Professional Development Fund allocations to general revenue for allocation in the next fiscal year.*", be referred to the September 2016 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

B. Trustee Whiteaker - By-law 9360 General Meeting of the Board

Trustee Whiteaker presented her motion and rationale. Trustees discussed the types of correspondence that would be captured by the motion. The Superintendent provided his understanding of the motion and the steps that administration would take in the event that the motion was successful.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) amend By-law 9360 General Meeting of the Board, Section 11 to include a section for correspondence.

Motion Carried Unanimously

C. Trustee Watters - Policy 7110.1 Leasing of Closed Schools

Trustee Watters presented her motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 7110.1 to the Policy Sub-Committee or the Ad Hoc District 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.

Trustee Watters moved an amendment.

It was moved:

To amend the main motion by deleting "or the Ad Hoc District Facilities Committee."

Motion Carried Unanimously

Trustees voted on the amended main motion.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 7110.1 to the Policy Sub-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.

Motion Carried Unanimously

D. Trustee Watters – School Dress Code

Trustee Watters presented her motion and rationale.

It was moved:

That the Board of Education of School District No. 61 (Greater Victoria) task the Superintendent with developing regulations and/or administrative guidelines for the creation, review and enforcement of school dress codes in order to ensure that any dress codes in our district reflect the Board's commitment to gender equity in both intention and practice, and that they are in alignment with Policy 4303 Discrimination.

Motion Carried Unanimously

E. Trustee Loring-Kuhanga – Utilization Rate for Seismic Upgrades

The Motion was not moved.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Ministry of Education disagreeing with the 95% utilization rate as a prerequisite to seismic upgrades.

11. NOTICE OF MOTION

A. Trustee Ferris – Annual Trustee Elections (for June 20th Board Meeting)

That the Board of Education of School District No. 61 (Greater Victoria) rescind the motion from December 14, 2015 that moved the annual Trustee elections from the November board meeting to the June board meeting.

12. GENERAL ANNOUCEMENTS - None

13. ADJOURNMENT

It was moved:

That the meeting adjourn.

Motion Carried

The meeting adjourned at 8:35 p.m.