

**THE BOARD OF EDUCATION OF SCHOOL
DISTRICT NO. 61 (GREATER VICTORIA)
EDUCATION POLICY AND DIRECTIONS COMMITTEE
REGULAR MEETING AGENDA**

Chairperson: Trustee Whiteaker

Monday, April 3rd, 2017 – 7:00 PM

Location: Board Room

Dialogue with the Public is welcome during Standing Committee Meetings

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.

ITEM	PRESENTER	STATUS	ATTACH
1. Approval of the Agenda			
2. Approval of the Minutes of Education Policy and Directions Committee Meetings of <i>January 9th</i> and <i>March 6, 2017</i>			pgs. 2-7
3. Business Arising From the Minutes			
4. Presentations to the Committee			
5. New Business			
A. <i>Introduction of Student Representative</i>	<i>Piet Langstraat, Superintendent and Justin Lo, Student Rep - Mt. Doug Secondary</i>	<i>- Info</i>	
B. <i>Annual Report - Information Technology</i>	<i>Ted Pennell</i>	<i>- Info</i>	
C. <i>Administrator Professional Learning</i>	<i>Piet Langstraat</i>	<i>- Info</i>	pgs. 8-9
D. <i>Food Awareness Report</i>	<i>Marnice Jones/Tiffany Smyth</i>	<i>- Info</i>	
6. Notice of Motions			
7. General Announcements			
8. Adjournment			



**Education Policy and Directions Committee
January 9, 2017 – Rockheights Middle School**

Regular Minutes

Present: **TRUSTEES**
Ann Whiteaker, Chair
Tom Ferris
Diane McNally
Deborah Nohr
Peg Orcherton
Jordan Watters

ADMINISTRATION
Shelley Green, Deputy Superintendent
Deb Whitten, Associate Superintendent
Greg Kitchen, Associate Superintendent
Katie Hamilton, Communications and Community Engagement
Ilda Turcotte, GVTA Representative
Maryanne Trofimuk, VPVPA Representative

The meeting was called to order at 7:00 pm.

Chair Whiteaker welcomed everyone to tonight’s meeting.

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

Chair Whiteaker thanked outgoing Education, Policy and Directions Chair, Deborah Nohr, for her leadership as Chair of this committee for the past 2 years.

1. APPROVAL OF THE AGENDA

It was moved by Trustee Orcherton:

That the January 9, 2017 Education, Policy and Directions agenda be approved.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Ferris:

That the December 5th, 2016 Education Policy and Directions Committee meeting regular minutes be approved.

Motion Carried Unanimously

3. BUSINESS ARISING FROM THE MINUTES - None

4. PUBLIC PRESENTATIONS TO THE COMMITTEE - None

5. NEW BUSINESS

A. Introduction of Student Representative

Both Superintendent Piet Langstraat and Student Representative, Elidih Morrison, from Reynolds High School, were unable to attend tonight's meeting and sent their regrets.

B. Learning Support Plan

Harold Caldwell, District Principal-Learning Support Team, presented the Learning Support Plan through a PowerPoint presentation. He introduced the 54 member team and described the learning support plan.

Mr. Caldwell also outlined the priorities, described the goals and explained the strategies. He provided several examples of strategies being used to achieve the goals. Mr. Caldwell concluded with an overview on the work to date and described what will follow over the rest of the year and into next year.

Questions regarding the learning support plan followed the presentation.

C. District Middle School Review Committee - Terms of Reference

Associate Superintendent, Deb Whitten, spoke to the Terms of Reference for the District Middle School Review Committee.

Trustees asked questions and made suggestions following the explanation of the Terms of Reference.

The following motion was then put forward:

It was moved by Trustee Nohr:

That the Board of Education of School District No. 61 (Greater Victoria) accept the Terms of Reference for the District Middle School Review Committee with the following amendments: Under **Timeline** delete the word final and change the reporting from the Operations, Policy and Planning Committee to the Education, Policy and Directions Committee.

Motion Carried Unanimously

It was moved by Trustee Nohr:

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

6. NOTICE OF MOTIONS - None

7. GENERAL ANNOUNCEMENTS - None

8. ADJOURNMENT

It was moved:

That the meeting be adjourned.

Motion Carried Unanimously

The meeting adjourned at 8:15 pm.



**Combined Education Policy and Directions Committee and
Operations Policy and Planning Committee Meeting
March 6, 2017 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Present: Ann Whiteaker, Chair, Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard, Edith Loring-Kuhanga, Deborah Nohr, Tom Ferris

Regrets: Peg Orcherton

Administration:

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Katie Hamilton, Manager, Community Engagement and Communications, David Loveridge, Director, Facilities Services

The meeting was called to order at 7:00 p.m.

Chair Whiteaker 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 Ferris:

That the March 6, 2017 regular agenda be approved with the addition of a Presentation under 5B by David Futter, 2nd Vice President, GVTA.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES – None

3. BUSINESS ARISING FROM MINUTES – None

4. EDUCATION POLICY AND DIRECTIONS COMMITTEE – Trustee Whiteaker, Chair

A. PRESENTATIONS TO THE COMMITTEE – None

B. NEW BUSINESS

1. Introduction of Student Representative - Rory O'Donnell, SJ Willis Education Centre

Superintendent Langstraat introduced Rory O'Donnell, Student Representative from SJ Willis Education Centre.

2. Annual Report – Aboriginal Education

Nella Nelson, Coordinator Aboriginal Education and Louise Sheffer, Director, Learning Team provided an overview of the annual report of the Aboriginal Nations Education

department. They highlighted the partnerships and initiatives the Department has been a part of over the last year and noted a number of cultural and curricular highlights.

Trustees expressed appreciation for the presentation and both trustees and members of the public asked questions of clarification.

3. Inclusive Learning Conversation

Associate Superintendent Whitten provided Trustees with background information on the District's ongoing inclusive learning conversation.

Discussion ensued and Trustees and members of the public asked questions of clarification.

4. District Programs

Associate Superintendent Whitten provided an overview of the District's plan to restructure the District Low Incidence programs and the District Behaviour Support programs.

Discussion ensued and Trustees and members of the public asked questions of clarification.

C. NOTICE OF MOTION – None

D. ADJOURNMENT

It was moved by Trustee Ferris:

That the meeting adjourn.

Motion Carried Unanimously

5. OPERATIONS POLICY AND PLANNING COMMITTEE – Trustees Watters, Chair

A. APPROVAL OF THE MINUTES

It was moved by Trustee Paynter:

That the February 14, 2017 Operations Policy and Planning Meeting regular minutes be approved.

Motion Carried Unanimously

B. PRESENTATIONS

1. Colette Baty, President, Vancouver Island School of Art

Ms. Baty presented information on the Vancouver Island School of Art and highlighted the organization's connection to the building which are they are leasing.

2. David Futter, 2nd Vice President, GVTA – Day of Mourning

Mr. Futter spoke about the Day of Mourning for workers killed or injured in workplace incidents and asked the District to support the day as it had in the previous year.

Trustees expressed support for the Day of Mourning.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) support the Day of Mourning, April 28, 2017 and communicate its support to all employees.

Motion Carried Unanimously

C. SUPERINTENDENT'S REPORT – None

D. PERSONNEL ITEMS – None

E. FINANCE AND LEGAL AFFAIRS – None

F. FACILITIES PLANNING

1. District Facilities Plan Update

Secretary-Treasurer Walsh highlighted the progress of the District Facilities Plan Committee indicating that work was anticipated to be completed within the anticipated timeline of the Terms of Reference. Trustees asked questions of clarification.

2. Deferred Maintenance Projects

Secretary-Treasurer Walsh and Director of Facilities Loveridge reviewed the deferred maintenance spending projects supported by the Board's increased allocation to Facilities for the 2016-2017 school year and highlighted future maintenance needs.

Trustees expressed appreciation for the information contained in the presentation and asked questions of clarification.

3. School Space Utilization Review

Secretary-Treasurer Walsh and Director of Facilities Loveridge provided an overview of the School Space Utilization Review report. They indicated that the District needed approximately 51 new teaching spaces based on class size language. They also indicated, however, that our schools were able to accommodate most of this increase within currently available space.

They highlighted the anticipated capital costs associated with a return to pre 2002 contract language, and also noted that the total estimated value for secondary schools was not yet available.

They also explained that the current review by Facilities of custodial services was timely given the expansion of space.

Secretary-Treasurer Walsh indicated that administration would not at this point be recommending the reopening of Richmond school. He noted that until the work of the student registration committee was complete, appropriate capital planning would be missing an important input. He also indicated that the limited portable expansion at Willows Elementary and Oaklands Elementary is expected to be sufficient to support the cohorts currently enrolled in the schools. Finally, he indicated that the District did not want to have to seismically upgrade a school while it was active and that Richmond is an important facility for the seismic program.

Discussion ensued and Trustees asked questions of clarification.

4. Shop Funding

Director of Facilities Loveridge presented the shop report and highlighted areas of immediate need for shop health and safety. Associate Superintendent Kitchen reported that he was currently consulting with shop teachers regarding the appropriate programming and equipment needs to support shops.

Secretary-Treasurer Walsh indicated that the District has applied for funds from a number of sources to support shops and expected news in the near future on the status of those requests.

Discussion ensued and Trustees, stakeholder and members of the public asked questions of clarification.

F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

G. NEW BUSINESS – None

H. NOTICE OF MOTION – None

I. GENERAL ANNOUNCEMENTS – None

J. ADJOURNMENT

It was moved Trustee Leonard:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 10:20 p.m.

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Administrator Professional Learning

DATE: March 29, 2017

One of the basic tenets of a learning community is that all members of that community are involved in learning and growing. As we continue to strive to be One Learning Community in the Greater Victoria School District it is critical that all aspects of our district focus on growth and improvement.

To that end, school and District administrators have embarked on a process that focuses on growth for all administrators. There are basically two facets to this process.

1. Management Curriculum

There are many aspects of administrators' responsibilities that can best be described as managerial tasks. These include such things as budgeting, timetabling, staffing, etc. In order to assist new and practising administrators with becoming proficient at these tasks, the District has undertaken a process to identify these tasks and to build a support structure that provides administrators with the opportunity to become more proficient in this aspect of their work.

2. Professional Standards and Generative Dialogue

The British Columbia Principals and Vice Principals Association (BCPVPA) has developed a document entitled, "Leadership Standards for Principals and Vice-Principals in British Columbia 2015". The purpose of this document is to "... assist in providing a learning framework for aspiring administrators, administrators in transition and administrators seeking continual renewal."

The document provides the basis for a process of continuous learning for administrators in the GVSD. The process couples the development of a personal professional growth plan based on the leadership standards of the BCPVPA with regular visits utilizing the principles of generative dialogue.

There are two elements that are key to this process. The development of professional goals expressed as inquiry questions with timelines and evidence is the first critical step in the process. The purpose of the professional goals are not to simply list tasks that an administrator needs to complete. A quality professional goal focuses on expanding the administrator's skill set in relation to the standards.

The second critical element of this process is the regular monthly dialogue. Too often, professional growth plans are submitted early in the school year and not reviewed until the end of the year. By having regular monthly dialogue regarding progress towards the goal, plans for the coming month, and supports that are required, the administrator is constantly working towards improvement.

The superintendent, along with other administrators will provide an overview of the administrator professional learning program.