



**Operations Policy and Planning Committee Meeting
September 18, 2017 – GVSD Board Office, Boardroom**

REGULAR MINUTES

Committee Members Present: Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard, Edith Loring-Kuhanga (ex-officio member) (present by teleconference)

Other Trustees Present: Ann Whiteaker, Deborah Nohr

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, Facilities Services, Colin Roberts, Director, Human Resource Services

The meeting was called to order at 7:01 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 Leonard:

That the September 18, 2017 regular agenda be approved.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Leonard:

That the June 12, 2017 Operations Policy and Planning Meeting regular minutes be approved.

Motion Carried Unanimously

3. BUSINESS ARISING FROM MINUTES

Trustees asked questions of clarification regarding the timing of a number of reports returning to the Committee.

4. PRESENTATIONS TO THE COMMITTEE

A. District Archives Update

Secretary-Treasurer Walsh acknowledged Judi Stevenson and Wayne Bembridge who have been volunteering their time to help manage the school district Historical Archives and Art Collection and noted that Ms. Stevenson has been a driving force in protecting, maintaining and promoting the District's rich history for many years. Secretary-Treasurer Walsh stated that the focus to date has been on inventory, security and preservation and that the next goal is to ensure that the Art Collection and Historical Archives are made available as a learning

resource for our students and also made available to our community in an appropriate and secure fashion.

5. SUPERINTENDENT'S REPORT

A. Introduction of Student Representative

Superintendent Langstraat welcomed and introduced Saskia Van Beers and Meghan Scott the student representatives from Esquimalt High School.

6. PERSONNEL ITEMS

A. Teacher Staffing Update

Colin Roberts, Director, Human Resource Services, provided an overview of the teacher recruitment efforts related to the implementation of the Letter of Understanding No. 17 which details the terms and conditions associated with the restoration of previous contract language, and noted that for the period January 1, 2017 through September 12, 2017, a total of 340 teachers have been offered employment with the Greater Victoria School District. Trustees asked questions of clarification and expressed their appreciation to the Human Resources Department for all of their work.

7. FINANCE AND LEGAL AFFAIRS

A. Parent Education Fund Report

Deputy Superintendent Green advised that there were 20 approved requests and that the total spending from the Parent Education Fund in 2016-2017 was \$5,000. The balance remaining of \$2,000 will be added to the 2017-2018 budget of \$7,000 to support parent education opportunities. Trustees asked questions of clarification.

B. Trustee Expenses and Remuneration

Secretary-Treasurer Walsh stated that for 2019 and subsequent years, the one-third portion of trustee remuneration which is currently not taxable because it is considered to be an expense allowance will be taxable. As a result, trustees will begin to submit expense reimbursement claims for expenses associated with carrying out their duties as of July 2018.

Trustees discussed the recommendation that professional development requests associated with a Trustee's personal professional goals be approved by the Chair or Vice-Chair, and the recommendation that trustee remuneration be adjusted on an ongoing basis to match all increases received by the BCTF/GVTA. Trustees expressed general support for the proposals but expressed a desire for more discussion on the mechanisms for expense and professional development claims.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) increase trustee remuneration by \$1,500 effective January 1, 2019 to offset the impact of the Federal income tax change.

Motion Carried

For: Trustees Watters, Leonard and Loring-Kuhanga

Against: Trustees McNally and Paynter

It was moved by Trustee Paynter:

That the Board of Education of School District No. 61 (Greater Victoria) strike an ad hoc committee of administration and trustees to discuss the processes, procedures and practices regarding the reimbursement of business expenses and professional development for trustees and report back to the October 2017 Operations Policy and Planning Committee.

It was moved by Trustee Leonard:

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) strike an ad hoc committee of administration and trustees to discuss the processes, procedures and practices regarding the reimbursement of business expenses and professional development for trustees and report back to the October 2017 Operations Policy and Planning Committee." be postponed to follow agenda item 7.B.4.

Motion Carried Unanimously

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) accept expense reimbursement claims as of July 2018 for trustee expenses associated with carrying out their duties.

Motion Carried

For: Trustees Leonard, McNally, Paynter and Watters

Against: Trustee Loring-Kuhanga

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) approve that trustees shall submit professional development requests and that professional development expenses shall be treated independently of trustee business expenses.

Discussion ensued with a suggested amendment.

It was moved by Trustee McNally:

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) approve that trustees shall submit professional development requests and that professional development expenses shall be treated independently of trustee business expenses" be amended to replace the word "requests" with "intentions".

Motion Defeated

For: Trustee McNally

Against: Trustees Leonard, Watters and Paynter

Trustees voted on the main motion.

That the Board of Education of School District No. 61 (Greater Victoria) approve that trustees shall submit professional development requests and that professional development expenses shall be treated independently of trustee business expenses.

Motion Carried Unanimously

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to amend Regulation 8230 - *Trustee Remuneration and Expenses* for changes to the expense reimbursement and professional development procedures, and to reflect that trustee remuneration be adjusted on an ongoing basis for any salary percentage increases received by the BCTF/GVTA, and that trustee remuneration be amended as of January 2018 to reflect the BCTF/GVTA increases that have occurred since the beginning of the current Board's term.

Discussion ensued among the Trustees with an amendment being proposed.

It was moved by Trustee McNally:

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to amend Regulation 8230 - Trustee Remuneration and Expenses for changes to the expense reimbursement and professional development procedures, and to reflect that trustee remuneration be adjusted on an ongoing basis for any salary percentage increases received by the BCTF/GVTA, and that trustee remuneration be amended as of January 2018 to reflect the BCTF/GVTA increases that have occurred since the beginning of the current Board's term*" be amended to remove the reference to the BCTF.

Motion Carried

For: Trustees McNally, Paynter and Watters
Against: Trustees Leonard and Loring-Kuhanga

Trustees voted on the main motion as amended.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to amend Regulation 8230 - *Trustee Remuneration and Expenses* for changes to the expense reimbursement and professional development procedures, and to reflect that trustee remuneration be adjusted on an ongoing basis for any salary percentage increases received by the GVTA, and that trustee remuneration be amended as of January 2018 to reflect the GVTA increases that have occurred since the beginning of the current Board's term.

Motion Carried

For: Trustees Watters, Leonard and McNally
Against: Paynter and Loring-Kuhanga

Trustees voted on the postponed motion.

That the Board of Education of School District No. 61 (Greater Victoria) strike an ad hoc committee of administration and trustees to discuss the processes, procedures and practices regarding the reimbursement of business expenses and professional development for trustees and report back to the October 2017 Operations Policy and Planning Committee.

Motion Carried Unanimously

8. FACILITIES PLANNING

A. Long Term Facilities Plan

Secretary-Treasurer Walsh explained that the focus of the Long Term Facilities Plan is to provide a framework for future planning. The recommendations in relation to the Long Term Facilities Plan were presented in June 2017 and will be brought to the Board for consideration as the various initiatives are brought into action. The Long Term Facilities Plan is now available for review and feedback and will be brought to the Board in October 2017.

Trustees expressed appreciation, asked questions of clarification and provided feedback.

B. Esquimalt High School All-Weather Field

Secretary-Treasurer Walsh explained that the Esquimalt High Alumni Association and school staff are interested in raising money for the installation of an all-weather field at Esquimalt High School. Esquimalt High School is not slated for any significant capital improvements and consequently external funding sources will be required to raise the estimated cost of \$1.8 million dollars. The Board is being asked to provide support in principle for upgrading the upper Esquimalt High School field. Trustees asked questions of clarification.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) support in principle the upgrading of the upper Esquimalt High School field and direct the Superintendent to have discussions with community partners regarding the capital requirements of the project.

Motion Carried Unanimously

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

10. NEW BUSINESS

A. Trustee Questions

- a. Trustees asked questions about the International Student Program recruitment planning. The Superintendent indicated that he would bring a response to either the September Board meeting or the October Operations Policy and Planning meeting.
- b. Trustees asked questions about a policy regarding the acquisition and display of art. Administration responded that a policy and regulation would be brought forward at a later date.

c. Trustees asked questions regarding student engagement.

11. NOTICE OF MOTION – None

12. GENERAL ANNOUNCEMENTS – None

13. ADJOURNMENT

It was moved Trustee Leonard:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:20 p.m.