

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

**Regular Board Meeting**

**Tuesday, May 23, 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, Tuesday, May 23, 2017 @ 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road**

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**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 01-04)
- A2. Approval of the Minutes**
- a) Approval of the April 19, 2017 Special Board Budget Minutes (p 05-09)
  - b) Approval of the April 24, 2017 Regular Board Minutes (p 10-17)
- A3. Business arising from the Minutes**
- A4. Student Achievement**
- a) Cammy Coughlin, Principal, Hillcrest Elementary School  
Culturally Responsive Education in Action
- A5. District Presentations**
- A6. Community Presentations** (5 minutes per presentation)
- a) Erica Woodin, UVIC, Parent Survey re Enrolment Priorities
  - b) Drea Prizeman, Proposed Enrolment Changes
  - c) Anna McKean, Proposed Enrolment Changes
  - d) Jason Gammon, GVTA, re-opening Richmond Elementary School
  - e) Winona Waldron, GVTA, student lunch monitors

**B. CORRESPONDENCE**

- B1. Letter from Ministry of Education re Service Delivery Project Report** (p 18-19)

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

**B2. 2015-2016 Burnside Gorge Annual Report**

(p 20-24)

**C. TRUSTEE REPORTS****C1. Chair's Report****C2. Trustees' Reports**

- a) Trustee McNally

(p 25)

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

- a) Minutes from the May 1, 2017 meeting – Information only

(p 26-29)

- b) Recommended Motions:

(p 30-31)

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the May 1, 2017 Education Policy and Directions Committee meeting.

- i) That the Board of Education of School District No.61 (Greater Victoria) approve the Board Authority Authorized course: Yoga for Mindfulness 10 - 12.
- ii) That the Board of Education of School District No.61 (Greater Victoria) approve the Board Authority Authorized course: Astronomy 11.
- iii) That the Board of Education of School District No.61 (Greater Victoria) approve the Board Authority Authorized course: Travel Languages 11.
- iv) That the Board of Education of School District No.61 (Greater Victoria) approve the Board Authority Authorized course: Political Science 12.

**D2. Operations Policy and Planning Committee**

- a) Minutes from the May 8, 2017 meeting – Information only

(p 32-34)

- b) Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the May 8, 2017 Operations Policy and Planning Committee meeting.

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

- i) That the Board of Education of School District No.61 (Greater Victoria) instruct the Chair to write to the Ministry of Children and Family Development requesting their support for childcare providers applications for capital funding, and expressing the Board's support for childcare at district schools.
- ii) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review lunch monitor guidelines, training, student/supervisor ratio; and costs for additional programming and bring this report to either the Operations Policy and Planning Committee or the Education Policy and Directions Committee or to the Board.

## **E. DISTRICT LEADERSHIP TEAM REPORTS**

### **E1. Superintendent's Report**

- a) Monthly Report (p 35)

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

- b) Student Enrolment Priorities Report (p 36-43)
- c) Trustee Questions (p 44)

### **E2. Secretary-Treasurer's Report**

- a) Monthly Report (p 45)

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

- b) Technology Packages for New Enrolling Classrooms (p 46)

That the Board of Education of School District No. 61 (Greater Victoria) approve spending up to \$500,000 from local capital for technology packages for new enrolling classrooms.

## **F. QUESTION PERIOD (15 minutes total)**

## **G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

## **H. NEW BUSINESS/NOTICE OF MOTIONS**

### **H1. New Business**

- a) Trustee McNally - Lunch Hour Supervision

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

That the Board of Education of School District No. 61 (Greater Victoria) request the Chair to write a letter to the Minister of Education, copying other Party leaders, requesting that the Ministry of Education fund CUPE Education Assistants to supervise SD61 K-5 students during student lunch times in classrooms that rely on students to do this supervision.

b) Trustee McNally - Ad Hoc Committee Terms of Reference

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to develop a draft Terms of Reference for an ad hoc committee to be formed to explore the feasibility of reopening schools currently leased or used for other purposes to be presented at the September Operations Policy and Planning Committee meeting.

**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)  
April 19, 2017 Special Board Budget Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Trustees Tom Ferris, Chair, Diane McNally, Elaine Leonard, Deborah Nohr, Peg Orcherton, Rob Paynter, Jordan Watters, Ann Whiteaker, Edith Loring-Kuhanga (by conference call)

**Administration:**

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

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

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

**A. COMMENCEMENT OF MEETING**

**A1. Approval of the Agenda**

It was moved by Trustee Leonard and seconded:

That the April 19, 2017 Agenda be approved as amended to add Speakers under B. Public Presentations, new Item C1 a i) Trustee Watters Motion - Out-of-School Care Rental Rates, new Item C1 a ii) Trustee Orcherton Motion - Strawberry Vale Preschool Society, new Item C2 B i) Trustee Leonard Motion - Budget Options, and a motion from Trustee Whiteaker under new Item F. New Business.

**Motion Carried Unanimously**

**B. PUBLIC PRESENTATIONS ON THE 2017/2018 BUDGET**

Several public presentations were made expressing concerns about the proposed increases in out-of-school care and facility rental rates including the following:

Katy Rose, Strawberry Vale Preschool  
Bev Horsman, Grandparent  
Angie Hentze, Strawberry Vale Preschool  
Cindy Fuailefan, Regional Out-of-School Care  
Marjorie Ireton Roach, Strawberry Vale Preschool  
Liam Vearer, Strawberry Vale Preschool  
Madeline Dams, Strawberry Vale Preschool  
John Hajecek, Strawberry Vale Preschool  
Jason Butler, Strawberry Vale Preschool  
Daniel Peters, Doncaster Elementary After School Care  
Rhonda Sylven, Vancouver Island Preschool Association  
Serena Samra, Strawberry Vale Preschool  
Diane Brown, Strawberry Vale Preschool

**C. 2017/2018 ANNUAL BUDGET****C1. 2017/2018 Annual Budget Debate**

## a) i) Trustee Watters - Out-of-School Care Rental Rates

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) postpone the proposed rental increases for all Out-of-School Care providers pursuant to consultation through an Ad Hoc Committee of the Board.

**Motion Carried Unanimously**

## ii) Trustee Orcherton - Strawberry Vale Preschool Society

The Strawberry Vale Preschool Society motion became redundant since the motion under C1 a i) passed.

That the Board of Education of School District No. 61 (Greater Victoria) postpone any decision regarding the Strawberry Vale Preschool Society until the Board has the opportunity to be fully informed about prior agreements and obligations by both parties.

## iii) Recommended Motion from the Operations Policy and Planning Committee meeting on April 10, 2017:

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.

Discussion ensued amongst the Trustees with a proposed amendment.

It was moved by Trustee McNally and seconded:

That the motion "*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*" be amended to add the words "*apart from Out-of-School Care fees*" after the word "*rates*".

**Motion Carried Unanimously**

Chair Ferris called for the vote on the amended motion.

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

**Motion Defeated Unanimously**

Superintendent Langstraat stated that he will bring a proposed consultation process related to the rental rate increases to the April 24, 2017 Board of Education meeting

## b) New Business

Superintendent Langstraat reviewed the budget options for consideration related to the one-time operating surplus of \$1.4 million including support for student technology, inclusive learner spaces, environmental upgrades, expansion of the technology for learning program, shop upgrades and application to the 2018/2019 operating budget deficit, and also addressed the question of spending funding on counselors at the elementary level. Trustees asked questions of clarification.

## i) Trustee Leonard - Budget Options

It was moved by Trustee Leonard and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) postpone the decision of allocating the 2017/2018 one-time operating budget surplus of \$1.4 million until the June or September board meeting.

**Motion Defeated Unanimously**

Discussion ensued amongst the Trustees with respect to the proposed budget options related to the operating surplus of \$1.4 million.

## ii) It was moved by Trustee McNally and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) allocate the 2017/2018 one-time operating budget surplus of \$1.4 million to the 2018/2019 operating budget deficit.

**Motion Carried Unanimously**

## iii) It was moved by Trustee Leonard and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to bring back the proposed budget options related to the one-time operating budget surplus of \$1.4 million to the June Board meeting.

**Motion Carried Unanimously**

## iv) Trustee McNally's motion - Allocation of 2017/18 One-Time Operating Budget Surplus was not considered as a result of passing the motion under C1 b ii).

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



**C2. 2017/2018 Annual Budget Bylaw**

- a) Secretary-Treasurer Walsh referred to the 2017/2018 Annual Budget Bylaw and explained that the Board must unanimously agree to give the Budget Bylaw all three readings at one sitting.

It was moved by Trustee Orcherton and seconded:

- i) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2017/2018 Annual Budget Bylaw at the meeting of April 19, 2017.  
**Motion Carried Unanimously**

It was moved by Trustee Leonard and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) 2017/2018 Annual Budget Bylaw in the amount of \$229,849,054 be:  
  
READ A FIRST TIME THE 19<sup>th</sup> day of April, 2017;  
READ A SECOND TIME THE 19<sup>th</sup> day of April, 2017;  
READ A THIRD TIME, PASSED AND ADOPTED the 19<sup>th</sup> day of April, 2017;  
  
And that the Secretary-Treasurer and the Board Chair be authorized to sign, seal and execute this bylaw on behalf of the Board.  
**Motion Carried Unanimously**

**D. NEEDS BUDGET UPDATE**

Secretary-Treasurer Walsh updated the board about the Needs Budget process. He explained that the Needs Budget Committee determined that it will meet after the Classroom Enhancement Funding grant is finalized so that the district will be in a better position to determine its needs.

**E. NOTICE OF MOTIONS - None****F. NEW BUSINESS**

Trustee Whitaker presented her motion and rationale.

It was moved by Trustee Whiteaker and seconded:

- That the Board of Education of School District No. 61 (Greater Victoria) propose to host the 2017/2018 Spring Vancouver Island School Trustees' Association meeting.  
**Motion Carried Unanimously**

**F. ADJOURNMENT**

It was moved by Trustee Whiteaker and seconded:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 10:30 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



**The Board of Education of School District No. 61 (Greater Victoria)  
April 24, 2017 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

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**MINUTES**

**Present:**

Edith Loring-Kuhanga, Chair, Tom Ferris, Vice-Chair, Diane McNally, Deborah Nohr, Peg Orcherton, Rob Paynter, Ann Whiteaker, 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, David Loveridge, Director of Facilities Services and Tina Carleton, Recording Secretary

The meeting was called to order at 7:34 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 April 24, 2017 Agenda be approved with the addition of A5 e. Public Presentation Carolyn Howe, C2 b. Trustee McNally, C2 c. Trustee Nohr and C2 d. Trustee Paynter.

**Motion Carried Unanimously**

**A2. Approval of the Minutes**

a) It was moved by Trustee Whiteaker and seconded:

That the March 13, 2017 Regular Board Minutes be approved.

**Motion Carried Unanimously**

b) It was moved by Trustee Ferris and seconded:

That the April 5, 2017 Annual Budget Presentation Minutes be approved.

**Motion Carried Unanimously**

**A3. Business arising from the Minutes – None**

**A4. Student Achievement – None**

**A5. District Presentations**

a) Lindsay Ross - BC Teacher-Librarians' Association's *Val Hamilton Lifetime Achievement Award*

Chair Loring-Kuhanga recognized the work of Lindsay Ross. Ms. Ross expressed her appreciation for the recognition.

**A6. Community Presentations**

- a) Dave Emerson, CUPE Local 382 presented concerns about the custodial service changes being made in the Facilities Services Department.
- b) Gilles Larose, CUPE Local 382 presented concerns about the custodial service changes being made in the Facilities Services Department and the impact upon the morale of affected employees.
- c) Darren Reed, CUPE Local 382 presented concerns about the custodial service changes in the Facilities Department from a shop steward's perspective.
- d) Larry Layne attended the board meeting and presented ideas about installing solar panels on school roofs and also indicated support for community garden allotments at schools.
- e) Carolyn Howe, teacher attended the board meeting to express concerns about the changes to custodial services within schools.

**B. CORRESPONDENCE****B1. Ministry of Education – “Your Kid’s Progress”**

A letter was received from the Ministry of Education for information.

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

Chair Loring-Kuhanga provided an overview of her activities over the last month including attending the BCSTA Annual General Meeting. She reported that Trustee Paynter was acclaimed as the Treasurer for the Vancouver Island School Trustees’ Association and that Trustee Watters was elected Education Officer. She also highlighted various school and public events that she attended over the last month.

**C2. Trustees’ Reports**

- a) Trustee Watters provided an overview of the work of the Victoria Family Court & Youth Justice Committee with respect to the Truth and Reconciliation Committee recommendations. She also reviewed her various activities over the last month.
- b) Trustee McNally provided an overview of her activities over the last month including her work with the Saanich Heritage and Culture Committee and the Aboriginal Nations Education Committee.
- c) Trustee Nohr provided an overview of her various activities over the last month.
- d) Trustee Paynter reviewed his various activities over the last month.

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

- a) The April 3, 2017 meeting minutes were received for information.

**D2. Operations Policy and Planning Committee**

- a) The April 10, 2017 meeting minutes were received for information.
- b) Recommended Motions:

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions with the exception of motions i, iii and iv from the April 10, 2017 Operations Policy and Planning Committee meeting.

**Motion Carried Unanimously**

It was moved by Trustee Leonard and seconded:

- 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 the proposal for temporary social housing.

A discussion ensued amongst the Trustees.

It was moved by Trustee Leonard and seconded:

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 referred to a future Operations Policy and Planning Committee meeting that addresses land matters.

**Motion Defeated**

For: Trustees Leonard, Orcherton and Ferris

Against: Trustees Loring-Kuhanga, Nohr, McNally, Paynter, Watters, and Whiteaker

The Chair called for the vote on the main 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.

**Motion Carried**

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

Against: Trustees Leonard and Orcherton

- ii) 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**

It was moved by Trustee Watters and seconded:

- iii) 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 Carried Unanimously**

It was moved by Trustee Watters and seconded:

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

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

**Motion Carried Unanimously**

- v) 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 Unanimously**

- vi) 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**

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

**Motion Carried Unanimously**

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

**Motion Carried Unanimously**

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

**Motion Carried Unanimously**

## E. DISTRICT LEADERSHIP TEAM REPORTS

### E1. Superintendent's Report

- a) Superintendent Langstraat presented his monthly report and responded to Trustee questions.

It was moved by Trustee McNally 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) One Learning Community Ad Hoc Committee Terms of Reference

Superintendent Langstraat presented the updated Terms of Reference for the One Learning Community Ad Hoc Committee. Trustees asked questions of clarification and suggested changes. Superintendent Langstraat indicated that he would make the suggested changes.

## c) Consultation on Rental Fees

Superintendent Langstraat provided an overview of the plan to meet with childcare providers and other facility renters about rental rates and responded to Trustee questions.

## d) Trustee Questions

In response to a question David Loveridge, Director, Facilities Services provided an overview of the Facilities reorganization including consultation and the steps that have been taken in making the changes. He indicated that standardized processes would be put in place and that increased training would be available.

**E2. Secretary-Treasurer's Report**

## a) Secretary-Treasurer Walsh presented his monthly 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) 2017-18 Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18

Secretary-Treasurer Walsh explained that the Board needs to adopt a single bylaw for the approved 2017-2018 Five-Year Capital Plan.

It was moved by Trustee Leonard and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 at the meeting of April 24, 2017.

**Motion Carried Unanimously**

It was moved by Trustee Leonard and seconded:

That Capital Bylaw No. 2017/18-CPSD61-01 Capital Plan 2017/18 be:

Read a first time the 24th day of April, 2017;  
Read a second time the 24th day of April, 2017;  
Read a third time, passed and adopted the 24th day of April, 2017;  
and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**Motion Carried Unanimously**

## c) Reynolds Secondary – Statutory Right of Way

Secretary-Treasurer Walsh stated that TELUS Communications has requested a statutory right-of-way at Reynolds Secondary School to install and maintain telecommunications infrastructure and that TELUS has agreed to pay all costs associated with the statutory right-of-way. Trustees asked questions of clarification.

It was moved by Trustee Nohr and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve granting a Statutory Right-of-Way to TELUS Communications Inc. for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468.

**Motion Carried Unanimously**

It was moved by Trustee Nohr and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01 at the April 24, 2017 Board meeting.

**Motion Carried Unanimously**

It was moved by Trustee Nohr and seconded:

That the School District No. 61 (Greater Victoria) Disposal (Right-of-Way) of Real Property Bylaw No. 17-01, being a bylaw to grant a Statutory Right-of-Way to TELUS Communications Inc. on the property legally described as Lot 1, Section 32, Victoria District Plan 29255, Except Plan VIP88547, PID: 001-421-468, for the purpose of installing and maintaining telecommunications infrastructure at Reynolds Secondary School, be  
Read a first time the 24th day of April, 2017;  
Read a second time the 24th day of April, 2017;  
Read a third time, passed and adopted the 24th day of April, 2017, and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**Motion Carried Unanimously**

d) Space Implications of Provincial Agreement

Secretary-Treasurer Walsh discussed the implications on space throughout the District resulting from the Supreme Court ruling to restore class size and composition language into the teachers' collective agreement. Trustees asked questions of clarification.

**F. QUESTION PERIOD – None**

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

**H. NEW BUSINESS/NOTICE OF MOTIONS**

**H1. New Business**

**a) Trustee Watters - Food Related Policies and Regulations**

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) refer all food and nutrition related policies and regulations, including Policy and Regulation 3313 *School Meal Program* and Policy and Regulation 6164.3 *Consumption of Nutritious Foods*, to the Policy Sub-Committee for update and consolidation.

**Motion Carried Unanimously**



**b) Trustee Watters - School Garden Policy and Regulation**

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to, in consultation with the Facilities Department, oversee the creation of a draft School Gardens and Landscaping Policy and Regulation that incorporates the existing *Facilities Department Guideline - Tree Planting, Landscaping, Equipment Placement* and ensures that school gardens and landscaping projects are consistently supported across the district, and that the draft policy and regulation be brought back to the Education Policy and Directions Standing Committee.

**Motion Carried**

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

Against: Trustee Leonard

**c) Trustee Watters - Supporting Gifted Learners**

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide a report to the Education Policy and Directions Standing Committee on current practices and future directions for supporting gifted learners in our district, and recommendations for updating Policy 6142.05 *Education of Students or Learners With Gifted Abilities* accordingly.

**Motion Carried Unanimously**

**d) Trustee Whiteaker - Childcare Plan**

It was moved by Trustee Whiteaker and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) re-affirm their endorsement of the \$10 a day Childcare Plan.

Discussion ensued amongst the Trustees with a suggested amendment.

It was moved by Trustee Whiteaker and seconded:

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) re-affirm their endorsement of the \$10 a day Childcare Plan*" be amended to add the words "*including the inclusion of early learning and childcare being brought under the Ministry of Education and that a letter be written to the Ministry of Education and the Ministry of Children and Family Development urging this change and the necessary capital investment to create childcare space on school district property with the announced \$7.5 billion Federal funding*".

**Motion Carried Unanimously**

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

It was moved by Trustee Whiteaker and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) re-affirm their endorsement of the \$10 a day Childcare Plan including the inclusion of early learning and childcare being brought under the Ministry of Education and that a letter be written to the Ministry of Education and the Ministry of Children and Family Development urging this change and the necessary capital investment to create childcare space on school district property with the announced \$7.5 billion Federal funding.

**Motion Carried Unanimously**

**H2. Notice of Motions – None**

**I. ADJOURNMENT**

It was moved by Trustee Ferris and seconded:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 10:04 p.m.

**CERTIFIED CORRECT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



March 20, 2017

Ref: 193064

**To: All Board Chairs**

**RE: Service Delivery Project 2015-16 Annual Report**

Dear Colleagues,

I am pleased to present the 2015/16 Service Delivery Project Annual Report. The Annual Report highlights key accomplishments and successes achieved by the Service Delivery Project in 2015/16, which focused on implementing the recommendations from years one and two of the initiative. This was an important year in laying the foundation for many of the key opportunities around legal services, procurement, attendance support and wellness, facilities management, transportation, IT/communications and HR/Payroll. Recognizing that the sector has been sharing services for many years, the Annual Report also highlights some examples of creative and thoughtful solutions to sharing services that have been initiated by the sector over the years.

The 2015/16 Annual Report is the first time the Ministry is comprehensively reporting out on the Service Delivery Project following the implementation of these initiatives. This is a public report, recognizing that it is important to report out in order to:

- Demonstrate the various ways in which the K-12 sector has been and continues to work together to reduce costs and address staffing and capacity challenges;
- Share creative solutions and innovative new ways to deliver services;
- Convey both the quantitative and qualitative benefits that are being achieved through these initiatives; and
- Keep both the sector and public apprised of progress.

The Annual Report has been reviewed and endorsed by the sector and partner organizations, including the BC School Trustees Association, BC School Superintendents Association, BC Association of School Business Officials and BC Public School Employers' Association, as well as the various Service Delivery Project working groups and committees (e.g., Service Delivery Project Steering Committee).

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A hard copy of the Report is enclosed and can also be found on the [Service Delivery Project website](#).

Thank you for your continued interest in and support of this initiative.

Sincerely,



Kim Abbott, Executive Director  
Sector Resourcing and Service Delivery Branch

Enclosure: Service Delivery Project 2015-16 Annual Report



March 31, 2017

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

Dear Edith,

I am pleased to share the enclosed Burnside Gorge Community Association (BGCA) Annual Report for the 2015-2016 fiscal year.

This year brought many opportunities for change and growth. On behalf of the BGCA Board of Directors and staff, I would like to extend our thanks for your contribution. Your continued support of the work that we do is greatly appreciated by all of us here and those we serve. We look forward to celebrating many future successes with you.

The BGCA provides a wide continuum of services and programs that respond to the needs of residents in the Burnside Gorge area as well as children, youth, families and seniors throughout Greater Victoria. We hope to continue being of service to our community for many years to come.

Sincerely,

Suzanne Cole  
Executive Director



## Annual Report 2015-2016

### Board of Directors

Dr. Jennifer Gratton  
Melissa Huston, Vice-President  
Tracy James  
Samuel Jang  
Tamara Leonard-Vail, Secretary  
Michelle Peterson  
John Sanderson, Treasurer  
Avery Stetski, President



### Burnside Gorge Community Association

Charitable registration #:  
135261972 RR0001

471 Cecelia Road  
Victoria, BC  
V8T 4T4

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Fax: 250.388.5269  
Email: [info@burnsidegorge.ca](mailto:info@burnsidegorge.ca)

Website: [burnsidegorge.ca](http://burnsidegorge.ca)  
Facebook:

[burnsidegorgecommunityassociation](https://www.facebook.com/burnsidegorgecommunityassociation)  
CliffsideatBurnsideGorge  
Twitter: @BurnsideGorge

## A Message From the Board



The annual report is an excellent opportunity to reflect on the work that has been done over the past year and 2015/2016 is no exception. After two years of in-depth consultation with both the residential and business communities of Burnside Gorge the City of Victoria is in the final stages of the Neighbourhood Plan. A final draft has gone to Council for approval and implementation is expected to begin in 2017. We hope that with the ongoing participation and support of you, our community members, we can ensure that the plan's vision of a dynamic and thriving neighbourhood is achieved.

This was also a bittersweet year as we saw our decade-long occupancy of the Burnside Elementary School site come to a close. We have enjoyed 10 years of community-building at 3130 Jutland, sharing with other non-profits and businesses. Despite the inherent challenges that come with such a big transition, we are excited to see Burnside Elementary renovated and become an active school again, housing the District's alternative and continuing education programs. We are grateful to see this iconic landmark remain an integral part of our community.

The dedicated BGCA staff, volunteers, donors, and community partners continue to be instrumental in cultivating a strong sense of place and instilling pride in our community. Events such as Selkirk Waterfront Festival, Community Christmas Dinner and Santa's Pancake Breakfast provide opportunities for the community to come together in celebration. Initiatives such as Friends of Cecelia Ravine and the Gorge Waterway Cleanup provide opportunities for residents to be active stewards of our natural areas.

If you value the quality of life you enjoy in our community and wish to gain an insight into how our neighbourhood evolves we invite you to attend one of our community meetings to discuss a topic important to you. Participate in the growth of Burnside Gorge by becoming a volunteer on one or more of the many committees of the BGCA that interest you, from Social Enterprise to Land Use. Engagement with your neighbourhood is one of the most satisfying ways to create a stable and welcoming community for all. Check out all the community activities on our website or in our Community News. We hope to see you come out and join us in 2017!

# 2015-2016: Agency Highlights

## Special Events

More than 3,000 attendees and 250 volunteers participated in events in 2015-2016 including the Gorge Waterway Cleanup, Santa's Pancake Breakfast, and the Selkirk Waterfront Festival. Special events allow people to come together to celebrate community, to share meals and holidays, and to take care of our natural environment.



## Bursaries

In 2016 we were fortunate to aid in the development of two bursary funds available to those pursuing educational goals, with demonstrated financial need and a connection to our programs and services. These funds allow people to create new opportunities for themselves and their families, fostering a sense of connection and support by their broader community.

*"Thank you so much for the \$500.00 Tom and Marilyn Arkell Bursary that I was awarded in the Fall. Without this contribution I would be struggling financially this month and feeling anxiety to make ends meet. Because of this contribution, I am not. I feel deeply grateful." ~ Recipient*

## Collaborations

In addition to the high level and scope of services provided to those connected to Burnside Gorge, we also strive to make an impact as part of regional networks aimed at making sustainable system wide improvements in order to reduce duplication of service, align service delivery implementation and improve overall outcomes for those living in the CRD. Examples of these collaborations include: the Coalition of Neighborhood Houses, the Child and Youth Health Network, and the Greater Victoria Community Literacy Initiative.

## Family Self Sufficiency (FSS) & Youth Self Sufficiency (YSS)

Our Youth and Family Self Sufficiency programs work with youth and families to develop skills and assets that will build capacity and help them to be successful in their lives. YSS supported 36 youth in 2015-2016 as they transition to adulthood. FSS works with low-income families living in subsidized housing, 52 families participated in the past year.

*"When you take care of the basic needs such as a safe place to live, food, and being the best parent possible, then you can have peace of mind to start working on goals like education. I feel the program has been helping me by pointing me in the right direction." ~ YSS Participant*

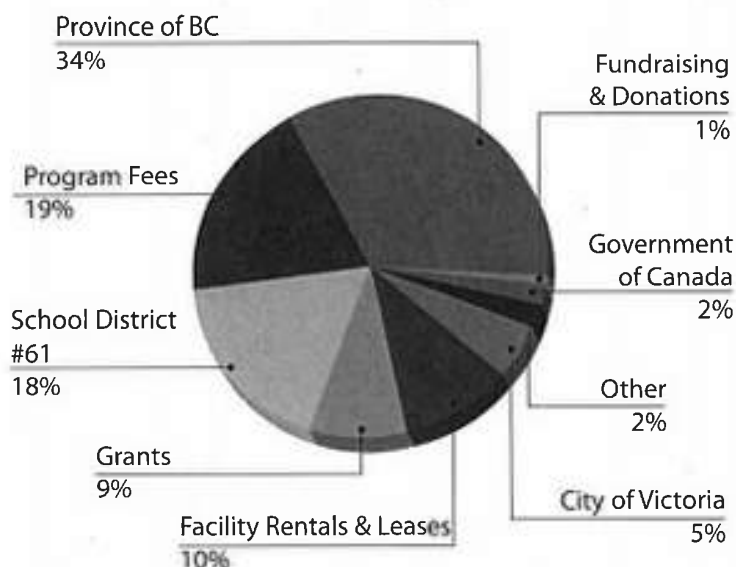


## Family Programs

Early years programming creates opportunities for parents and their children 0-6 to engage with other families in the community and promotes child development through skill building, literacy and social activities. Last year there were more than 2800 visits from caregivers and their children. Also offered is our well attended free weekly family dinner, serving more than 3500 meals throughout 2015/2016.

*"I've met a lot of wonderful mothers and caregivers at playgroup. Simply seeing them is a great opportunity to learn about parenting." ~ Program Attendee*

## REVENUE



	2015-2016	2014-2015
Government & Contracts	\$1,216,259	\$1,131,871
Fees	\$383,578	\$422,420
Facility Rentals & Leases	\$193,235	\$182,296
Grants	\$185,133	\$194,200
Fundraising & Donations	\$30,070	\$34,610
Other	\$32,939	\$17,695
<b>Total</b>	<b>\$2,041,214</b>	<b>\$1,983,092</b>

## EXPENSES

For the Year Ending August 31	2015-2016	2014-2015
Salaries & Benefits	\$1,579,436	\$1,559,333
Program Supplies	\$199,369	\$174,885
Office & General	\$121,619	\$126,841
Rent, Maintenance & Security	\$77,611	\$71,658
Instructor Fees	\$9,025	\$7,253
Sundry	\$3,974	\$3,555
Loss of Disposal of Capital Assets	\$1,132	N/A
Amortization	\$19,810	\$20,388
<b>Total</b>	<b>\$2,011,976</b>	<b>\$1,963,913</b>



# Thank You – Friends of Burnside Gorge

## **Platinum \$10,000+**

Coast Capital Savings, Intact Insurance, Jawl Foundation, Provincial Employee Community Services Fund, Seaville Family Foundation, United Way of Greater Victoria, Vancity

## **Gold \$5,000-\$9,999**

BOSA Properties and Blue Sky Properties Foundation, CFA Santa's Anonymous, Congregation Emanu-El, Cridge Centre for the Family, First West Foundation, TELUS Victoria Community Board, Tim Hortons

## **Silver \$1,000-\$4,999**

BC Investment Management Corp., Royal Bank of Canada, Christ Church Cathedral, Community of Christ Church, Ian and Nikki Bridger, ICBC, Island Savings GIFT Program, Optimist Club of Victoria, Sisters of Charity, Trafalgar Pro Patria Branch #292, Greater Victoria Savings & Credit Union Legacy Fund

## **Bronze \$500-\$999**

Kiwanis Club of Esquimalt, Prima Strada Pizzeria Inc., Selkirk Waterfront Properties, 370/380 Waterfront Crescent Strata

## **Government/Community Partners**

BC Housing, Capital Regional District, City of Victoria, Island Health, Ministry of Children & Family Development, Ministry of Community, Sport & Cultural Development, Public Health Agency of Canada, School District 61, Service Canada



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## Burnside Gorge: A Unique and Innovative Community Centre

The Burnside Gorge Community Association offers a continuum of services and programs that respond to the needs of residents in the Burnside Gorge area and children, youth, families and seniors throughout Greater Victoria.

**Child Care** – Pre-school, out-of-school care, winter, spring and summer day camps.

**Youth and Family Services** – School and community based counselling services for families who struggle with parenting, homelessness, finances and other issues that are a barrier to meeting their children's needs; youth outreach to at-risk youth and youth transitioning from government care to independence; early childhood and family drop-in programs including a weekly community dinner and a Resource Room for low-income families to access free clothing, food and toiletries.

**Housing and Asset Development** – Direct housing and financial support to families in housing and financial crisis; long term asset building programs for families in subsidized housing; financial literacy workshops to youth and adults throughout the CRD.

**Recreation and Special Events** – Range of fitness and recreation opportunities for children, youth, families and seniors; community and special events; adventure day camps for youth during spring, summer and winter breaks.

**Community Development** – Burnside Gorge Community News; Community History projects; Public Art projects; environmental initiatives such as Friends of Cecelia Ravine and the Cecelia Ravine Community Gardens.

**May 2017 Trustee Report**  
**Diane McNally, Trustee, SD61 Greater Victoria Board of Education**

**Saanich Arts, Culture and Heritage**

- April 27 Saanich Arts Heritage and Culture: Discussed “What is culture”
- Next meeting May 25

**Choices / My Place Transitional Shelters**

- April 25 attended Choices Monthly meeting (Talcott Road by Eagleview Elementary) extended to December 2017
- May 23 Last My Place meeting; shelter closing May 31

**Schools**

- April 26 George Jay PAC
- May 1 Vic High Alumni meeting: will be updating Alumni Constitution to use only gender neutral pronouns
- May 3 Central Middle School : Attended Island Health award to Alan Barwin for school based social justice work with My Place
- May 10: George Jay planning for Aboriginal Student recognition event
- May 23: George Jay welcome for new kindergarten students

**Public Engagement Committee / ad hoc committees**

- Pubic Engagement April 27; next May 24
- One Learning Community May 16

**Aboriginal Nations Education Committee**

- May 15 last meeting for this school year; review of Teachers Guide (unable to attend)

**Trustee Professional Development**

- Leadership culture part 2 SJ Willis

**ANED**

**Ongoing: ANED reading list:**

- No Time to Say Goodbye: Children’s Stories of Kuper Island Residential School (2001)  
A fictional account of five children taken by government agents brought to Kuper Island Residential School in the 1950s. Based on the told stories of a number of Tsartlip people who were residential school survivors.
- Teacher Resource Guide FNE SC FNSA: Indian Residential Schools 11/12 Book 1(2015)



**Education Policy and Directions Committee  
May 1, 2017 – Tolmie Board Room**

**Minutes**

**Present: TRUSTEES**

Ann Whiteaker, Chair  
Tom Ferris  
Diane McNally  
Deborah Nohr  
Peg Orcherton  
Rob Paynter  
Jordan Watters

**ADMINISTRATION**

Shelley Green, Deputy Superintendent  
Deb Whitten, Associate Superintendent  
Greg Kitchen, Associate Superintendent  
Piet Langstraat, Superintendent of Schools  
Katie Hamilton, Manager, Community Engagement and Communications  
Ilda Turcotte, GVTA Representative  
Melanie Houston, ASA Representative

**Guests:** Monterey Middle School Principal, Ken Andrews, Teacher Mitch Barnes and Students  
Shari Worsfold, Teacher-Leader for Reading Recovery  
Bev Barradell, Teacher-Leader for Reading Recovery  
Aaron Parker, Principal, Victoria High School  
Gillian Braun, Vice-Principal, Reynolds Secondary

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

Chair Whiteaker welcomed everyone to tonight's meeting.

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

**1. APPROVAL OF THE AGENDA**

It was moved by Trustee Orcherton:

That the May 1, 2017 Education Policy and Directions agenda be approved with the following addition: **5D. Bylaw 9360.2 - Meetings of the Standing Committees.**

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Ferris:

That the January 9<sup>th</sup>, 2017 Education Policy and Directions Committee meeting regular minutes be approved.

**Motion Carried Unanimously**

It was moved by Trustee Orcherton:

That the March 6<sup>th</sup> and April 3<sup>rd</sup>, 2017 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**

Monterey Middle School Principal, Ken Andrews, introduced teacher Mitch Barnes and his students. One of Mr. Barnes' students performed an Aboriginal song and shared the story of the meaning of the song. The student also performed an Aboriginal dance.

Mr. Barnes and his students also presented spindle whorls to the Committee.

Chair Whiteaker thanked the students, Mr. Andrews and Mr. Barnes for their presentation.

**5. NEW BUSINESS**

**A. Introduction of Student Representative**

Superintendent Langstraat introduced Fiona Luo, Spectrum Community School Student Representative to the Board and Standing Committees for the month of May.

**B. BAA (Board Authority Authorized) Courses**

Reynolds Vice Principal, Gillian Braun and Victoria High School Principal, Aaron Parker introduced the following BAA Courses:

*a) Yoga for Mindfulness 10 - 12 - Vic High*

Trustees asked questions of clarification and provided feedback.

*It was moved by Trustee Ferris:*

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Yoga for Mindfulness 10 - 12*.

**Motion Carried Unanimously**

*b) Astronomy 11 - Vic High*

Trustees asked questions of clarification and provided feedback.

*It was moved by Trustee Ferris:*

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Astronomy 11*.

**Motion Carried Unanimously**

*c) Travel Languages 11 - Reynolds*

Trustees asked questions and provided feedback and comments. Student Representative Fiona Luo also commented and asked a question with regard to this course.

*It was moved by Trustee Orcherton:*

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Travel Languages 11*.

**Motion Carried Unanimously**

*d) Political Science 12 - Reynolds*

Trustees asked questions of clarification and provided feedback.

*It was moved by Trustee Orcherton:*

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Political Science 12*.

**Motion Carried Unanimously**

**C. Literacy/Reading Recovery Update**

Learning Team Director, Louise Sheffer, provided an overview of the District Literacy Initiative. She outlined 3 parts:

1. Early Literacy Pilot Sessions
2. Literacy Instruction Exemplary Practices - presented by Melanie Houston with the Allied Specialists' Association
3. Reading Recovery - Ms. Sheffer introduced Shari Worsfold, the new Teacher-Leader for Reading Recovery. She also introduced retiring Reading Recovery Teacher-Leader, Bev Barradell, who provided an overview of the Reading Recovery program. Bev was given a retirement gift and was recognized for her years of work with our district.

Trustees asked questions of clarification and provided feedback.

Chair Whiteaker thanked Melanie, Louise and Bev for their presentations.

**D. Bylaw 9360.2 - Meetings of the Standing Committees**

*It was moved by Trustee McNally:*

That Public Presentations to the Education Policy and Directions Committee be limited to 5 minutes.

Trustees discussed the motion. Trustees agreed that the motion should be referred to the Public Engagement Ad Hoc Committee and have the Committee return with a recommendation.

**6. NOTICE OF MOTIONS - None**

**7. GENERAL ANNOUNCEMENTS - None**

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**8. ADJOURNMENT**

It was moved by Trustee Ferris:

That the meeting be adjourned.

**Motion Carried Unanimously**

The meeting adjourned at 9:39 p.m.



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

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

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

**To: Education Policy Development Committee**

**From: Deb Whitten, Associate Superintendent**

**Date: May 1, 2017**

**RE: Board Authority Authorized Courses**

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*Yoga for Mindfulness 10 - 12* has been developed as an introductory level yoga course. This multi-grade course would allow students to access yoga and gain a heightened awareness of their own mind/body connection.

Students will receive 4 graduation credits for grade 10, 11 or 12 for successful completion of *Yoga for Mindfulness*. This course is organized into five units over 120 hours where students will learn various forms of yoga, including Hatha Yoga, Vinyasa and Meditation with a focus on nutrition and the philosophy and history of Yoga.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Yoga for Mindfulness 10 - 12*.

*Astronomy 11 (ASTR11)* is a course that allows students another alternative for a science elective. This course is an introduction to astronomical processes, theories and features in the universe.

Grade 11 students will receive 4 graduation credits for successful completion of *Astronomy 11*. Topics covered include Cultural Astronomy, Solar System, Stars and the Universe. The Learning Outcomes will ensure students will demonstrate an understanding of Copernicus, Galileo and Kepler's theories, apply longitude, latitude and coordinates and define parallax and how it is used to calculate distances to nearby stars.

.../2

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Astronomy 11*.

*Travel Languages 11* has been developed to encourage students to explore three European languages and cultures. Students will learn basic Spanish, French and Italian vocabulary and phrases useful for travel.

Grade 11 and 12 students will receive 4 credits towards graduation for successful completion of Travel Languages 11. This course covers Italian Language for Travel, French Language for Travel and Spanish Language for Travel with units that focus on the Geography, History and Art of these countries. This course will also increase awareness of the importance of Italian, French and Spanish influence to Western Civilization and the world.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Travel Languages 11*.

*Political Science 12* will introduce students to fundamental concepts used by political scientists to study the processes and outcomes of politics in a variety of nations. Students will require successful completion of both Social Studies 11 and English 11/12.

Grade 12 students will receive 4 graduation credits for successfully completing this course. Topics covered include What is the study of politics, Theories of Politics, Politics within the Nation-State and International Politics. Students will be able to identify basics political actors, parties and interest groups as well as describe the nature of Political Science and its key concepts.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Board Authority Authorized course: *Political Science 12*.





**Operations Policy and Planning Committee Meeting  
May 8, 2017 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Jordan Watters, Chair, Diane McNally, Rob Paynter, Deborah Nohr, Ann Whiteaker

**Regrets:**

Elaine Leonard

**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, Simon Burgers, District Principal, Languages and Multiculturalism, Jeff Davis, Director, International Student Programs

The meeting was called to order at 7:03 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 May 8, 2017 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee McNally:

That the April 10, 2017 Operations Policy and Planning Meeting regular minutes be approved as corrected.

**Motion Carried Unanimously**

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

**4. PRESENTATIONS TO THE COMMITTEE**

**A. Larry Layne - Community Allotment Gardens and Solar Installations**

Larry Layne presented ideas about installing solar panels on school roofs and also indicated support for community garden allotments at schools. Trustees asked questions of clarification.

**B. Winona Waldron, GVTA - Elementary School Lunch Monitors**

Winona Waldron presented concerns about student monitors in Elementary schools.

Winona's presentation was about the health and safety risks of having grade 4 and 5 students supervising younger students at lunch time without adequate adult supervision. I

Ms. Waldron suggested that teachers' were being required to perform supervision duties contrary to Article D.22 of the collective agreement. She indicated that the GVTA felt that adult supervision was required.

Trustees asked questions of clarification.

## **5. SUPERINTENDENT'S REPORT**

### **A. Introduction of Student Representative**

Superintendent Langstraat introduced Fiona Luo, Student Representative from Spectrum Secondary School.

### **B. Student Registration and Transfer Ad Hoc Committee Report**

Superintendent Langstraat reviewed the work of the Student Registration and Transfer Ad Hoc Committee including public consultation efforts to inform recommendations regarding the student enrolment process. Superintendent Langstraat explained that the recommendations are being brought to the May Board meeting and the Operations Policy and Planning Committee in June to provide Trustees time to think about them prior to considering them at the June 2017 Board of Education meeting. He also indicated that he would be bringing further enrollment information to the May Board meeting.

Superintendent Langstraat responded to questions from Trustees and members of the public.

### **C. Update on Public Engagement Strategy**

This item was moved to a future meeting.

## **6. PERSONNEL ITEMS – None**

## **7. FINANCE AND LEGAL AFFAIRS – None**

## **8. FACILITIES PLANNING**

### **A. Draft Shop Facility and Equipment Renewal**

Associate Superintendent Kitchen reviewed the process of developing the draft Shop and Facility and Equipment Renewal Plan. The finalized plan will address current middle and secondary school facility needs as well as establish a vision for the future of shops in providing learning opportunities for students. Trustees asked questions of clarification.

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

## 10. NEW BUSINESS

### i) Trustee Watters - Support for Childcare

Chair Watters presented her motion and rationale.

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) instruct the Chair to write to the Ministry of Children and Family Development requesting their support for childcare providers applications for capital funding, and expressing the Board's support for childcare at district schools.

**Motion Carried Unanimously**

### ii) Trustee Watters - School Lunch Monitors

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review lunch monitor guidelines, training, student/supervisor ratio; and costs for additional programming and bring this report to either the Operations Policy and Planning Committee or the Education Policy and Directions Committee or to the Board.

**Motion Carried Unanimously**

### iii) Trustee Questions – None

## 11. NOTICE OF MOTION

### i) Trustee McNally - Ad Hoc Committee Terms of Reference

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to develop a draft Terms of Reference for an ad hoc committee to be formed to explore the feasibility of reopening schools currently leased or used for other purposes to be presented at the September Operations Policy and Planning Committee meeting.

## 12. GENERAL ANNOUNCEMENTS - None

## 13. ADJOURNMENT

It was moved Trustee McNally:

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 10:50 p.m.

TO: The Board of Education

FROM: Piet Langstraat, Superintendent of Schools

RE: Superintendent's Report

DATE: May 23, 2017

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

#### 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:

- District Committees
  - Equity
  - One Learning Community
  - Long Term Facilities
  - Student Registration and Transfer
- Additional Meetings and Events
  - University of Victoria – Dean of Education
  - Service Delivery Project
  - Principal Selection Input
    - Braefoot
    - Craigflower
    - Eagle View
    - Northridge
  - Generative Dialogue Sessions at Four Schools
  - Stakeholder Groups – Volunteers
  - Parent Focus Groups Meeting
  - Elementary Counsellors
  - French Immersion Teachers
  - Out of School Day Care Providers
  - Monterey Team Leaders
  - View Royal Staff

## 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: Student Enrolment Priorities Report

DATE: May 23, 2017

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The purpose of this memo is to advise the Board of Education that the additional data requested by the Operations Policy and Planning (OPPS) Committee of May 8, 2017, is currently being gathered and the Student Registration and Transfer Committee continues to reflect on the public input being received on the proposed student enrolment priorities. An updated memo including the data and background requested and corresponding recommendations will be presented at the Monday, June 12th OPPS meeting.

Public comment continues to be welcomed on the topic.

# OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Pieter Langstraat, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: Operations Policy and Planning Committee

FROM: Piet Langstraat, Superintendent of Schools

DATE: May 8, 2017

RE: Student Enrolment Priorities

---

The purpose of this memo is to update the Board of Education about the work of the Student Registration and Transfer Ad Hoc Committee, including public consultation efforts to inform recommendations regarding the student enrolment process.

## **BACKGROUND:**

Approved in October 2016, the Student Registration and Transfer Committee is an ad-hoc committee established by the Board of Education for the purpose of establishing student registration and transfer priorities for students attending school in the Greater Victoria School District. The Student Registration and Transfer Committee has two deliverables:

1. To recommend to the Board priorities for student registration and transfer requests, including district programs such as French Immersion and International Student Programs.
2. To recommend appropriate changes to policy and regulations.

The membership of the committee includes individuals with various perspectives related to student enrolment:

- Two Trustees appointed by the Board Chair
- The Superintendent or delegate
- District Principal of Modern Languages and Multiculturalism
- Director of International Student Program or designate
- One VCPAC representative
- Three PAC representatives (preference given to one from each schooling level- elementary, middle, and secondary) to be selected by lottery from a list of those schools interested in participating. The lottery will take place prior to the first meeting of the Committee.
- Three Principals (preference given to one from each schooling level - elementary, middle, and secondary with at least one from a dual track school)
- Two student representatives

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.

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

These priorities apply to general registration and transfer requests but do not apply to programs of choice. Programs such as sports academies and leadership programs that are open to all students in the District to apply have a selection process based on an application that must meet specific criteria.

#### Current Pathways

Each elementary and middle school has a designated middle school and high school. The automatic progression from one to the next is called a pathway. Current practice is that if a student transfers to a non-catchment school they will then follow the same pathway that a catchment student would from elementary to middle school, or middle school to high school until graduation.

Each residential address has an English or French catchment and associated pathway. Should a student leave the French Immersion track but not live in the English catchment for the school they are attending, they must return to their English catchment school or apply for a transfer.

#### International Student Enrolment

The International Student Program follows a separate placement process from the process noted above for local students. The Greater Victoria School District is recognized internationally for its quality education system and there are many educational and community benefits offered to our local students by having international students in our schools. Students from other countries expose students to different cultures and languages, and students form relationships that create opportunities to excel in the global economy. Placements are dispersed across Greater Victoria schools based on requests, space, programs and homestay options.

#### **ISSUES AND ANALYSIS:**

As part of this review, the Committee reviewed School Act requirements, school space and facilities information, student enrolment data, as well as historical information related to registration and transfer requests at all levels. In addition to this data and background information, a community consultation process was undertaken to solicit input from parents and students about the student enrolment process. The objectives of engaging the public in this process were 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 decisions accessible to all.
5. Utilize this process to capture how parents like to receive information and provide input.

The consultation process occurred from March 16 – April 10 and input was collected through an online survey for both parents and students. The survey focused on capturing what is most important when prioritizing how students are accepted when space is limited. Broad awareness was established through schools, social media, news media and working with community organizations. In addition, the survey was promoted in community centres, coffee shops and through community organization channels. The District also worked with the Inter-Cultural Association (ICA) to translate surveys in Arabic, Mandarin, Punjabi, Spanish, and Tagalog.

These coordinated efforts resulted in 3,450 respondents to the parent survey and 418 respondents to the student survey, and a 70% completion rate. In terms of parent respondents, 75% were parents of current students, 15% parents of future students and 5% self-categorized as “other” and were generally grandparents or parents of former students.

#### Who we heard from:

Parent respondents were geographically dispersed:

<b>Municipality</b>	<b>Respondents (#)</b>	<b>Respondents (%)</b>
Saanich	1,267	39.99%
Victoria	954	30.11%
Oak Bay	453	14.3%
Esquimalt	191	6.03%
View Royal	168	5.34%
Out of District	74	2.3%
Highlands	12	0.38%
Other/Don't know	49	1.55%

The majority of families had two or more children. The family composition of parent respondents was as follows:

26% one child  
56% two children  
16% three or more

- 59% of parent respondents had children in elementary school, 33% had children in middle school and 23% had children in high school.
- 33% of respondents had a child enrolled in French Immersion.
- 32% of respondents had a child enrolled in a school outside of their catchment.
- Roughly half (55%) of parent respondents were aware of the current enrolment priorities.

In addition to the parent respondents, 418 students responded to the student survey. 95% were high school age and 80% had one or more siblings. 31% were in French Immersion and 67% attended their catchment school. 72% of student respondents were unaware of the current priorities.

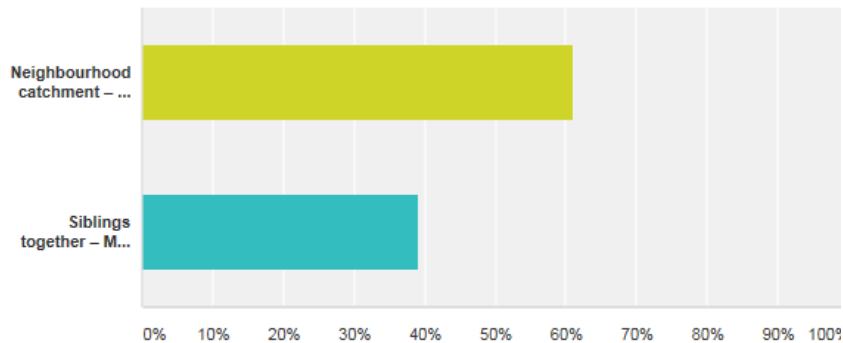
#### What we heard:

The majority of parent respondents felt that a child attending a neighbourhood catchment school was more important than siblings attending the same school at the same time. Although less of a majority, 54% of student respondents prioritized catchment over attending a school at the same time as a sibling.



### Which of these two priorities is most important to you?

Answered: 2,971 Skipped: 469

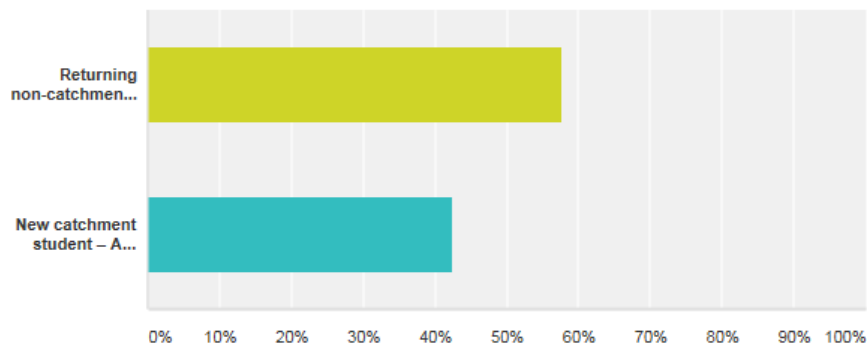


Answer Choices	Responses
Neighbourhood catchment – My child is able to attend the school in my neighbourhood catchment area	60.96% 1,811
Siblings together – My children are able to attend the same non-catchment school together at the same time	39.04% 1,160
Total	2,971

The majority of parent respondents felt a returning non-catchment student was a higher priority than a new catchment student. In addition, 72% of student respondents prioritized returning students as more important.

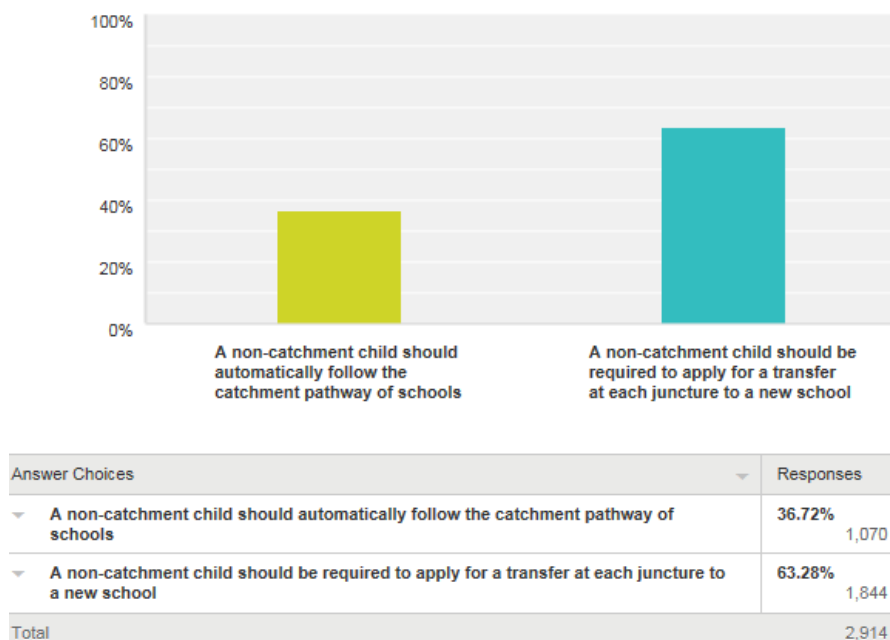
### Which of these two priorities is most important to you?

Answered: 2,971 Skipped: 469



Answer Choices	Responses
Returning non-catchment student – A non-catchment child who attended the school the year prior	57.69% 1,714
New catchment student – A child that moves into the neighbourhood catchment	42.31% 1,257
Total	2,971

In term of pathways, when asked whether non-catchment students transitioning from elementary to middle, and middle to secondary should have to apply to transfer, the majority of respondents felt they should. Student respondents were split 50-50 on this question.



In addition to the quantitative survey results, thousands of qualitative comments were offered. A number of themes emerged:

- Wide range of comments about the French immersion program
- Concerns that international students are preventing local students from attending catchment schools
- Various transportation considerations – ability to walk or bike to school, family commute routes, etc.
- Concerns about fraudulent identification practices by parents wanting to enroll students at specific schools
- Desire for improved registration process in terms of improved information and online options
- Ensuring there is a clear process and/or considerations for students with individual needs, outside of the student enrolment priorities
- Reopening of closed schools
- A perceived inequity amongst schools in terms of programs and investments being made

The Superintendent will share this information with respective staff and committees to inform other relevant processes.

#### Recommended student enrolment priorities:

Based on the review of all information related to student enrolment and community input, it is recommended that the current student enrolment priorities be revised to reflect greater priority for students living within catchment. In comparison to the current priorities, it would prioritize catchment students over siblings of students currently enrolled. The new student enrolment priorities for new registrations and transfer requests would be as follows:

1. re-enrolling students
2. a catchment area child
3. siblings
4. a non-catchment area child
5. a non-school district child

These enrolment priorities would apply to new registrations and transfer requests for English and French programs, and would apply to elementary to middle, and middle to secondary transitions.

#### Student Transitions

The enrollment priorities apply to all students in transition from elementary to middle school, and from middle school to high school. In the event space is limited and a school cannot accept all non-catchment student requests, priority will be given to those non-catchment students currently in the determined pathway of schools over other non-catchment, non-pathway students.

#### French Immersion and Programs of Choice:

The historical practice of requiring a student leaving a French Immersion track (that does not live within the English catchment for the school they are attending) to return to their English catchment school or apply for a transfer, will remain the same. This practice will also apply to any student attending a program of choice at a non-catchment school (e.g. sports academy or leadership program).

#### Implementation of new enrollment priorities:

The new student enrolment priorities will be applied to all new registrations, transfer requests and elementary to middle, and middle to secondary transitions for the 2018-2019 school year.

#### International Students

In recognition of a growing student population and to ensure an equitable placement of international students at schools across the District, the number of international student registrations will be capped at 1,050 FTE for 2017-2018 and will be reviewed annually by the Superintendent and Director of International Programs, based on annual enrolment projections.

In schools where there is an increase in catchment students, international student placements will be reduced. This has occurred at Oak Bay High School for the 2017-2018 school year, where international student placements have been reduced by 70 seats in the coming year.

## RECOMMENDATIONS:

That the Board of Education consider the following motions at the June 2017 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) approve the following student enrolment priorities to take effect for all student enrolment during the 2018-2019 school year:

1. re-enrolling students
2. a catchment area child
3. siblings
4. a non-catchment area child
5. a non-school district child

That the Board of Education of School District No. 61 (Greater Victoria) Education direct the Superintendent to revise the appropriate policies and regulations to reflect changes to the student enrolment priorities and process.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review the current registration process to improve registration information and documentation requirements for registration, as well as identify possible options for online registration.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to cap the number of international student registrations to 1,050 FTE for 2017-2018 and that the student numbers be reviewed annually based on annual student enrolment projections.

## 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: May 23, 2017

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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

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TO: The Board of Education  
FROM: Mark Walsh, Secretary-Treasurer  
DATE: May 23, 2017  
**RE: Monthly Report**

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

The focus of the month has continued to be on the issue of space in our schools. We have worked closely with schools and facilities to ensure appropriate space for September in light of the new class size and composition language.

In addition, we have met with a number of childcare providers to discuss space issues and mitigation strategies and potential alternative spaces and future planning.

I attended the Provincial Support Staff Education and Adjustment Committee as an employer representative.

I met with our Unions and Associations on a number of occasions on a variety of matters.

We completed our submissions to the Ministry of Education for Classroom Enhancement Fund support for teachers as well as capital funding requirements and are waiting for a response.



OFFICE OF THE  
**SECRETARY-TREASURER**

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PHONE (250) 475-4108 FAX (250) 475-4112

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TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: May 23, 2017

RE: **Technology Packages for New Enrolling Classrooms**

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**Background:**

The District continues to await confirmation of the amount of capital and overhead funding that we will receive as a result of the various allocations stemming from the Classroom Enhancement Fund. We do not anticipate receiving sufficient capital dollars to support our entire request. Within our request, is the provision of Technology Packages for new enrolling classrooms to ensure that all enrolling classrooms have access to the Technology for Learning Strategy. We are still in the process of compiling the exact need but we anticipate that we will need at least 50 additional technology packages.

To ensure that we are able to have the technology packages installed in a timely fashion, we need to begin ordering the equipment immediately. In the event that we receive funding from the Ministry of Education, we will not need to utilize the local capital funds. The recommended motion is intended to ensure that a funding source is available immediately to support the purchase and installation of the technology packages into new enrolling classrooms.

**Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) approve spending up to \$500,000 from local capital for technology packages for new enrolling classrooms.
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