



**Operations Policy and Planning Committee Meeting  
January 15, 2018 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Committee Members Present:** Jordan Watters, Chair, Diane McNally, Rob Paynter, Elaine Leonard

**Other Trustees Present:** Ann Whiteaker, Tom Ferris

**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, Lisa McPhail, Communications Officer

The meeting was called to order at 7:02 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 January 15, 2018 regular agenda be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Leonard:

That the December 11, 2017 Operations Policy and Planning Meeting regular minutes be approved.

**Motion Carried Unanimously**

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

**4. PRESENTATIONS TO THE COMMITTEE**

**A. Vic High Alumni Association - Stadium Update**

Keith McCallion, Roger Skillings and Aaron Parker reviewed the work that has taken place related to planning and fundraising for the new stadium at Victoria High School.

**5. SUPERINTENDENT'S REPORT**

**A. Recognition of Student Representative**

Superintendent Langstraat welcomed Antonia Kowalewski student representative from Reynolds Secondary School.

## **B. French Language Review Process**

Deputy Superintendent Green provided an overview of the French Language Review process explaining that three separate working groups have been set up; one to review Baragar data, facilities capacities and local information to determine the long term needs of our schools; one to review the current language program, and one to explore alternative models of language provision. A draft report will be presented at the April 2018 Education Policy and Directions Committee meeting. Trustees asked questions of clarification.

## **C. Advocacy Ad Hoc Committee Terms of Reference**

Superintendent Langstraat explained that the Advocacy Ad Hoc Committee has been created to develop advocacy action plans and reviewed the draft terms of reference for the Committee. Trustees provided feedback, asked questions and suggested edits.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Advocacy Ad Hoc Committee Terms of Reference as amended.

**Motion Carried Unanimously**

## **D. Equity Committee Update**

Superintendent Langstraat reviewed the work of the Equity Ad Hoc Committee and explained that the Committee has identified a concern in the area of accessibility including appropriate ramps, elevators, lifts, accessible washrooms and other appropriate infrastructure and/or equipment and stated that in order for the Committee to make recommendations on the issue, an inventory of accessibility across the District is needed.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to conduct an internal needs assessment of SD61 facilities accessibility infrastructure including ramps, lifts, automatic doors, elevators, wheelchair accessible washrooms, etc. with the intent of developing an Accessibility Strategy for District facilities.

**Motion Carried Unanimously**

## **E. BCPSEA AGM**

Secretary-Treasurer Walsh explained that the issue of BCPSEA governance changes is a topic at the BCPSEA AGM. Trustee Representative Paynter is looking for feedback from the Trustees that he will present at the AGM. Trustees provided comments to Trustee Paynter.

## **6. PERSONNEL ITEMS – None**

## 7. FINANCE AND LEGAL AFFAIRS

### A. 2017-2018 Funding Update

Secretary-Treasurer Walsh provided the Committee with an overview of the final 2017-2018 funding announcement received from the Ministry of Education in December 2017.

Secretary-Treasurer Walsh advised that the final grant funding shows a net increase of \$2,021,029 as compared to the 2017-2018 preliminary grant primarily due to enrolment growth. The final grant funding will be reflected in the 2017-2018 Amended Annual Budget which will be presented at the February Board of Education meeting. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

### B. December 31, 2017 Quarterly Financial Report

Secretary-Treasurer Walsh presented the quarterly financial report for the period ending December 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.

### C. 2018-2019 Partner Group Budget Input Summary

Secretary-Treasurer Walsh explained that the Summary of Partner Group Budget Input for 2018-2019 reflects the responses received from the input request made to Parent Advisory Councils and Education Partner Groups in November 2017. Included with the summary of responses was a scatter gram identifying priority areas. The documents will be posted to the District Website under the Financial section. Questions were asked about the format.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Public Engagement Ad Hoc Committee to review the partner group budget consultation process.

**Motion Carried Unanimously**

### D. Funding Formula Discussion

Secretary-Treasurer Walsh explained that the Ministry of Education has launched a funding model review to ensure that the K-12 public education system receives stable and predictable funding and is inviting feedback on the issues experienced with the current funding allocation system. A discussion ensued about changes that could be made to how funds are allocated to Boards of Education. Trustees requested access to the Ministry of Education's survey provided to Board Chairs.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write to the Minister of Education and copy BCSTA to request the funding formula review survey sent to Board Chairs be sent to all Trustees.

**Motion Carried Unanimously**

## E. Policy Sub-Committee Report

- i) Superintendent Langstraat stated that further to the board motion passed on June 20, 2016, Policy 1240 *School Volunteers* and its associated regulation have been reviewed. The policy does not need to be changed; however the regulation has been revised. Trustees asked questions of clarification.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 1240 *School Volunteers* as reviewed without revisions and receive Regulation 1240 *Volunteers in the Schools* as revised.

**Motion Carried Unanimously**

- ii) Superintendent Langstraat explained that one of the priorities of senior administration and the Victoria Principals and Vice-Principals Association was to modernize the evaluation process and work has taken place over a two year period to ensure that the regulations focus on continuous improvement. Policy 2211 *Selection, Appointment, Assignment, Evaluation, Transfer and Duties of Principals* and Policy 2213 *Selection, Appointment, Assignment, Evaluation, Transfer and Duties of Vice-Principals* continue to be relevant; however, Regulation 2211 *Selection, Transfer, Assignment, Evaluation and Professional Learning of Principals* and Regulation 2213 *Selection, Transfer, Assignment, Evaluation and Professional Learning of Vice-Principals* have been revised.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 2211 *Selection, Appointment, Assignment, Evaluation, Transfer and Duties of Principals* and Policy 2213 *Selection, Appointment, Assignment, Evaluation, Transfer and Duties of Vice-Principals* as reviewed without revisions and receive Regulation 2211 *Selection, Transfer, Assignment, Evaluation and Professional Learning of Principals* and Regulation 2213 *Selection, Transfer, Assignment, Evaluation and Professional Learning of Vice-Principals* as revised.

**Motion Carried Unanimously**

## 8. FACILITIES PLANNING

### A. Seismic Update - Richmond and Uplands

David Loveridge, Director of Facilities Services explained that as part of the process of the boundary review and facilities planning, consultants were asked to review the seismic risk of both Richmond and Uplands Schools. The new seismic ratings indicate high risk. Specific estimates for the cost of remediation have not been calculated; however, based on experience with similar type schools, the cost for both schools is estimated to be in the range of \$10M to \$17M. Trustees asked questions of clarification.

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

## 10. NEW BUSINESS

### A. Trustee Questions – None

11. **NOTICE OF MOTION** – None

12. **GENERAL ANNOUNCEMENTS** – None

13. **ADJOURNMENT**

It was moved by Trustee Leonard:

That the meeting adjourn.

**Motion Carried Unanimously**

The meeting adjourned at 9:15 p.m.