

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

Regular Board Meeting

Monday, November 26, 2018- 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, Monday, November 26, 2018 @ 7:30 p.m.
Tolmie Boardroom, 556 Boleskine Road

AGENDA

**Estimated
Times**

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.

- | | | |
|-------------|---|-----------|
| 7:30-7:35pm | A1. Approval of the Agenda | (p 01-05) |
| 7:35-7:40pm | A2. Approval of the Minutes | |
| | a) Approval of the October 22, 2018 Regular Board Minutes | (p 06-10) |
| | b) Approval of the November 5, 2018 Inaugural Board Minutes | (p 11-13) |
| | A3. Business arising from the Minutes | |
| | A4. Student Achievement | |
| | a) Victoria West Elementary School – “This is Vic West”
Marla Margetts, Principal and Karian Brigidear, Vice-Principal | |
| | A5. District Presentations | |
| 7:40-8:05pm | A6. Community Presentations (5 minutes per presentation) | |
| | a) Shawna Wood, GVTA, Inclusive Learning | |
| | b) Winona Waldron, GVTA, Inclusive Learning | |
| | c) Carolyn Howe, GVTA, Inclusive Learning | |
| | d) Jackie Dogue, Inclusive Education Model | |
| | e) Tracy Humphreys, BCEd Access Founder | |

B. CORRESPONDENCE

- B1. Letter from the Ministry of Energy, Mines and Petroleum Services** (p 14)

8:05-8:15pm

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

- a) 2018-2019 Trustee Committee and Liaison Assignments (p 15-17)

That the Board of Education of School District No. 61 (Greater Victoria) accept the Chair's recommendations for 2018-2019 Trustee Committee and Liaison Assignments.

C2. Trustees' Reports (2 minutes per verbal presentation)

8:15-8:30pm

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

- a) Minutes from the November 13, 2018 meeting – Information only (p 18-25)
- b) Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the November 13, 2018 Education Policy and Directions Committee meeting.

- i) That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Education articulating our opposition to the current approach to the administration, release and use of the Foundation Skills Assessment (FSA), and advocating: 1) that the administration of the FSA be done to eliminate the unfair and damaging ranking of schools: 2) that the Ministry undertake an evaluation of the FSA in order to determine its utility within the context of the innovative new BC curriculum.

- ii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to review codes of conduct with a view to tighten language and content and report back at a subsequent Education Policy and Directions Committee meeting.

8:30-8:55pm

D2. Combined Operations Policy and Planning Committee

- a) Minutes from the November 13, 2018 meeting – Information only

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

b) Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the November 13, 2018 Operations Policy and Planning Committee meeting.

i) That the Board of Education of School District No.61 (Greater Victoria) approve the Terms of Reference for the Aboriginal Education Ad Hoc Committee as recommended by the Superintendent of Schools. (p 26-28)

That the Board of Education of School District No.61 (Greater Victoria) approve the Terms of Reference for the Aboriginal Education Ad Hoc Committee as recommended by the Superintendent of Schools.

ii) That the Board of Education of School District No. 61 (Greater Victoria) create a Student Education Fund from within the Superintendent’s budget to support student-led educational events in our district. Further, that an ad hoc committee be created to establish the process, criteria and distribution of the fund and report back to the Board for final approval.

D3. Audit Committee Report

(p 29-34)

Recommended Motions:

i) That the Board of Education of School District No.61 (Greater Victoria) direct the Board Chair to write a letter to the Minister of Education requesting further information regarding the financial impact of the implementation of the Employer Health Tax on the District.

ii) That the Board of Education of School District No. 61 (Greater Victoria) accept the September 2018 Quarterly Financial Report as presented to the Audit Committee.

E. DISTRICT LEADERSHIP TEAM REPORTS

8:55-9:05pm

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) Trustee Questions (p 36)

9:05-9:10pm

E2. Secretary-Treasurer’s Report

a) Monthly Report (p 37)

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

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

9:10-9:25pm **F. QUESTION PERIOD** (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

9:25-9:40pm **H. NEW BUSINESS/NOTICE OF MOTIONS**

H1. New Business

a) Trustee Whiteaker – School Police Liaison Officers

That the Board of Education of School District No. 61 (Greater Victoria) write a letter to Victoria and Esquimalt city councils and Police Services of BC outlining the value police liaison officers play in our school communities and express our disappointment and concern in the loss of these officers and services in our Victoria and Esquimalt schools as of September 2018.

b) Trustee McNally – BCSTA Bylaw

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to request that BCSTA amend Bylaw 2(a) as follows: 2. Officers a. The officers of the Association are: i. the ~~Minister of Education who shall be the honorary President of the Association~~; ii. the President; iii. the Vice-President; iv. the immediate past President, but only for a term of one year following the election of a new President v. the Directors, who shall be four (4) in number for those years the immediate past President is an officer of the Association, and five (5) in number otherwise; vi. the Chief Executive Officer, who shall be the secretary treasurer. Each officer, other than ~~the honorary President~~, the Chief Executive Officer and the immediate past President, shall be elected at the Annual General Meeting, shall take office at the conclusion of that Annual General Meeting, and shall hold office until his/her successor takes office at the conclusion of the next Annual General Meeting thereafter, or until he/she ceases to be a trustee serving on a member Board, whichever occurs earlier. In the event that the immediate past President becomes unable to serve on the Board of Directors, or ceases to be a trustee of a member Board, the position shall be deemed vacant.

c) Trustee McNally – BCSTA Internal Legislation

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to request that the BCSTA membership direct the President to consult with appropriate committees and individuals and modify BCSTA internal legislation as needed, in order to discontinue the practice of the BCSTA President appointing the members of the BCSTA Indigenous Education Committee, and that BCSTA internal legislation be written to establish a process whereby BCSTA Branches (8) each elect a member to represent that Branch on the Indigenous Education Committee, members to be of self-

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identified Indigenous background.

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)
October 22, 2018 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road

MINUTES

Present: Trustees, Edith Loring-Kuhanga, Chair, Tom Ferris, Vice-Chair, Elaine Leonard, Diane McNally, Deborah Nohr, Rob Paynter, Jordan Watters and Ann Whiteaker,

Regrets:

Trustee Peg Orcherton

Administration:

Shelley Green, Superintendent of Schools, Deb Whitten, Deputy Superintendent, Mark Walsh, Secretary-Treasurer, Greg Kitchen, Associate Superintendent, Colin Roberts, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Lisa McPhail, Communications Officer and Vicki Hanley, Recording Secretary

The meeting was called to order at 7:32 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.

Introductions were made around the board table.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved by Trustee Leonard and seconded:

That the October 22, 2018 Agenda be approved with the following addition:

C2. Trustees' Reports

a) Trustee McNally

Motion Carried Unanimously

A2. Approval of the Minutes

a) It was moved by Trustee Whiteaker and seconded:

That the September 24, 2018 Regular Board Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes - None

A4. Student Achievement

Brenna O'Connor, Principal of Doncaster Elementary School, along with Vice-Principal, Jana Relf, attended the Board meeting to speak to Trustees about their school community. A video presentation was played for Trustees which featured students interviewing fellow students and staff and highlighting various aspects of their school.

Chair Loring-Kuhanga thanked Ms. O'Connor and Ms. Relf for attending and presenting for the Board.

A5. District Presentations

Superintendent Green honored and recognized departing Trustees Orcherton, Nohr and Loring-Kuhanga and provided each of them with a token of appreciation for the time that they served on the Board.

A6. Community Presentations – None

B. CORRESPONDENCE – None

C. TRUSTEE REPORTS

C1. Chair’s Report

Chair Loring-Kuhanga congratulated the six incumbent Trustees who were re-elected to the Board and the three new Trustees that were elected. Chair Loring-Kuhanga thanked many people for their roles in the District and on the Board during her time as a Trustee.

C2. Trustees’ Reports

- a) Trustee McNally provided a verbal report of her activities and school visits over the past month and thanked departing Trustees Orcherton, Nohr and Loring-Kuhanga for their service to the District.

D. BOARD COMMITTEE REPORTS

D1. Education Policy and Directions Committee

- a) The October 1, 2018 meeting minutes were received for information.

D2. Operations Policy and Planning Committee

- a) The October 9, 2018 meeting minutes were received for information.
- b) Chair Watters referred to the Operations Policy and Planning Committee meeting minutes and presented the following 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 from the October 9, 2018 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

It was moved and seconded:

- i) That the Board of Education of School District No.61 (Greater Victoria) establish an Aboriginal Education Ad Hoc Committee for the purpose of developing an operational plan under Goal 2 of the District Strategic Plan to “*Address the Unique Needs and Build on the Strengths of Aboriginal Learners*”, and direct the Superintendent to recommend the composition of the committee and its terms of reference, with a view to

bringing these recommendations to the November 13, 2018 Operations Policy and Planning Committee meeting.
Motion Carried Unanimously

It was moved and seconded:

- ii) That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write a letter to the City of Victoria of support for the Topaz Park Bike Skills Park.
Motion Carried Unanimously

It was moved and seconded:

- iii) That the Board of Education of School District No. 61 (Greater Victoria) postpone discussion regarding the Greater Victoria Foundation for Learning to the December 10, 2018 Operations Policy and Planning Committee meeting.
Motion Carried Unanimously

E. DISTRICT LEADERSHIP TEAM REPORTS

E1. Superintendent’s Report

- a) Superintendent Green presented her monthly report and provided an update with regards to police liaison officers and funding of these officers in Victoria and Esquimalt schools and advised that a report will come to a future public meeting.

It was moved by Trustee Nohr 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) Deputy Superintendent Whitten presented revised Regulation 6164.03 *Physical Restraint* for information. Discussion ensued amongst the Trustees with questions of clarification being asked of Deputy Superintendent Whitten.
- c) Superintendent Green responded to questions from Trustees with regards to boundary review, Educational Assistants and the District organizational chart.

E2. Secretary-Treasurer’s Report

- a) Secretary-Treasurer Walsh presented his monthly report.

It was moved by Trustee Ferris 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) Secretary-Treasurer Walsh provided Trustees with information with regards to the most recent update to the enrolment summary for 2018-2019. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Walsh.

F. QUESTION PERIOD – None

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) request that the Superintendent report out on the status of school police liaison officers at the October 22, 2018 Regular Board of Education Meeting.

Motion Carried Unanimously

H. NEW BUSINESS/NOTICE OF MOTIONS

H1. New Business

- a) Trustee Whiteaker – Student Education Fund

Trustee Whiteaker presented her motion and stated that she would like to refer it to a future Operations Policy and Planning Committee meeting.

It was moved by Trustee Whiteaker and seconded:

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) create a Student Education Fund similar to the Parent Education Fund to support student led educational events in our District. Further, and that an Ad Hoc Committee be created to establish the process, criteria and distribution of the fund and report back to the Board for final approval*” be referred to a future Operations Policy and Planning Committee meeting.

Motion Carried

For: Trustees Whiteaker, Ferris, Leonard, McNally, Watters, Loring-Kuhanga, Paynter and Orcheron
 Against: Trustee Nohr

- b) Trustee McNally – Whole School Service Delivery Model

Trustee McNally presented her motion and provided a rationale.

It was moved by Trustee McNally and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide the Board with a report on the current status of items 1 and 2 from the November 27, 2017 Education Policy and Directions Committee meeting recommended motion (at D on that agenda) 1. The Whole School Service Delivery Model and a list of the schools that are participating 2. The status of and explanation of profile funding for students with Severe Behaviour and Mental Health diagnosis (category H), along with provision of the District wide number for students in that category as a baseline for the 2018-19 school year.

Discussion ensued amongst the Trustees with a recommendation being made to refer the motion to a future Operations Policy and Planning Committee meeting.

It was moved by Trustee Leonard and seconded:

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to provide the Board with a report on the current status of items 1 and 2 from the November 27, 2017 Education Policy and Directions Committee meeting recommended motion (at D on that agenda) 1. The Whole School Service Delivery Model and a list of the schools*

that are participating 2. The status of and explanation of profile funding for students with Severe Behaviour and Mental Health diagnosis (category H), along with provision of the District wide number for students in that category as a baseline for the 2018-19 school year” be referred to a future Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

H2. Notice of Motions - None

I. ADJOURNMENT

It was moved by Trustee Watters and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 8:47 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



**The Board of Education of School District No. 61 (Greater Victoria)
November 5, 2018 Inaugural Board Meeting – Tolmie Boardroom, 556 Boleskine Road**

INAUGURAL BOARD MEETING MINUTES

Present:

Trustees: Nicole Duncan, Tom Ferris, Angie Hentze, Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter, Jordan Watters, Ann Whiteaker

Administration: Shelley Green, Superintendent of Schools, Deb Whitten, Deputy Superintendent, Mark Walsh, Secretary-Treasurer, Katrina Stride, Associate Secretary-Treasurer, Greg Kitchen, Associate Superintendent, Colin Roberts, Associate Superintendent, Lisa McPhail, Communications Officer

The meeting was called to order at 7:02 p.m.

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

1. Welcome

Superintendent Green thanked the Mt. Douglas strings quintet and strings teacher for attending the Inaugural meeting and playing for everyone.

Superintendent Green welcomed everyone to the meeting and introduced and welcomed Mr. Garry Sam.

2. Traditional Greeting

Mr. Garry Sam, a member of the Songhees Nation and currently a Songhees Nation Education Council Member, provided a traditional Aboriginal greeting.

Superintendent Green thanked Mr. Sam for providing a traditional greeting.

3. Call to Order

Secretary-Treasurer Walsh called the meeting to order.

4. Trustee Election Report

Secretary-Treasurer Walsh reported that local Municipal Elections were held on October 20, 2018 and twelve candidates ran for school trustee within our District. The nine Trustees elected to the Board of Education for the term of office to expire in the Fall of 2022 are Nicole Duncan, Tom Ferris, Angie Hentze, Elaine Leonard, Diane McNally, Ryan Painter, Rob Paynter, Jordan Watters and Ann Whiteaker.

5. Swearing-In Ceremony - Oath of Office

Secretary-Treasurer Walsh introduced the Honorable Judge Lisa Mrozinski, who administered the Oath of Office to Trustees in accordance with the *School Act*. The newly elected Trustees made their declaration by affirming the Oath individually and affixing their signatures as required.

6. Election of Chair

Secretary-Treasurer Walsh called for nominations for Chair of the Board of Education for the term of one year ending in November 2019. Nominations were received for Tom Ferris, Diane McNally and Jordan Watters. Trustees Ferris, McNally and Watters accepted the nomination. A ballot vote was taken and Trustee Watters was declared the Chair of the Board of Education.

Secretary-Treasurer Walsh invited Chair Watters to preside over the remainder of the meeting.

Chair Watters thanked her fellow Trustees for their confidence to vote her as Board Chair, adding that she is looking forward to working with all Trustees, staff, educational partners and our community to ensure that each of our students has an opportunity to reach their full potential.

7. Election of Vice Chair

Chair Watters called for nominations for the Vice-Chair of the Board of Education for the term of one year ending November 2019. Nominations were received for Trustees Ferris, McNally, Paynter and Whiteaker. Trustees Ferris, McNally, Paynter and Whiteaker accepted the nomination. A ballot vote was taken and Trustee McNally was declared the Vice-Chair of the Board of Education.

8. Election of the British Columbia Public School Employers' Association Representative

Chair Watters called for nominations for the British Columbia Public School Employers' Association (BCPSEA) representative for the term of one year ending November 2019. Nominations were received for Trustees Painter, Paynter and Whiteaker. Trustees Painter and Paynter accepted the nomination. Trustee Whiteaker declined the nomination. A ballot vote was taken and Trustee Paynter was declared the BCPSEA representative.

9. Election of the British Columbia School Trustees Association Provincial Councillor

Chair Watters called for nominations for the British Columbia School Trustees Association (BCSTA) Provincial Councillor for the term of one year ending November 2019. Nominations were received for Trustees Duncan, Painter and Whiteaker. Trustees Duncan and Painter accepted the nomination. Trustee Whiteaker declined the nomination. A ballot was taken and Trustee Duncan was declared the BCSTA Provincial Councillor.

10. Appointment of the Operations Policy and Planning Committee Members / Election of Chair

Chair Watters presented the following motions:

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) assign Trustees Hentze, Leonard, Paynter and Whiteaker as members of the Operations Policy and Planning Committee and Trustees Duncan, Ferris, McNally and Painter as members of the Education Policy and Directions Committee based on their expressed interest in the respective committees.

Motion Carried Unanimously

It was moved by Trustee Watters and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) conduct a ballot election to determine the Chairs of the Operations Policy and Planning Committee and the Education Policy and Directions Committee.

Motion Carried Unanimously

Nominations were received for Trustees Leonard, Paynter and Whiteaker for the position of Chair of the Operations Policy and Planning Committee. Trustees Leonard and Paynter accepted the nomination. Trustee Whiteaker declined the nomination. A ballot vote was taken and Trustee Paynter was declared Chair of the Operations Policy and Planning Committee.

11. Appointment of the Education Policy and Directions Committee Members / Election of Chair

Nominations were received for Trustees Duncan, Ferris and Painter for the position of Chair of the Education Policy and Directions Committee. Trustees Duncan and Painter accepted the nomination. Trustee Ferris declined the nomination. A ballot vote was taken and Trustee Duncan was declared Chair of the Education Policy and Directions Committee.

12. Motion to Destroy Ballots

It was moved by Trustee Painter and seconded:

That the ballots be destroyed.

Motion Carried Unanimously

13. Adjournment

It was moved by Trustee Ferris and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 8:08 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



November 15, 2018

Ref: 105375

Ms. Jordan Watters
Chair, Board of Trustees
Greater Victoria Board of Education
School District 61

Email: jwatters@sd61.bc.ca

Dear Ms. Watters:

I would like to personally thank Greater Victoria School District 61 for taking conservation measures in response to the October 9, 2018 natural gas pipeline rupture near Prince George.

Your actions, such as turning room temperatures down, reducing hot water use, and other actions to conserve natural gas, have made a difference to ensure that all British Columbians will continue to have access. As you are likely aware, FortisBC has notified customers that gas supply may be 20 to 50 percent lower than normal over the winter, so your continued efforts are greatly appreciated.

Greater Victoria School District 61 has and will continue to play an important leadership role in our Province, and I would like to thank you again for your support at this critical time.

Sincerely,

Michelle Mungall
Minister

Ministry of
Energy, Mines and
Petroleum Resources

Office of the Minister

Mailing Address:
PO Box 9052, Stn Prov Govt
Victoria, BC V8W 9E2

Telephone: 250 953-0900
Facsimile: 250 356-2965

TRUSTEE ASSIGNMENTS

November 2018 to November 2019

Our work as Trustees involves participation on a variety of committees, as well as serving as liaisons to a family of schools, municipalities and local Nations. In addition, Trustees act as Board representatives for contract negotiations with our employee groups.

AD HOC COMMITTEES of the BOARD ¹	TRUSTEE(S) ASSIGNED	NOTES
Aboriginal Education	Tom Ferris	Ongoing
Advocacy	Ryan Painter & Nicole Duncan	Recommendation will be coming to the board to amalgamate these 2 committees.
Public Engagement		
Audit Committee	Rob Paynter & Elaine Leonard	Ongoing
District Facilities	Angie Hentze	Ongoing
Equity	Diane McNally, Ann Whiteaker	Recommendation will be coming to the board to amalgamate these 2 committees.
One Learning Community		
French Advisory	Tom Ferris	Ongoing
Middle School Review	Ann Whiteaker, Elaine Leonard	Scheduled to wrap up January 2019
Policy Sub-Committee	Rob & Diane first – Mark to create rotating schedule	All Trustees will participate on a rotating basis

DISTRICT COMMITTEES	TRUSTEE(S) ASSIGNED	NOTES
Aboriginal Nations Education Council	Diane McNally	Ongoing
District Gender and Sexuality Alliance	Angie Hentze	Ongoing

¹ Terms of Reference for the ad hoc committees can be found here: www.sd61.bc.ca/board-of-education/ad-hoc-committees

EXTERNAL COMMITTEES	TRUSTEE(S) ASSIGNED	NOTES
Victoria Family Court and Youth Justice Committee	Ryan Painter	Ongoing

MUNICIPAL LIAISONS	NOTES
Victoria	Nicole Duncan
Saanich	Ryan Painter & Angie Hentze
Oak Bay	Rob Paynter
Esquimalt	Ann Whiteaker
View Royal & Highlands	Diane McNally
Songhees Nation & Esquimalt Nation	Jordan Watters
CRD	Tom Ferris

FAMILY OF SCHOOLS	NOTES
Victoria High	Nicole Duncan & Jordan Watters
Spectrum Community	Ryan Painter
Oak Bay High	Rob Paynter
Esquimalt High	Ann Whiteaker
Mount Douglas Secondary	Diane McNally
Lambrick Park Secondary	Tom Ferris
Reynolds Secondary	Angie Hentze

CONTRACT NEGOTIATIONS	NOTES
Allied Specialist Association	Ryan Painter
CUPE 382	Ann Whiteaker
CUPE 947	Diane McNally
Exempt Staff	Tom Ferris
Greater Victoria Teachers Association	Nicole Duncan & Rob Paynter
Principals & Vice Principals Association	Angie Hentze

STANDING COMMITTEES	ASSIGNMENTS
Operations Policy and Planning	Rob Paynter (Chair) Angie Hentze Elaine Leonard Ann Whiteaker Jordan Watters (ex officio)
Education Policy and Directions	Nicole Duncan (Chair) Tom Ferris Diane McNally Ryan Painter Jordan Watters (ex officio)

EXTERNAL ORGANIZATIONS	ELECTED REPRESENTATIVES
British Columbia Public School Employers' Association (BCPSEA)	Rob Paynter
BC School Trustee Association (BCSTA)	Nicole Duncan



**Combined Education Policy and Directions Committee and
Operations Policy and Planning Committee Meeting
November 13, 2018 – Tolmie Boardroom**

REGULAR MINUTES

Education Policy and Directions Committee Members Present:

Nicole Duncan, Committee Chair; Tom Ferris; Diane McNally; Ryan Painter; Jordan Watters, Board Chair (Ex-Officio)

Operations Policy and Planning Committee Members Present:

Rob Paynter, Committee Chair; Angie Hentze; Elaine Leonard; Ann Whiteaker; Jordan Watters, Board Chair (Ex-Officio)

Administration:

Shelley Green, Superintendent of Schools; Mark Walsh, Secretary-Treasurer; Deb Whitten, Deputy Superintendent; Greg Kitchen, Associate Superintendent; Colin Roberts, Associate Superintendent; Katrina Stride, Associate Secretary-Treasurer; Louise Sheffer, Director, Learning Team; Carey Nickerson, District Vice Principal, Learning Team; Harold Caldwell, Director, Learning Support Team; Sean McCartney, District Principal, Inclusive Learning; Aaron Foster, Project Manager, Facilities Services; Read Jorgensen, District Principal, Human Resource Services; Lisa McPhail, Communications Officer and Karen Walters-Edgar, Meeting Recorder

The meeting was called to order at 7:01 p.m.

Education Policy and Directions Committee Chair, Nicole Duncan, 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 Ferris:

That the November 13, 2018 combined Education Policy and Directions Committee and Operations Policy and Planning Committee meeting agenda be approved.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Ferris:

That the October 1, 2018 Education Policy and Directions Committee meeting minutes be approved.

Motion Carried Unanimously

Trustee McNally noted an amendment to item 7A in the October 9, 2018 Operations Policy and Planning Committee meeting minutes. The amendment changed the mover of the motion from Trustee Paynter to Trustee McNally.

It was moved by Trustee Leonard:

That the October 9, 2018 Operations Policy and Planning Committee meeting minutes as amended be approved.

Motion Carried Unanimously

3. BUSINESS ARISING FROM MINUTES - None

4. EDUCATION POLICY AND DIRECTIONS COMMITTEE – Trustee Duncan, Chair

A. PRESENTATION TO THE COMMITTEE - None

B. NEW BUSINESS

1. Recognition of Student Representative – Annika Weir, Oak Bay High School

Superintendent Green introduced Annika Weir, Student Representative, from Oak Bay High School.

2. School Police Liaison Officers

Superintendent Green provided a brief explanation of the recent erosion of Police Liaison Officers (PLOs) assigned to schools located in Victoria and Esquimalt. Superintendent Green emphasized how valuable PLOs are to our schools, particularly when assisting school communities with sensitive issues.

Superintendent Green introduced Staff Sergeant Matt Waterman, 2nd Vice President of the Victoria City Police Union, who spoke on behalf of the union regarding the reduction of PLOs in schools. Mr. Waterman stated that the union supports the assignment of its members to schools and recognizes the value of building positive personal connections with students. Mr. Waterman encouraged the Board to reach out to the Chief of Police with its concerns pertaining to the shortage of PLOs.

Trustees asked questions of Staff Sergeant Waterman and Superintendent Green.

3. The Literacy Learning Series (Part 2 of 3)

Louise Sheffer, Director, Learning Team, and Carey Nickerson, District Vice-Principal, Learning Team, presented the Committee with information to deepen understanding of differentiation and tiers of support for literacy learners. Materials outlining the key elements of differentiation were shared.

Trustees asked questions of clarification of Ms. Sheffer and Ms. Nickerson.

4. Foundation Skills Assessment

Trustee Watters presented her rationale.

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Education articulating our opposition to the current approach to the administration, release and use of the Foundation Skills Assessment (FSA), and advocating: 1) that the administration of the FSA be done via random sampling in order to eliminate the unfair and damaging ranking of schools: 2) that the Ministry undertake an evaluation of the FSA in order to determine its utility within the context of the innovative new BC curriculum.

Discussion ensued and an amendment was proposed.

It was moved by Trustee Watters:

That the motion, "That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Education articulating our opposition to the current approach to the administration, release and use of the Foundation Skills Assessment (FSA), and advocating: 1) that the administration of the FSA be done via random sampling in order to eliminate the unfair and damaging ranking of schools: 2) that the Ministry undertake an evaluation of the FSA in order to determine its utility within the context of the innovative new BC curriculum.", be amended to delete the words "via random sampling in order".

Motion Carried Unanimously

Chair Duncan called for a vote on the main motion as amended.

It was moved by Trustee Watters:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write a letter to the Minister of Education articulating our opposition to the current approach to the administration, release and use of the Foundation Skills Assessment (FSA), and advocating: 1) that the administration of the FSA be done to eliminate the unfair and damaging ranking of schools: 2) that the Ministry undertake an evaluation of the FSA in order to determine its utility within the context of the innovative new BC curriculum.

Motion Carried Unanimously

5. District Code of Conduct

Trustee Paynter presented his rationale.

It was moved by Trustee Paynter:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to form a working group to develop a district level Code of Conduct direction for review at a subsequent Education Policy and Directions Committee meeting.

Discussion ensued amongst Trustees and stakeholders. Questions of clarification were asked of Superintendent Green.

Trustee Paynter withdrew his motion without objection.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to form a working group to develop a district level Code of Conduct direction for review at a subsequent Education Policy and Directions Committee meeting.

Motion Withdrawn

Further discussion ensued amongst Trustees.

It was moved by Trustee Leonard:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review codes of conduct with a view to tighten the language and content and report back at a subsequent Education Policy and Directions Committee meeting.

Motion Carried Unanimously

6. Education Policy and Directions Committee Meeting Locations and Presentations

Trustee Painter presented his rationale.

It was moved by Trustee Painter:

That the Board of Education of School District No. 61 (Greater Victoria) hold Education Policy and Directions Committee meetings for the year ending November 2019, which are not joint meetings, at a school of interest in SD 61 and that as part of these meetings, the Board open them to presentations from students on local education policy issues of interest at the school where the meeting is held.

Discussion ensued amongst Trustees and an amendment was proposed.

It was moved by Trustee Ferris:

That the motion, "That the Board of Education of School District No. 61 (Greater Victoria) hold Education Policy and Directions Committee meetings for the year ending November 2019, which are not joint meetings, at a school of interest in SD 61 and that as part of these meetings, the Board open them to presentations from students on local education policy issues of interest at the school where the meeting is held.", be amended to add the word "may" before the word "hold".

Motion Carried

For: Trustees Duncan, Ferris, Painter and McNally

Against: Trustee Watters

Further discussion ensued amongst Trustees and stakeholders.

Chair Duncan called for a vote on the main motion as amended.

It was moved by Trustee Painter:

That the Board of Education of School District No. 61 (Greater Victoria) may hold Education Policy and Directions Committee meetings for the year ending November 2019, which are not joint meetings, at a school of interest in SD 61 and that as part of these meetings, the Board open them to presentations from students on local education policy issues of interest at the school where the meeting is held.”

Motion Defeated

For: Trustee Painter

Against: Trustees Duncan, Ferris, McNally and Watters

C. NOTICE OF MOTION

Trustee Whiteaker provided notice of motion for the November 26, 2018 Regular Board Meeting. The motion will pertain to writing a letter of support for the placement of school police liaison officers in our schools.

5. OPERATIONS POLICY AND PLANNING COMMITTEE - Trustee Paynter, Chair

A. PRESENTATIONS - None

B. SUPERINTENDENT'S REPORT

1. Boundary Review Update

Colin Roberts, Associate Superintendent, provided the Committee with an update on the most significant developments of the district boundary review. Mr. Roberts advised that a community survey and FAQs would be released in mid-November.

Trustees and stakeholders asked questions of clarification of Superintendent Green, Secretary-Treasurer Walsh and Mr. Roberts.

C. PERSONNEL ITEMS

1. Employee Hiring and Recruitment

Read Jorgensen, Director, Human Resource Services, provided the Committee with an overview of the hiring and recruitment data for all employee groups in the District.

Trustees asked questions of clarification of Mr. Jorgensen and requested a further breakdown of CUPE 947 data to be presented at the next Education Policy and Directions Committee meeting.

Trustees discussed the deferral of remaining information items to ensure the meeting would adjourn before 11:00 p.m.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) approve the deferral of agenda items 5.D.1. 2019-2020 Budget Plan, 5.E.2 Archives Update, and 5.F.4. Trustee Questions to the Operations Policy and Planning Committee meeting to be held on December 10, 2018 in order to conclude the meeting in a timely manner.

Motion Carried Unanimously

D. FINANCE AND LEGAL AFFAIRS

1. 2019-2020 Budget Plan

This agenda item was deferred to the Operations Policy and Planning Committee meeting to be held on December 10, 2018.

2. Aboriginal Education Ad Hoc Committee

Colin Roberts, Associate Superintendent, presented the Committee with the updated Terms of Reference for the Aboriginal Education Ad Hoc Committee as recommended by Superintendent Green.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Terms of Reference for the Aboriginal Education Ad Hoc Committee as recommended by the Superintendent of Schools.

Motion Carried Unanimously

E. FACILITIES PLANNING

1. Inclusion for Learning Strategy Update

Sean McCartney, District Principal, Learning Support Team, and Aaron Foster, Project Manager, Facilities Services, provided the Committee with an update on the progress of the Inclusion for Learning Strategy. Mr. McCartney and Mr. Foster explained the internal consultation process for the construction work to be completed and the sensory/calming supplies to be acquired within the next 18-24 months.

Trustees asked questions of clarification and requested an update to the chart presented to the Board in May 2018.

2. Archives Update

This agenda item was deferred to the Operations Policy and Planning Committee meeting to be held on December 10, 2018.

F. NEW BUSINESS

1. Student Education Fund

Trustee Whiteaker presented her rationale.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) create a Student Education Fund similar to the Parent Education Fund to support student-led educational events in our district. Further, that an ad hoc committee be created to establish the process, criteria and distribution of the fund and report back to the Board for final approval.

Discussion ensued amongst Trustees and Superintendent Green. An amendment to the motion was proposed.

It was moved by Trustee Leonard:

That the motion, "That the Board of Education of School District No. 61 (Greater Victoria) create a Student Education Fund similar to the Parent Education Fund to support student-led educational events in our district. Further, that an ad hoc committee be created to establish the process, criteria and distribution of the fund and report back to the Board for final approval.", be amended to replace the words "similar to the Parent Education Fund" with the words "from within the Superintendent's budget".

Motion Carried Unanimously

Chair Duncan called for a vote on the main motion as amended.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) create a Student Education Fund from within the Superintendent's budget to support student-led educational events in our district. Further, that an ad hoc committee be created to establish the process, criteria and distribution of the fund and report back to the Board for final approval.

Motion Carried

For: Trustees Hentze, Paynter, Watters, and Whiteaker

Against: Trustee Leonard

2. Boundary Review Survey - Middle Schools

Trustee Whiteaker presented her rationale and discussion ensued amongst Trustees.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) include questions regarding middle school grade configuration on its boundary review survey.

Motion Defeated

For: Trustee Whiteaker

Against: Trustees Hentze, Leonard, Paynter and Watters

3. Meeting Agendas and Presentations

Trustee Painter presented his rationale and discussion ensued amongst Trustees.

It was moved by Trustee Painter:

That the Board of Education of School District No. 61 (Greater Victoria) request the Superintendent to direct staff to post a draft agenda on the SD61 website prior to each Operations Policy and Planning Committee meeting and full meeting of the Board and to direct that staff move the deadline for submitting presentations to the Thursday evening at 4 pm prior to the scheduled meeting.

Motion Defeated Unanimously

4. Trustee Questions

This agenda item was deferred to the Operations Policy and Planning Committee meeting to be held on December 10, 2018.

G. NOTICE OF MOTION - None

H. GENERAL ANNOUNCEMENTS - None

I. ADJOURNMENT

It was moved by Trustee Watters:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 11:02 p.m.

ABORIGINAL EDUCATION AD HOC COMMITTEE

TERMS OF REFERENCE

Purpose:

The Aboriginal Education Ad Hoc Committee is an ad hoc committee established by the Board of Education (Bylaw 9140 Ad Hoc Committee of the Board) to develop the Aboriginal Operational Plan within the goals of the District Strategic Plan.

Deliverables:

The Committee will create and make recommendations regarding the operationalization of the Aboriginal Operational Plan. The Committee may also address other matters as directed by the Board of Education.

Membership:

The Committee will be comprised of the following members:

- A trustee appointed by the Board Chair
- The Associate Superintendent of Aboriginal Education
- The two District Principals of Aboriginal Education
- A representative from Esquimalt Nation
- A representative from Songhees Nation
- A representative from the Metis Nation
- A parent representative, with preference to be given to a parent of Aboriginal ancestry
- A student representative, with preference to be given to a student of Aboriginal ancestry
- A Greater Victoria Teachers' Association representative

As the plan is being developed and/or other matters are directed to the Committee from the Board of Education, additional members may be invited to be part of the Committee.

These members may be represented from:

- Community Elders
- Aboriginal Interagency Group (Camosun College)
- University of Victoria
- Victoria Native Friendship Centre
- CUPE
- Victoria Principals and Vice-Principals Association
- Hulitán Child and Family Services
- Surrounded by Cedar Child and Family Services

ABORIGINAL EDUCATION AD HOC COMMITTEE TERMS OF REFERENCE

Timeline:

A progress report will be provided to the Education Policy and Directions Committee by June 2019.

Voting:

Decisions will be made by consensus, if possible. If no consensus is reached, a majority vote will take place.

Procedural Notes:

- Anyone may attend and contribute to discussions without voting privileges
- Meeting dates, locations and minutes will be available on the District website.



OFFICE OF THE
SECRETARY-TREASURER

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
PHONE (250) 475-4108 FAX (250) 475-4112

TO: The Board of Education
FROM: The Audit Committee
DATE: November 26, 2018
RE: **Audit Committee Report - November 20, 2018 Meeting**

Background:

The Audit Committee held its second meeting on November 20, 2018. New business included presentation of the September 2018 Quarterly Financial Report and a review and of *An Independent Audit of Executive Expenses at School District 61 Report* from the Office of the Auditor General.

Recommendations:

September 2018 Quarterly Financial Report

Secretary-Treasurer Walsh presented the quarterly financial report for the period ending September 30, 2018. The report showed the annual operating budget and the year-to-date actual revenue and expenditures as a percentage of the operating budget. Secretary-Treasurer Walsh advised that the year-to-date results are comparable to the prior year and in line with expectations for the first quarter.

Trustees asked questions about the implementation of the Employer Health Tax (EHT) on January 1, 2019. Secretary-Treasurer Walsh explained that the District has not received any further communication regarding how the Province will handle the EHT for the public sector.

Trustee Leonard moved the following motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write a letter to the Minister of Education requesting further information regarding the financial impact of the implementation of the Employer Health Tax on the District.

Motion Carried Unanimously

Trustees recommended that the Board accept the September 2018 Quarterly Financial Report through the Audit Committee Report.

That the Board of Education of School District No. 61 (Greater Victoria) accept the September 2018 Quarterly Financial Report as presented to the Audit Committee.

***Review of An Independent Audit of Executive Expenses at School District 61
Report from the Office of the Auditor General***

Secretary-Treasurer Walsh reviewed the audit report from the Office of the Auditor General. The Audit Committee received copies of the detailed action plan presented to the Select Standing Committee of Public Accounts in July 2018 along with supporting documentation. The Audit Committee also received copies of all communication sent out to schools and departments regarding changes in process as a result of the recommendations in the audit report.

Secretary-Treasurer Walsh provided an update on items currently in progress, such as the revision of the expense reimbursement regulation which will be brought to the next Audit Committee meeting for review.

There were no recommendations to the Board.



OFFICE OF THE SECRETARY-TREASURER

556 BOLESKINE ROAD, VICTORIA, BRITISH COLUMBIA V8Z 1E8
PHONE (250) 475-4108 FAX (250) 475-4112

TO: Audit Committee

FROM: Mark Walsh, Secretary-Treasurer

DATE: November 20, 2018

RE: **September 30, 2018 Quarterly Financial Report**

Background

In June 2016, the Ministry of Education Special Advisor's Report was published presenting findings from the review of School District No.83 (North Okanagan Shuswap). Management committed to reviewing and updating key School District policies and to considering recommendations of the Special Advisor where applicable. One of the recommendations related to providing quarterly financial reports in order to assist the Board in the area of financial oversight.

In addition to the financial reports already being provided to the Board as part of the annual budget process and the audited financial statements, quarterly financial reports are being prepared. The format of the quarterly report will be consistent with Schedule 2A "*Schedule of Operating Revenue By Source*" and Schedule 2B "*Schedule of Operating Expense by Object*" of the financial statements.

The quarterly report ending September 30, 2018 shows the Annual Operating Budget and Year-to-Date actual revenue and expenditure as a percentage of the operating budget. The prior year information has been included for comparative purposes.

Revenue

Ministry of Education Operating Grant as a percentage of the Operating Budget is 11.36%, which is consistent with 11.32% in the prior year. Operating grant revenue is recognized when it is received.

Other Ministry of Education Grants as a percentage of the Operating Budget is 3.96% and is affected by the timing of Ministry grant payments. The total Pay Equity Grant has not changed, but the revenue recognized in the current quarter has decreased by almost \$200K due to a new payment schedule.

Revenue from Other Provincial Ministries is related to the sale of surplus assets through public auction by the Province of BC Asset Investment Recovery Service. This revenue varies each year.

Offshore Tuition Fees as a percentage of the Operating Budget are 84.40% and reflect fees received for the International Student Program (ISP).

Summer School Fees are fees received for the July summer school program. Fees collected for July 2018 came in at 86.4% of the Operating Budget.

Continuing Education Fees as a percentage of the Operating Budget are 52.10%. The overall budget was reduced in the current year as a result of the Provincial Government announcement to eliminate tuition fees for Adult Basic Education and English Language Learning.

Rentals and Leases as a percentage of the Operating Budget are 21.54%. Community Rental of Facilities is down slightly from the prior year, but can be attributed to timing differences from the implementation of a new rentals software program in September 2018.

Investment Income as a percentage of the Operating Budget is 27.94% and reflects an increase in interest rates from 1.70% in July 2017 to 2.70% in September 2018, as well as an investment balance that is \$1 million higher than the prior year.

Miscellaneous Revenue includes other grants, fees and general donations. Examples of the revenue in the current year include Industry Training Authority (ITA) grants, activity fees for ISP students, and donations. The amount and timing of this revenue varies each year.

Expenditure by Object

Teacher, Educational Assistants and Substitute Salaries to date are 10.80% of the Operating Budget. As the school year starts in September, it is expected that 1/10th of the salaries would be incurred to date as these positions are paid over 10 months.

Principals and Vice Principals, Support Staff and Other Professionals salaries are 22.21% of the Operating Budget. These positions are paid over 12 months; therefore, it is expected that salaries to date would approximate 25% of the Operating Budget.

Total Salaries and Benefits are 13.75% of the Operating Budget and are comparable to 13.29% in the prior year.

Services are at 41.4% of the Operating Budget. Services expenses are higher in the current year mainly as a result of one-time SRG3 (Seismic Risk) assessments (Ministry Funded Project) and DDC (Direct Digital Control) upgrades (Facility Environmental Upgrades from 16-17 Surplus Funds).

Student Transportation as a percentage of Operating Budget is at 8.08% compared to .4% in the prior year. The increase in the current year is due to a student exchange to Japan that is funded through a one-time student exchange and mobility award received from the British Columbia Council for International Education.

Professional Development and Travel is at 41.43% of the Operating Budget. Expenses in the current year are higher than last year due to the timing of a \$100K payment of professional development funds to the GVTA (paid in October in the prior year).

The budget for Rentals and Leases was moved into Supplies for the current year anticipating that we would not have any expenses in this category. However, the District subsequently entered into several operating leases for fleet vehicles used by Facilities Services.

Supplies are 22.87% of the Operating Budget compared to 17.68% in the prior year. Increased expenses in the current year can be attributed to the reclassification of ISP activity fees as revenue (activity fees collected directly offset activity fee expenses in the prior year), as well as the SRG3 assessments and DDC upgrades in Facilities Services.

Capital Asset Purchases are expenditures from the operating fund that will be transferred to the capital fund. Current year expenditures are comparable to the prior year.

The Local Capital Transfer represents funding budgeted to create a technology replacement reserve (\$200K), student device replacement reserve (\$339K) and child care capital reserve (\$100K). These entries will be processed in a subsequent quarter.

Total Services and Supplies are 24.53% of the Operating Budget.

Overall, the year-to-date results are comparable to the prior year and reflect the nature of school district operations.

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
QUARTERLY FINANCIAL REPORT
SEPTEMBER 30, 2018
ACTUAL AS A PERCENTAGE OF THE OPERATING BUDGET

	2018/2019 Annual Operating Budget	Actual September 30, 2018	Percentage of Operating Budget	2017/2018 Annual Operating Budget	Actual September 30, 2017	Percentage of Operating Budget
REVENUE						
Ministry of Education Operating Grant	172,517,370	19,593,389	11.36%	165,787,614	18,770,819	11.32%
Other Ministry of Education Grants	3,006,617	118,927	3.96%	3,723,970	303,681	8.15%
Other Provincial Ministries	-	11,802	0.00%	-	-	0.00%
Offshore Tuition Fees	14,610,333	12,330,688	84.40%	13,206,732	12,029,654	91.09%
Local Education Agreement Tuition	1,087,263	259,889	23.90%	927,465	246,593	26.59%
Summer School Fees	56,880	49,142	86.40%	17,696	56,880	321.43%
Continuing Education Fees	16,825	8,765	52.10%	58,124	6,045	10.40%
Rentals and Leases	1,981,048	426,665	21.54%	1,694,784	475,266	28.04%
Investment Income	1,030,000	287,745	27.94%	650,000	214,019	32.93%
Miscellaneous Revenue	56,350	133,189	236.36%	70,055	107,805	153.89%
Budgeted Prior Year Operating Surplus Appropriation	3,946,980	-	-	4,104,887	-	-
Total Operating Revenue	198,309,666	33,220,201	16.75%	190,241,327	32,210,762	16.93%
EXPENDITURE BY OBJECT						
Teachers Salaries	85,786,515	9,572,258	11.16%	82,684,954	8,199,842	9.92%
Principals and Vice Principals Salaries	12,495,805	3,056,608	24.46%	12,255,821	2,868,515	23.41%
Educational Assistants Salaries	17,990,349	1,654,785	9.20%	17,240,139	1,568,329	9.10%
Support Staff Salaries	17,575,875	3,461,967	19.70%	17,038,427	3,525,735	20.69%
Other Professionals Salaries	4,264,085	1,107,780	25.98%	3,697,241	1,000,362	27.06%
Substitutes Salaries	7,460,144	781,989	10.48%	7,181,346	722,802	10.06%
Employee Benefits	34,234,154	5,079,723	14.84%	32,198,765	5,015,818	15.58%
Total Salaries and Benefits	179,806,927	24,715,110	13.75%	172,296,693	22,901,403	13.29%
Services	5,090,007	2,107,503	41.40%	4,527,695	1,735,649	38.33%
Student Transportation	1,018,933	82,314	8.08%	998,933	3,994	0.40%
Professional Development and Travel	663,417	274,864	41.43%	571,601	152,149	26.62%
Rentals and Leases	-	28,809	0.00%	79,238	-	0.00%
Dues and Fees	88,207	85,868	97.35%	88,207	74,205	84.13%
Insurance	365,000	41,904	11.48%	442,842	62,965	14.22%
Supplies	5,488,886	1,255,418	22.87%	5,593,711	989,104	17.68%
Utilities	4,349,019	362,509	8.34%	4,642,407	297,406	6.41%
Capital Asset Purchases	800,000	299,221	37.40%	800,000	335,349	41.92%
Local Capital Transfer	639,270	-	0.00%	200,000	-	0.00%
Total Services and Supplies	18,502,739	4,538,410	24.53%	17,944,634	3,650,821	20.34%
Total Operating Expenditure	198,309,666	29,253,520	14.75%	190,241,327	26,552,224	13.96%

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8
Shelley Green, Superintendent
Phone (250) 475-4162
Fax (250) 475-4112

TO: The Board of Education
FROM: Shelley Green, Superintendent of Schools
RE: Superintendent's Report
DATE: November 26, 2018

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
 - Audit Committee Meeting

- Additional Meetings and Events
 - BCSSA Island Chapter Meeting
 - Camosun College/South Island Partnership
 - GVTA – Joint Committee
 - GVTA – Professional Relations Committee
 - New Principal Leader Cohort
 - Reynolds Secondary School
 - Representative Advisory Council of Students
 - Trustee Orientation Sessions



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: Shelley Green, Superintendent of Schools

RE: **Trustee Questions**

DATE: November 26, 2018

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

TO: The Board of Education
FROM: Mark Walsh, Secretary-Treasurer
DATE: November 26, 2018
RE: **Monthly Report**

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.

- Boundary Review Meetings
- ERAC Workshop – focus on privacy
- Escribe Meetings and Training
- Trustee Orientation Meetings
- Law Presentation at UVIC
- Meetings with Child Care Providers
- BCASBO Fall Conference
- Ad Hoc Committee Meetings
- Privacy Presentation @ the Technology for Learning Summit
- Meeting with B.C. Housing Corporation
- Meetings with District Unions and Associations