

OPERATIONS POLICY AND PLANNING COMMITTEE

Monday, December 10, 2018 at 7:00 P.M.

REGULAR MEETING

OPPs Agendas and Minutes available at:

<https://www.sd61.bc.ca/board-of-education/meetings/operations-meetings/>

**NEXT OPPs MEETING IS SCHEDULED FOR:
Monday, January 14, 2019 at 7:00 P.M.**

OPERATIONS POLICY AND PLANNING COMMITTEE

Dialogue with the public is welcome during standing committee meetings.

Regular Agenda for Monday, December 10, 2018 – 7:00 p.m.

Board Room - Administration Offices, Tolmie Building

Chairperson: Trustee Paynter

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.

Estimated Times		Presenter	Status	Attachment
7:00-7:05	1. APPROVAL OF THE AGENDA			Pgs. 1-2
7:05-7:10	2. APPROVAL OF THE MINUTES A. Operations Policy and Planning Committee Meeting of Tuesday, November 13, 2018			Pgs. 3-10
	3. BUSINESS ARISING FROM MINUTES			
7:10-7:15	4. PRESENTATIONS TO THE COMMITTEE A. Spectrum Athletic Facilities - Bruce Bidney, Dominic Butcher, and Audrey Smith			
7:15-7:20	5. SUPERINTENDENT'S REPORT A. Recognition of Student Representative Rosemary Alberts, Reynolds Secondary	Shelley Green		Verbal
7:20-7:50	B. Boundary Review Update	Colin Roberts	Information	Pgs. 11-43
	6. PERSONNEL ITEMS			
7:50-8:00	7. FINANCE AND LEGAL AFFAIRS A. Theatre Rental Rates	Mark Walsh	Motion	Pgs. 44-45
	Recommended Motion: i) That the Board of Education of School District No. 61 (Greater Victoria) approve the revised theatre rental rates.			
8:00-8:10	B. Greater Victoria Foundation for Learning	Mark Walsh	Information	Pgs. 46-47
8:10-8:20	C. Managed Print Services Strategy Update	Ted Pennell	Information	Pgs. 48-49
8:20-8:30	D. Policy Sub-Committee Report	Mark Walsh	Motion	Pgs. 50-54
	Recommended Motion: i) That the Board of Education of School District No. 61 (Greater Victoria) approve the new Policy 6163.7 <i>Classroom Pets</i> and accept the new Regulation 6163.7 <i>Classroom Pets</i> .			
8:30-8:40	E. 2019-2020 Budget Plan	Mark Walsh	Information	Pgs. 55-57

8:40-8:50	8. FACILITIES PLANNING A. Archives Update	Mark Walsh	Information	Pgs. 58-59
	9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS			
8:50-8:55	10. NEW BUSINESS A. Trustee Questions			Pg. 60
	11. NOTICE OF MOTION			
	12. GENERAL ANNOUNCEMENTS			
	13. ADJOURNMENT			



**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.

TO: The Operations Policy and Planning Committee

FROM: Colin Roberts, Associate Superintendent

DATE: December 10, 2018

RE: Boundary Review Update

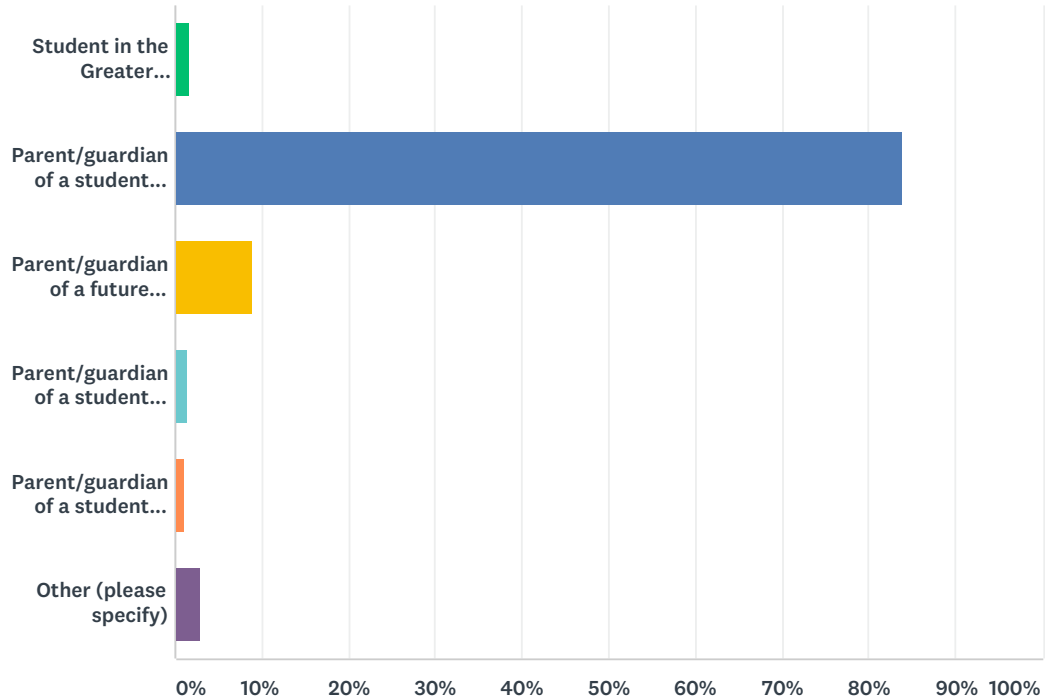
The Boundary Review Survey, which closed on November 30, 2018, generated in excess of 5000 responses.

The pages that follow contain the quantitative data reported in tabular form and as horizontal bar graphs.

The qualitative responses have been themed and provided to trustees as an executive summary.

Q1 Are you a student or a parent/guardian?

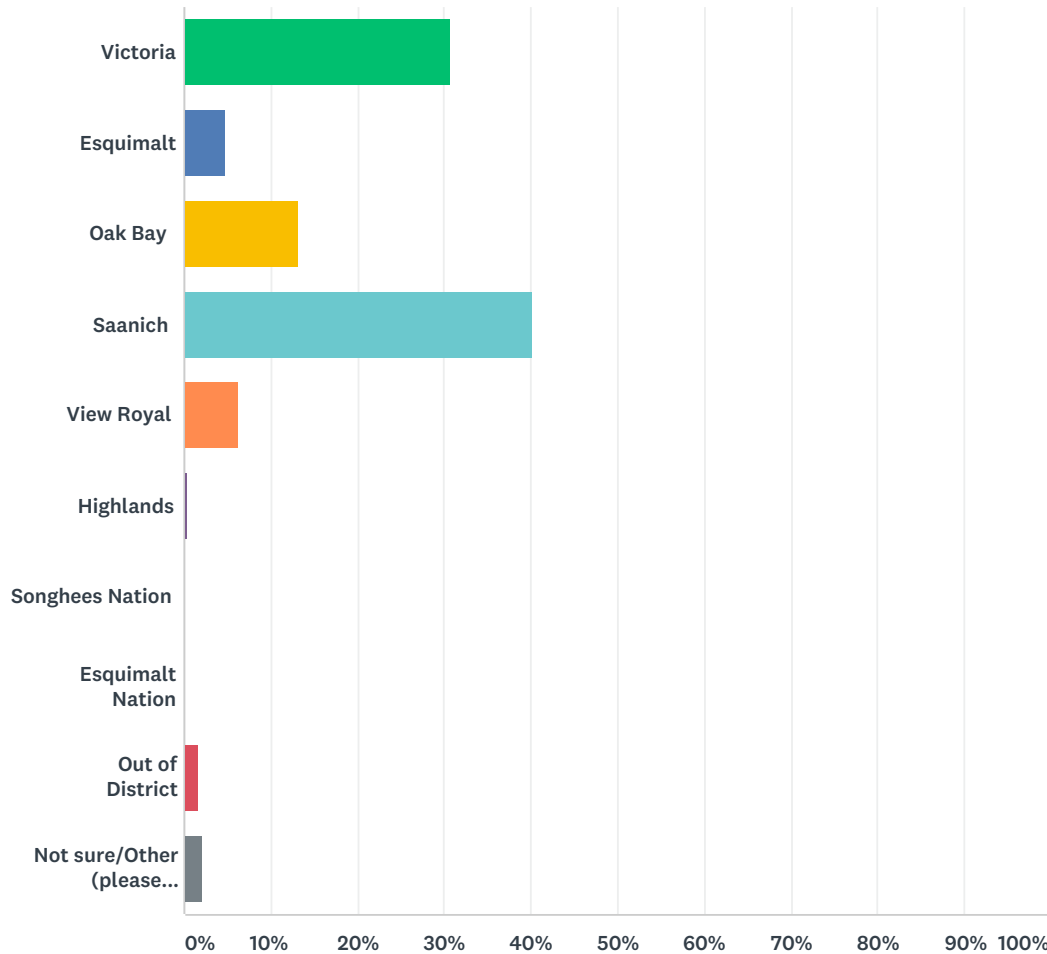
Answered: 4,980 Skipped: 0



ANSWER CHOICES	RESPONSES	
Student in the Greater Victoria School District	1.77%	88
Parent/guardian of a student currently enrolled in a Greater Victoria School District school	83.82%	4,174
Parent/guardian of a future student in the Greater Victoria School District	8.96%	446
Parent/guardian of a student currently enrolled in a different School District	1.57%	78
Parent/guardian of a student currently enrolled in an independent or private school	0.98%	49
Other (please specify)	2.91%	145
TOTAL		4,980

Q2 In which area of the Capital Region do you live? School District Boundary Map

Answered: 4,803 Skipped: 177



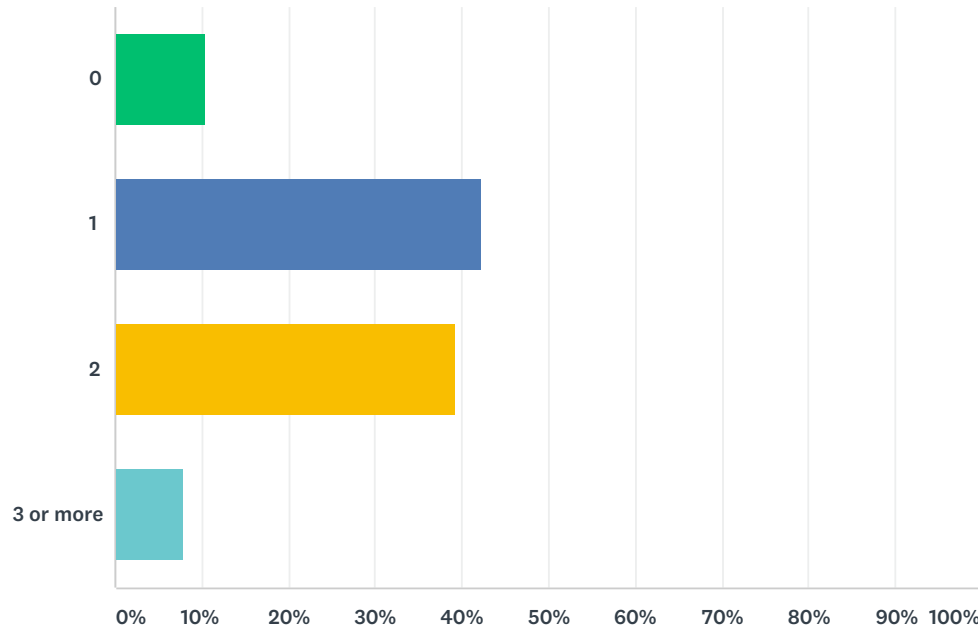
ANSWER CHOICES	RESPONSES	
Victoria	30.69%	1,474
Esquimalt	4.85%	233
Oak Bay	13.22%	635
Saanich	40.22%	1,932
View Royal	6.25%	300
Highlands	0.44%	21
Songhees Nation	0.25%	12
Esquimalt Nation	0.25%	12
Out of District	1.77%	85
Not sure/Other (please specify)	2.06%	99

Catchment Boundary Review - Parent/Guardian Survey

TOTAL	4,803
-------	-------

Q3 How many children do you have enrolled in the Greater Victoria School District?

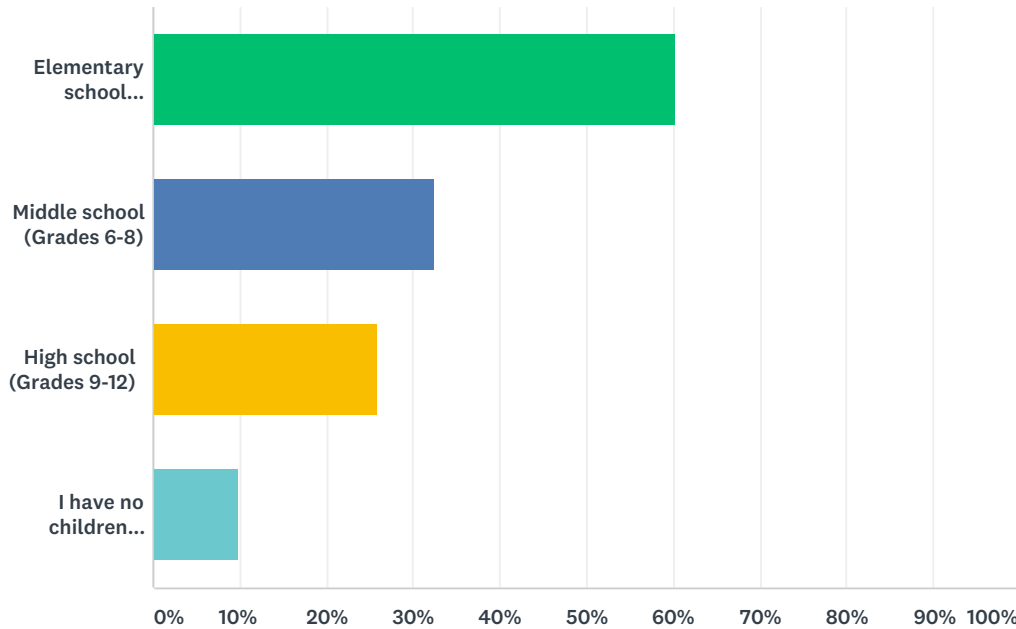
Answered: 4,803 Skipped: 177



ANSWER CHOICES	RESPONSES	
0	10.56%	507
1	42.16%	2,025
2	39.29%	1,887
3 or more	8.00%	384
TOTAL		4,803

Q4 Please indicate what grade level your child (or children) is currently enrolled in. Choose all that apply.

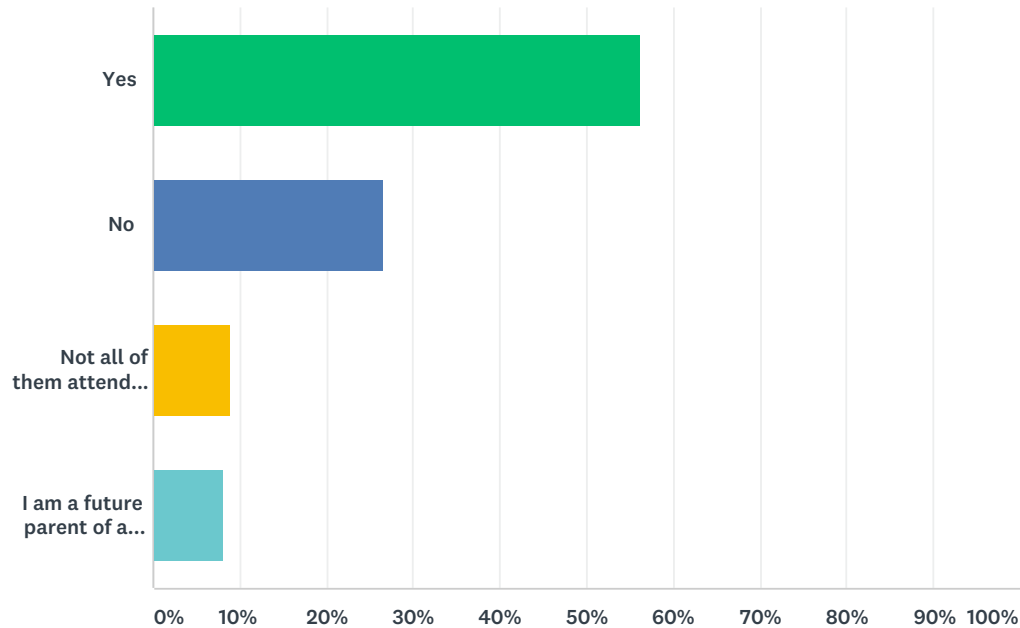
Answered: 4,803 Skipped: 177



ANSWER CHOICES	RESPONSES	
Elementary school (Kindergarten to grade 5)	60.27%	2,895
Middle school (Grades 6-8)	32.35%	1,554
High school (Grades 9-12)	25.88%	1,243
I have no children enrolled currently	9.89%	475
Total Respondents: 4,803		

Q5 Does your child (or children) attend their current catchment school?

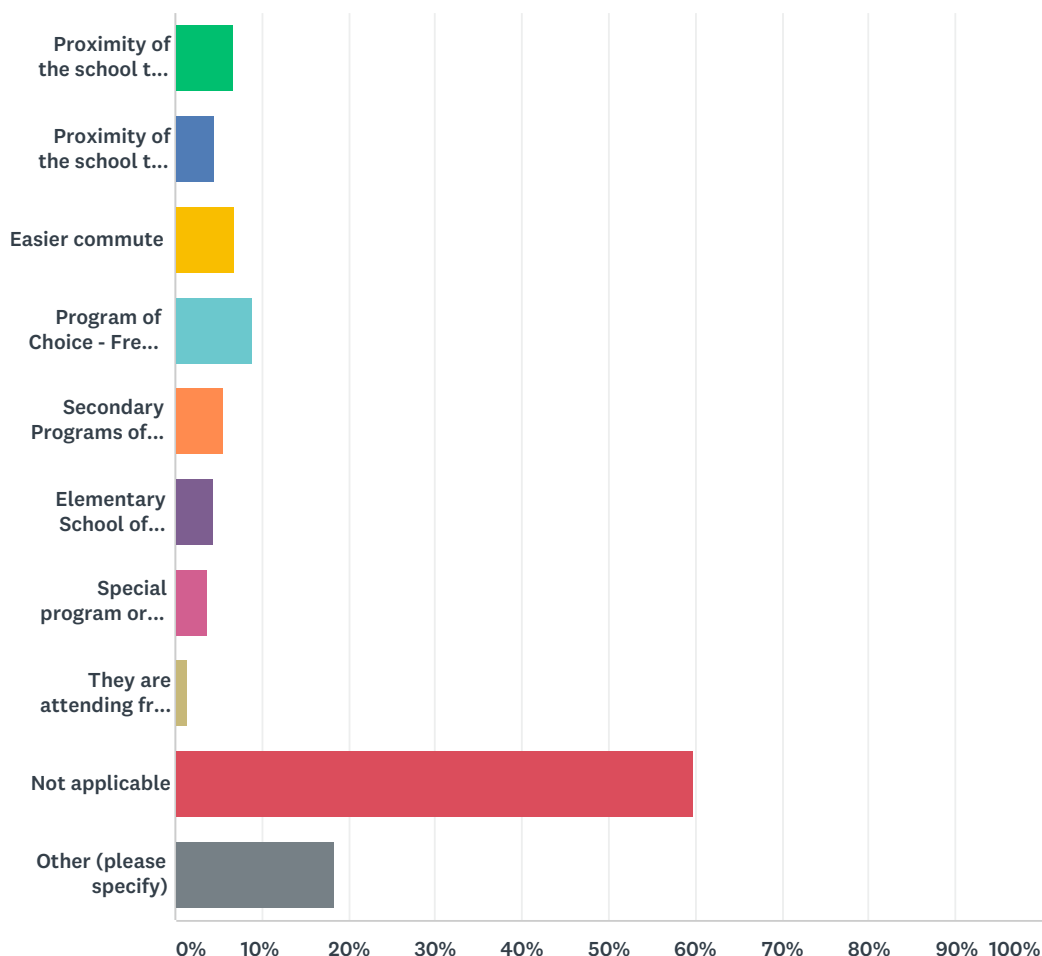
Answered: 4,648 Skipped: 332



ANSWER CHOICES	RESPONSES	
Yes	56.35%	2,619
No	26.51%	1,232
Not all of them attend their catchment school	8.93%	415
I am a future parent of a student	8.22%	382
TOTAL		4,648

Q6 If your child (or children) attend a school other than your catchment school, why? Select all that apply.

Answered: 4,648 Skipped: 332



ANSWER CHOICES	RESPONSES	
Proximity of the school to your work	6.71%	312
Proximity of the school to child care	4.69%	218
Easier commute	6.86%	319
Program of Choice - French Immersion	9.06%	421
Secondary Programs of Choice - Sports Academies, Challenge and Flexible Studies	5.55%	258
Elementary School of Choice - Cloverdale and South Park	4.45%	207
Special program or course offerings	3.70%	172
They are attending from out of District	1.55%	72
Not applicable	59.81%	2,780
Other (please specify)	18.46%	858

Catchment Boundary Review - Parent/Guardian Survey

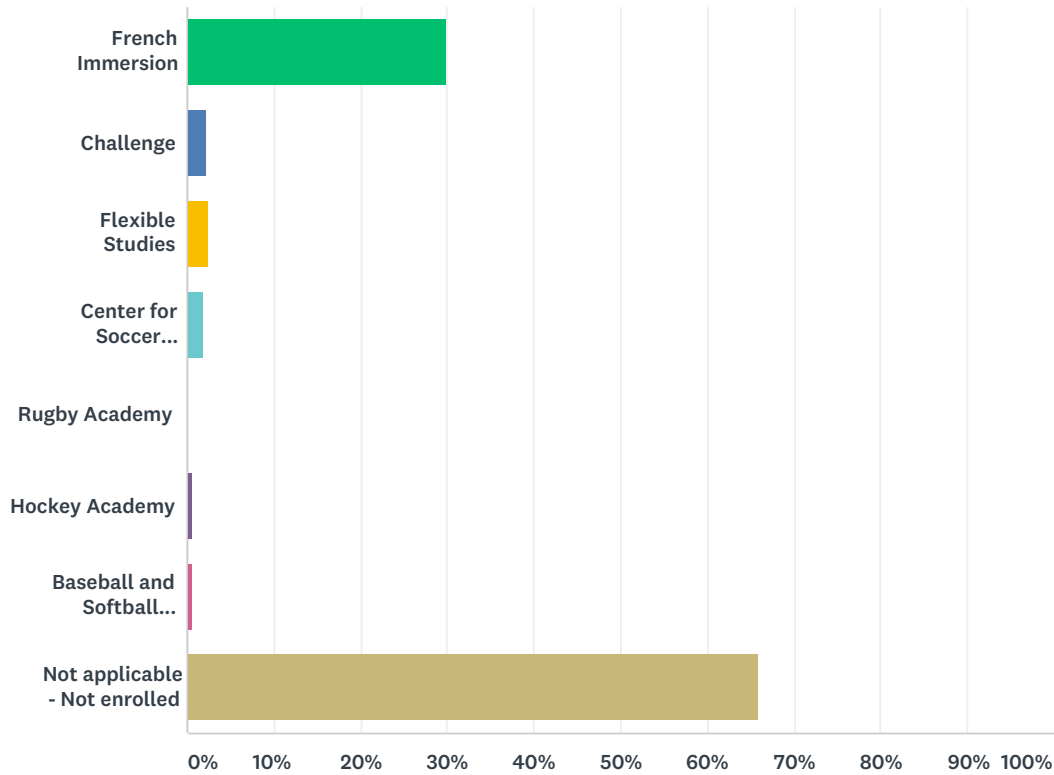
Total Respondents: 4,648

Q7 If you are a parent of a future student in the District, what catchment school will you be registering your child or children at? Please use our School Locator Tool to determine your current catchment school.

Answered: 1,191 Skipped: 3,789

Q8 Is your child (or children) enrolled in a Program of Choice? If yes, select which programs they are registered in. Select all that apply.

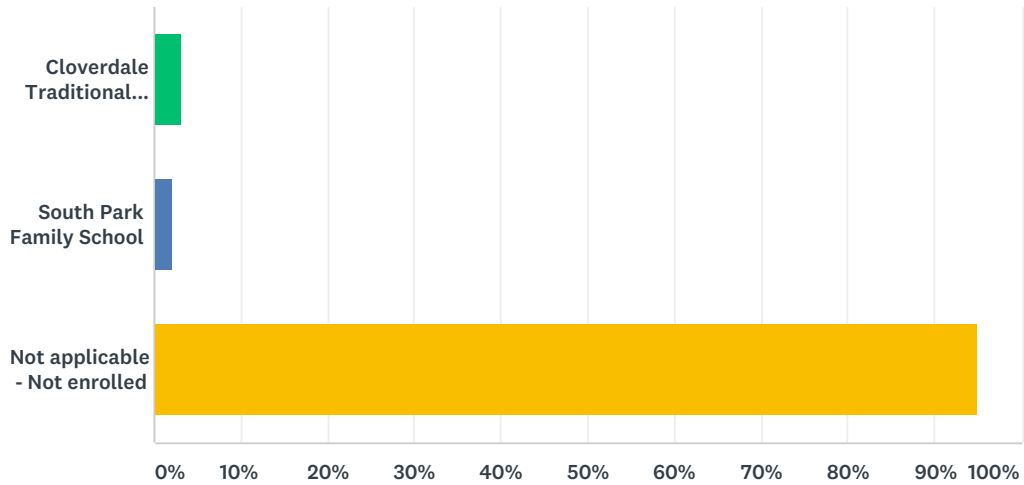
Answered: 4,601 Skipped: 379



ANSWER CHOICES	RESPONSES	
French Immersion	29.97%	1,379
Challenge	2.30%	106
Flexible Studies	2.43%	112
Center for Soccer Excellence	1.98%	91
Rugby Academy	0.11%	5
Hockey Academy	0.61%	28
Baseball and Softball Academy	0.54%	25
Not applicable - Not enrolled	65.86%	3,030
Total Respondents: 4,601		

Q9 Is your child (or children) enrolled in an Elementary School of Choice? If yes, select which school(s) apply.

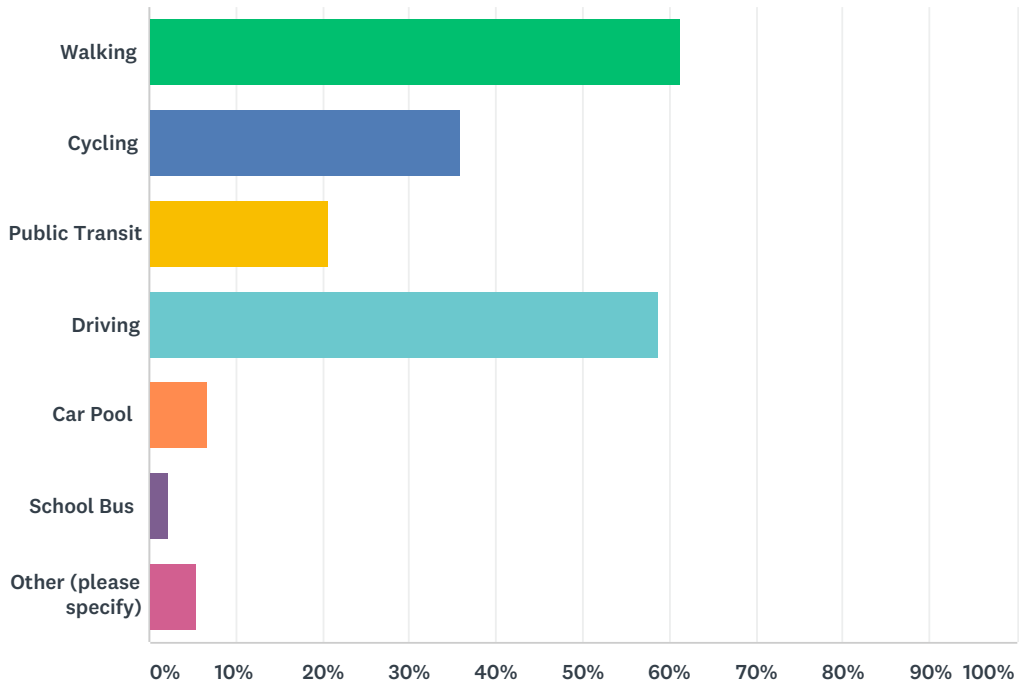
Answered: 4,601 Skipped: 379



ANSWER CHOICES	RESPONSES	
Cloverdale Traditional School	3.04%	140
South Park Family School	2.04%	94
Not applicable - Not enrolled	94.96%	4,369
Total Respondents: 4,601		

Q10 How does your child (or children) travel to school? Select all modes of transportation that apply.

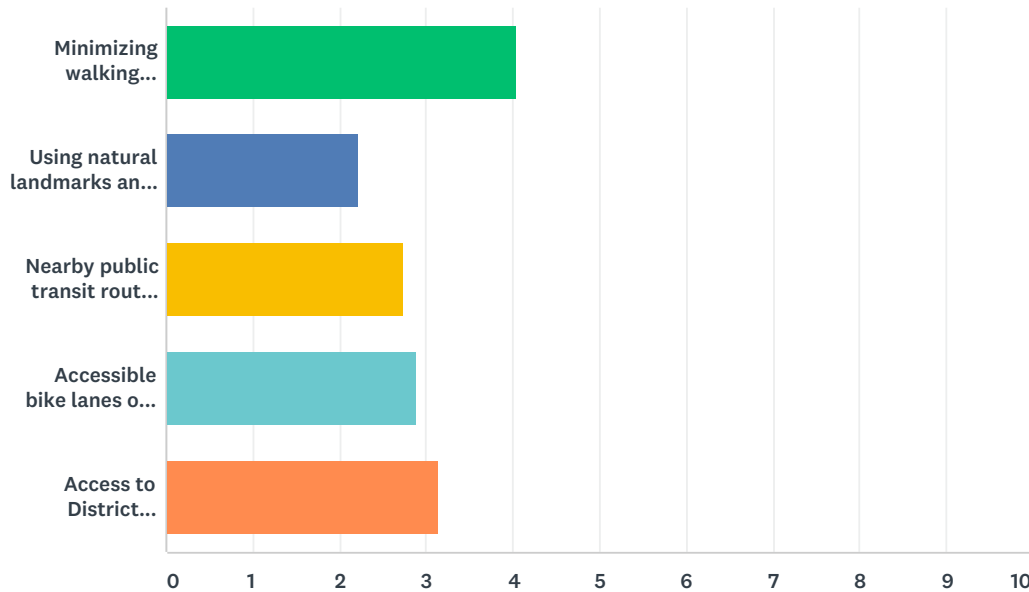
Answered: 4,595 Skipped: 385



ANSWER CHOICES	RESPONSES	
Walking	61.31%	2,817
Cycling	35.97%	1,653
Public Transit	20.76%	954
Driving	58.89%	2,706
Car Pool	6.70%	308
School Bus	2.35%	108
Other (please specify)	5.44%	250
Total Respondents: 4,595		

Q11 What are important considerations for you as the District reviews catchment boundaries? Rank in order of importance (#1 being the HIGHEST level of importance and #5 being the LOWEST).

Answered: 4,416 Skipped: 564



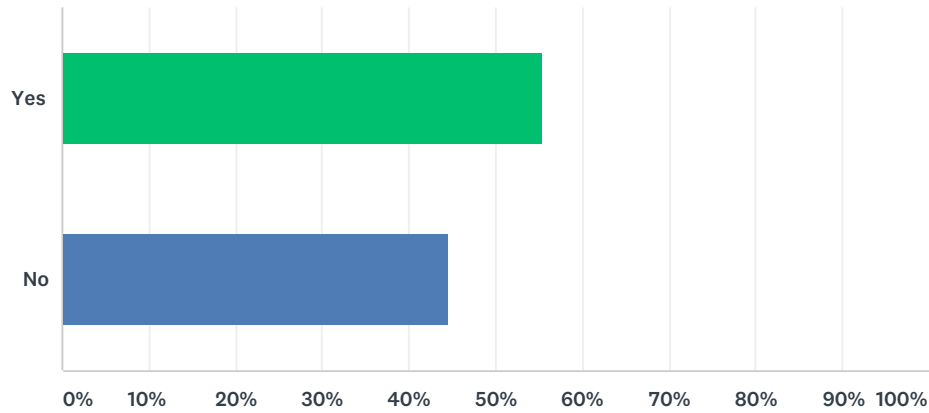
	1	2	3	4	5	TOTAL	SCORE
Minimizing walking distances to school	51.61% 2,279	22.06% 974	10.55% 466	9.60% 424	6.18% 273	4,416	4.03
Using natural landmarks and main roads for boundaries	5.30% 234	14.13% 624	17.37% 767	22.28% 984	40.92% 1,807	4,416	2.21
Nearby public transit routes to school	6.54% 289	20.31% 897	28.83% 1,273	29.33% 1,295	14.99% 662	4,416	2.74
Accessible bike lanes or trails to schools	5.82% 257	27.13% 1,198	29.96% 1,323	24.39% 1,077	12.70% 561	4,416	2.89
Access to District Programs of Choice (French Immersion, Secondary Programs of Choice: Sports Academies, Challenge and Flexible Studies)	30.73% 1,357	16.37% 723	13.29% 587	14.40% 636	25.20% 1,113	4,416	3.13

Q12 Are there additional considerations that you feel are more important than these?

Answered: 1,487 Skipped: 3,493

Q13 Is where you live influenced by a school's catchment boundary?

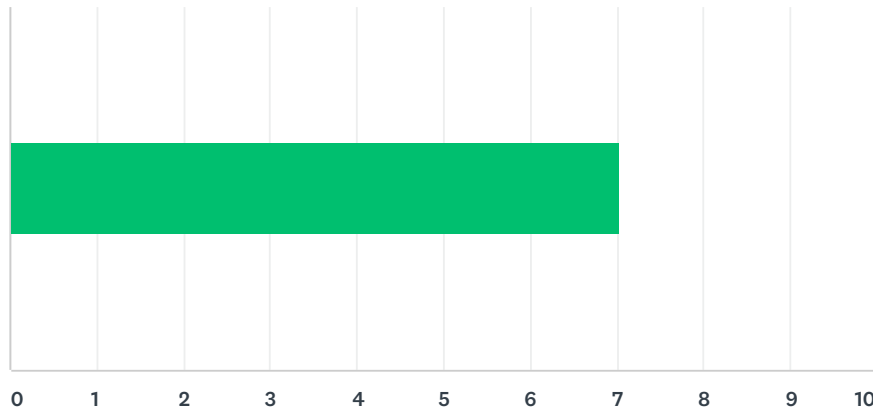
Answered: 4,416 Skipped: 564



ANSWER CHOICES		RESPONSES	
Yes		55.37%	2,445
No		44.63%	1,971
TOTAL			4,416

Q14 How important is your catchment area in choosing your current or future residence location?

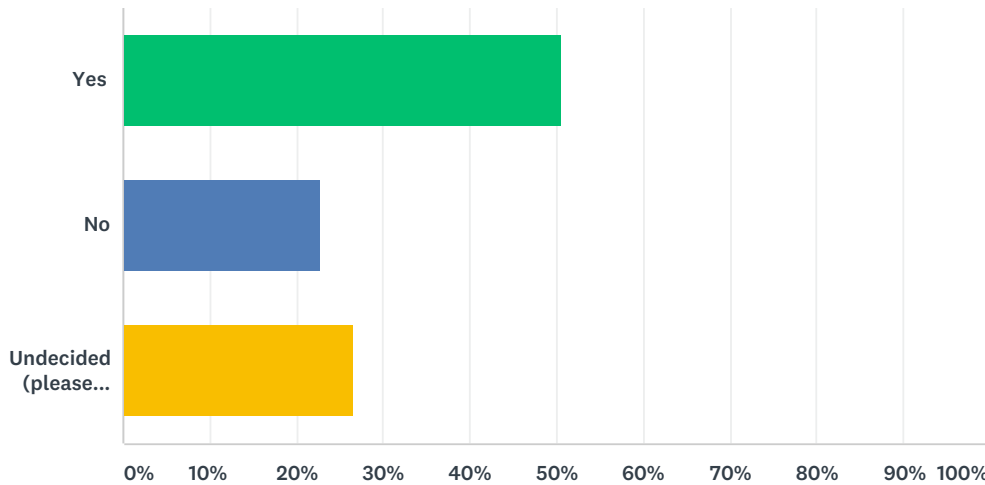
Answered: 4,416 Skipped: 564



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	7	31,043	4,416
Total Respondents: 4,416			

Q15 There are some neighbourhoods where demographics have changed and student enrolment has significantly increased in the past five years. The District has been using portables to accommodate the catchment students at these schools. If the District could reconfigure enrolment to limit the use of portables in the future, would you support it?

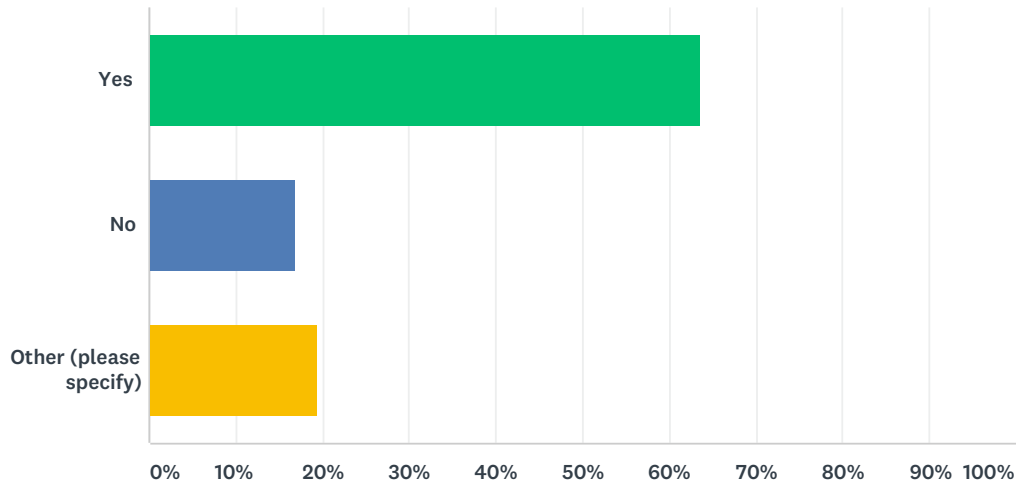
Answered: 4,374 Skipped: 606



ANSWER CHOICES	RESPONSES	
Yes	50.59%	2,213
No	22.86%	1,000
Undecided (please specify).	26.54%	1,161
TOTAL		4,374

Q16 Do you support the continued use of existing portables?

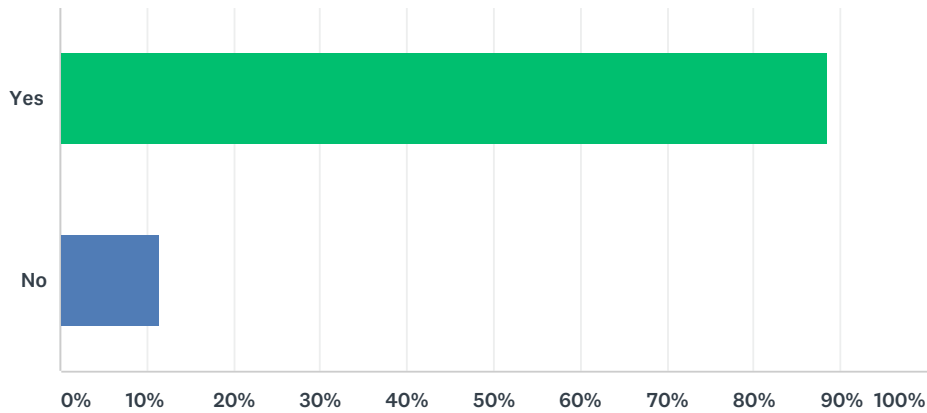
Answered: 4,374 Skipped: 606



ANSWER CHOICES	RESPONSES	
Yes	63.63%	2,783
No	16.90%	739
Other (please specify)	19.48%	852
TOTAL		4,374

Q17 For the District to accommodate increasing student enrolment while continuing to provide Programs of Choice where they are currently offered, the District has had to add portables at some school sites. If having portables means access to Programs of Choice in your neighbourhood, would you support it?

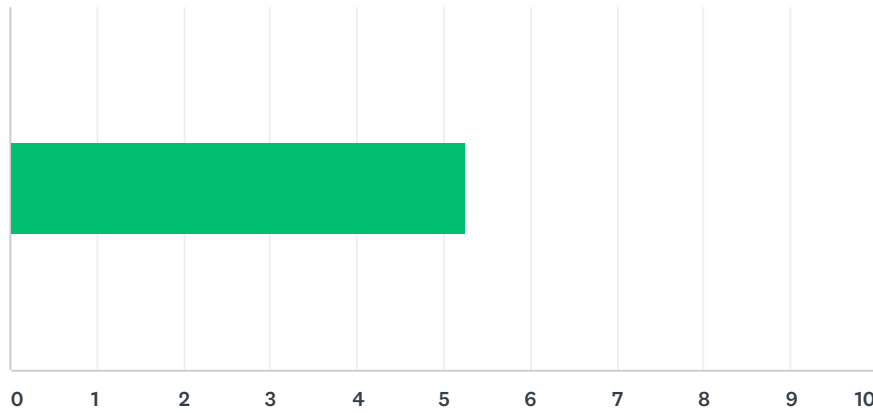
Answered: 4,374 Skipped: 606



ANSWER CHOICES		RESPONSES	
Yes		88.59%	3,875
No		11.41%	499
TOTAL			4,374

Q18 How important is access to the Program of Choice - French Immersion?

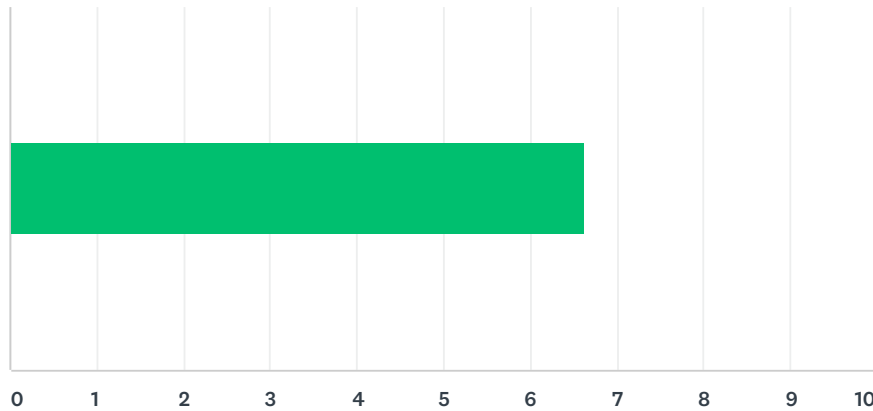
Answered: 4,333 Skipped: 647



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	5	22,765	4,333
Total Respondents: 4,333			

Q19 How important is access to Secondary Programs of Choice? This includes Sports Academies, Challenge and Flexible Studies.

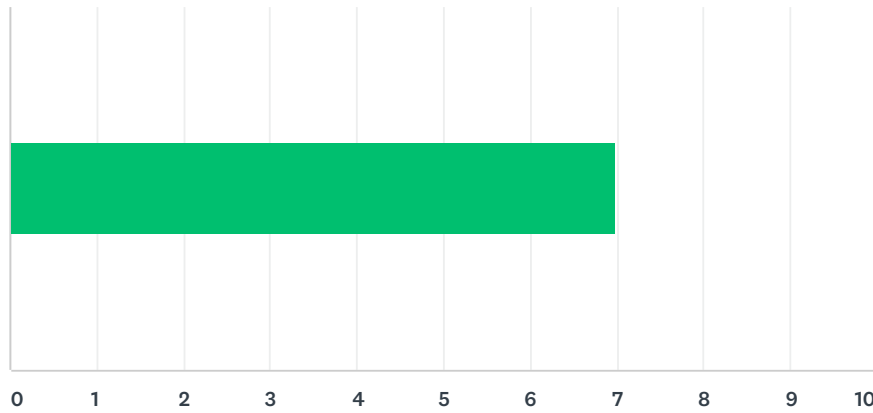
Answered: 4,333 Skipped: 647



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	7	28,700	4,333
Total Respondents: 4,333			

Q20 How important is it that your child (or children) attend school in your catchment area?

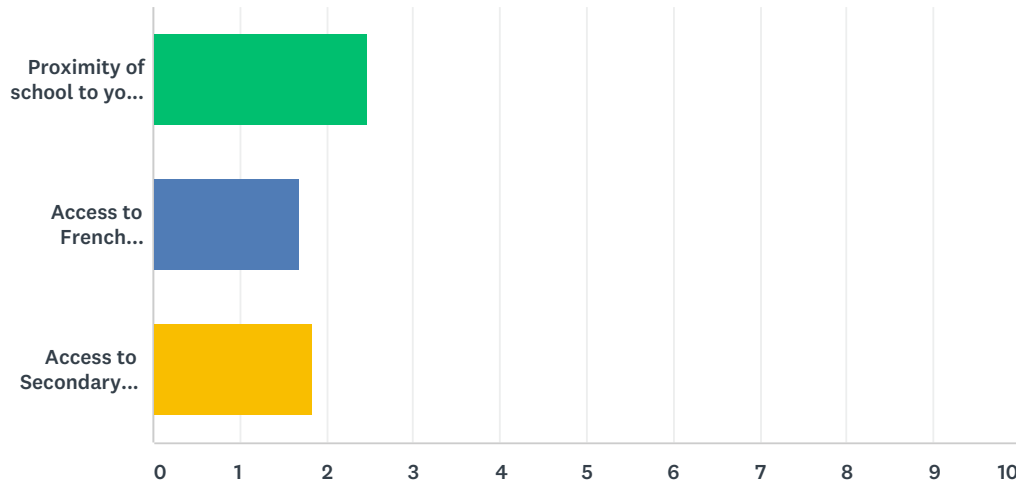
Answered: 4,333 Skipped: 647



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	7	30,306	4,333
Total Respondents: 4,333			

Q21 What is most important to you when considering a school? (#1 being the HIGHEST level of importance and #3 being the LOWEST).

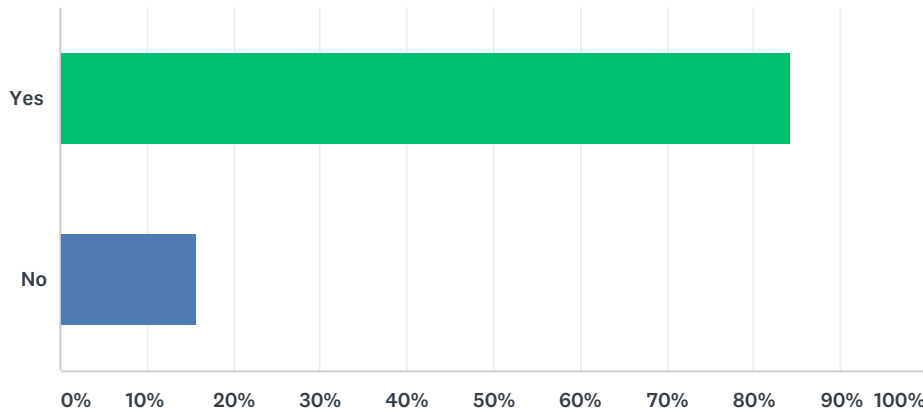
Answered: 4,333 Skipped: 647



	1	2	3	TOTAL	SCORE
Proximity of school to your home	59.45% 2,576	27.12% 1,175	13.43% 582	4,333	2.46
Access to French Immersion	21.83% 946	25.11% 1,088	53.06% 2,299	4,333	1.69
Access to Secondary Programs of Choice (Sports Academies, Challenge, Flexible Studies)	18.72% 811	47.77% 2,070	33.51% 1,452	4,333	1.85

Q22 If keeping Programs of Choice in their current location limits access for catchment students to attend their catchment school, would you be in favour of re-evaluating the placement of District Programs of Choice?

Answered: 4,333 Skipped: 647



ANSWER CHOICES	RESPONSES	
Yes	84.26%	3,651
No	15.74%	682
TOTAL		4,333

Q23 What are some of the potential benefits to you if catchment boundary borders were to shift?

Answered: 2,440 Skipped: 2,540

Q24 What are some of your concerns if catchment boundary borders were to shift?

Answered: 2,640 Skipped: 2,340

Q25 Is there anything else you would like to share about the catchment boundary review?

Answered: 1,712 Skipped: 3,268

Level Capacities and Projected Enrolments

Greater Victoria School District

Level: Elementary

		Official Capacity	Actual		Projected Enrolment															Level: Elementary
			2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Braefoot Elementary																				
	Total	309	249	255	263	263	263	250	252	254	247	251	251	253	253	253	253	253	253	
Campus View Elementary																				
	Total	464	443	446	435	443	434	433	426	427	430	424	429	428	429	429	429	429	429	
Cloverdale Traditional School																				
	Total	332	302	311	313	316	327	319	319	319	318	317	317	317	317	317	317	317	317	
Craigflower Elementary																				
	Total	219	121	137	141	148	157	161	156	150	149	146	148	147	147	147	147	147	147	
Doncaster Elementary																				
	Total	438	409	407	402	399	395	383	389	381	385	384	385	386	386	386	386	386	386	
Eagle View Elementary																				
	Total	241	226	236	236	236	234	223	224	226	226	226	225	225	224	224	224	224	224	
Frank Hobbs Elementary																				
	Total	351	311	307	302	312	295	308	312	308	315	307	315	307	308	308	308	308	308	
George Jay Elementary																				
	Total	509	403	490	549	601	620	641	637	631	623	607	607	609	609	609	609	609	609	
Hillcrest Elementary																				
	Total	373	281	296	288	294	297	287	285	279	286	279	275	279	280	280	280	280	280	
James Bay Community School																				
	Total	196	224	223	225	211	208	210	214	214	216	227	232	231	231	231	231	231	231	
Lake Hill Elementary																				
	Total	324	178	179	187	196	198	192	186	187	176	181	183	190	191	191	191	191	191	
Macaulay Elementary																				
	Total	483	459	470	461	463	477	484	483	489	490	491	491	490	490	490	490	490	490	

Year: 2018/2019

Level Capacities and Projected Enrolments

Greater Victoria School District

Level: Elementary

	Official Capacity	Actual		Projected Enrolment														
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Margaret Jenkins Elementary																		
Total	487	447	457	459	432	426	412	420	410	412	416	408	415	417	419	422	423	423
Marigold Elementary																		
Total	283	302	297	283	285	282	269	283	278	276	276	276	274	274	274	275	276	277
McKenzie Elementary																		
Total	309	210	214	226	234	232	242	247	247	254	256	258	258	258	257	256	255	254
Northridge Elementary																		
Total	286	260	254	252	249	235	236	233	227	222	218	222	219	219	219	219	219	219
Oaklands Elementary																		
Total	487	478	518	539	555	575	587	597	603	605	612	603	601	600	598	598	596	596
Quadra Elementary																		
Total	505	436	437	426	414	400	405	410	409	407	408	413	417	417	417	417	417	417
Rogers Elementary																		
Total	332	305	298	305	296	281	283	267	273	266	263	259	262	263	264	265	265	265
Sir James Douglas Elementary																		
Total	460	482	478	450	427	432	422	408	405	405	409	409	412	411	411	411	411	411
South Park Family School																		
Total	196	182	186	172	169	165	162	167	167	166	165	165	166	166	166	166	166	166
Strawberry Vale Elementary																		
Total	309	295	273	266	257	258	261	255	253	254	249	248	247	247	247	247	247	247
Tillicum Elementary																		
Total	396	368	375	365	367	365	360	373	371	373	374	374	372	370	368	368	368	368
Torquay Elementary																		
Total	283	285	303	322	348	355	359	355	354	353	344	342	341	341	341	341	341	341

Year: 2018/2019

Level Capacities and Projected Enrolments

Greater Victoria School District

Level: Elementary

	Official Capacity	Actual		Projected Enrolment															
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
Victoria West Elementary																			
Total	332	258	275	285	299	309	296	293	294	287	285	280	286	285	283	283	283	283	
View Royal Elementary																			
Total	399	319	310	305	304	301	314	320	323	321	316	317	315	314	314	314	314	314	
Willows Elementary																			
Total	569	593	600	577	562	545	526	508	496	492	483	482	486	487	487	487	487	487	
Total All Schools																			
Total:	9,872	8,826	9,032	9,034	9,080	9,066	9,025	9,019	8,975	8,954	8,914	8,914	8,933	8,934	8,930	8,934	8,933	8,933	

Year: 2018/2019

Level Capacities and Projected Enrolments

Greater Victoria School District

Level: Middle

		Official Capacity	Actual		Projected Enrolment														
			2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Arbutus Global Middle																			
	Total	500	439	431	421	429	430	420	424	416	413	419	409	421	411	418	412	414	415
Cedar Hill Middle																			
	Total	550	534	470	472	456	463	478	483	489	475	472	466	452	457	457	465	465	465
Central Middle																			
	Total	610	572	601	605	617	648	653	681	689	703	691	689	681	678	677	681	681	682
Colquitz Middle																			
	Total	500	457	493	520	560	567	565	546	538	525	539	539	544	545	545	541	537	535
Glanford Middle																			
	Total	400	366	378	423	448	449	452	450	436	442	441	437	434	426	428	427	427	428
Gordon Head Middle																			
	Total	350	368	356	379	373	397	412	434	446	439	446	444	440	430	427	431	431	431
Lansdowne Middle																			
	Total	600	573	608	640	680	714	691	691	677	695	690	697	688	696	695	698	699	698
Monterey Middle																			
	Total	430	389	385	414	448	459	470	435	440	423	425	408	400	396	391	400	402	402
Rockheights Middle																			
	Total	400	206	207	219	231	226	225	244	257	260	257	263	259	259	257	260	260	258
Shoreline Community Middle																			
	Total	425	247	262	270	258	262	261	259	274	273	280	270	272	267	270	268	269	269
Total All Schools																			
	Total:	4,765	4,151	4,191	4,363	4,500	4,615	4,627	4,647	4,662	4,648	4,660	4,622	4,591	4,565	4,565	4,583	4,585	4,583

Year: 2018/2019

Page 1 of 1

Level Capacities and Projected Enrolments

Greater Victoria School District

Level: Secondary

		Official Capacity	Actual		Projected Enrolment														
			2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Esquimalt High																			
	Total	975	706	731	776	795	761	778	770	770	790	776	791	809	810	814	813	811	809
Lambrick Park Secondary																			
	Total	750	555	591	605	632	648	632	642	644	662	670	681	685	688	688	682	681	675
Mount Douglas Secondary																			
	Total	950	1,032	981	954	889	881	885	882	897	911	917	932	929	935	930	929	927	923
Oak Bay High																			
	Total	1,300	1,272	1,252	1,203	1,221	1,227	1,290	1,351	1,372	1,396	1,378	1,356	1,339	1,322	1,323	1,294	1,289	1,287
Reynolds Secondary																			
	Total	1,100	1,092	1,051	1,007	996	1,005	997	1,004	1,006	1,014	1,004	1,006	1,008	995	994	990	984	989
Spectrum Community School																			
	Total	1,200	1,174	1,146	1,169	1,165	1,201	1,255	1,310	1,356	1,351	1,337	1,327	1,313	1,315	1,318	1,318	1,320	1,314
Victoria High																			
	Total	800	823	855	895	935	968	981	1,001	1,027	1,052	1,070	1,080	1,089	1,101	1,099	1,094	1,087	1,092
Total All Schools																			
	Total:	7,075	6,654	6,607	6,609	6,633	6,691	6,818	6,960	7,072	7,176	7,152	7,173	7,172	7,166	7,166	7,120	7,099	7,089

Year: 2018/2019

Page 1 of 1

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Operations Policy and Planning Committee

FROM: Mark Walsh

DATE: December 10, 2018

RE: **Theatre Rental Rates**

Background:

At the Special Board Budget Meeting held on April 25, 2018, the Board approved the 2018/2019 Annual Budget which included a proposal for increases to District facilities rental rates. In advance of the budget meeting, there had been extensive public consultation regarding the proposed rate increases. During public consultation, the District did not receive any feedback specific to theatres.

Discussion:

Upon implementation of the Board-approved theatre rental rates effective July 1, 2018 concerns have been raised about the significant increases for theatre rentals, particularly at Oak Bay High School. The theatre rental rates at Oak Bay High School increased from \$100-120 per hour to \$201.25 per hour.

In reviewing the approved theatre rental rates, the District consulted with the Rentals Department, Principals at secondary schools with theatres, and Steven Price, Theatre Manager at Oak Bay High School. Rates from a similar-sized community theatre were also reviewed.

The following changes are being proposed:

- 1) Introduce a rehearsal rate at 75% of the performance rate
- 2) Introduce a 3-hour minimum block at the performance rate
- 3) Introduce a not-for-profit rate at 75% of the for-profit rate
- 4) Introduce a 30% discount on secondary rooms booked by clients renting the theatre for a full 52 weeks
- 5) Temporarily reduce the rates at Vic High to match the rates at Esquimalt, Reynolds, and Spectrum until seismic project has been completed (currently matched to Oak Bay)
- 6) Adjust rates for Theatre/Rental Attendant (starting rate should have been \$25 not \$35)
- 7) Eliminate decimals from the rate structure

Please note that theatre rental rates beyond fiscal year 2021-2022 will still be subject to increase based on the CPI Index for Victoria.

Recommendation:

It is recommended that the Board approve the revised theatre rental rates for immediate implementation by the Rentals Department.

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised theatre rental rates.
--

Greater Victoria School District
Proposed Theatre Rental Rates

Description	2017- 2018 Actual	2018- 2019 Proposed	2018-2019 Board Approved	2019 – 2020 Proposed	2019-2020 Board Approved	2020-2021 Proposed	2020-2021 Board Approved	2021-2022 Proposed	2021-2022 Board Approved
Esquimalt - Performance * - For profit	93.75	109	109.06	121	124.37	134	139.68	149	155.00
Esquimalt - Performance * - Not for profit		82		91		101		112	
Esquimalt - Rehearsal - For profit		82		91		101		112	
Esquimalt - Rehearsal - Not for profit		62		68		76		84	
Reynolds - Performance * - For profit	93.75	109	109.06	121	124.37	134	139.68	149	155.00
Reynolds - Performance * - Not for profit		82		91		101		112	
Reynolds - Rehearsal - For profit		82		91		101		112	
Reynolds - Rehearsal - Not for profit		62		68		76		84	
Spectrum - Performance * - For profit	93.75	109	109.06	121	124.37	134	139.68	149	155.00
Spectrum - Performance * - Not for profit		82		91		101		112	
Spectrum - Rehearsal - For profit		82		91		101		112	
Spectrum - Rehearsal - Not for profit		62		68		76		84	
Vic High - Performance * - For profit	156.25	109	201.25	121	202.50	134	203.75	194	205.00
Vic High - Performance * - Not for profit		82		91		101		146	
Vic High - Rehearsal - For profit		82		91		101		146	
Vic High - Rehearsal - Not for profit		62		68		76		110	
Oak Bay - Performance * - For profit	120	134	201.25	151	202.50	171	203.75	194	205.00
Oak Bay - Performance * - Not for profit	100	101		113		128		146	
Oak Bay - Rehearsal - For profit	60	101		113		128		146	
Oak Bay - Rehearsal - Not for profit	50	76		85		96		110	
SD61 School/Department Use	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Theatre Student Technician	12.65	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Theatre/Rental Attendant	25.00	25.00	37.50	27.50	40.00	30.00	42.50	32.50	45.00

* 3 hour minimum booking for performances
Rehearsal rates are 75% of performance rates
Not-for-profit rates are 75% of for-profit rates
Rates reduced at Vic High for 2018-2019, 2019-2020, and 2020-2021 (or until seismic project completed)

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Operations Policy and Planning Committee

FROM: Mark Walsh

DATE: December 10, 2018

RE: **Greater Victoria Foundation for Learning**

Background:

The Board passed the following motion at the June 26, 2017 Board meeting:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to review the Greater Victoria Foundation for Learning mandate and bring recommendations back to the Operations Policy and Planning Committee.

At the Operations Policy and Planning Committee meeting on November 14, 2017, the Superintendent provided an update on the Foundation and recommended that the Board support a more active role for the Foundation.

The Board passed the following motion at the November 27, 2017 Board meeting:

That the Board of Education of School District No. 61 (Greater Victoria) support in principle reinvigorating the Greater Victoria Foundation for Learning and direct the Superintendent to bring back a revised constitution and bylaws as applicable for consideration.

At the Operations Policy and Planning Committee meeting on April 16, 2018, the purpose, guiding principles, structure, sample projects and needs of the Foundation were presented. It was recommended that the Board support the reinvigoration of the Foundation and its updated bylaws.

The Board passed the following motion at the April 23, 2018 Board meeting:

That the motion *"That the Board of Education of School District No. 61 (Greater Victoria) support the reinvigoration of the Greater Victoria Foundation for Learning and support in principle the updated Bylaws of the Foundation."* be referred to the June 11, 2018 Operations Policy and Planning Committee meeting.

At the Operations Policy and Planning Committee meeting on June 11, 2018, the concept of control within the Public Sector Accounting Standards was presented. In review of the revised Foundation bylaws, it was determined by the District and confirmed by KPMG that strong indicators of control exist and all financial aspects of the Foundation would be consolidated with the District. It was recommended that the Foundation bylaws be revised to remove indicators of control, so that all financial aspects of the Foundation would be accounted for separately from the District.

The Board passed the following motion at the June 25, 2018 Board meeting:

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.

Discussion:

The revised bylaws that were initially presented to the Board at the April 23, 2018 Board meeting have not been further revised as per the direction of the Board at the June 25, 2018 Board meeting. Given the Board's direction to draft bylaws in a manner that ensures that the Foundation is at arms-length from the Board, it was determined that it may be possible to accomplish this with the existing bylaws on file with the Registrar of Companies Office. The bylaws would still need to be formally reviewed to determine if the Foundation is at arms-length from the Board.

However, upon review of the progression towards the reinvigoration of the Foundation, it has become apparent that the Board has not had the opportunity to engage in a fulsome review of the intended purpose of the Foundation or the potential organizational structures for the Foundation, including the associated impacts on District resources.

Recommendations:

There are at least three potential directions for the Board to consider in moving forward:

- 1) Support the reinvigoration of the Greater Victoria Foundation for Learning as an arms-length entity and allocate budget to support the administration and fundraising efforts of the Foundation while it transitions to a self-supporting Foundation; or
- 2) Dissolve the Greater Victoria Foundation for Learning and direct the One Learning Community Ad Hoc Committee to discuss avenues by which the District can fundraise within its current registered charity status; or
- 3) Retain the Greater Victoria Foundation for Learning in its current format without any financial activity for the purpose of maintaining the Foundation in the event that capacity or funding becomes available in future to have the Foundation properly function.

TO: The Operations Policy and Planning Committee

FROM: Ted Pennell, Director of Information Technology

DATE: December 10, 2018

RE: **Managed Print Services Strategy Update**

Background:

Much of our current print environment that is available to students and teachers relies heavily on single function printers and many of these devices are very old and very expensive to use. The Information Technology Department along with Financial Services has been working to develop a **Managed Print Services (MPS)** strategy to implement across the Greater Victoria School District.

We are striving to be more environmentally conscious and purposeful in our use of resources and to improve student and staff productivity and efficiency while reducing our overall total print costs. MPS is a district-initiated program that manages all aspects of our printing, scanning and photocopying.

MPS relies on removing all our single-function printers from a school and replacing these printers with a select number of managed print zones that are strategically placed throughout the school and available to students and staff. Each print zone will be equipped with a Multi-Function Device (MFD) which includes printing, scanning and photocopying capabilities.

MPS will allow the school district to be:

- more environmentally conscious and purposeful in our printing
- ensure greater uptime for printing/scanning/copying services
- provide students and teachers with access to digital scanners that support digital learning and teaching
- improve student and staff productivity
- reduce our overall print costs

Proof of Concept Continued:

We implemented MPS at Mt. Douglas High School in May of 2018. This has given us good information on realizing the benefits of MPS and achieving the expected outcomes. We established 7 shared print zones and removed 44 legacy single-function printers.

We have also just implemented MPS at Arbutus Global Middle School. There we established 3 shared print zones and removed 6 legacy single-function printers.

Next Steps:

As a result of our pilot implementations, we are continuing to mature our ability to successfully implement MPS and validate the outcomes among different scenarios. We will be returning to OPPs at a later time to present the strategy for district-wide implementation.

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Operations Policy and Planning Committee

FROM: The Policy Sub-Committee

DATE: December 10, 2018

RE: **Policy and Regulation Changes**

Background:

The Policy Sub-committee has one recommendation stemming from its ongoing review of policies and regulations.

Recommendations:

Specific Policies Reviewed with Recommended Changes

Policy and Regulation 6163.7 *Classroom Pets*

Background:

The Board passed the following motion on March 12, 2018:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Sub Committee to develop Policy in regard to animals kept as “classroom pets,” and that the Committee take into consideration the BCSPCA’s statements on animals in classrooms and that the Superintendent draft a Regulation to implement the Policy when finalized by the Board.

The new Policy and Regulation 6163.7 *Classroom Pets* were drafted and presented to the Operations Policy and Planning Committee on June 11, 2018 and at the regular Board meeting on June 25, 2018. Following several amendments, it was recommended that the draft policy and regulation be sent to stakeholders for feedback.

The Board passed the following motion on June 25, 2018:

That the Board of Education of School District No. 61 (Greater Victoria) send the new draft Policy 6163.7 *Classroom Pets* and draft Regulation 6163.7 *Classroom Pets* to our stakeholders for comment and to be returned to the December 10, 2018 Operations Policy and Planning Committee meeting.

Feedback Received:

The following feedback regarding draft Policy and Regulation 6163.7 *Classroom Pets* was received:

Policy 6163.7 Classroom Pets

- a. Can they add a piece about having the pet in a confined habitat to the Policy so it is repeated and clear that it is not removed.
- b. Item 3.1.1 - Add the word “/staff” following the word students, so that the sentence reads, “It has been established that there are no students/staff who would be adversely affected by animals in the classroom.”

Regulation 6163.7 Classroom Pets

- a. Item 1.1 – 1) Can they make the bit in the regulation “Not be allowed to roam freely within the school setting” a little more definite about being in a confined habitat within the classroom? We want to be clear with parents who don’t mind a pet in a personal habitat, but don’t want it out of there; and 2) Please add “unless staff and students are notified and consulted and given the opportunity to voice concerns”. Our school has three people who bring their dogs weekly for the last three years. Staff and students have been notified and consultation sought.
- b. Item 1.2 – Teachers should have discretion to consider the animal and put other supports in place if appropriate. I have seen teachers with chicks visit them twice daily over spring break, or have automatic feeders on fish tanks. Also, significant tanks would be impossible to move. There is no guarantee that an animal would be in a necessarily preferable environment out of the school over the holiday.
- c. Item 2.1 – If the Principal is consulted who has the final say? The person wanting the pet or the Principal? Consultation is just that – they may not agree and then who has final say.
- d. Item 3.1.1.2 – Just saying that “The handling of the animal is related to the curriculum being taught” is not enough. I think the animal itself or the idea of having a pet in the classroom needs to be tied to something. Why does the teacher feel it is important? What are the children learning? How does that tie to the curriculum?
- e. Item 3.1.1.4 – Who is the caregiver? I don’t want this to fall to an EA. They are in the class to work with students and not to work with/ or care for a class pet.
- f. Items 3.4 and 3.4.1 – Clarity as to what “3.4 Be responsible for the removal of: and 3.4.1 All refuse or waste pertaining to classroom animals and placed in the appropriate receptacle safely” means. Does it mean that the teacher is responsible for actually cleaning the habitat and placing the material in a specific container? Does it mean that the teacher can ask the custodian to do this? Is there a specific receptacle for animal waste that the school now has to buy? OR does this just mean the in class garbage can?
- g. Item 3.4.2 – Seems unnecessary. Would fall under other teaching responsibilities which would supersede an individual policy. Teachers handle all manner difficult subjects in a manner safe and sensitive to student emotions.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the new Policy 6163.7 *Classroom Pets* and accept the new Regulation 6163.7 *Classroom Pets*.

POLICY 6163.7

CLASSROOM PETS

Drafted: April 13 2018

Adopted: _____

Revised: June 25, 2018

Frequency of Review _____

1.0 RATIONALE

- 1.1 The Board recognizes that students can benefit from the introduction of a domestic animal to the classroom to enhance student learning, and to provide a therapeutic measure.

2.0 DEFINITIONS

- 2.1 **Domestic Animal** is defined as an animal of a species of vertebrates that has been domesticated by humans so as to live and breed in a tame condition and/or depends on humankind for survival.

3.0 POLICY

- 3.1 Classroom pets may be kept for the purpose of contributing to a structured humane educational curriculum if:
 - 3.1.1 It has been established that there are no students who would be adversely affected by animals in the classroom;
 - 3.1.2 The animal is a domesticated animal and is not permitted to breed;
 - 3.1.3 The animal is not a nocturnal species and has a sleep pattern compatible with the school day;
 - 3.1.4 The animal is capable of living in the classroom overnight without supervision; and
 - 3.1.5 The teacher takes sole responsibility for the care and welfare of the animal.
- 3.2 Animals will be removed from the classroom:
 - 3.2.1 If the animal places the safety of students or staff in jeopardy or becomes a health hazard.
 - 3.2.2 If the animal is an impediment to learning.

4.0 RESPONSIBILITIES

- 4.1 **The Board of Education** is responsible to ensure compliance with the *School Act*.
- 4.2 The **Superintendent** is responsible to ensure that District policy is upheld and regulations are enforced.

5.0 REFERENCES

- i. Regulation 6163.7 – Classroom Pets
- ii. B.C. SPCA – Statement on Classroom Pets
- iii. National Parks of Canada - Domestic Animal Regulations

Regulation 6163.7

CLASSROOM PETS

Background

The purpose of this procedure is to ensure the greatest possible level of safety for students, staff and animals with regards to pet animals kept in school buildings.

1.0 The animals shall:

- 1.1 Not be allowed to roam freely within the school setting.
- 1.2 Not be left in schools during holiday periods.

2.0 Principals shall:

- 2.1. Be consulted prior to the inclusion of a live animal in the classroom.

3.0 Teachers shall:

- 3.1 Ensure that the following conditions have been met prior to introducing an animal into a classroom:
 - 3.1.1. Procedures on the safe handling and care of the animal are posted and reviewed with the students which states that the animal is only handled by students when:
 - 3.1.1.1. It does not endanger or stress the animal;
 - 3.1.1.2. The handling of the animal is related to the curriculum being taught;
 - 3.1.1.3. The handling of the animal is in accordance to species-specific handling instructions; and
 - 3.1.1.4. The student is supervised by the experienced caregiver or teacher.
 - 3.1.2. Procedures for the feeding of the animal and maintenance of the enclosure for hygienic purposes are established.
 - 3.1.3. Parent(s) or guardian(s) are informed of the intent to keep classroom pet(s).
- 3.2 Take responsibility for the care and welfare of the animal during weekends, holidays, and school breaks.
- 3.3 Ensure that an animal is removed from the classroom if the animal may place the safety of children/or staff in jeopardy or is a health hazard for students/staff or is an impediment to learning.
- 3.4 Be responsible for the removal of:
 - 3.4.1 All refuse or waste pertaining to classroom animals and placed in the appropriate receptacle safely; and
 - 3.4.2 The animal, in the event of death, is to be disposed of in a manner that is safe and sensitive to student emotions.

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Operations Policy and Planning Committee

FROM: Mark Walsh, Secretary-Treasurer

DATE: December 10, 2018

RE: **2019-2020 Budget Plan**

Background:

The Greater Victoria School District consults with parents, students, staff and education partners on the upcoming budget in an effort to understand their values and priorities. Actively involving members of the public in the budget development process helps the District to determine how best to invest in our One Learning Community.

The consultation process includes emails, surveys, meetings, as well as online platforms, such as websites and social media, to inform, educate and increase public awareness of our budget and the impacts. The District also intends to provide information sessions to trustees and stakeholders regarding the budget process.

School District No. 61 (Greater Victoria)
2019/2020 Budget Plan

Date	Meeting/Event	Action
2018		
December 11 - January 2	Outreach to community and education partners	Communication from the School District to community and education partners
2019		
January 14 (Mon)	Operations Policy and Planning Committee meeting	Summary of input received
February 11 (Mon)	Operations Policy and Planning Committee meeting	Further information received
March 15	Detailed announcement of School District funding from Ministry	2019/2020 District financial position determined
<i>March 18 - 29</i>	<i>Spring Break</i>	<i>Schools closed</i>
April 3 (Wed)	Public Board budget meeting	Public Board budget presentation
April 4 - 12	Education partner groups review and provide feedback on budget proposals	Feedback is developed
April 15 (Mon)	Operations Policy and Planning Committee Special Budget meeting	Public budget input presentations
April 17 (Wed)	Special Board meeting to debate and approve the annual budget	Approval of the 2019/2020 annual budget bylaw

School District No. 61 (Greater Victoria)
2019/2020 Public Budget Meetings

The Board of Education of School District No. 61 (Greater Victoria) has scheduled the following public budget meetings to discuss the 2019-2020 Operating Budget:

Date	Meeting/Event
Wednesday, April 3, 2019 7:00 p.m. Tolmie Board Room, 556 Boleskine Road	Special board budget meeting to present the 2019-2020 operating budget
Monday, April 15, 2019 7:00 p.m. Tolmie Board Room, 556 Boleskine Road	Operations Policy and Planning Committee special budget meeting to receive public budget input presentations
Wednesday, April 17, 2019 7:00 p.m. Tolmie Board Room, 556 Boleskine Road	Special board meeting to debate and approve the 2019-2020 annual budget bylaw

OFFICE OF THE
SECRETARY-TREASURER

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

TO: The Operations Policy and Planning Committee

FROM: Mark Walsh, Secretary-Treasurer

DATE: December 10, 2018

RE: **Archives Update**

Background:

The Board received an update last February about the possibility of housing the archives at Bank Street School. We reported the vision of creating a learning space that was an educational asset to teachers and communities throughout the District.

The intention was to initially share space in the Bank Street School facility while funds were raised to bring the building up to a reasonable standard. Concepts for funding sources included obtaining potential grants or utilizing internal fundraising that would not impact educational programming.

We have toured the facility and the building is in a considerable state of disrepair. The reality is that the facility, in its current condition, is simply not prepared to receive the archives. Even if the Board were interested in the vision presented last February, that vision is likely years away.

Given the need for the archives to move out of SJ Willis soon, an immediate plan is required.

The Archives and Tolmie

The District will allocate space in the basement of Tolmie to house the archives.

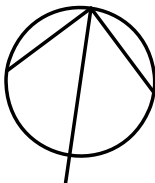
With respect to the storage of artwork, the space at Rockheights continues to be an effective storage space. We do, however, intend to securely mount significant historical pieces in the Tolmie building to ensure public access and secured storage.

The drawings of the options that administration is considering are attached.



TOLMIE BUILDING
Proposed
Archives
Space

5556 Boleskine Rd.
Victoria, B.C.
V8W 2R1



© copyright reserved
This drawing is the property of School District #61 (Greater Victoria) and may not be reproduced without their written consent.

1	JULY 05/02	2002 ALTERATIONS	FG\$
2	NOV. 03/03	3RD FL NW CONF. RM OFFICE ADDED	FG\$
3	SEPT. 15/04	FACILITIES SERVICES REMOVED, OFFICE 204	JC
4	NOV. 19/04	ANNEX CONFERENCE 4 IT TRAINING RMs.	JC
5	AUG. 18/05	NEW ANNEX OFFICES	JC
6	APR. 4/14	ADD OFFICE 102A 4 REV TO OFFICE 104.	JC
7	JULY 17/16	CHANGES TO ANNEX 4 AND FLR CONF. RM.	JC
issue no.	date	rev. description	by dtd by

Date : Nov. 2018

Scale : N.T.S.

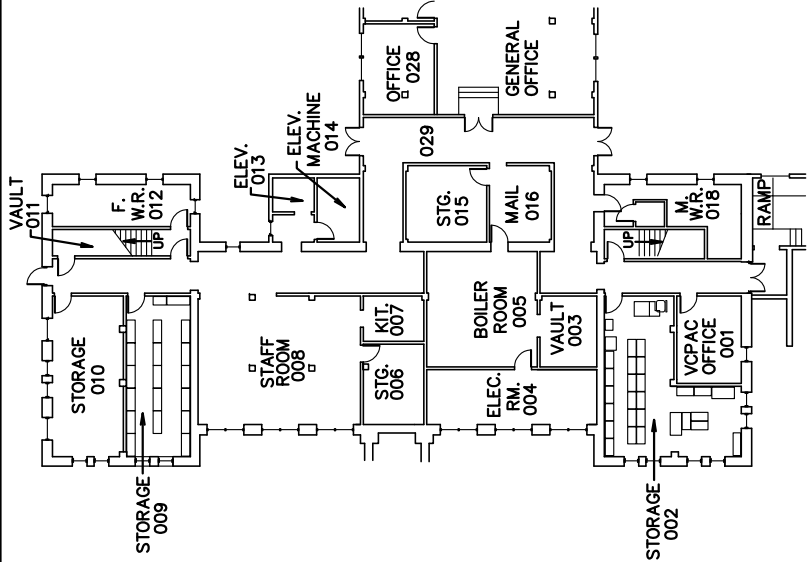
Drawn By : AJF

Facility No. 61090

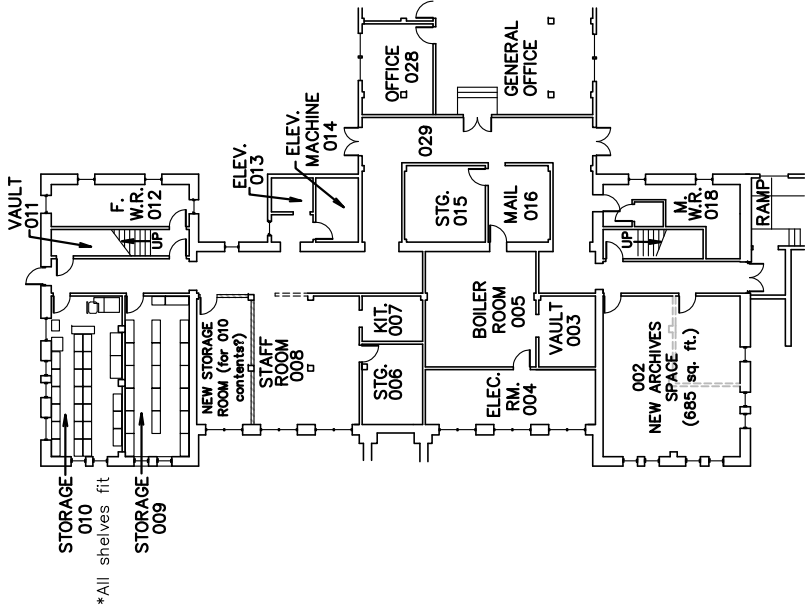
0.0.0.0

Capital No.

Drawing No. 1 of 1

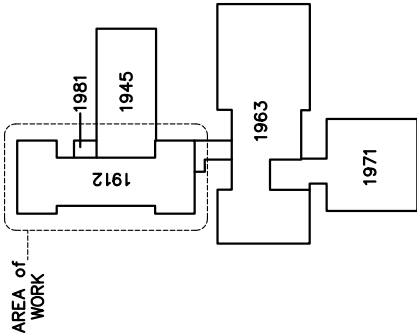


EXISTING

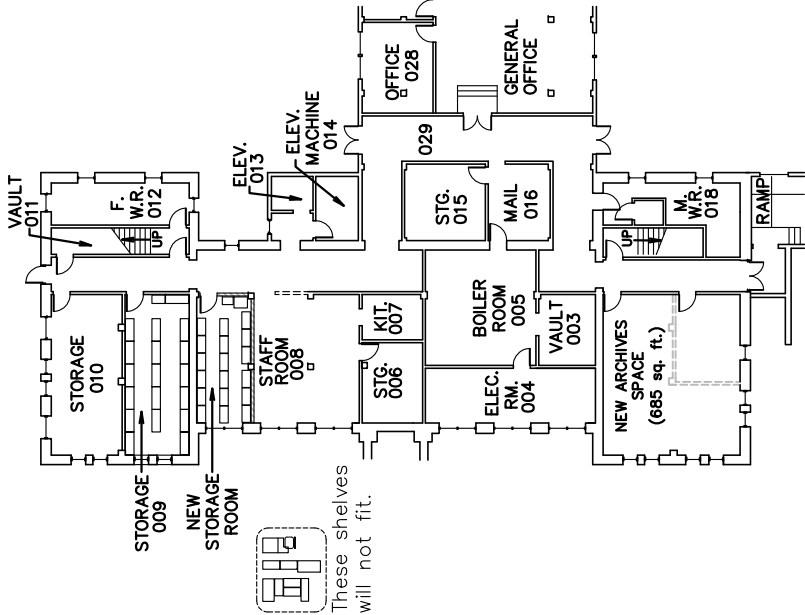


OPTION 2

Existing materials from 002 would fit into existing Storage Room (010). Need to confirm materials in 010 could be stored in newly created storage space to be created in Staff Room area.



KEY PLAN



OPTION 1

Renovations are simple but the new Storage Space would require the elimination of some shelving & materials.

OPTION 3

This option leaves all storage rooms as is and instead converts existing Staff Room into new Archives space.

OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Shelley Green, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: The Operations Policy and Planning Committee

FROM: Shelley Green, Superintendent of Schools

DATE: December 10, 2018

RE: Trustee Questions

During this portion of the Committee 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.