



**Operations Policy and Planning Committee Meeting  
April 10, 2017 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard, Ann Whiteaker, Edith Loring-Kuhanga

**Administration:**

Piet Langstraat, Superintendent of Schools, Mark Walsh, Secretary-Treasurer, Shelley Green, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Deb Whitten, Associate Superintendent, Colin Roberts, Director, Human Resource Services, David Loveridge, Director, Facilities Services, Katie Hamilton, Manager, Community Engagement and Communications, Julie Lutner, Senior Manager, Budgets and Financial Analysis

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 Watters:

That the April 10, 2017 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Leonard:

That the March 6, 2017 Combined Education Policy and Directions and Operations Policy and Planning Meeting regular minutes be approved.

**Motion Carried Unanimously**

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

**4. PRESENTATIONS TO THE COMMITTEE**

**A. Susan Abells, Microhousing Victoria**

Susan Abells reviewed her powerpoint on Anomura Microhousing.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to their proposal for temporary social housing.

A discussion ensued amongst the Trustees.

It was moved by Trustee Leonard:

- ii) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to the proposal for temporary social housing*" be tabled to the June 2017 Operations Policy and Planning Committee meeting.

**Motion Defeated**

For: Trustee Leonard

Against: Trustees Watters, McNally, and Paynter

Chair Watters called for the vote on the main motion.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) authorize senior administration to engage with Anomura to develop a feasibility study of land use with respect to the proposal for temporary social housing.

**Motion Carried**

For: Trustees Watters, McNally, and Paynter

Against: Trustee Leonard

## B. Kate Berniaz and Lise Richard, Active and Safe Routes to School Project

Ms. Berniaz and Ms. Richard presented on the work being done between the Capital Regional District and the School District on the Active and Safe Routes to School Project highlighting areas the School District could improve to encourage less travel by car to school.

## 5. SUPERINTENDENT'S REPORT

### A. Introduction of Student Representative

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

## 6. PERSONNEL ITEMS

### A. Procedures for Responding to Parental Concerns

Colin Roberts, Director, Human Resource Services provided an overview of the procedures that that District follows when responding to concerns received from parents whose children attend schools in the district. Trustees asked questions of clarification.

## 7. FINANCE AND LEGAL AFFAIRS

### A. Budget 2017-2018

Secretary-Treasurer Walsh provided highlights of the proposed 2017-2018 budget that was presented on April 5, 2017 and reviewed the budget options to be considered by the Board.

The Board will deliberate and approve the budget bylaw on April 19, 2017. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses to support reinvestment in facilities and childcare opportunities.

A discussion ensued with a proposed amendment.

It was moved by Trustee Paynter:

- ii) That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) approve rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses to support reinvestment in facilities and childcare opportunities*" be amended to delete the words "*rental rate increases for School District No. 61 facilities as follows: \$330K for facilities and field rentals and \$295K for out-of-school care licenses*" and add "*the proposed District facilities rental rates effective July 1, 2017*".

**Motion Carried Unanimously**

Chair Watters called for the vote on the motion as amended.

- iii) That the Board of Education of School District No. 61 (Greater Victoria) approve the proposed District facilities rental rates effective July 1, 2017 to support reinvestment in facilities and childcare opportunities.

**Motion Carried Unanimously**

## **B. Public Budget Information 2017-2018**

Katie Hamilton, Manager, Community Engagement and Communications reviewed the strategies that will be employed to make the 2017-2018 budget information more accessible and to foster greater understanding of where the funds are invested across the school district. Trustees asked questions of clarification.

## **C. March 31, 2017 Quarterly Financial Report**

Secretary-Treasurer Walsh presented the quarterly financial report for the period ending March 31, 2017 which shows the Annual Operating Budget and the year-to-date actual revenue and expenditure as a percentage of the operating budget. The year-to-date results are comparable to the prior year and reflect the nature of school district operations. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

## **D. Report of the Public Engagement Ad Hoc Committee**

Katie Hamilton, Manager, Community Engagement and Communications presented the recommendations related to public engagement during Board of Education meetings and provided an overall update on the progress made to date on the Public Engagement and Communications Plan. The Plan will be presented to the Board of Education in June 2017.

Trustees discussed the proposed changes to Bylaw 9360 *General Meeting of the Board* and asked questions of clarification.

It was moved by Trustee McNally:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Bylaw 9360 *General Meeting of the Board* to reflect the opportunity for stakeholder partners to comment (but not vote) on agenda items at Board of Education meetings.

**Motion Carried Unanimously**

The Committee supported moving motions ii) and iii) below to the April 24, 2017 board meeting.

- ii) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Bylaw 9360, *General Meeting of the Board* at the meeting of April 24, 2017.

Motion to be Carried Unanimously

- iii) That Bylaw 9360, *General Meeting of the Board* be:

Read a first time the 24<sup>th</sup> day of April, 2017;  
Read a second time the 24<sup>th</sup> day of April, 2017;  
Read a third time, passed and adopted the 24<sup>th</sup> day of April, 2017.

It was moved by Trustee McNally:

- iv) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website and develop an orientation program on governance for partner representatives and Trustees.

Discussion ensued amongst the Trustees with a proposed amendment.

It was moved by Trustee Watters:

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself, and improve the District website and develop an orientation program on governance for partner representatives and Trustees*" be amended to delete the words "*and develop an orientation program on governance for partner representatives and Trustees*".

**Motion Carried**

For: Trustees Watters, Leonard and McNally  
Against: Trustee Paynter

Chair Watters called for the vote on the motion as amended.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to enhance the information available to the public and stakeholders about their role and voice at meetings, the ability to address the Board and participate at Standing Committees as well as update the agenda package and information at the meeting itself and improve the District website.

**Motion Carried**

For: Trustees Watters, Leonard and McNally

Against: Trustee Paynter

It was moved by Trustee Paynter:

- v) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to extend the timeline of the Public Engagement and Communications Committee to include the 2017-2018 school year.

**Motion Carried Unanimously**

## E. BC Transit Update

Secretary-Treasurer Walsh explained that BC Transit has discontinued one of the two programs for youth and that students have expressed concerns about the increase in cost, lack of convenience of purchase and lack of photo id. The District has met with BC Transit and is looking into the possibility of selling passes to students at schools. More information will be provided at a future meeting.

## F. Policy Sub-Committee Report

Secretary-Treasurer Walsh stated that the Policy Sub-Committee has continued to review policies that should be deleted and replaced with job descriptions that will be included in the administrative procedures manual. Policy 2123.040 *Manager Building Operations*, Policy 2123.045 *Supervisor of Maintenance* and Policy 2123.046 *Supervisor of Construction* should be deleted.

It was moved by Trustee Leonard:

- i) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.040 *Manager Building Operations*.

**Motion Carried Unanimously**

It was moved by Trustee Leonard:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.045 *Supervisor of Maintenance*.

**Motion Carried Unanimously**

It was moved by Trustee Leonard:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) delete Policy 2123.046 *Supervisor of Construction*.

**Motion Carried Unanimously**

## G. Student Learning Grant

Superintendent Langstraat explained that the Government recently provided a Student Learning Grant in the amount of \$955,761 to support student learning and to assist in implementing the new curriculum. He stated that the plan is to use the funding to increase student access to technology by providing devices initially to schools with gaps in their access to technology and to create a multi-year strategy to ensure diffuse equitable access to student devices. The District will work with its partners on this initiative. Trustees asked questions.

8. **FACILITIES PLANNING** – None

9. **PUBLIC DISCLOSURE OF IN-CAMERA ITEMS** – None

10. **NEW BUSINESS** – None

11. **NOTICE OF MOTION**

- i) Trustee McNally - Allocation of 2017/2018 One-Time Operating Budget Surplus to be provided to the Board

That the Board of Education of School District No. 61 (Greater Victoria) approve allocating the 2017/2018 one-time operating budget surplus of \$1.4 million as follows:

Support for Student Technology	\$400K
Inclusive Learner Spaces	\$400K
Environmental Upgrades	\$200K
Shop Upgrades	\$400K

12. **GENERAL ANNOUNCEMENTS** - None

13. **ADJOURNMENT**

It was moved Trustee Leonard:

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 10:03 p.m.