



The Board of Education of School District No. 61 (Greater Victoria)
September 26, 2016 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road

MINUTES

Present:

Trustees Edith Loring-Kuhanga, Chair, Diane McNally, Vice-Chair, Tom Ferris, Elaine Leonard, Deborah Nohr, Peg Orcheron (exited at 8:35 p.m.), Rob Paynter, Jordan Watters (exited at 10:03 p.m.), Ann Whiteaker

Administration:

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Julie Lutner, Manager, Budget and Financial Analysis, David Loveridge, Director of Facilities Services, Katie Hamilton, Manager, Community Engagement and Communications, Vicki Hanley, Recording Secretary

The meeting was called to order at 7:38 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 THE MEETING

A1. Approval of the Agenda

It was moved and seconded:

That the September 26, 2016 Agenda be approved with the following additions/changes:

A6. Community Presentations

c) David Marcovitz

C1. Chair's Report

b) Superintendent Langstraat – District Communications and Engagement Plan

C2. Trustees' Report

c) Trustee Nohr

D1. Education Policy and Directions Committee

b) Recommended Motions
v) Equity Committee Terms of Reference

E2. Secretary-Treasurer's Report

b) 2015/2016 Audited Financial Statements
- moved to C. Trustee Reports, C3.

G. Public Disclosure of In-Camera Items

a) 2016-2017 Board Work Plan

H. New Business/Notice of Motions

H1. New Business – Trustee McNally – My Place Transitional Home
- moved to C2. Trustee Reports, a) Trustee McNally

Motion Carried Unanimously

A2. Approval of the Minutes

- a) It was moved and seconded:

That the June 20, 2016 Regular Board Minutes be approved.

Motion Carried Unanimously

- b) It was moved and seconded:

That the June 28, 2016 Committee of the Whole Minutes be approved.

Motion Carried

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

Abstain: Trustee Paynter

- c) It was moved and seconded:

That the June 28, 2016 Special Board Meeting Minutes be approved.

Motion Carried

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

Abstain: Trustee Paynter

A3. Business arising from the Minutes

- a) 3rd reading of revised Bylaw 9360, *General Meeting of the Board*

It was moved and seconded:

That the revised Bylaw 9360 - *General Meeting of the Board* be:

Read a third time, passed and adopted the 26th day of September 2016 and that the revised Bylaw 9360 be enacted effective September 26, 2016.

Motion Carried Unanimously

- b) Secretary-Treasurer Walsh provided Trustees with information pertaining to the use of operating funds for capital items as per questions that were asked of him at the June 20, 2016 Board of Education meeting. Secretary-Treasurer Walsh advised Trustees that he had received confirmation from the Ministry of Education that the District is acting appropriately with these funds.

A4. Student Achievement - None

A5. District Presentations - None

A6. Community Presentations

- a) Jodi Whiteman, a parent from South Park Elementary, attended the Board meeting to speak in favour of 'draft' Policy 4305 – *Gender Identity and Gender Expression* and provided feedback with regard to the wording of the new policy.

- b) Audrey Smith, President of the Victoria Confederation of the Parent Advisory Councils attended the Board meeting to speak about what the VCPAC role and responsibilities are within the school district.
- c) David Marcovitz, attended the Board meeting to speak to Trustees about partner group participation and the Parent Education Fund.

B. CORRESPONDENCE

B1. Letter from the Public Sector Employers' Council

A letter from the Public Sector Employers' Council was provided for information purposes.

C. TRUSTEE REPORTS

C1. Chair's Report

- a) Chair Loring-Kuhanga welcomed everyone back from the summer break and thanked David Loveridge, Director of Facilities Services, and CUPE 382 for their work over the summer in preparing District schools to be clean, safe and healthy to receive students on the first day of classes. Chair Loring-Kuhanga welcomed and introduced Katie Hamilton, the Manager of Community Engagement and Communications. Chair Loring-Kuhanga provided Trustees with information pertaining to funding announcements that were made by the Ministry of Education during the summer.
- b) Superintendent Langstraat discussed his concern about changing or amending board bylaws knowing that the new Community Engagement and Communications Plan will be forthcoming in the next few months as part of the District Strategic Plan. Discussion ensued amongst Trustees with questions being asked of Superintendent Langstraat.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) establish a committee to examine possibilities for stakeholder engagement to inform the District as part of the District Community Engagement and Communications Plan.

Motion Carried

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

Further discussion ensued amongst the Trustees with a suggestion being made to develop Terms of Reference for this new committee.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent of Schools to develop a 'draft' Terms of Reference for the Community Engagement and Communications Plan Committee.

Motion Carried

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

C2. Trustees' Reports

- a) Trustee McNally reported that she visited Craigflower Elementary School on September 12th and attended a community barbeque hosted by Choices Transitional Home on September 17th. Trustee McNally advised Trustees that Our Place Society is seeking the support of the District to extend the temporary housing located at 1240 Yates Street. Discussion ensued amongst the Trustees.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) support the request of Our Place Society to extend the temporary housing at the My Place Transitional Home located at 1240 Yates Street, Victoria, B.C. until March 31, 2017.

Motion Carried

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

Abstain: Trustee Orcherton

- b) Trustee Watters reported that she attended a District Gender and Sexuality Alliance meeting which was very well attended and ideas are already being discussed for the 2017 Pride Parade.
- c) Trustee Nohr reported that she attended her Oak Bay family of schools on the first day of school and spoke with many parents and teachers, attended a fundraising event at Oak Bay High School on September 11th in support of purchasing a grand piano for the Dave Dunnett Theatre and attended a PAC meeting at Margaret Jenkins Elementary School.

C3. 2015/2016 Audited Financial Statements

Secretary-Treasurer Walsh welcomed and thanked Lenora Lee and Heather Crow from the audit firm of KPMG for attending the Board meeting and presenting the District's audited financial statements for 2015/2016.

Ms. Lee directed Trustees to the information contained in the agenda and highlighted specific areas of the report and provided a high level overview of the report.

Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Walsh and Superintendent Langstraat.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the internally restricted surplus appropriation of \$18,158,834 as shown on Schedule 2 of the Financial Statements, being held for school level funds \$5,735,930 (Note A), unspent project budgets \$3,750,175 (Note B), purchase order commitments \$961,965 (Note C), and the previously approved budgeted surplus of \$7,710,764 (Note D).

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve \$3,700,000 of the June 30, 2016 unrestricted operating surplus of \$4,641,593 (Note E) to be carried forward and applied towards the 2017/2018 projected deficit of

\$5,500,000 (\$1,800,000 carry forward approved in April 2016 (Note D);

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve \$500,000 of the June 30, 2016 unrestricted operating surplus of \$4,641,593 (Note E) to provide learning resources to support the new curriculum;

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve \$441,593 of the June 30, 2016 unrestricted operating surplus of \$4,641,593 (Note E) to support deferred maintenance in our facilities;

Motion Carried Unanimously

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the audited financial statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2016; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

Motion Carried Unanimously

D. BOARD COMMITTEE REPORTS

D1. Education Policy and Directions Committee

- a) The September 12, 2016 meeting minutes were received for information.
- b) Trustee Nohr referred to the minutes from the Education Policy and Directions Committee meeting and presented the following recommended motions. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) receive the Technology Stewardship Ad Hoc Committee Report.

Motion Carried

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

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) dissolve the Technology Stewardship Ad Hoc Committee since they have now completed their work.

Motion Carried

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

Trustee Nohr referred to the September 12, 2016 meeting minutes and presented the following recommended motion. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Langstraat and Associate Superintendent Whitten. Direction was given to Superintendent Langstraat to match the language of the Policy to the language of the Regulation.

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) create new Policy and Regulation 4305 - *Gender Identity and Gender Expression*.
Motion Carried

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

Trustee Nohr referred to the September 12, 2016 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) accept the draft proposal *Board of Education - Plan - 2016-17* as a general guideline for the Education, Policy and Directions meetings, the Operations Policy and Planning meetings and the Board meetings.

Discussion ensued amongst the Trustees with a recommendation being made to delete the word 'draft' from the motion.

It was moved and seconded:

- iv) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) accept the draft proposal Board of Education - Plan - 2016-17 as a general guideline for the Education, Policy and Directions meetings, the Operations Policy and Planning meetings and the Board meetings*" be amended to delete the word 'draft'.
Motion Carried

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

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

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) accept the proposal *Board of Education - Plan - 2016-17* as a general guideline for the Education Policy and Directions meetings, the Operations Policy and Planning meetings and the Board meetings.
Motion Carried Unanimously

Trustee Nohr referred to the September 12, 2016 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) direct the Superintendent to develop a draft Terms of Reference for an Equity Committee.

Motion Carried Unanimously

D2. Operations Policy and Planning Committee

- a) The June 13, 2016 revised meeting minutes were received for information.
- b) Trustee Leonard referred to the revised minutes from the June 13, 2016 Operations Policy and Planning Committee meeting and presented the following recommended motion. Discussion ensued amongst the Trustees.

It was moved and seconded:

- i) 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 Defeated

For: Trustees Watters, McNally, Paynter and Nohr

Against: Trustees Ferris, Whiteaker, Loring-Kuhanga and Leonard

- c) The September 19, 2016 meeting minutes were received for information.
- d) Trustee Leonard referred to the minutes from the Operations Policy and Planning Committee meeting and presented the following recommended motions.

It was moved and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria), open the former site of Burnside Elementary School and provide the appropriate information to the Ministry of Education according to the School Opening and Closure Order In Council with the temporary name of the Burnside Education Centre effective September 30, 2016.

Motion Carried Unanimously

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to make application to the Ministry of Education to access School District Ministry of Education restricted capital up to \$1.9 million for the purposes of rehabilitating the Burnside Education Centre.

Motion Carried Unanimously

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 1160 - *Public Information*.

Motion Carried Unanimously

It was moved and seconded:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1160.1 - *Fees for Access to Information* and create Policy 1161 - *Freedom of Information and Protection of Privacy Act*.
Motion Carried Unanimously

It was moved and seconded:

- v) That the Operations Policy and Planning Committee refer the draft regulations for Policy 1161 – *Freedom of Information and Protection of Privacy Act*, be circulated to our stakeholders for comment and be presented at a future Operations Policy and Planning Committee meeting no later than January 2017.
Motion Carried Unanimously

It was moved and seconded:

- vi) That the Board of Education of School District No. 61 (Greater Victoria) accept the recommendation of the Policy Sub-Committee that Policy 1322.1 - *Student Participation in Public Contests and Events*, be considered reviewed with no changes.
Motion Carried Unanimously

It was moved and seconded:

- vii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1160.2 - *Personal Information Received in Confidence*.
Motion Carried Unanimously

It was moved and seconded:

- viii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1161 - *Financial Reports*.
Motion Carried Unanimously

It was moved and seconded:

- ix) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1324.1 - *Relations Between Public and Students - Business Firms*.
Motion Carried Unanimously

It was moved and seconded:

- x) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1332.7 - *Student Care*.
Motion Carried Unanimously

It was moved and seconded:

- xi) That the Board of Education of School District No. 61 (Greater Victoria) delete policy 1410 - *Board and Municipalities Liaison Re: School Capacities*.
Motion Carried Unanimously

It was moved and seconded:

- xii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 1411 – *Inter School District Liaison*.
Motion Carried Unanimously

It was moved and seconded:

- xiii) That the Board of Education of School District No. 61 (Greater Victoria) approve for submission to the Ministry of Education, the 2016/2017 Five Year Capital Plan.
Motion Carried Unanimously

Trustee Leonard referred to the September 19, 2016 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- xiv) That the Board of Education of School District No. 61 (Greater Victoria) reaffirm that stakeholder representatives seated at the Board table have the right to voice without vote at regular public board meetings.

Discussion ensued amongst the Trustees with a recommendation being made to refer the motion to the new Community Engagement and Communications Plan Committee in order for the committee to provide recommendations.

It was moved and seconded:

- xiv) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) reaffirm that stakeholder representatives seated at the Board table have the right to voice without vote at regular public board meetings*" be referred to the Community Engagement and Communications Plan Committee.
Motion Carried Unanimously

Trustee Leonard referred to the September 19, 2016 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- xv) That the Board of Education of School District No. 61 (Greater Victoria) continue to offer the Parent Education Fund for the 2016/2017 year as offered in the 2015/2016 school year. Further, the Board instruct the communication coordinator to fully inform PACs of this opportunity by September 30, 2016.
Motion Carried Unanimously

Trustee Leonard referred to the September 19, 2016 meeting minutes and presented the following recommended motion.

It was moved and seconded:

- xvi) That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360 - *General Meeting of the Board, Section 11.b)* to add "Partner Group Reports.

Discussion ensued amongst the Trustees with a recommendation being made to refer the motion to the new Community Engagement and Communications Plan Committee to provide recommendations.

It was moved and seconded:

- xvi) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360 - General Meeting of the Board, Section 11.b) to add "Partner Group*

Reports” be referred to the Community Engagement and Communications Plan Committee.

Motion Carried Unanimously

E. DISTRICT LEADERSHIP TEAM REPORTS

E1. Superintendent’s Report

It was moved and seconded:

- a) That the Board of Education of School District No. 61 (Greater Victoria) adopt the Superintendent’s report of September 26, 2016 as presented.

Motion Carried Unanimously

E2. Secretary-Treasurer’s Report

It was moved and seconded:

- a) That the Board of Education of School District No. 61 (Greater Victoria) adopt the Secretary-Treasurer’s report of September 26, 2016 as presented.

Motion Carried Unanimously

- b) Statement of Financial Information

Secretary-Treasurer Walsh referred Trustees to the Schedules as required by the Financial Information Act for the period July 1, 2015 to June 30, 2016. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Walsh.

It was moved and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2015 to June 30, 2016.

Motion Carried Unanimously

- c) Summer Capital Projects

David Loveridge, Director of Facilities Services, updated Trustees with respect to the work that took place during the summer on major capital projects with the District. Mr. Loveridge highlighted a few of the projects via a slide show. Discussion ensued amongst the Trustees with questions being asked of Mr. Loveridge. Chair Loring-Kuhanga thanked Mr. Loveridge and CUPE Local 382 staff for their hard work to get these projects completed in time for school start up.

- d) Marigold/Spectrum Partial Land Disposition

Secretary-Treasurer Walsh advised Trustees that Disposal of Real Property Bylaw No. 16-03 regarding the disposition of land at Marigold Elementary School and Spectrum Community School was conducted via a poll vote on July 20, 2016 and that the motion passed.

F. QUESTION PERIOD - None

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G1. 2016-2017 Board Work Plan

The 2016-2017 Board Work Plan was made available to the public and will be posted on the District website.

H. NEW BUSINESS/NOTICE OF MOTIONS

H1. New Business - None

H2. Notice of Motions - None

I. ADJOURNMENT

It was moved and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 10:18 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer