



**Operations Policy and Planning Committee Meeting  
June 11, 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:** Tom Ferris; Deborah Nohr; Ann Whiteaker

**Administration:**

Mark Walsh, Secretary-Treasurer; Shelley Green, Deputy Superintendent; Deb Whitten, Associate Superintendent; Greg Kitchen, Associate Superintendent; Colin Roberts, Director, Human Resource Services; Ted Pennell, Director, Information Technology; Jim Soles, Manager, Capital Program, Facilities Services

The meeting was called to order at 7:00 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 June 11, 2018 regular agenda with the addition of "10.C BCSTA Survey" be approved.

**Motion Carried Unanimously**

**2. APPROVAL OF THE MINUTES**

It was moved by Trustee Leonard:

That the May 14, 2018 Operations Policy and Planning Committee Meeting minutes as amended be approved.

**Motion Carried Unanimously**

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

**4. PRESENTATIONS TO THE COMMITTEE**

**A. Luke Mari - 2549 Quadra Street Warehouse Easement**

Luke Mari, Director of Development for Purdey Group, presented the committee with information about the easement at 2549 Quadra Street that he is requesting from the Board. Trustees asked questions of clarification and thanked Mr. Mari for his presentation.

**B. Xane St. Phillips - 2549 Quadra Street Warehouse**

Xane St. Phillips, Faculty Representative for Vancouver Island School of Art, presented the committee with information about the Quadra Street Warehouse and requested an extension of their current lease. Trustees thanked Mr. St. Phillips for his presentation.

**C. Keith McCallion - Vic High Seismic**

Victoria High School Alumni Association member, Keith McCallion, presented the committee with information about the Vic High Seismic project and encouraged Trustees to ensure appropriate educational spaces were part of the project. Trustees thanked Mr. McCallion for his presentation.

**D. Rick Crosby - Vic High Seismic**

Victoria High School Alumni Association Director, Rick Crosby, presented the committee with information about the Vic High Seismic project. Trustees thanked Mr. Crosby for his presentation.

**5. SUPERINTENDENT'S REPORT**

**A. Recognition of Student Representative**

Superintendent Langstraat welcomed Daniel Davenport, student representative from Lambrick Park Secondary School.

**6. PERSONNEL ITEMS**

**A. Attendance and Wellness Support Program Update**

Colin Roberts, Director of Human Resource Services, provided the committee with an update on the Attendance and Wellness Support Program. Mr. Roberts informed the committee that overall absences have declined since the program was implemented in 2015-2016. Trustees asked questions of clarification of Mr. Roberts.

**7. FINANCE AND LEGAL AFFAIRS**

**A. Managed Print Services Strategy**

Ted Pennell, Director of Information Technology, and Aaron Norris, Vice-Principal, Mt. Douglas Secondary School, presented the committee with the Managed Print Services (MPS) strategy developed for implementation across the District. The purpose of the strategy is for the District to become more environmentally conscious and purposeful in printing, which in turn will improve productivity and reduce printing costs. Mr. Pennell informed Trustees that MPS has been implemented at Mt. Douglas Secondary School, where 7 multi-function devices replaced 44 single function printers in strategic print zones. The results of the MPS at Mt. Douglas Secondary School, along with a strategy for District-wide implementation, will be presented to the committee in October 2018.

## B. Greater Victoria Foundation for Learning

Secretary-Treasurer Walsh introduced the committee to the concept of control in determining the appropriate accounting treatment for the activities of the Greater Victoria Foundation for Learning. Secretary-Treasurer Walsh explained that the revised Foundation Bylaws as presented to the Board on April 23, 2018 would require the activities of the Foundation to be consolidated with the District. Several school districts with non-consolidated foundations were contacted in order to identify factors of non-control. Secretary-Treasurer Walsh recommended the creation of a working group to amend the Foundation Bylaws to ensure the Foundation is at arms-length from the District.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to form a working group to draft the Greater Victoria Foundation for Learning Bylaws in a manner that ensures that the Foundation is at arms-length from the Board and return the draft to the October 9, 2018 Operations Policy and Planning Committee meeting.

**Motion Carried**

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

## C. Policy Sub-Committee Report

Secretary-Treasurer Walsh stated that further to the Board motion passed on March 12, 2018, Policy 6163.7 *Classroom Pets* and its associated regulation were created. Secretary-Treasurer Walsh recommended that the new policy and regulation be sent to stakeholders for feedback prior to final Board approval. Trustees asked questions of clarification.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) approve in principle the new Policy 6163.7 *Classroom Pets* and accept in principle the new Regulation 6163.7 *Classroom Pets* and send the draft policy and regulation to our stakeholders for comment to be returned to the October 9, 2018 Operations Policy and Planning Committee meeting.

Discussion ensued and amendment was proposed.

It was moved by Trustee McNally:

That the Board of Education of School District No. 61 (Greater Victoria) amend Policy 6163.7 *Classroom Pets* to remove the words "if the animal" from the end of section 3.2 and add them to the beginning of sections 3.2.1 and 3.2.2, and add section 3.2.3 "During any emergency, drill, evacuation or otherwise".

**Motion Carried**

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

Further discussion ensued and amendment was proposed.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) amend Policy 6163.7 *Classroom Pets* to add a new section 3.1.1 "It has been established that there are no students who would be adversely affected by animals in the classroom" and renumber the remaining sections.

**Motion Carried Unanimously**

Trustees voted on the main motion.

That the Board of Education of School District No. 61 (Greater Victoria) approve in principle the new Policy 6163.7 *Classroom Pets* as amended and accept in principle the new Regulation 6163.7 *Classroom Pets* and send the draft policy and regulation to our stakeholders for comment to be returned to the October 9, 2018 Operations Policy and Planning Committee meeting.

**Motion Carried Unanimously**

## 8. FACILITIES PLANNING

### A. Vic High Seismic Project Update

Secretary-Treasurer Walsh provided the committee with an update on the cost estimates for the two selected options to seismically upgrade Vic High: 1) Seismic Plus, and 2) Seismic Plus + Capacity. The estimated costs of a new build at a capacity of 1,000 seats and a Neighbourhood Learning Centre were also provided. Secretary Treasurer-Walsh advised Trustees that final cost estimates from project consultants would be presented at the June 25, 2018 Board meeting.

### B. SJ Willis Upgrade

Secretary-Treasurer Walsh informed the committee that funding will be required to begin planning for the upgrades at SJ Willis in anticipation of future occupation by other secondary schools undergoing seismic upgrading. Secretary-Treasurer Walsh advised that the Ministry has not yet provided formal approval to upgrade SJ Willis, but has suggested the District request access to Ministry of Education Restricted funds for this purpose. Secretary-Treasurer Walsh recommended that the Board request access to \$500K for the initial planning of this project.

It was moved by Trustee Paynter:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to request access to \$500,000 of Ministry of Education Restricted Capital for the initial planning of the SJ Willis upgrade.

**Motion Carried Unanimously**

### C. Premier's Award - Promoting Innovation and Excellence

Secretary-Treasurer Walsh acknowledged Ted Pennell, Director of Information Technology, for his role in the success of the Next Generation Network (NGN) Project that is being recognized as a recipient of the Premier's Award for promoting innovation and excellence in public service.

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

**10. NEW BUSINESS**

**A. Trustee McNally - Municipal Committee Assignments**

Trustee McNally withdrew her motion.

That the Board of Education of School District No. 61 (Greater Victoria) eliminate specific municipal committee assignments and that Trustees inform the Board as to which committees related to their municipal assignments they will attend and report on as of September 2018.

Discussion ensued among Trustees.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) review municipal committee assignments in light of the newly created municipal liaison roles, before the next Trustee assignments are made.

**Motion Carried Unanimously**

**B. Trustee Whiteaker - Bussing Services**

Trustee Whiteaker withdrew her motion.

That the Board of Education of School District No. 61 (Greater Victoria) offer bussing services on a cost-recovery basis to those families with a Special Education student currently enrolled in an out-of-catchment school for the upcoming year.

**C. BCSTA Survey**

The Secretary-Treasurer provided a copy of a survey issued by the BCSTA to the Board Chair regarding the review of the Memorandum of Agreement between the Ministry of Education and the BCSTA. Trustees provided feedback to the Board Chair who is tasked with completing the survey.

**D. Trustee Questions**

Trustees and the student representative asked questions regarding bussing appeals, as well as questions about Board process.

**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.