

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

Regular Board Meeting

Monday, February 27, 2017- 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, February 27, 2017 @ 7:30 p.m.
Tolmie Boardroom, 556 Boleskine Road**

AGENDA

A. COMMENCEMENT OF MEETING

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

A1. Approval of the Agenda (p 01-05)

A2. Approval of the Minutes

a) Approval of the January 23, 2017 Regular Board Minutes (p 06-11)

A3. Business arising from the Minutes

a) Trustee McNally – Withdrawal from the BCSTA

That the Board of Education of School District No. 61 (Greater Victoria) instruct the Chair to prepare the necessary documents to effect withdrawal of this Board from the BCSTA as soon as possible.

A4. Student Achievement

a) Joanna Snow, Principal, McKenzie Elementary School

A5. District Presentations

A6. Community Presentations (5 minutes per presentation)

a) Colette Baty, President, Vancouver Island School of Art

b) Wendy Welch, Executive Director, Vancouver Island School of Art

B. CORRESPONDENCE

B1. Letter from Assistant Deputy Minister Farkas (p 12-13)

B2. Letter from School District No. 62 (Sooke) (p 14)

B3. Letter Regarding Christie Point (p 15-16)

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

C. TRUSTEE REPORTS**C1. Chair's Report**

- a) Trustee Professional Development

That the Board of Education of School District No. 61 (Greater Victoria) increase the trustee professional development allocation for the 2017-2018 school year to ensure that Trustees have access to attend the Canadian School Boards Association Congress.

C2. Trustees' Reports

- a) Trustee Watters - Victoria Family Court and Youth Justice Committee Report
- b) Trustee Whiteaker - BCSTA Report
- c) Trustee McNally - Choices Transitional Home

(p 17-19)

D. BOARD COMMITTEE REPORTS**D1. Education Policy and Directions Committee – February 6, 2017 Meeting Cancelled****D2. Operations Policy and Planning Committee**

- a) Minutes from the February 14, 2017 meeting – Information only (p 20-24)
- b) Recommended Motions: (p 25-53)

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the February 14, 2017 Operations Policy and Planning Committee meeting.

- i) That the Board of Education of School District No.61 (Greater Victoria) agree to give all three readings of the 2016/2017 Amended Annual Budget Bylaw at the meeting of February 27, 2017.
- Motion to be Carried Unanimously

- ii) That the Board of Education of School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2016/2017 in the amount of \$223,083,534 be:

Read a first time the 27th day of February, 2017;
Read a second time the 27th day of February, 2017;
Read a third time, passed and adopted the 27th day of February, 2017;

And that the Chairperson and the Secretary-Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the

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Board.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) accept Policy 1240 - *School Volunteers* as reviewed with no changes.
- iv) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to revise the regulation associated with Policy 1240 - *School Volunteers* to bring clarity to the regulation with respect to volunteers in schools.
- v) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide the Board an updated organization chart when changes are made.

E. DISTRICT LEADERSHIP TEAM REPORTS**E1. Superintendent's Report**

(p 54-55)

- a) Monthly report

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

- b) Syrian Refugees

(p 56-57)

- c) School Calendars 2017-18 and 2018-19

(p 58-61)

Recommended Motion:

That the following dates be approved:

2017/2018 School Year Calendar*

School Opening –	September 5, 2017
First non-instructional day –	September 18, 2017
Thanksgiving –	October 9, 2017
Second non-instructional day –	October 20, 2017
(Province wide)	
Remembrance Day –	November 13, 2017
Third non-instructional day –	November 24, 2017
Schools close for Winter vacation –	December 22, 2017
Schools re-open after Winter vacation –	January 8, 2018
Family Day –	February 12, 2018
Fourth non-instructional day –	February 23, 2018
Schools close for Spring vacation –	March 16, 2018
Good Friday –	March 30, 2018
Easter Monday –	April 2, 2018
Schools re-open after Spring vacation –	April 4, 2018
Fifth non-instructional day –	April 20, 2018
Sixth non-instructional day –	May 18, 2018
Victoria Day –	May 21, 2018
Administrative Day and School Closing –	June 29, 2018

*Seventh non-instructional day to be chosen by each school

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2018/2019 School Year Calendar*

School Opening –	September 4, 2018
First non-instructional day –	September 17, 2018
Thanksgiving –	October 8, 2018
Second non-instructional day – (Province wide)	October 19, 2018
Remembrance Day –	November 12, 2018
Third non-instructional day –	November 23, 2018
Schools close for Winter vacation –	December 21, 2018
Schools re-open after Winter vacation –	January 7, 2019
Family Day –	February 11, 2019
Fourth non-instructional day –	February 22, 2019
Schools close for Spring vacation –	March 15, 2019
Schools re-open after Spring vacation –	April 1, 2019
Good Friday –	April 19, 2019
Easter Monday –	April 22, 2019
Fifth non-instructional day –	May 17, 2019
Victoria Day –	May 20, 2019
Administrative Day and School Closing –	June 28, 2019
*Sixth non-instructional day to be chosen by each school	

- d) Interim Funding Update (p 62-63)
- e) Field Trips to the United States (p 64-66)
- f) Student Enrolment Priorities Public Consultation (p 67-68)
- g) Trustee Questions (p 69)

E2. Secretary-Treasurer's Report

- a) Monthly Report (p 70)

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

- b) 2549 Quadra Street - Quadra Warehouse (p 71)

F. QUESTION PERIOD (15 minutes total)**G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

Note: This meeting is being audio and video recorded.
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H. NEW BUSINESS/NOTICE OF MOTIONS

H1. New Business

a) Trustee Whiteaker - Substantive Motions to BCSTA AGM

(p 72-73)

i) That the Board of Education of School District No.61 (Greater Victoria) provide the following motion to the BCTSA AGM: "That the BCSTA Board of Directors request the legislative Committee to review the BCSTA current bylaws to ensure they continue to best serve the membership and current organizational structure."

ii) That the Board of Education of School District No.61 (Greater Victoria) provide the following motion to the BCTSA AGM: "That the BCSTA urge government to bring Early Childhood Development and the appropriate full funding under the responsibility of the Ministry of Education."

H2. Notice of Motions

I. ADJOURNMENT

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



**The Board of Education of School District No. 61 (Greater Victoria)
January 23, 2017 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

MINUTES

Present:

Edith Loring-Kuhanga, Chair, Tom Ferris, Vice-Chair, Diane McNally, Debra Nohr, Peg Orcherton, Rob Paynter, Ann Whiteaker

Regrets:

Jordan Watters, Elaine Leonard

Administration:

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Deb Whitten, Associate Superintendent, Greg Kitchen, Associate Superintendent, Katie Hamilton, Manager, Community Engagement and Communications, and Tina Carleton, Recording Secretary

The meeting was called to order at 7:37 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 by Trustee Orcherton and seconded:

That the January 23, 2017 Agenda be approved with the following additions/changes:

C2. Trustee Reports

- c) Trustee Ferris
- d) Trustee Whiteaker
- e) Trustee Nohr
- f) Trustee Paynter

Motion Carried Unanimously

A2. Approval of the Minutes

- a) It was moved by Trustee Ferris and seconded:

That the December 12, 2016 Regular Board Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes – None

A4. Student Achievement

- a) Ingrid Fawcett, Principal, Pam Ewart and Natalie McIlmoyle from Frank Hobbs Elementary School reviewed the areas of focus for their school including differentiating learning experiences within an inclusive learning environment and developing an inquiry based mindset with all of their students.

Chair Loring-Kuhanga thanked Mrs. Fawcett, Ms. Ewart and Mrs. McIlmoyle for their presentation.

- b) Amanda Chambers Grade 8 student reviewed her experience attending the Choices Conference at Victoria High School, a one-day girls' conference, led by local women, providing the opportunity to explore a variety of career pathways.

Chair Loring-Kuhanga thanked Miss Chambers for her presentation.

A5. District Presentations – None

A6. Community Presentations – None

B. CORRESPONDENCE

B1. VPVPA

A letter from the Greater Victoria Principals' and Vice Principals' Association was received for information.

B2. BCSTA President

A letter from the BC School Trustees Association President was received for information.

B3. Deputy Minister, Ministry of Education and BCSTA President

A letter from the Deputy Minister, Ministry of Education and the BCSTA President was received for information.

B4. Minister Bernier, Ministry of Education

A letter from Minister Bernier was received for information.

B5. Assistant Deputy Minister Farkas, Ministry of Education

A letter from Deputy Minister Farkas was received for information.

C. TRUSTEE REPORTS

C1. Chair's Report

Chair Loring-Kuhanga reviewed her various activities over the past month and announced the Committee membership changes.

C2. Trustees' Reports

- a) Trustee Ferris presented the French Advisory Committee Semi Annual Report.
- b) Trustee Watters presented the Aboriginal Nations Education Council Semi Annual Report.
- c) Trustee Ferris reviewed his various activities since the last meeting.
- d) Trustee Whiteaker spoke about her activities over the last month.
- e) Trustee Nohr described her activities over the last month.
- f) Trustee Paynter informed trustees about the upcoming BCPSEA AGM and reviewed the motions that will be discussed.

D. BOARD COMMITTEE REPORTS**D1. Education Policy and Directions Committee**

a) The January 9, 2017 meeting minutes were received for information.

b) Trustee McNally moved and it was seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motion from the January 9, 2017 Education Policy and Directions Committee Meeting.

Motion Carried Unanimously

Trustees asked questions of clarification.

i) That the Board of Education of School District No. 61 (Greater Victoria) accept the Terms of Reference for the District Middle School Review Committee as amended.

Motion Carried Unanimously

D2. Operations Policy and Planning Committee

a) The January 16, 2017 meeting minutes were received for information.

b) Trustee Ferris moved and it was seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the January 16, 2017 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

i) That the Board of Education of School District No.61 (Greater Victoria) delete Policy 4135.4 – *Teacher Staff Grievance Procedure*.

Motion Carried Unanimously

ii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 5126 – *Awards and Recognition*.

Motion Carried Unanimously

iii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 5127 - *Recognition Ceremonies*.

Motion Carried Unanimously

iv) That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2017/2018 and 2018/2019 school year calendars on the School District's website for a period of one month:

2017/2018 School Year Calendar*

School Opening –	September 5, 2017
First non-instructional day –	September 18, 2017
Thanksgiving –	October 9, 2017
Second non-instructional day –	October 20, 2017
(Province wide)	
Remembrance Day –	November 13, 2017
Third non-instructional day –	November 24, 2017
Schools close for Winter vacation –	December 22, 2017
Schools re-open after Winter vacation –	January 8, 2018

Family Day –	February 12, 2018
Fourth non-instructional day –	February 23, 2018
Schools close for Spring vacation –	March 16, 2018
Good Friday –	March 30, 2018
Easter Monday –	April 2, 2018
Schools re-open after Spring vacation –	April 3, 2018
Fifth non-instructional day –	April 20, 2018
Sixth non-instructional day –	May 18, 2018
Victoria Day –	May 21, 2018
Administrative Day and School Closing –	June 29, 2018
*Seventh non-instructional day to be chosen by each school	
2018/2019 School Year Calendar*	
School Opening –	September 4, 2018
First non-instructional day –	September 17, 2018
Thanksgiving –	October 8, 2018
Second non-instructional day – (Province wide)	October 19, 2018
Remembrance Day –	November 12, 2018
Third non-instructional day –	November 23, 2018
Schools close for Winter vacation –	December 21, 2018
Schools re-open after Winter vacation –	January 7, 2019
Family Day –	February 11, 2019
Fourth non-instructional day –	February 22, 2019
Schools close for Spring vacation –	March 15, 2019
Schools re-open after Spring vacation –	April 1, 2019
Good Friday –	April 19, 2019
Easter Monday –	April 22, 2019
Fifth non-instructional day –	May 17, 2019
Victoria Day –	May 20, 2019
Administrative Day and School Closing –	June 28, 2019
*Sixth non-instructional day to be chosen by each school	
Motion Carried Unanimously	

- v) Regulations 5133.1 *Organizations - Safety Patrols and Regulation 5134.1 Police Sponsored Youth Activities in Schools* will be deleted.

E. DISTRICT LEADERSHIP TEAM REPORTS

E1. Superintendent's Report

- a) Superintendent Langstraat presented his report.

It was moved by Trustee Orcherton and seconded:

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

Motion Carried Unanimously

- b) Interim Funding Updates

Superintendent Langstraat explained that the school district received \$1.6 million as its portion of the funding being provided to begin to address the outcome of the Supreme Court of Canada ruling. This equates to approximately 34 FTE teaching positions for the remainder of the school year. In addition, 7 new teaching positions are being funded from the remaining Education Fund grant. Trustees asked questions of Superintendent Langstraat.

c) **Trustee Questions**

Superintendent Langstraat responded to Trustee questions.

E2. Secretary-Treasurer's Report

a) Secretary-Treasurer Walsh presented his report.

It was moved by Trustee Nohr and seconded:

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

Motion Carried Unanimously

b) Secretary-Treasurer Walsh explained that the school district has completed Seismic Project Identification Reports (SPIR) in support of the planned high risk portion of the seismic program. School districts can now utilize funds from within the restricted capital account, with the written approval of the Ministry of Education, to cover the SPIR costs. It is recommended that Ministry approval be requested to use restricted capital funds in the amount of \$235,753 to fund the completed SPIR work. Trustees asked questions of clarification.

It was moved by Trustee Orcherton and seconded:

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 \$235,753 in restricted capital to fund the completed SPIR work.

Motion Carried Unanimously

F. QUESTION PERIOD – None

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

H. NEW BUSINESS/NOTICE OF MOTIONS

H1. New Business

a) Trustee Whiteaker – Honourary President Resolution

Trustee Whiteaker presented her motion and rationale. Trustees asked questions and provided comments.

It was moved by Trustee Whiteaker and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) submit the extra-ordinary resolution "Removal of Honourary President" as presented, to the BCSTA AGM.

Motion Carried Unanimously

H2. Notice of Motions – None

I. ADJOURNMENT

It was moved by Trustee Orcherton and seconded:

That the meeting be adjourned.

Motion Carried Unanimously

The meeting adjourned at 8:28 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



February 20, 2017

Ref: 192896

To: All Board Chairs, Superintendents, Secretary Treasurers
All School Districts

Colleagues,

I am pleased to provide you with additional information regarding the Student Learning Grant that was announced this past weekend. I can confirm that this is one-time funding that will flow by mid-March as a Special Grant to be reported in each school district's operating fund. Funds are intended to be spent on learning resources, supplies, and equipment to help ensure that classrooms are well-resourced and students are well-supported through the implementation of the new curriculum and other learning innovations across the K-12 public education system. Total provincial funding being provided to school districts in 2016/17 is \$27.4M, and is being allocated based on a calculation of \$50/student FTE. The Ministry of Education will be confirming district-by-district allocations over the coming days and likely before the end of the month. Please note the following Ministry expectations regarding the funding:

- Eligible categories of resources/supplies include instructional supplies (e.g. electronic learning resources, textbooks, other classroom supplies serving an educational purpose), athletic equipment, and learning resources to assist non-enrolling teachers (i.e. career preparation materials);
- Where possible, funding should first be used on items that will help defray costs for parents;
- Any unspent funding from 2016/17 can be carried over to the 2017/18 school year, noting that the categories listed above still apply; and
- School districts should track how funding is being utilized, and report-out by July 31, 2017 school year to their District Parent Advisory Council, cc'ing the School District Financial Reporting Branch at SDFR@gov.bc.ca and including planned uses for any unspent funding for the 2017/18 school year.

If you have any further questions regarding this funding, please contact Kim Abbott at Kim.Abbott@gov.bc.ca or (250) 896-3680.

Sincerely,



George Farkas
Assistant Deputy Minister



SOOKE 62
SCHOOLS
Shaping Tomorrow Today

SCHOOL DISTRICT NO. 62 (SOOKE)
3143 JACKLIN ROAD,
VICTORIA, BRITISH COLUMBIA • V9B 5R1
TELEPHONE: 250-474-9800 FAX: 474-9825
WEBSITE: WWW.SD62.BC.CA

February 17, 2017

via email: eloring@sd61.bc.ca

Chair Edith Loring-Kuhanga
School District 61 (Victoria)
556 Boleskine Road
Victoria, BC V8Z 1E8

Dear Chair Loring-Kuhanga:

Thank you for your letter of January 13, 2017. This letter is in follow-up to that correspondence, and our recent telephone conversation.

The Board of Education had a fulsome discussion of the issues raised in your letter at the January 24, 2017 Board meeting. The Board certainly shares your position that more funding is needed for curriculum implementation and staffing costs for all BC School Districts.

However, the Board was unanimous in our belief that the most effective and equitable local and provincial outcomes will be achieved through the BCSTA advocacy process. We would encourage SD61 to place the concerns raised in your letter in a motion(s) which can then be addressed and debated at the upcoming BCSTA Annual General meeting.

Sincerely,

Bob Phillips
Board Chair

Trustees: Wendy Hobbs, Ravi Parmar, Neil Poirier, Denise Riley, Dianna Seaton, Margot Swinburnson

pc: Victoria Martin, Board Chair, SD63

February 20, 2017

Your Worship Mayor Screech

45 View Royal Avenue
Victoria BC V9B 1A6

Dear Mayor Screech

Re: Christie Point Re-development

Thank you for providing me with a few minutes to address Council on Wednesday February 15, 2017. The following is a fuller version of my presentation.

I have followed the potential re-development of Christie Point with great interest and I have attended all of the meetings, presentations and open forums. I have empathy for the residents' position as occupants of affordable housing situated on a magnificent water front property where they have legitimate fears that the new development will oust them from their homes based on affordability. Few choices remain for them within View Royal or neighbouring municipalities.

I also respect the concerns of those representing environmental and wildlife agencies who tirelessly volunteer to be the voice for nature and her inhabitants on the Gorge Waterway and Portage Inlet. I support their expressed concerns however they should not be the lone voice for the environment. The stewardship and management of these waterways is a shared responsibility by the municipalities of View Royal, Saanich, Esquimalt and Victoria and they too have an important say.

At the January 17, 2017 Council meeting, you, Mr. Mayor, clearly stated that all the discussion and related fears about the redevelopment were merely "hypothetical" as a formal proposal had yet to be submitted to Council. And when that happened, you advised that Council would consider all the issues being raisedfrom environmental to migratory flight paths, to tenant displacement, traffic congestion, building height, among many others in the context of the developer's plan. While I am uncertain as to when exactly View Royal Council received the formal proposal from the developer, I was surprised that Council's focus on Wednesday evening was entirely on the displacement of current tenants and little if any concern for the broader impact of the development. In fact, staff advised that zoning changes are being contemplated now, and the developer warned that reducing the height of the structures would impact the financial viability of the redevelopment. No doubt a consequence of proposing a twofold increase in rental capacity on a narrow peninsula.

Christie Point is a unique piece of environmentally sensitive property and Council's decision is truly significant. It impacts this property for the duration of our lifetime, and that of our children and grandchildren.

What if there was an opportunity to protect this property for our community, satisfy the objectives of the developer, meet the objectives of View Royal Council, and help our local middle school be a safe and unique learning centre for our kids?

The provincial government recently decided not to proceed with a \$6.5 Million earthquake remediation expenditure at Shoreline School. The stated reason was declining enrolment at Shoreline with a school capacity of 425 and current enrolment at 250 students. The School District and the province are stewards of this property, listed by BC Assessment Authority at 9.7 acres, which sits at the foot of Christie Point.

What if School District #61 is contemplating a different future for Shoreline School site given the issues of upgrade, enrolment, maintenance and other concerns. What if Shoreline School property could therefore become available in a land transfer between the Province and the developer.

It's easy for View Royal to dismiss this "what if" scenario by taking the position that it's not Council's responsibility to come up with alternate solutions to a developer's plan. However, we'll never know whether this is doable unless the question is tabled. There's nothing immediate about accepting the redevelopment proposal; there is immediacy surrounding doing the best thing for our community, about creating a truly great legacy for View Royal. This could define Council's current term in office as a forward thinking Council, one that understands the impact of its decisions for future generations. And maybe the Christy Clark government will also see the benefits of protecting a unique property that is more valuable to the broader community when used for environmental and educational purposes than for rental accommodation.

I have taken the liberty of providing a copy of this letter to Premier Christy Clark, Education Minister Mike Bernier, Board Chair Greater Victoria School Board of Education Edith Loring-Kuhanga, Superintendent of Schools District #61 Piet Langstraat, Saanich Mayor Richard Atwell, Esquimalt Mayor Barbara Desjardins, Victoria Mayor Lisa Helps and Realstar Management Vice President of Development Heather Grey-Wolf to serve as the first step in View Royal Council reaching out and asking collectively what it would take to make this option viable.

Thanks to each of you for taking a few minutes to read this letter in the context of what's best for the natural environment today and for our future generations. The benefits clearly accrue to all the stakeholders and are enclosed in the few pages that follow.

I thank Mayor Screech in advance for seeking others' input and for your thoughtful consideration.

Most sincerely

A handwritten signature in dark ink, appearing to read 'David Babiuk', with a stylized flourish at the end.

David Babiuk
2834 Murray Dr
Victoria BC V9A 2S5

Board Report - Ann Whiteaker February 27, 2017

Jan 26 **Saanich Parks, Trails and Recreation Committee**

<http://www.saanich.ca/EN/main/local-government/committees-boards/parks-trails-recreation-advisory-committee/2017-schedule-agendas-minutes.html>

Jan 27 **BC School Centered Mental Health Coalition** – attended with Murnice Jones. Of note: *Changes and Challenges – A Decade of Observations of the Health and Well-Being of Young Adults in British Columbia* A longitudinal report over ten years of youth aged 12-18 in 2003 from the Greater Victoria Area. The report contains several recommendations which specify changes or additions to the K-12 education system and partnerships to achieve increased economic, physical and emotional health to achieve better outcomes for future youth. i.e. Personal finance literacy needed, sexual health literacy as STI on the rise again, and learned coping strategies and mental health literacy to manage stress etc.

<https://onlineacademiccommunity.uvic.ca/vhys/>

Jan 30 - **Gordon Head Middle** school tour with Kevin Luchies and participate in his Superpower Inquiry Project class.

This inquiry focuses on Howard Gardner's work on multiple intelligences – for the sake of this project each intelligence is a super power which will be examined and students encouraged to reflect on their own strengths and those of others within these parameters.

Feb I - **Lambrick PAC** – Anxiety workshop by Jennifer (from district) and Lisa Tate from the FORCE www.forcesociety.com

Feb 9 - **Leadership Session** presented by Superintendent Piet Langstrat and Associate Superintendent Deb Whitten

Feb 16 - **Been There Done That** workshop presented by Carrie Schlepper VP and Sean Wellby, teacher, both from Central Middle School, Kyla Cleator VP Inclusive Learning, and Monique Moore. An overview was presented on the use and implementation of Collaborative Problem Solving Proactive Solutions model (CPS) based on Ross Green's book "*Lost at School*" in Central Middle School. This work is guided by the philosophy that kids do will if they can vs. if they wanna. The model seeks a proactive positive approach to behavior concerns within the classroom by understanding the behavior as communication. These behavior issues are considered "unsolved problems" resulting from a lagging skill and/or unrealistic environmental expectations. Taking this approach to intervention is to move problems from unsolved to solved WITH the student collaboratively rather than TO the child.

<http://www.livesinthebalance.org/>

Feb 17 – 18 **BCSTA Provincial Council**

Aboriginal Education Committee report and 11 resolutions

<https://dsweb.bcsta.org/docushare/dsweb/Get/Document-81856/>

Public education is the key BCSTA Link

<http://www.bcsta.org/TheLeader/index.php/2017/01/30/key-actions-to-do-100-days-until-the-bc-provincial-election/>

Provincial Council Minutes

<https://dsweb.bcsta.org/docushare/dsweb/View/Collection-420>

Feb 20 - **Colquitz Middle School Farm to School** co-ordinated by Laura-Lyn Helton

Very successful exploratory teaching sustainable life skills in the classroom and through the whole school by bringing farmers into the classroom to prepare local produce into an amazing lunch that is offered weekly to staff and students. The menu consists of soups, grilled and raw veggies, and salads along with pasta dishes. The program brings local experts and growers from the community into the classroom to share their unique knowledge on growing food in the local area. Future goals for the program is to have fenced garden space to include a growing component on site to this exploratory.

Feb 22 – **Adolescent Sexual Behaviour in a Digital World** – Presented by Island Health in partnership with SD 61

Feb 23 - **Saanich Parks, Trails and Recreation committee**

<http://www.saanich.ca/EN/main/local-government/committees-boards/parks-trails-recreation-advisory-committee/2017-schedule-agendas-minutes.html>

Note of Celebration

Victoria High School AAA South Island Champions and playing now for Islands championship. First time in 30 years!

1. That the BCSTA BoD requests an update from the MoE on the status of appointing a senior leadership position for Aboriginal Education Achievement. This is a follow-up to AGM 2016-04 Resolution #27.
2. That the AbEd Cttee support SD74 (Gold Trail) AGM 2017 Motion: Inclusion of Aboriginal/First Nations Parents in the School Act.
3. That the BCSTA BoD request the MoE & MoF increase K-12 Aboriginal Education targeted funding to support student success and achievement.
4. That the BCSTA BoD follows-up with the MoE to request the status of the StrongStart Review. And, if completed, to request a copy of the report.
5. That the BCSTA BoD recommend that the MoE work to improve outcomes for Aboriginal students by providing funding to ensure that teachers have continuous access to in-service related to supporting Aboriginal students.
6. That the BCSTA BoD recommend that the MoAE & ABCDE work to develop and implement resources that reflect indigenous cultural competency and that support professional learning programs related to K-12 Aboriginal student success and achievement.
7. That the BCSTA supports the recommendation of FNEC that the revised BC Grade 10-12 curriculum includes a required First Peoples course.
8. That the BCSTA BoD requests that the MoE & MoF provide adequate funding for student transportation responsive to each District's unique needs.
9. That the BCSTA BoD requests that the MoE & MoF increase the Community Link and Vulnerable Student Supplement funding to support vulnerable students in all Districts.
10. That BCSTA request that the MoE continue to support the Equity in Action initiative for the benefit of all Districts. And,
11. That the BCSTA BoD request that a member of the AbEd Committee be involved with the INAC initiative on transforming First Nations education.



**Operations Policy and Planning Committee Meeting
February 14, 2017 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present:

Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard, 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

The meeting was called to order at 7:04 p.m.

Chair Watters 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 Paynter:

That the February 14, 2017 regular agenda be approved with the addition of Item 10B British Columbia School Trustees Association Discussion.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Leonard: :

That the January 16, 2017 Operations Policy and Planning Meeting regular minutes be approved.

Motion Carried Unanimously

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS TO THE COMMITTEE

David Futter, 2nd Vice-President, Greater Victoria Teachers' Association presented on Violence in the Workplace and Health and Safety Funding. Mr. Futter's presentation highlighted a number of areas of the WorkSafe legislation and provided violence in the workplace statistics to the Committee. He also provided an overview of Joint Occupational Health and Safety training requirements.

Trustee asked questions of clarification. Chair Watters thanked Mr. Futter for the presentation.

5. SUPERINTENDENT'S REPORT

A. Introduction of Student Representative

Superintendent Langstraat introduced Justin Lo, Student Representative from Mount Douglas Secondary School.

B. Enrolment and School Capacity Planning for 2017-2018

Superintendent Langstraat reviewed the various pressures the District is facing with respect to space in our schools primarily due to increasing enrolment and the potential impacts of the restored collective agreement language.

He highlighted the work that senior management and principals have been doing in planning for 2017- 2018 in light of these challenges. He commented that he is optimistic that schools will be able to accommodate all regular English program Kindergarten registration students in their catchment that applied during registration week. He also noted that the District is exploring more French Immersion spaces for the 2017- 2018 school year. Finally, he reported that while there are spaces across the District to facilitate all students there are pockets of space pressures.

Secretary-Treasurer Walsh reported that the District will require some increased space and that he is currently visiting schools and planning on how to address the matter. He stated that while the information is still tentative and does not yet address secondary schools, the schools needing additional classroom space are anticipated to be Campus View, Willows, Oaklands, and Lansdowne. He also noted that accessing or refurbishing portable space is anticipated at Macaulay and Margaret Jenkins.

Secretary-Treasurer Walsh noted that given the anticipated space challenges, a number of childcare providers and other users of our facilities have been put on notice that we may require use of our space for 2017- 2018. We have also committed to finding solutions that will ensure childcare is able to continue on sites.

Trustees and members of the community asked a number of questions of clarification and expressed concerns about access to schools.

C. Environmental Education Plan

Deputy Superintendent Green reviewed the proposed process to develop the environmental education plan for the District. She stated that the goal is for the draft plan to come back to the Board in November 2017.

Trustees and members of the public asked questions of clarification.

6. PERSONNEL ITEMS – None

7. FINANCE AND LEGAL AFFAIRS

A. 2016-2017 Amended Annual Budget

Secretary-Treasurer Walsh provided an overview of the 2016-2017 amended annual budget and noted that the amended annual budget takes into account both the revenues and the expenses arising from the actual September 30, 2016 enrolment counts, all grant amounts confirmed subsequent to the approval of the annual budget and amounts carried forward from the previous fiscal year that will be spent in the current year. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

The Committee supported that the following motions be brought forward to the February 27, 2017 Board of Education meeting.

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2016/2017 Amended Annual Budget Bylaw at the meeting of February 27, 2017.

Motion to be Carried Unanimously

That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2016/2017 in the amount of \$223,083,534 be:

Read a first time the 27th day of February, 2017;

Read a second time the 27th day of February, 2017;

Read a third time, passed and adopted the 27th day of February, 2017;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

B. Policy 1240 – School Volunteers

Superintendent Langstraat reviewed the process that he followed in reviewing Policy and Regulation 1240 *School Volunteers* and provided the feedback that he has received. He indicated that the Policy continues to be relevant and does not require changes.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) accept Policy 1240 - *School Volunteers* as reviewed with no changes.

Discussion ensued amongst the Trustees.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) refer Policy 1240 - *School Volunteers* to the Policy Sub-Committee for further review.

Motion Defeated

For: Trustee McNally

Against: Trustees Leonard, Paynter, Whiteaker and Watters

Discussion continued with questions from trustees, stakeholders and members of the community. Chair Watters called for the vote on the main motion.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) accept Policy 1240 - *School Volunteers* as reviewed with no changes.

Motion Carried

For: Trustees Leonard, Watters, Paynter and Whiteaker

Against: Trustee McNally

Superintendent Langstraat reviewed the changes to Regulation 1240. He indicated that currently the Regulation does not align with the Policy and limits volunteering in schools beyond the intent of the Policy.

Trustees and stakeholders commented that the Regulation should more specifically address the type of volunteering that could occur in schools.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to revise the regulation associated with Policy 1240 - *School Volunteers* to bring clarity to the regulation with respect to volunteers in schools.

Motion Carried Unanimously

C. District Code of Conduct Update

Superintendent Langstraat and Associate Superintendent Whitten provided an overview of the draft District Code of Conduct and indicated that the document was being brought to the Committee as a first review for comments and suggestions.

Trustees requested that the District Code of Conduct provide more specifics and highlighted discipline and dress code as areas in which they would like to see more specifics. Members of the public indicated support for some continued autonomy at the school level to draft such codes of conduct.

Associate Superintendent Whitten indicated that she would review the document with the comments in mind and return to the Committee at a later time for further discussion and input.

8. FACILITIES PLANNING

A. Facilities Update

Secretary-Treasurer Walsh updated the Committee on various activities of the Facilities Services department including water quality testing, the Burnside Education Centre project, the Technology for Learning Strategy and the new work order system.

Trustees asked questions of clarification.

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

10. NEW BUSINESS

- A. Trustee Leonard presented her motion and provided a rationale. Discussion ensued amongst the Trustees.

It was moved Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide the Board an updated organization chart when changes are made.

Motion Carried Unanimously

B. British Columbia School Trustees Association (BCSTA) - Discussion

Trustee Whiteaker reviewed correspondence from the BCSTA requesting input from the Board into the areas of priority for Boards with respect to the upcoming provincial election. Trustee Whiteaker indicated that she would take the feedback received to the upcoming Provincial Council meeting.

Discussion ensued and Trustees agreed that public education should be a priority in the provincial election. Trustees noted that advocacy should focus on ensuring that any request for increased funding should also highlight how those funds would be used to improve student learning. Trustees also noted the continued need for sustainable and predictable funding.

11. NOTICE OF MOTION – None

12. GENERAL ANNOUNCEMENTS - None

13. ADJOURNMENT

It was moved Trustee Leonard:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 10:30 p.m.



OFFICE OF THE SECRETARY-TREASURER

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
PHONE (250) 475-4106 FAX (250) 475-4112

TO: Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: February 27, 2017

RE: **2016/2017 AMENDED ANNUAL BUDGET BYLAW**

In April 2016, the Board of Education approved the 2016/2017 Annual Budget Bylaw, which was based on the estimated revenue and expenses for the fiscal year. The Minister has requested that school boards prepare and approve an Amended Annual Budget for the 2016/2017 school year. The Amended Annual Budget takes into account both the revenues and the expenses arising from the actual September 30, 2016 enrolment counts, all grant amounts confirmed subsequent to the approval of the Annual Budget and amounts carried forward from the previous fiscal year that will be spent in the current year.

The Amended Annual Budget has been prepared based on the Public Sector Accounting Standards which require the budget to include the operating, special purpose and capital funds. Consequently, the budget bylaw amount of \$223,083,534 includes the total budgeted expenses in the operating, special purpose and capital funds.

- Statement 2 of the Amended Annual Budget document consolidates the revenue and expense budget amounts for all funds.
- The operating budget revenue and expense details are shown on Schedules 2, 2A, 2B and 2C.
- The special purpose fund revenue and expense details are shown on Schedules 3 and 3A.
- The capital fund revenue and expense details are shown on Schedule 4.

OPERATING FUND

The following table summarizes the 2016/2017 Amended Annual Budget – Operating Fund compared to the 2016/2017 Annual Budget – Operating Fund per Schedule 2.

	2016/2017 Amended Annual Budget	2016/2017 Annual Budget
Revenues	\$ 184,496,467	\$ 177,671,225
Expenses	190,488,527	182,781,989
Net Revenue (Expense)	(5,992,060)	(5,110,764)
Budgeted Prior Year Surplus Appropriation	8,109,427	5,910,764
Interfund transfers	(2,117,367)	(800,000)
Budgeted Surplus (Deficit), for the year	\$ -	\$ -

Budgeted revenues have increased by \$6.8M in the amended annual budget, and budgeted expenses have increased by \$7.7M. Interfund transfers for capital equipment purchases have increased by \$1.3M reflecting expected capital equipment purchases in the current year. The following outlines the major changes in the 2016/2017 Amended Annual Budget – Operating Fund compared to the 2016/2017 Annual Budget – Operating Fund:

Operating Fund Revenue - Schedule 2A

	2016/2017 Amended Annual Budget Revenue	2016/2017 Annual Budget Revenue	Increase (Decrease) Revenue
Provincial Grants - Ministry of Education			
Operating Grant	\$ 164,362,813	\$ 161,193,122	\$ 3,169,691
INAC/LEA Recovery	(927,465)	(1,023,960)	96,495
Other Ministry of Education Grants	2,954,642	2,896,617	58,025
Return of Administrative Savings	827,353	-	827,353
Total Provincial Grants	167,217,343	163,065,779	4,151,564
Tuition			
Summer School Fees	17,696	27,169	(9,473)
Continuing Education	61,000	58,124	2,876
International Students	13,512,498	11,035,159	2,477,339
Total Tuition	13,591,194	11,120,452	2,470,742
Other Revenue			
LEA/Direct Funding from First Nations	927,465	1,023,960	(96,495)
Miscellaneous Revenue	282,440	136,240	146,200
Total Other Revenue	1,209,905	1,160,200	49,705
Rentals and Leases	1,828,025	1,674,784	153,241
Investment Income	650,000	650,000	-
Total Operating Revenue	\$ 184,496,467	\$ 177,671,215	\$ 6,825,252

Per Schedule 2A, the Operating Grant from the Ministry of Education has increased by \$4.2M. This is due to the following factors:

- 1) Overall enrolment has increased 171 FTE as shown below, resulting in a grant increase of \$1.2M. The enrolment in special education and English language learning has also increased resulting in a grant increase of \$1.3M.

Enrolment

	2016/2017 Amended Annual Budget FTE	2016/2017 Annual Budget FTE	Increase (Decrease) FTE
Elementary/Middle/Secondary (school-aged)	18,672	18,483	189
Alternate Schools	135	133	2
Continuing Education (school-aged)	15	18	(3)
Distributed Learning (school-aged)	180	197	(17)
Total school-aged	19,002	18,831	171
Adult students	48	51	(3)
Unique Student Needs:			
Special Needs - Level 1	22	20	2
Special Needs - Level 2	715	697	18
Special Needs - Level 3	380	312	68
English Language Learning	1,776	1,653	123
Aboriginal Education	1,438	1,475	(37)
International Education (Long-term)	993	830	163

- 2) The teacher salary differential funding increased by \$0.7M due to the increase in average teacher salaries.
- 3) The Ministry of Education returned administrative savings to school districts via a reduction of amounts that would have previously been recovered. For our district, the \$0.8M savings was applied to reduce NGN operating costs. This benefit is reported as a grant from the Ministry of Education and the corresponding expense is reported in Schedules 2B and 2C.

Tuition

Tuition fees for international students increased by \$2.5M in the 2016/2017 amended annual budget. Long-term enrolment increase of 163 FTE and short-term enrolment increase of 57 students contributed to this overall increase.

Rentals and Leases

Rental and lease revenue has increased primarily due to new revenue from leasing space at Richmond Elementary School.

Operating Fund Expenses - Schedule 2B

	2016/2017 Amended Annual Budget Expenses	2016/2017 Annual Budget Expenses	Increase (Decrease) Expenses
Salaries			
Teachers	\$ 81,424,695	\$ 79,934,858	\$ 1,489,837
Principals and Vice Principals	11,687,703	11,438,642	249,061
Educational Assistants	17,095,001	15,722,720	1,372,281
Support Staff	16,828,220	16,828,220	-
Other Professionals	3,664,072	3,645,069	19,003
Substitutes	7,356,717	6,666,719	689,998
Total Salaries	138,056,408	134,236,228	3,820,180
Employee Benefits	32,264,003	31,288,112	975,891
Total Salaries and Benefits	170,320,411	165,524,340	4,796,071
Services and Supplies			
Services	5,840,959	4,319,957	1,521,002
Student Transportation	1,103,864	998,933	104,931
Professional Development and Travel	1,006,204	580,786	425,418
Rentals and Leases	78,993	98,188	(19,195)
Dues and Fees	96,852	84,712	12,140
Insurance	473,232	442,842	30,390
Supplies	6,586,645	5,750,864	835,781
Utilities	4,981,367	4,981,367	-
Total Services and Supplies	20,168,116	17,257,649	2,910,467
Total Operating Expense	\$ 190,488,527	\$ 182,781,989	\$ 7,706,538

Salaries

- 1) The budget was increased due to additional teachers hired as a result of increased enrolment and schools reallocating carry forward funding to teacher staffing.
- 2) Principals and Vice-Principals received approval to transition to the first step of the regional salary model with increases on August 1, 2016 and February 1, 2017. The annual budget did not include the full cost of transitioning to the first step.

- 3) Additional Educational Assistants were hired as a result of the increased special education enrolment.
- 4) The increase in the Substitutes budget reflects more release time for professional development and additional Teachers Teaching on Call time due to the increased enrolment.

Employee Benefits

The wage sensitive benefits budget increased due to the corresponding salary increases for employee groups.

Services and Supplies

The overall increase in the services and supplies budget reflects amounts carried forward from the previous fiscal year that will be spent in the current year being built into the applicable expenditure budget category. The reduction in rentals and leases is the result of a reallocation from the vehicle lease budget into the supplies budget.

SPECIAL PURPOSE FUNDS

The Special Purpose Funds are included in Schedules 3 and 3A. Special Purpose Funds are funds received for specific purposes and must be used for those purposes. The special purpose budgeted revenues are as follows:

	2016/2017 Amended Annual Budget Revenue	2016/2017 Annual Budget Revenues	Increase (Decrease) Revenues
Annual Facility Grant	\$ 896,728	\$ 879,252	\$ 17,476
Learning Improvement Fund	3,310,099	3,309,410	689
Special Education Equipment	-	7,862	(7,862)
Scholarships and Bursaries	60,000	45,000	15,000
Special Education Technology	223,011	451,269	(228,258)
School Generated Funds	6,020,000	5,820,000	200,000
Strong Start	200,000	192,000	8,000
Ready, Set, Learn	70,000	66,150	3,850
OLEP	398,099	398,099	-
CommunityLINK	4,040,161	3,840,161	200,000
Coding and Curriculum Implementation	67,634	-	67,634
Ledger School	223,529	227,308	(3,779)
Priority Measures	1,671,867	-	1,671,867
Provincial Inclusion Outreach	454,658	464,601	(9,943)
Charitable Trust	400,900	400,000	900
Estate Trust	11,000	11,000	-
Attendance Support and Wellness	59,400	59,400	-
	\$ 18,107,086	\$ 16,171,512	\$ 1,935,574

The following outlines the major changes in the Special Purpose Funds in the 2016/2017 Amended Annual Budget compared to the 2016/2017 Annual Budget:

- 1) Annual Facility Grant revenue has increased by \$17,476 as a result of carry forward funding from 2015/2016.
- 2) The remaining Special Education Equipment grant was spent last year and no funding has been received in 2016/2017.
- 3) The Province is transferring Special Education Technology funding to the Vancouver School Board and this is reflected in the decreased revenue of \$228,258.

- 4) School Generated Funds revenue increased by \$200,000 due to more fundraising in the current year.
- 5) CommunityLINK revenue increased by \$200,000 due to carry forward funding from 2015/2016.
- 6) The Coding and Curriculum Implementation funding is new in 2016/2017 and was received to support curriculum implementation, including a new mandatory coding requirement. The total grant received was \$135,268 and 50% is expected to be spent this year.
- 7) Priority Measures funding is new in 2016/2017 and was provided by the Ministry of Education under the Memorandum of Agreement re: LoU No. 17: Education Fund and Impact of the Court Cases – Priority Measures as the first step in responding to the decision for the Supreme Court of Canada.

CAPITAL FUND

The Capital Fund is included in Schedule 4. The capital fund includes capital expenditures related to land, buildings, computer hardware and software, vehicles and equipment that are funded from Ministry of Education capital grants, local capital, operating funds, and special purpose funds.

Capital Additions

In 2016/2017, budgeted building improvements/seismic upgrades and replacements total \$4.6 million per Statement 4, including Victoria West Elementary safety enhancements, Burnside Education Centre upgrade, Esquimalt building envelope, completion of the artificial turf field at Oak Bay High School, Monterey mechanical upgrade and various Annual Facility grant projects.

Local Capital

Local Capital includes 25% of the gain on disposal of surplus properties and interest earned on the local capital balance. Tangible capital assets purchased from local capital are budgeted to be \$1,900,000 in 2016/2017 per Schedule 4 and relate to the Tec 3.0 packages installed at schools.

The agreement to sell a portion of land located at 3751 Grange Road was finalized in September 2016 for proceeds of \$1,100,000, which have been allocated 75% to Ministry of Education Restricted Capital (\$825,000) and 25% to Local Capital (\$275,000).

AMENDED ANNUAL BUDGET BYLAW

In order to pass the Amended Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the bylaw all three readings in one sitting. The following motions are therefore recommended:

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2016/2017 Amended Annual Budget Bylaw at the meeting of February 27, 2017.
Motion to be Carried Unanimously

Recommended Motion:

That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2016/2017 in the amount of \$223,083,534 be:

Read a first time the 27th day of February, 2017;

Read a second time the 27th day of February, 2017;

Read a third time, passed and adopted the 27th day of February, 2017;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

Attachments

Amended Annual Budget

School District No. 61 (Greater Victoria)

June 30, 2017

School District No. 61 (Greater Victoria)

June 30, 2017

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2016/2017 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$223,083,534 for the 2016/2017 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE 27th DAY OF FEBRUARY, 2017;

READ A SECOND TIME THE 27th DAY OF FEBRUARY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 27th DAY OF FEBRUARY, 2017;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 61 (Greater Victoria)
Amended Annual Budget Bylaw 2016/2017, adopted by the Board the 27th DAY OF FEBRUARY, 2017.

Secretary Treasurer

School District No. 61 (Greater Victoria)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	19,002,224	18,830,974
Adult	47,750	51,188
Total Ministry Operating Grant Funded FTE's	19,049,974	18,882,162
Revenues	\$	\$
Provincial Grants		
Ministry of Education	180,332,529	174,161,301
Tuition	13,591,194	11,120,452
Other Revenue	7,625,805	7,361,200
Rentals and Leases	1,832,053	1,678,812
Investment Income	762,491	795,000
Gain (Loss) on Disposal of Tangible Capital Assets	275,000	
Amortization of Deferred Capital Revenue	6,721,934	6,721,934
Total Revenue	211,141,006	201,838,699
Expenses		
Instruction	178,154,233	170,249,405
District Administration	4,606,824	4,556,622
Operations and Maintenance	35,307,105	33,416,363
Transportation and Housing	1,074,868	1,014,528
Debt Services	4,504	
Total Expense	219,147,534	209,236,918
Net Revenue (Expense)	(8,006,528)	(7,398,219)
Budgeted Allocation (Retirement) of Surplus (Deficit)	8,109,427	5,910,764
Budgeted Surplus (Deficit), for the year	102,899	(1,487,455)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	102,899	(1,487,455)
Budgeted Surplus (Deficit), for the year	102,899	(1,487,455)

School District No. 61 (Greater Victoria)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	190,488,527	182,781,989
Operating - Tangible Capital Assets Purchased	2,000,000	800,000
Special Purpose Funds - Total Expense	18,071,086	16,171,512
Special Purpose Funds - Tangible Capital Assets Purchased	36,000	
Capital Fund - Total Expense	10,587,921	10,283,417
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,900,000	1,900,000
Total Budget Bylaw Amount	223,083,534	211,936,918

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

School District No. 61 (Greater Victoria)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(8,006,528)	(7,398,219)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(2,036,000)	(800,000)
From Local Capital	(1,900,000)	(1,900,000)
From Deferred Capital Revenue	(4,600,000)	(9,125,580)
Total Acquisition of Tangible Capital Assets	(8,536,000)	(11,825,580)
Amortization of Tangible Capital Assets	9,083,417	9,083,417
Total Effect of change in Tangible Capital Assets	547,417	(2,742,163)
Use of Prepaid Expenses	60,000	60,000
	60,000	60,000
(Increase) Decrease in Net Financial Assets (Debt)	(7,399,111)	(10,080,382)

School District No. 61 (Greater Victoria)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2017

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	22,800,427	-	46,166,141	68,966,568
Changes for the year				
Net Revenue (Expense) for the year	(5,992,060)	36,000	(2,050,468)	(8,006,528)
Interfund Transfers				
Tangible Capital Assets Purchased	(2,000,000)	(36,000)	2,036,000	-
Local Capital	(117,367)		117,367	-
Net Changes for the year	(8,109,427)	-	102,899	(8,006,528)
Budgeted Accumulated Surplus (Deficit), end of year	14,691,000	-	46,269,040	60,960,040

School District No. 61 (Greater Victoria)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
 Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	167,217,343	163,065,789
Tuition	13,591,194	11,120,452
Other Revenue	1,209,905	1,160,200
Rentals and Leases	1,828,025	1,674,784
Investment Income	650,000	650,000
Total Revenue	184,496,467	177,671,225
Expenses		
Instruction	160,979,875	154,957,145
District Administration	4,606,824	4,556,622
Operations and Maintenance	23,826,960	22,253,694
Transportation and Housing	1,074,868	1,014,528
Total Expense	190,488,527	182,781,989
Net Revenue (Expense)	(5,992,060)	(5,110,764)
Budgeted Prior Year Surplus Appropriation	8,109,427	5,910,764
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(2,000,000)	(800,000)
Local Capital	(117,367)	
Total Net Transfers	(2,117,367)	(800,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 61 (Greater Victoria)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	164,362,813	161,193,132
INAC/LEA Recovery	(927,465)	(1,023,960)
Other Ministry of Education Grants		
Pay Equity	2,896,617	2,896,617
Funding for Graduated Adults	20,258	
Transportation Supplemental	20,027	
Economic Stability Dividend	-	
Return of Administrative Savings	827,353	
FSA Scorer Training	17,740	
Curriculum Implementation	-	
Total Provincial Grants - Ministry of Education	167,217,343	163,065,789
Provincial Grants - Other	-	-
Tuition		
Summer School Fees	17,696	27,169
Continuing Education	61,000	58,124
International and Out of Province Students	13,512,498	11,035,159
Total Tuition	13,591,194	11,120,452
Other Revenues		
LEA/Direct Funding from First Nations	927,465	1,023,960
Miscellaneous		
Miscellaneous Revenue	223,882	48,240
CommunityLINK Parent Contributions	-	80,000
Industry Training Secondary Schools	43,500	
Aboriginal Nations Education Curriculum Project	15,058	8,000
Total Other Revenue	1,209,905	1,160,200
Rentals and Leases	1,828,025	1,674,784
Investment Income	650,000	650,000
Total Operating Revenue	184,496,467	177,671,225

School District No. 61 (Greater Victoria)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
 Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Salaries		
Teachers	81,424,695	79,934,858
Principals and Vice Principals	11,687,703	11,438,642
Educational Assistants	17,095,001	15,722,720
Support Staff	16,828,220	16,828,220
Other Professionals	3,664,072	3,645,069
Substitutes	7,356,717	6,666,719
Total Salaries	138,056,408	134,236,228
Employee Benefits	32,264,003	31,288,112
Total Salaries and Benefits	170,320,411	165,524,340
Services and Supplies		
Services	5,840,959	4,319,957
Student Transportation	1,103,864	998,933
Professional Development and Travel	1,006,204	580,786
Rentals and Leases	78,993	98,188
Dues and Fees	96,852	84,712
Insurance	473,232	442,842
Supplies	6,586,645	5,750,864
Utilities	4,981,367	4,981,367
Total Services and Supplies	20,168,116	17,257,649
Total Operating Expense	190,488,527	182,781,989

School District No. 61 (Greater Victoria)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	62,009,245	3,831,354	1,993,815	396,583	259,984	5,032,876	73,523,857
1.03 Career Programs	820,086	171,448	264,714	38,645		58,917	1,353,810
1.07 Library Services	1,634,179	47,737		365,427		58,943	2,106,286
1.08 Counselling	1,991,275					68,199	2,059,474
1.10 Special Education	7,449,288	785,506	13,496,308	422,027	64,472	1,094,966	23,312,567
1.30 English Language Learning	1,178,635	205,618	549,818	19,839		67,920	2,021,830
1.31 Aboriginal Education	613,133	7,760	607,855	39,568	106,588	72,587	1,447,491
1.41 School Administration		6,540,390		3,527,764		69,996	10,138,150
1.60 Summer School	158,866		2,804	2,620			164,290
1.61 Continuing Education	211,384	47,209	15,414	81,692		6,385	362,084
1.62 International and Out of Province Students	5,311,581		129,586	701,515	505,081	297,222	6,944,985
1.64 Other				10,081			10,081
Total Function 1	81,377,672	11,637,022	17,060,314	5,605,761	936,125	6,828,011	123,444,905
4 District Administration							
4.11 Educational Administration		15,073		157,713	672,318	11,900	857,004
4.40 School District Governance				28,392	188,874		217,266
4.41 Business Administration		35,608		1,061,706	1,036,873	33,904	2,168,091
Total Function 4	-	50,681	-	1,247,811	1,898,065	45,804	3,242,361
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	47,023		34,687	309,648	724,849	26,532	1,142,739
5.50 Maintenance Operations				8,865,131	105,033	376,032	9,346,196
5.52 Maintenance of Grounds				777,020		80,338	857,358
5.56 Utilities							-
Total Function 5	47,023	-	34,687	9,951,799	829,882	482,902	11,346,293
7 Transportation and Housing							
7.41 Transportation and Housing Administration				22,849			22,849
7.70 Student Transportation							-
7.73 Housing							-
Total Function 7	-	-	-	22,849	-	-	22,849
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	81,424,695	11,687,703	17,095,001	16,828,220	3,664,072	7,356,717	138,056,408

School District No. 61 (Greater Victoria)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	73,523,857	17,094,049	90,617,906	4,011,108	94,629,014	93,932,028
1.03 Career Programs	1,353,810	315,254	1,669,064	566,031	2,235,095	1,936,839
1.07 Library Services	2,106,286	498,772	2,605,058	137,895	2,742,953	2,711,181
1.08 Counselling	2,059,474	484,699	2,544,173	10,303	2,554,476	2,538,308
1.10 Special Education	23,312,567	5,756,183	29,068,750	755,089	29,823,839	28,206,082
1.30 English Language Learning	2,021,830	475,168	2,496,998	134,645	2,631,643	2,282,053
1.31 Aboriginal Education	1,447,491	330,167	1,777,658	420,719	2,198,377	2,033,981
1.41 School Administration	10,138,150	2,325,887	12,464,037	265,014	12,729,051	12,503,225
1.60 Summer School	164,290	39,161	203,451	11,182	214,633	163,953
1.61 Continuing Education	362,084	85,364	447,448	43,179	490,627	351,736
1.62 International and Out of Province Students	6,944,985	1,618,546	8,563,531	2,153,234	10,716,765	8,285,168
1.64 Other	10,081	2,510	12,591	811	13,402	12,591
Total Function 1	123,444,905	29,025,760	152,470,665	8,509,210	160,979,875	154,957,145
4 District Administration						
4.11 Educational Administration	857,004	181,476	1,038,480	71,185	1,109,665	1,225,499
4.40 School District Governance	217,266	11,225	228,491	194,383	422,874	435,323
4.41 Business Administration	2,168,091	483,618	2,651,709	422,576	3,074,285	2,895,800
Total Function 4	3,242,361	676,319	3,918,680	688,144	4,606,824	4,556,622
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	1,142,739	261,408	1,404,147	661,405	2,065,552	1,793,611
5.50 Maintenance Operations	9,346,196	2,109,253	11,455,449	4,008,701	15,464,150	14,232,072
5.52 Maintenance of Grounds	857,358	185,574	1,042,932	270,359	1,313,291	1,244,044
5.56 Utilities	-	-	-	4,983,967	4,983,967	4,983,967
Total Function 5	11,346,293	2,556,235	13,902,528	9,924,432	23,826,960	22,253,694
7 Transportation and Housing						
7.41 Transportation and Housing Administration	22,849	5,689	28,538	3,307	31,845	31,845
7.70 Student Transportation	-	-	-	1,043,023	1,043,023	982,683
7.73 Housing	-	-	-	-	-	-
Total Function 7	22,849	5,689	28,538	1,046,330	1,074,868	1,014,528
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	138,056,408	32,264,003	170,320,411	20,168,116	190,488,527	182,781,989

School District No. 61 (Greater Victoria)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	11,615,186	9,895,512
Other Revenue	6,415,900	6,201,000
Investment Income	76,000	75,000
Total Revenue	18,107,086	16,171,512
Expenses		
Instruction	17,174,358	15,292,260
Operations and Maintenance	896,728	879,252
Total Expense	18,071,086	16,171,512
Net Revenue (Expense)	36,000	-
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(36,000)	-
Total Net Transfers	(36,000)	-
Budgeted Surplus (Deficit), for the year	-	-

School District No. 61 (Greater Victoria)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2017

Schedule 3A

	Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	Community/LINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	17,476		578,700		2,545,952	46,227	15,489		318,714
Add: Restricted Grants									
Provincial Grants - Ministry of Education	879,252	3,310,099		223,011		192,000	66,150	398,099	3,840,161
Other			15,000		6,000,000				
Investment Income			45,000		20,000				
	879,252	3,310,099	60,000	223,011	6,020,000	192,000	66,150	398,099	3,840,161
Less: Allocated to Revenue	896,728	3,310,099	60,000	223,011	6,020,000	200,000	70,000	398,099	4,040,161
Deferred Revenue, end of year	-	-	578,700	-	2,545,952	38,227	11,639	-	118,714
Revenues									
Provincial Grants - Ministry of Education	896,728	3,310,099		223,011		200,000	70,000	398,099	4,040,161
Other Revenue			15,000		6,000,000				
Investment Income			45,000		20,000				
	896,728	3,310,099	60,000	223,011	6,020,000	200,000	70,000	398,099	4,040,161
Expenses									
Salaries									
Teachers		2,072,420							316,401
Principals and Vice Principals				4,555				46,806	58,921
Educational Assistants		537,568		171,220		132,696			667,148
Support Staff									88,403
Other Professionals									38,400
Substitutes		92,694			60,000		20,000	40,000	14,921
		2,702,682	-	175,775	60,000	132,696	20,000	86,806	1,184,194
Employee Benefits									
Services and Supplies	896,728	607,417	60,000	36,223	9,480	33,110	3,160	16,102	285,479
	896,728	3,310,099	60,000	11,013	5,920,520	34,194	46,840	289,191	2,570,488
				223,011	5,990,000	200,000	70,000	392,099	4,040,161
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	30,000	-	-	6,000	-
Interfund Transfers									
Tangible Capital Assets Purchased					(30,000)			(6,000)	
					(30,000)			(6,000)	
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 61 (Greater Victoria)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2017

Schedule 3A

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education
Other
Investment Income

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education
Other Revenue
Investment Income

Expenses

Salaries
Teachers
Principals and Vice Principals
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense) before Interfund Transfers

Interfund Transfers

Tangible Capital Assets Purchased

Net Revenue (Expense)

Coding and Curriculum Implementation	Priority Measures	Ledger School	Provincial Inclusion Outreach	Charitable Trust	Estimate Trust	Attendance Support and Wellness	TOTAL
\$	\$	\$	\$	\$	\$	\$	\$
135,268	1,671,867	223,529	454,658		44,248	59,400	3,627,106
135,268	1,671,867	223,529	454,658	400,000	11,000	-	11,394,094
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	6,415,000
67,634	-	-	-	-	44,248	-	76,000
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	17,885,094
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	18,107,086
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	3,405,114
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	11,615,186
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	6,415,900
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	76,000
58,406	44,937	4,032				49,707	3,934,695
58,406	1,353,364	168,973	237,544	-	-	49,707	124,132
9,228	318,503	40,238	53,722			9,693	1,642,112
9,228	318,503	40,238	53,722	400,900	11,000	9,693	106,111
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	88,107
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	334,990
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	6,230,147
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	1,422,355
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	10,418,584
67,634	1,671,867	223,529	454,658	400,900	11,000	59,400	18,071,086
-	-	-	-	-	-	-	36,000
-	-	-	-	-	-	-	(36,000)
-	-	-	-	-	-	-	(36,000)
-	-	-	-	-	-	-	-

School District No. 61 (Greater Victoria)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget			2017 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	1,500,000		1,500,000	1,200,000
Rentals and Leases		4,028	4,028	4,028
Investment Income		36,491	36,491	70,000
Gain (Loss) on Disposal of Tangible Capital Assets	275,000		275,000	-
Amortization of Deferred Capital Revenue	6,721,934		6,721,934	6,721,934
Total Revenue	8,496,934	40,519	8,537,453	7,995,962
Expenses				
Operations and Maintenance	1,500,000		1,500,000	1,200,000
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,083,417		9,083,417	9,083,417
Debt Services				
Capital Lease Interest		4,504	4,504	
Total Expense	10,583,417	4,504	10,587,921	10,283,417
Net Revenue (Expense)	(2,086,483)	36,015	(2,050,468)	(2,287,455)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	2,036,000		2,036,000	800,000
Local Capital		117,367	117,367	
Total Net Transfers	2,036,000	117,367	2,153,367	800,000
Other Adjustments to Fund Balances				
District Portion of Proceeds on Disposal	(275,000)	275,000	-	
Tangible Capital Assets Purchased from Local Capital	1,900,000	(1,900,000)	-	
Principal Payment				
Capital Lease	112,863	(112,863)	-	
Total Other Adjustments to Fund Balances	1,737,863	(1,737,863)	-	
Budgeted Surplus (Deficit), for the year	1,687,380	(1,584,481)	102,899	(1,487,455)

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Pieter Langstraat, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: Board of Education

FROM: Piet Langstraat, Superintendent of Schools

DATE: February 27, 2017

RE: School Volunteers Policy and Regulation 1240

Background

At the Board meeting of June 20, 2016, the Board passed the following motion:

“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.”

The Board will note that there are no recommended changes to the Policy as it intends to encourage volunteers while ensuring that we are committed to respecting collective agreements.

In examining the issue, it is apparent the Regulation, however, is overly prescriptive in a manner that limits volunteers more thoroughly than the intention of the Policy. The changes are intended to reflect the intentions of the Policy. In addition, the Regulation now envisions ensuring that non-principal management may also be involved with volunteers (e.g. community).

Following the direction of the Board on June 20, 2016, I have reviewed the Policy and Regulation, brought the draft changes to the Policy Sub-Committee and also gathered feedback from our stakeholder groups and parents, providing a ten week period for feedback. A summary of the feedback is provided.

1	PAC	The parent community expressed support for the proposed changes to the Volunteer Regulation. In particular, the Playground Committee, which includes several members of the PAC, are very interested in doing a Community Installation of their proposed traditional playground. Their committee has discussed this process extensively with Habitat, the company with whom they will be working. Habitat has considerable experience in supporting school volunteer groups to do these installations. The recent installation at Torquay is a good example. The use of volunteers helps build a positive and connected school culture.
2	GVTA	The GVTA is concerned about the deletion of the majority of point #3 as this seems to be a very important piece that they would like to have remain in the regulation.
3	PAC	The PAC was consulted but had no further recommendations.
4	Parent	As it relates to #6, as an extensive volunteer for four years, this parent can't imagine the principal needing to be informed each time they are at the school as it seems to be a waste of administrative time to track all of the parents that volunteer each day. The office is a very busy place and this additional volunteer "tracking" seems unnecessarily onerous. Between lice check, pizza days, volunteering in class, weekly reading, art projects, general classroom support, hanging up art, shelving books in the library, outdoor education supervision, field trip supervision, special events, helping set up/clean up classrooms, book fairs, selling t-shirts/hoodies, providing kindergarten orientation/welcome and more for 622 kids (25 classrooms); it would seem that there could be a much more efficient way to manage volunteers. Perhaps volunteers could fill out a volunteer application/criminal record check at the beginning of the year that then authorizes one to volunteer in classroom (as authorized by teacher) or school as needed.
5	ASA	<p>The current language works fairly well for ASA. The first reaction to volunteers is - help - great and there certainly are many roles for volunteers in schools, but below are some thoughts re: ASA:</p> <p>If the person is already trained, then they are either doing an ASA job or the job of a teacher or an EA so, rightly, they are contravening contracts; and</p> <p>If the person is not already trained, then they would require training and supervision. ASA doesn't have nearly enough time to collaborate with teachers and EAs now so they would be hard pressed to justify prioritizing a volunteer. Many children on the SLP caseloads have communication as a main IEP goal, but the SLPs rarely have adequate time to support the EA or teacher in best practice program set up and delivery. It should be noted that criminal record checks do not pick up mental health issues.</p>

6	CUPE 947	<p>While CUPE believes in developing community involvement in our schools, they are very clear that their jobs will not be jeopardized. The Union has a longstanding understanding with the School Board regarding literacy. They approve of having volunteers read with children. However, this has been problematic for instance, at one school where 100 volunteers were being used. The issue was resolved with the District and CUPE agreeing to assign Educational Assistants to oversee their work, thus creating work for CUPE members.</p> <p>The current regulation states that if a program is dependent on volunteers and cannot operate without the use of volunteers then that program shall not continue. The Union holds this aspect up - that employees shall be placed where programs require ongoing support.</p> <p>CUPE 947 cannot endorse a policy that erodes the creation of meaningful work for our members. The children in this District have the right to trained, skilled, qualified and safe professional workers in their schools. CUPE members work professionally and collegially, developing relationships with their educational team partners be they GVTA, ASA or CUPE 382 members, so that they can deliver top quality service to the students and families in this District. There is no guarantee that volunteers will be vetted regarding skills, training, understanding of best practice, let alone criminal activity or mental health issues.</p> <p>Volunteers should not be brought in to do jobs that CUPE staff are not already doing. If there is a need to have personnel in place, then we need to develop a job, putting skilled personnel in those positions, not getting free labour from volunteers. The contractual agreement CUPE has with the Board is to develop and create meaningful work for their members. They do not want that agreement being eroded by bringing in volunteers where there may be a need to have a paid employee.</p> <p>It is imperative that the District honour the collective agreements and that duties within CUPE 947 job descriptions not be assigned to volunteers. CUPE 947 would encourage the District to work collaboratively with employee groups to create a list of appropriate tasks in which volunteers may participate.</p>
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*The Greater Victoria School District is committed to
each student's success in learning within
a responsive and safe environment.*

POLICY 1240

SCHOOL VOLUNTEERS

It is Board policy to encourage the involvement of volunteers in District schools. This involvement must not violate the contractual agreements between the Board and its professional and support staff.

Greater Victoria School District

Approved: March 9, 1981

Revised: September 24, 1984

Revised: June 1991

REGULATION 1240

VOLUNTEERS IN THE SCHOOLS

1. ~~The principal~~District staff shall become familiar with the contractual agreements that the Board has with its employee groups as well as the *School Act* as it pertains to volunteers.
2. ~~The principal~~District staff shall discuss with all ~~CUPE and teaching~~ staff, volunteers and the school's parent advisory ~~group council~~, the Board policy on volunteers in the schools and these attendant regulations, as required.
3. Under the direction of the ~~school's~~District's professional staff, volunteers may be used for various school programs, activities and functions and for a variety of tasks. ~~Tasks performed by volunteers within these programs, activities and functions are temporary in nature (i.e. they are not tasks normally carried out by GVTA, ASA or CUPE 947 members in the delivery of these programs, activities and functions.)~~

~~In order to understand and apply this regulation, two questions should be asked:~~

- ~~• Does the delivery of the program, activity or function depend on the participation of a volunteer?~~
 - ~~• Is the volunteer doing the job of an employee?~~
 - ~~If the answer is "yes" to either one of the above questions, volunteers should not be used.~~
4. ~~Volunteers will not perform tasks that are within any contractual agreements and/or job descriptions of CUPE 382 unless mutually agreed to by CUPE 382 employees and the Board. Pursuant to the *School Act*, volunteers will not perform tasks that would displace an employee.~~
 5. ~~It must be clear that volunteers are to assist with tasks. They are not to have sole responsibility for duties that need to be carried out in the delivery of~~

- ~~services. Volunteers will abide by all District policy and regulation including health and safety standards. District oversight will be provided in appropriate circumstances.~~
6. District and/or School administration as appropriate must be informed of volunteers that will be present in a school including the dates and times of the volunteering. Projects such as playground installation, community garden installation and/or maintenance etc should be organized with the support of the Director of Facilities and appropriate oversight shall be provided.
76. ~~The school's professional~~District staff must not assign volunteers to tasks that would compromise student and/or ~~family~~employee personal information.
~~confidentiality.~~
78. ~~The principal~~District staff shall screen all volunteers using the attached School Volunteer Information Form. The school principal is responsible to ensure this step is taken when school based volunteers are utilized.
98. The principal will require a person interested in being a volunteer to obtain a criminal record check when working alone with a student, on overnight field trips or volunteering on an ongoing basis. The principal may provide a letter to take to the local police station indicating the purpose of the record check is to allow the person to volunteer in a school.
109. Volunteers ~~cannot~~do not receive a stipend or fee or be paid in any manner for the services to be provided.
1140. ~~A review of this regulation shall occur when requested by either VCPAC or one of our district unions or associations.~~

Greater Victoria School District

Approved: March 1983
 Revised: March 25, 1991
 Revised: September 1994
 Revised: April 21, 2008
Revised: ***** **, 2016

SCHOOL VOLUNTEER INFORMATION

School: _____ Date: _____

Name: _____

Address: _____

Telephone: _____ Student's Name: _____

Number of days per month that you wish to volunteer: _____

Areas in which you wish to volunteer:

Driving: _____ Library: _____ Classroom: _____ Extra-curricular: _____

Other (please specify) _____

Areas of expertise: _____

Personal and work related character references:

Name: _____

Address: _____

Telephone: _____

Name: _____

Address: _____

Telephone: _____

Have you ever been convicted of a criminal offence for which you have not been subsequently pardoned?

Yes _____ No _____

I agree that the information provided on this form is true and accurate.

Volunteer's Signature

I have reviewed the information on this form.

Principal's Signature

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report

DATE: February 27, 2017

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

School Visits

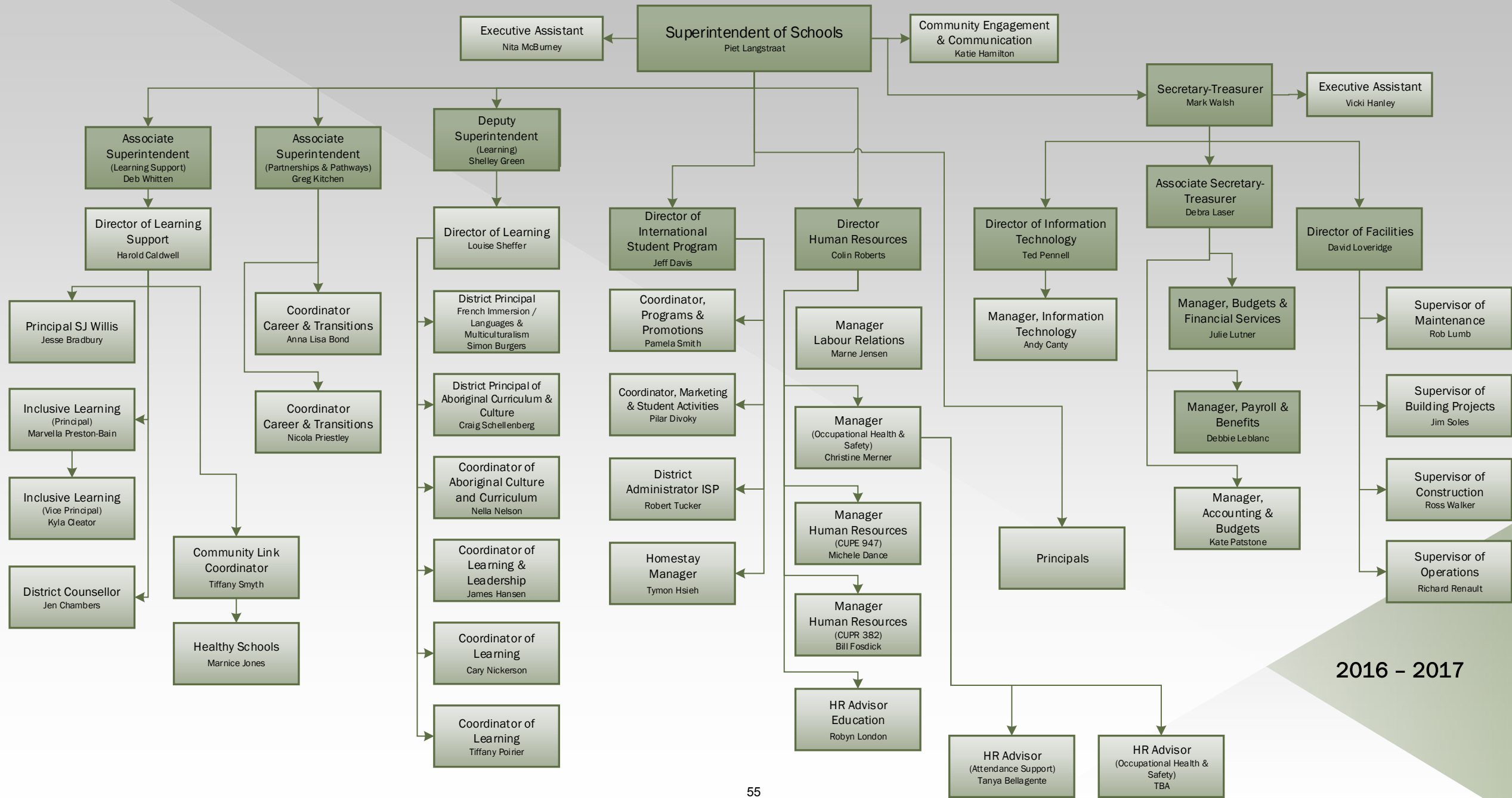
- Teaching at Monterey and Arbutus Middle Schools
- Quadra Aboriginal Dinner

Events and Meetings

The Superintendent has attended a number of events and met with a number of individuals since the last Board meeting. These have included:

- Provincial Committees
 - Service Delivery Project
- Meetings With Ministry Personnel
 - Capital
- District Committees
 - Equity
 - Public Engagement
 - Student Representative Council
 - Needs Budget
 - District Facilities Planning Committee
- Additional Meetings and Events
 - Tillicum Elementary – Hon. Judith Guichon, Lieutenant Governor
 - City of Victoria Council Presentation
 - Growing a Culture of Leadership
 - Victoria College of Art
 - Craigflower and Shoreline staffs
- Leadership Meetings with Administrators

Community
Greater Victoria School District – Organizational Chart
Board of Education



2016 - 2017

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report – Syrian Refugees

DATE: February 27, 2017

There has been a tremendous effort and coordination across the settlement sector in preparation for welcoming newcomer Syrian students and families. The Greater Victoria School District has been at this table in coordination with other school districts, Vancouver Island Health, Inter-Cultural Association of Greater Victoria (ICA), Victoria Immigrant & Refugee Centre Society (VIRCS), in addition to other outside agencies who provide specific counselling services. SD 61 implemented a district-wide process upon registration for every refugee family. A settlement worker along with an Arabic interpreter is present for every registration to ensure effective communication between the new family and the school. In addition to this, the role of the settlement worker is to ensure that the family is connected to a myriad of local supports, including counselling, employment opportunities, health care and adult English language learning opportunities. All school administration teams and ELL teachers received an e-mail and introductory letter from ICA outlining contacts and this process both last year and this year. This is in addition to internal school processes that identify needs of individual students through School Based Teams.

Last year upon the arrival of a large number of government-assisted refugees, SD 61 initiated and coordinated a tri-district three-day orientation to schools in Canada that involved facilitating school visits in Sooke for families. This was the first pro-active effort in the province before registration of Syrian students into our schools. Last year ELL teachers, administrators and counsellors were also invited, with release time provided, to a full day workshop facilitated by Vancouver Island Health and other local agencies on the diverse needs of our Syrian newcomers. This past October, another full day Pro D event was coordinated and facilitated by SD 61 at George Jay, alongside both neighbouring districts, local agencies, and experts in the field of Syrian refugees. SD 61's District Vice-Principal of ELL has also facilitated staff Pro D workshops, as well as responding to individual ELL teacher requests to support newcomer families. In addition to this, available resources, such as free online dual language texts in Arabic, have been shared, plus information regarding religious holidays and fire/lockdown drill considerations for refugees.

Victoria is also an active participant and leader on the Vancouver Island Refugee Response Team as well as the regional Education Working Group. We participate in every teleconference facilitated by the Ministry to share information regarding the arrival of Syrian families and best practices across the province are shared. We are also in constant communication with ICA to discuss needs and the coordination of supports. Last year we provided in-kind use of Sir James Douglas School and custodial time to support a major weekend fundraising event for Syrian families through VIRCS.

.../2

School staffs have done a tremendous job in supporting newcomer students. There are currently 83 Syrian students in 18 schools in our District. The number of students for the majority range from one to six students, with the exception of George Jay (13) and Quadra (23). Quadra has received an additional 0.6 FTE ELL teaching time and George Jay 0.2 FTE ELL teaching time with .2 FTE additional release time to use as needed to support the larger number of Syrian students new to the school.

Last year and this year, the District purchased additional resources for middle schools to support language learning (guided reading on Canadian content area, wordless picture books, writing programs, leveled literacy for the ELL support, games, Aboriginal content library, high interest low level library, supports of graphic organizers and information to mainstream teachers on supporting ELLs in classroom). All K-12 ELL teachers also received iPads. Some schools have even facilitated culture fairs. Secondary schools are currently being resourced in the same manner as our middle schools have been. Just recently, SD 61 has secured additional funding to implement Immigrant Parents As Literacy Supporters (IPALS), an eight week early literacy program for Syrian families and pre-school aged children. This will be hosted at George Jay in the coming weeks. Our Syrian students are thriving in our schools as a result of the caring and wonderful involvement of our teachers and community members.

OFFICE OF THE ASSOCIATE SUPERINTENDENTS

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA, V8Z 1E8
PHONE: 250-475-4133 FAX 250-475-4115

SHELLEY GREEN, DEPUTY ASSOCIATE SUPERINTENDENT
GREG KITCHEN, ASSOCIATE SUPERINTENDENT
DEB WHITTEN, ASSOCIATE SUPERINTENDENT

250-475-4117
250-475-4133
250-475-4220

To: Board of Education

From: Greg Kitchen, Associate Superintendent

Date: February 27, 2017

RE: 2017-18 and 2018-19 Calendar Consultation

Calendar Development with Partner Groups

District staff consulted with representatives from the ASA, CUPE 947, CUPE 382, GVTA, VCPAC and VPVPA and developed a draft calendar for the 2017-18 and 2018-19 school years. There was much discussion on the winter and spring breaks. Discussions were very cooperative and respectful with support for the draft calendar. In addition to the group meetings, there were separate meetings with the GVTA to discuss Professional Development days and to sign a Memorandum of Understanding.

We are recommending an amendment to the proposed calendar to include an additional closure day (bringing the total to five). Staff and students would return to school on Wednesday, April 4th, 2018 and not Tuesday, April 3rd, 2018 as previously posted.

Calendar Input From Individuals

Please see the attached summary regarding input received from individuals.

The Greater Victoria School District
Proposed Local Calendars for the 2017/2018 and 2018/2019 School Years

2017/2018 Proposed School Calendar

Designation	Proposed Calendar
Non-instructional Days:	Monday, September 18, 2017 Friday, October 20, 2017 Friday, November 24, 2017 Friday, February 23, 2018 Friday, April 20, 2018 Friday, May 18, 2018 To be chosen by each school
School Opening Day	Tuesday, September 5, 2017
Thanksgiving Day	Monday, October 9, 2017
Remembrance Day	Monday, November 13, 2017
Last day of school before Winter vacation	Friday, December 22, 2017
Schools re-open after Winter Vacation	Monday, January 8, 2018
Family Day	Monday, February 12, 2018
Last day of school before Spring Vacation	Friday, March 16, 2018
Good Friday	Friday, March 30, 2018
Easter Monday	Monday, April 2, 2018
Schools re-open after Spring Vacation	Wednesday, April 4, 2018
Victoria Day	Monday, May 21, 2018
Last day of school for students	Thursday, June 28, 2018
Year-end Administrative Day (& School closing day/year-end)	Friday, June 29, 2018

2018/2019 Proposed School Calendar

Designation	Proposed Calendar
Non-instructional Days:	Monday, September 17, 2018 Friday, October 19, 2018 Friday, November 23, 2018 Friday, February 22, 2019 Friday, May 17, 2019 To be chosen by each school
School Opening Day	Tuesday, September 4, 2018
Thanksgiving Day	Monday, October 8, 2018
Remembrance Day	Monday, November 12, 2018
Last day of school before Winter vacation	Friday, December 21, 2018
Schools re-open after Winter Vacation	Monday, January 7, 2019
Family Day	Monday, February 11, 2019
Last day of school before Spring Vacation	Friday, March 15, 2019
Schools re-open after Spring Vacation	Monday, April 1, 2019
Good Friday	Friday, April 19, 2019
Easter Monday	Monday, April 22, 2019
Victoria Day	Monday, May 20, 2019
Last day of school for students	Thursday, June 27, 2019
Year-end Administrative Day (& School closing day/year-end)	Friday, June 28, 2019

The Greater Victoria School District No. 61

Proposed Local Calendars for the 2017/2018 and 2018/2019 School Years

In accordance with the School Act and School Calendar Regulation, the Board of Education must adopt a calendar for each school year by the end of March and submit said approved calendar to the Ministry of Education. A Board may, at the same time, submit to the Minister up to three consecutive school calendar years.

At the Operations Policy and Planning Committee meeting of January 16, 2017, a motion was passed approving that the 2017/2018 and 2018/2019 proposed school calendars be posted on the District website to solicit feedback. The deadline for feedback was 4:00 p.m. on Tuesday, February 21, 2017.

52 responses were received

Of the 52 responses received, 19% (10) provided input regarding Pro D days, 38.5% (20) provided input regarding the Winter Break, 31% (16) provided input regarding Spring Break and 11.5% (6) liked the calendars as presented.

Last year, 24 responses were received as it relates to the 2016/17 calendar. Of those 24 responses, 15 (63%) requested that SD61 and SD63 (Saanich) have their spring breaks aligned, 7 (29%) would like the spring breaks aligned with the other south island school districts, 1 (4%) would like one week of spring break and only one pro D day in any given month and 1 (4%) would like the pro d days balanced better as students will miss 8 Mondays and 4 Fridays.

# of responses	Input Received Regarding
10	Professional Development Days <ul style="list-style-type: none">• Move the tri-district day to end of January (most teachers busy with projects and report cards at end of February)• Attach the February day to Family Day• Consider distributing Pro D days around the week as those who don't work Fridays have no opportunity for Pro D activities• Have all Pro D days the same in all schools, don't have a day in September and don't append to a long weekend (childcare cost impact)• Attach Pro D days to stat holidays• Have Pro D days over one of the breaks (spring or summer)• Have a Pro D day after Halloween
20	Winter Break <ul style="list-style-type: none">• Have the Winter Break start one week earlier (stated in 17 of the responses)• Would like the break to be December 20, 2017 to January 3, 2018• Like the break starting closer to Christmas• Would rather that the Winter Break begin in January
16	Spring Break <ul style="list-style-type: none">• In 2017/2018, Easter is blended into the Spring Break so District teachers (9) feel that they should get an additional day off; returning to school on Wednesday, April 4, 2018. Their rationale is that they teach additional instructional minutes throughout the school year to make up 5 days in order to get a two-week spring break• Appreciative of aligning calendar with SD 62 and 63 but feel that the spring breaks should only be one week• Spring break works better starting earlier in the month• Would like to see a change back to a one-week spring break (5)

# of responses	Input Received Regarding
6	<p>Like the calendars presented</p> <ul style="list-style-type: none"> • Like that the holidays begin as close to Christmas as possible • Thank you for aligning as many dates as possible (parent in SD 63/teacher in SD61) • Think that the collaboration is an excellent idea • Looks great – don't see any issues with the dates proposed • The dates for the school calendar work for my family • Having calendars like this would be great
	<p>Additional comments embedded in responses</p> <ul style="list-style-type: none"> • End the school year earlier in June • Would rather spring break earlier and the four-day Easter break separate • Would like to see year-round schooling • Would like to see SD61 have a calendar to which people could subscribe

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Piet Langstraat, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Interim Funding

DATE: February 27, 2017

The Greater Victoria School District received \$1,671,867 as its portion of the \$50 million interim funding (Priority Measures) being provided to districts to begin to address the outcome of the Supreme Court of Canada ruling. This equates to 33.944 FTE teaching positions for the remainder of the school year.

Attached, for the information of the Board of Education is a spreadsheet of the allocation by school and teaching category of the Priority Measures Funding.

Greater Victoria School District No. 61
2016/17 Priority Measures Allocations

FTE Received	Class Size / Composition	Library	Counselling	Inclusive Learning / Learning Support	English Language Learning	Continuing Education	Total
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ELEMENTARY

Braefoot	0.300				0.200	0.100		0.300
Campus View	0.500			0.500				0.500
Cloverdale	0.300				0.300			0.300
Craigflower	1.000	0.769			0.077	0.154		1.000
Doncaster	0.500			0.200	0.200	0.100		0.500
Eagle View	0.300				0.300			0.300
Frank Hobbs	0.500	0.500						0.500
George Jay	1.000				1.000			1.000
Hillcrest	0.300				0.100	0.200		0.300
Inclusive Learning	3.000			1.000	2.000			3.000
James Bay	0.500				0.500			0.500
Lake Hill	0.300	0.261	0.039					0.300
Macaulay	1.000	1.000						1.000
Margaret Jenkins	0.400				0.400			0.400
Marigold	0.500	0.400	0.100					0.500
McKenzie	0.500	0.500						0.500
Northridge	0.300				0.300			0.300
Oaklands	0.500	0.300	0.200					0.500
Quadra	1.000				1.000			1.000
Rogers	0.500	0.500						0.500
Sir James Douglas	0.500			0.100	0.400			0.500
South Park	0.400				0.400			0.400
Strawberry Vale	0.400				0.400			0.400
Tillicum	0.600	0.039	0.200		0.200	0.161		0.600
Torquay	0.300	0.300						0.300
Vic West	1.000				1.000			1.000
View Royal	0.600	0.480	0.120					0.600
Willows	0.600			0.200	0.400			0.600
TOTAL ELEMENTARY	17.600	5.049	0.659	2.000	9.177	0.715	-	17.600

MIDDLE

Arbutus	0.700				0.700			0.700
Cedar Hill	0.700				0.700			0.700
Central	0.700		0.171		0.529			0.700
Colquitz	0.800				0.800			0.800
Glanford	0.600				0.600			0.600
Gordon Head	0.600	0.600						0.600
Lansdowne	0.700		0.076		0.624			0.700
Monterey	0.600				0.600			0.600
Rockheights	0.800	0.600			0.200			0.800
Shoreline	1.000	0.700		0.300				1.000
TOTAL MIDDLE	7.200	1.900	0.247	0.300	4.753	-	-	7.200

SECONDARY

Esquimalt	1.143	1.143						1.143
Lambrick Park	1.143	0.571		0.286	0.286			1.143
Mt Doug	1.143	1.143						1.143
Oak Bay	1.143	0.268		0.375	0.375	0.125		1.143
Reynolds	1.143	0.286			0.857			1.143
Spectrum	1.143				1.143			1.143
Vic High	1.143	0.286			0.857			1.143
SJ Willis/Alt Ed	0.385				0.385			0.385
LINK	0.310	0.310						0.310
CE	0.448						0.448	0.448
TOTAL SECONDARY	9.144	4.007	-	0.661	3.903	0.125	0.448	9.144

TOTAL ALLOCATION	33.944	10.956	0.906	2.961	17.833	0.840	0.448	33.944
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TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Field Trips to the United States

DATE: February 27, 2017

Recent events have resulted in a review of planned student travel to the United States of America (U.S.A.) Attached, for the information of the Board of Education are trips that are scheduled for the remainder of the school year.

Planned student trips to the U.S.A. fall into three categories:

- Category A - Trips where deposits have been made on such things as travel, hotels, venues, etc.
- Category B - Trips that are earlier in the planning process where few or no funds have been expended.
- Category C - Trips that are being contemplated for the 2017 – 2018 school year.

It is the intention of administration to proceed in the following manner:

- Category A – Determine if any students will be potentially affected by potential issues at the border. Work with school staff and parents to determine whether the trip should proceed and under what guidelines. E.g. If a student on the trip is potentially affected, should the trip be cancelled or proceed with the student withdrawing with no financial penalty?
- Category B – Work with school staff and parents to discuss alternative destinations that would provide students with a similar experience. These could be destinations in Canada or other international destinations.
- Category C – Advise all principals that no future trips will be planned to the U.S.A. until such time as there is clarity and certainty regarding travel restrictions.

Administration will continue to monitor the travel restrictions to the U.S.A. on a regular basis and will apprise the Board of Education should circumstances change.

School: Lambrick Park Secondary

Date of Trip: March 6-10, 2017.

Location of Trip: San Jose, CA

Reason and participants: Sr Boys Baseball Academy

School: Spectrum

Date of Trip: Mar 16-22, 2017

Location of Trip: Washington, Oregon

Reason and participants: Band – 33 students

School: Oak Bay

Date of Trip: March 19-28, 2017

Location of Trip: Los Angeles, CA

Reason and participants: Island Ukeleles – 27 students

School: Oak Bay

Date of Trip: March 19-28, 2017

Location of Trip: Orlando, FL

Reason and participants: Track and Field training and competition – 27 students

School: Reynolds

Date of Trip: Apr 9-16, 2017

Location of Trip: San Francisco, CA

Reason and participants: Jr Band – 60 students

School: Reynolds

Date of Trip: Apr 17-24, 2017

Location of Trip: San Diego, CA

Reason and participants: Sr CSE – 40 students

School: Mt. Doug

Date of Trip: Apr 6-15, 2017

Location of Trip: New York, NY

Reason and participants: Marketing 12 – 21 students

School: Mt. Doug

Date of Trip: Apr 29-May 6, 2017

Location of Trip: New York, NY

Reason and participants: Marketing 12 – 15 students

School: Central Middle School

Date of Trip: April 26-30, 2017

Location of Trip: Seattle, WA

Reason and participants: Music Tour, 73 students

School: Monterey Middle School

Date of Trip: May 4-6, 2017

Location of Trip: Seattle, WA

Reason and participants: Grade 7/8 music students. 90 students

School: Central Middle School

Date of Trip: May 15-18, 2017

Location of Trip: Seattle, WA

Reason and participants: Grade 8 band – 73 students and 8 chaperones

School: Arbutus Global

Date of Trip: Jun 19-20, 2017

Location of Trip: Seattle, WA

Reason and participants: Gr 8 music students

School:

Date of Trip

Location of Trip

Reason and participants

School:

Date of Trip

Location of Trip

Reason and participants

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Student Enrolment Priorities – Public Consultation

DATE: February 27, 2017

The purpose of this memo is to update the Board of Education on the public consultation process that will be undertaken in March to solicit input about priorities for student enrolment.

The objectives of engaging the public in this process are to:

1. Raise awareness and understanding of growing student population in the District and the need to review student enrolment priorities.
2. Support a transparent and fair process that is responsive to input received.
3. Encourage high and broad participation of over 1,000 parents across the School District in providing input.
4. Close the loop with all stakeholders by making input, recommendations and decision accessible to all.
5. Utilize this process to capture how parents like to receive information and provide input.

BACKGROUND:

Under the School Act, the School District is required to articulate student enrolment priorities in a policy approved by the Board of Education. Student enrolment priorities have not been reviewed in decades. An ad-hoc Transfer and Registration Committee has been established to review the current priorities, seek public input and make recommendation to the Board in May 2017. The student enrolment priorities determined in this process will apply to kindergarten registration, French Immersion and requests for transfer.

The current priorities for registration and transfer are:

1. A returning student (catchment or non-catchment)
2. Sibling of a student in attendance at the time of registration and in September of the next school year
3. A catchment area child
4. A non-catchment area child
5. A non-school district child

Balancing access to neighbourhood schools and a want for choice can be challenging. When there is space available in schools, these values can often be accommodated; however, when enrolment is rising and space is limited, it becomes more difficult.

Student enrolment is increasing in the Greater Victoria School District for the first time in many years. Projections indicate growth of about 2,000 students over the next 10 years. Potential changes to class sizes may also limit the number of students that can be accommodated in each school.

Although it is anticipated that our 47 schools can accommodate the projected increase of overall students, some schools will be challenged to accommodate the demand for catchment students as well as choice. As certain neighbourhoods grow and demographics change, some schools are experiencing pressures already.

PROMISE TO THE PUBLIC:

It is important that the District is transparent about how public input will be used to inform decisions. In this instance, the commitment to the public is to “consult”, meaning the District will keep publics informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

CONSULTATION APPROACH:

Efforts to raise awareness of the opportunity to learn more and provide input will occur the first week of March. Traditional media, social media and web will be utilized in addition to working with the Victoria Confederation of Parent Advisory Councils, schools, and community gathering places and groups to share information. Outreach to cultural associations will also occur to assist in communicating or translating information for families with home languages other than English.

The process will launch after the annual “transfer week” (February 16-24) to avoid confusion with the current transfer process. The consultation process will be called “Student Enrolment Priorities” for ease of understanding (outlines who it is about, articulates enrollment in any school, and priorities for decision-making).

In an effort to reach as many parents across the District as possible, an online survey will collect and compile input. The survey will focus on capturing what is important to parents and what is most important when prioritizing how students are accepted when space is limited. In addition, it will invite general comments to capture qualitative feedback on the current priorities and potential scenarios.

Prior to launching the survey, the Superintendent will present at the District Parent Advisory Council meeting on Tuesday, February 28. An information session will also be hosted by the District to provide an in-person opportunity for parents to learn more.

Upon conclusion of the consultation period, a summary “What We Heard” document outlining the process, input collected and analysis, will be developed for the Committee and the Board’s review in May 2017.

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Pieter Langstraat, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: **Trustee Questions**

DATE: February 27, 2017

During this portion of the Board Meeting, Trustees will have the opportunity to raise questions. Where possible, an immediate response will be provided. In the event that research is necessary before a response is provided, the matter will be postponed until a researched response can be provided.

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: February 27, 2017

RE: Monthly Report

The purpose of this memo is to update the Board on some of the activities of the Secretary Treasurer's office over the past month.

A focus of the department this month has been registration and ensuring that our schools are able to accommodate all catchment regular program registrations. I have visited all of our schools at the elementary and middle school level with space concerns. Further, Superintendent Langstraat and I met with the capital division of the Ministry to discuss our space needs in light of the potential for smaller class sizes.

I attended a Victoria City Council meeting this month with the Superintendent and Vice-Chair Ferris where we presented an overview of our District Strategic plan and priorities.

We continue to work diligently on the District Facilities Plan and are moving into discussion of potential recommendations to feed into the draft report.

I met with representatives of the City of Victoria to discuss land and partnership issues.

Finally, I spoke with the media on the issue of enrolment and space.

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: February 27, 2017

RE: **2549 Quadra Street- Quadra Warehouse**

Background

As part of our ongoing long range facilities planning we have been providing regular updates on various properties in the District.

Quadra Warehouse Facility

Ownership

The site, previously occupied by District alternative programming, sits on 6 lots all of which are in the title of the District. The 2017 assessment values the land and building at \$3,331,000. The district insures the property and pays premiums of approximately \$4,000 per year.

Lease

The District has leased the property to the Vancouver Island School of Art. The lease currently is on a month to month basis and the yearly lease rate is \$2,500 per month or \$30,000 annualized. The rate has not increased since 2006. We have done a preliminary estimate and the lease rate for market value is between \$10 to \$14 per square foot. The building has 9200 square feet which would make the estimated market value between \$92,000 and \$128,800 per year. This is not including the common space, insurance costs etc.

Condition Assessment

Facilities staff toured the Warehouse facility to review its condition. The building was constructed in 1921. All of the mechanical and electrical systems, flooring, lighting, interior and exterior finishes are extremely outdated and in need of upgrading. The total cost of bringing the building up to modern standards is estimated to be between \$1.4 and \$1.6 million dollars depending on use.

District Need

The District is committed to ensuring that our sites are maintained in a fashion that supports ongoing use of District assets. The current condition does not meet that standard. Currently, the District is in the process of reviewing all of our sites for potential District use. We are particularly interested in a site to house our itinerant staff to provide permanent space and the ability to collaborate to support our vulnerable students in support of our strategic plan goals. If the District were required to rent space, we would likely be paying commercial rates as noted above.



SUBSTANTIVE MOTION TO AGM SUBMISSION FORM

Deadline for submission: Sunday, February 19, 2017

TITLE

Review of BCSTA Bylaws

SPONSOR

Board of Education of SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)

Please indicate if the proposed motion relates to an existing Foundational Statement or Policy Statement in [BCSTA's Policies](#).

- ☐ Relates to Foundational Statement No. [#] _____
- ☐ Relates to Policy Statement No. [#] _____
- ☐ Propose to make this resolution a new policy statement.
- ☒ This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

MOTION

That the BCSTA Board of Directors request the Legislative Committee (or other ad hoc committee) to review the BCSTA current bylaws to ensure they continue to best serve the membership and current organizational structure and bring any recommendations to the 2017 AGM.

RATIONALE

Provide a succinct description of why this motion is needed, plus any relevant background information.

We are all aware how quickly the education system is changing. Recently the BCSTA entered into a new relationship with the Ministry of Education through the Memorandum of Understanding. Such significant changes and the passage of time require regular review of the organizations bylaws to ensure they continue to serve the membership and organization as these changes are implemented.

Provincial Council has had discussions regarding challenges with meeting times around the AGM to complete their responsibility of passing the Budget. This seems to indicate that the bylaws requiring this to occur this way may not be serving the organization effectively.

The resolution "Removal of Honorary President" brought forward to this AGM is another indication that a regular review of these living guiding documents would benefit the organization.

OPTIONAL REFERENCES

Provide references to additional background material, e.g., legislation, websites, etc. Please attach copies of any documents referenced.

Please send a word version of the completed motion submission form to motions@bcsta.org

Please visit <http://www.bcsta.org/content/legislative-committee> to see the [BCSTA Motion Checklist](#) and other resources regarding preparing motions for BCSTA's AGM and Provincial Council.



SUBSTANTIVE MOTION TO AGM SUBMISSION FORM

Deadline for submission: Sunday, February 19, 2017

TITLE

Early Childhood Development under Ministry of Education

SPONSOR

Please select your Board, Branch, or Committee from the menu.

Please indicate if the proposed motion relates to an existing Foundational Statement or Policy Statement in [BCSTA's Policies](#).

- ☐ Relates to Foundational Statement No. [#] _____
- ☐ Relates to Policy Statement No. [#] _____
- ☐ Propose to make this resolution a new policy statement.
- ☒ This is an action resolution and does not change or contradict any existing Foundational or Policy Statement.

MOTION

Be it resolved that the BCSTA urge government to bring Early Childhood Development and the appropriate full funding under the responsibility of the Ministry of Education

RATIONALE

Provide a succinct description of why this motion is needed, plus any relevant background information.

For discussion

OPTIONAL REFERENCES

Provide references to additional background material, e.g., legislation, websites, etc. Please attach copies of any documents referenced.

Please send a word version of the completed motion submission form to motions@bcsta.org

Please visit <http://www.bcsta.org/content/legislative-committee> to see the [BCSTA Motion Checklist](#) and other resources regarding preparing motions for BCSTA's AGM and Provincial Council.