



**Combined Education Policy and Directions Committee and  
Operations Policy and Planning Committee Meeting  
December 5, 2016 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Deborah Nohr, Chair, Education Policy and Directions Committee, Elaine Leonard, Chair, Operations Policy and Planning Committee, Tom Ferris, Edith Loring-Kuhanga, Diane McNally, Peg Orcherton, 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, Katie Hamilton, Manager, Community Engagement and Communications, Louise Sheffer, Director of Learning, David Loveridge, Director, Facilities Services, Colin Roberts, Director, Human Resource Services, Bill Fosdick, Manager, Human Resource Services, Michele Dance, Manager, Human Resource Services, Jesse Bradbury, Principal - SJ Willis Education Centre, Sean McCartney, VPVPA Representative, Ilda Turcotte, GVTA Representative and Karen Walters-Edgar, Recording Secretary

The meeting was called to order at 7:15 p.m.

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 by Trustee Orcherton:

That the December 5, 2016 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Whiteaker:

That the November 7, 2016 Education Policy and Directions Meeting regular minutes be approved.

**Motion Carried Unanimously**

It was moved by Trustee McNally:

That the November 14, 2016 Operations Policy and Planning Meeting regular minutes be approved.

**Motion Carried Unanimously**

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

**4. EDUCATION POLICY AND DIRECTIONS COMMITTEE – Trustee Nohr, Chair**

**A. PRESENTATION TO THE COMMITTEE - None**

**B. NEW BUSINESS**

**1. Introduction of Student Representative – Paige Collins, Victoria High School**

Superintendent Langstraat introduced Paige Collins, Student Representative from Victoria High School.

**2. Literacy Presentation**

Leah Moreau, Vice-Principal, S.J. Willis Education Centre and Melanie Postle, Vice-Principal, McKenzie Elementary presented on the issue of literacy programming highlighting various strategies used for interventions.

Trustees asked questions of clarification on the presentation and the current status of literacy programming within the District. Deputy Superintendent Green highlighted that Reading Recovery continues to be a priority intervention strategy within the District but also indicated that the one-on-one model was more appropriate for a small percentage of students receiving support. The focus of the District, moving forward, will be to develop balanced literacy programs that include effective reading and writing instruction.

**3. Learning Plan and Annual Report - Learning Team**

Director of Learning Sheffer and Deputy Superintendent Green presented the Learning Plan for the District. They highlighted a number of areas of focus including providing educators high quality professional development, creating school literacy and numeracy teams and providing support for practice leaders in schools.

Trustees asked questions of clarification. Deputy Superintendent Green highlighted the work being done in building connections with our local First Nations and a focus on the incorporation of local First Nations' perspectives when implementing the new curriculum.

**C. NOTICE OF MOTION - None**

The meeting adjourned at 8:37 p.m.

**5. OPERATIONS POLICY AND PLANNING COMMITTEE - Trustee Leonard, Chair**

The meeting commenced at 8:42 p.m.

**A. PRESENTATIONS**

Marie-Pierre Lavoie - Francophone Games 2020 Organizing Committee addressed the Committee. She highlighted the efforts being put into Victoria being the successful applicant for the 2020 Francophone Games. Director of Facilities Services Loveridge provided further information on the expectations of the District. Trustees asked questions of clarification.

It was moved by Trustee Loring-Kuhanga:

That the Board of Education of School District No. 61 (Greater Victoria) write a letter supporting the Victoria Host Committee in their bid to host and organize the 2020 Francophone Games.

**Motion Carried Unanimously**

**B. SUPERINTENDENT'S REPORT - None**

**C. PERSONNEL ITEMS**

1. Recruitment of Educational Assistants

Colin Roberts, Director, Human Resource Services provided the Committee with data related to the recruitment of educational assistants over the past five years. Human Resources Managers, Bill Fosdick and Michelle Dance provided information with respect to human resource processes in hiring educational assistants. Trustees asked questions of clarification.

**D. FINANCE AND LEGAL AFFAIRS**

1. Policy Sub-Committee Report

- i) Secretary-Treasurer Walsh reviewed the change recommended to Policy 3501 *Annual Operating Budget*.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) retain Policy 3501 – *Annual Operating Budget* and replace the words “*mission and goals statements as written in the Achievement Contract*” with “*Strategic Plan*” in the policy.

**Motion Carried Unanimously**

- ii) Secretary-Treasurer Walsh explained that Policy 3450.1 *School (Non-Public) Funds* had been reviewed and is still considered to be relevant. Trustees asked questions of clarification.

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) retain Policy 3450.1 *School (Non-Public) Funds*.

**Motion Carried Unanimously**

2. Bylaw Revisions

Secretary-Treasurer Walsh stated that further to the motion passed at the June 20, 2016 Board of Education meeting to rescind the motion from December 14, 2015 that moved the annual Trustee elections from the November board meeting to the June board meeting, Bylaw 9130.1 *The Education Policy and Directions Committee*, Bylaw 9130.2 *The Operations Policy and Planning Committee* and Bylaw 9130.3 *Policy Sub-Committee* need to be changed to reflect a change to

the month referenced for the appointment of Trustees to comprise the membership of each committee.

i) Bylaw 9130.1:

It was moved by Trustee Watters:

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 12, 2016.

**Motion to be Carried Unanimously**

That Bylaw 9130.1, *The Education Policy and Directions Committee* be:

Read a first time this 12<sup>th</sup> day of December, 2016;  
Read a second time this 12<sup>th</sup> day of December, 2016;  
Read a third time, passed and adopted this 12<sup>th</sup> day of December, 2016.

ii) Bylaw 9130.2:

It was moved by Trustee Watters:

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 12, 2016.

**Motion to be Carried Unanimously**

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

Read a first time this 12<sup>th</sup> day of December, 2016;  
Read a second time this 12<sup>th</sup> day of December, 2016;  
Read a third time, passed and adopted this 12<sup>th</sup> day of December, 2016.

iii) Bylaw 9130.3:

It was moved by Trustee Watters:

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 12, 2016.

**Motion to be Carried Unanimously**

That Bylaw 9130.3, *Policy Sub-Committee* be:

Read a first time this 12<sup>th</sup> day of December, 2016;  
Read a second time this 12<sup>th</sup> day of December, 2016;  
Read a third time, passed and adopted this 12<sup>th</sup> day of December, 2016.

Secretary-Treasurer Walsh highlighted the deletion of Regulation 3326.01 - *Paying For Goods and Services*. Trustees asked questions of clarification. Secretary-Treasurer Walsh indicated that staff would relook at how the content of the regulation could be retained and that the regulation would not be brought to the Board for notification of deletion.

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

**F. NEW BUSINESS**

**1. Trustee Watters –Joint Advocacy Letter**

Trustee Watters presented her motion and rationale.

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) instruct the Chair to write to the Board Chairs of School Districts No. 62 (Sooke) and No. 63 (Saanich) outlining our desire to work with them to advocate for three separate enveloped funds to address the cost pressures of 1) curriculum implementation, 2) staffing costs, and 3) the implementation of the 2002 collective agreement language, with the goal that a joint letter to the Ministry of Education could be developed and sent to the Minister of Education (copying media and all local MLAs) outlining not only the cost pressures but also the ways in which these dedicated funds will improve learning conditions and outcomes for students.

**Motion Carried Unanimously**

**G. NOTICE OF MOTION - None**

**H. GENERAL ANNOUCEMENTS - None**

**I. ADJOURNMENT**

It was moved:

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 9:45 p.m.