

OPERATIONS POLICY AND PLANNING COMMITTEE

Monday, February 11, 2019 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 COMBINED ED POLICY/OPPs MEETING IS
SCHEDULED FOR:**

Monday, March 4, 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, February 11, 2019 – 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. 1-4
7:05-7:10	2. APPROVAL OF THE MINUTES A. Operations Policy and Planning Committee Meeting of Monday, December 10, 2018			Pgs. 5-9
	3. BUSINESS ARISING FROM MINUTES			
7:10-7:30	4. PRESENTATIONS TO THE COMMITTEE A. Boundary Review - Kristil Hammer B. Boundary Review - Allison Bottomley C. Boundary Review - Jayme Smoley D. Boundary Review - Kathryn Kwasnica E. Cloverdale Traditional School - Bill Massey F. Cloverdale Traditional School - Chelsea Laroque G. Cloverdale Traditional School - Juliet Coates			
7:30-7:35	5. SUPERINTENDENT'S REPORT A. Recognition of Student Representative Pascal Grenier, Victoria High School	Shelley Green		
7:35-7:45	B. Boundary Review Update	Colin Roberts	Information	Pg. 10
7:45-7:55	C. School Calendar 2019-2020	Greg Kitchen	Motion	Pg. 11

Recommended Motion:

- i) That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2019/2020 school calendar on the School District's website for a period of one month:

2019/2020 School Calendar*

School Opening	September 3, 2019
First non-instructional day	September 23, 2019
Thanksgiving	October 14, 2019
Second non-instructional day	October 25, 2019 (Province wide)
Remembrance Day	November 11, 2019
Third non-instructional day	November 22, 2019

Schools close for Winter vacation	December 20, 2019
Schools re-open after Winter vacation	January 6, 2020
Fourth non-instructional day	February 14, 2020
Family Day	February 17, 2020
Schools close for Spring vacation	March 13, 2020
Schools re-open after Spring vacation	March 30, 2020
Good Friday	April 10, 2020
Easter Monday	April 13, 2020
Fifth non-instructional day	May 15, 2020
Victoria Day	May 18, 2020
Administrative Day and School Closing	June 26, 2020

*Sixth non-instructional day to be chosen by each school

6. PERSONNEL ITEMS

7. FINANCE AND LEGAL AFFAIRS

7:55-8:15 A. 2018-2019 Amended Annual Budget Mark Walsh Motion Pgs. 12-34

Recommended motions:

- i) That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2018/2019 Amended Annual Budget Bylaw at the Regular Board meeting on February 25, 2019.
Motion to be Carried Unanimously

- ii) That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2018/2019 in the amount of \$253,958,589 be:

Read a first time the 25th day of February, 2019;
Read a second time the 25th day of February, 2019;
Read a third time, passed and adopted the 25th day of February, 2019;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

8:15-8:20 B. 2019-2020 Partner Group Budget Input Mark Walsh Information Pg. 35

8:20-8:30 C. Policy Sub-Committee Mark Walsh Motions Pgs. 36-44

Recommended motions:

- i) 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*.
- ii) That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 1421 *Naming School Sites* and accept revised Regulation 1421 *Naming School Sites* as reviewed.

8. FACILITIES PLANNING

8:30-8:35	A. Carbon Monoxide Detection	Chuck Morris	Information	Pg. 45
8:35-8:40	B. Marigold-Spectrum Landscape Initiative	Chuck Morris	Information	Pgs. 46-56
8:40-8:45	C. Community Consultation - Childcare Spaces	Mark Walsh	Information	Pgs. 57-61

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

10. NEW BUSINESS

8:45-8:50	A. Trustee Questions			Pg. 62
8:50-9:00	B. Superintendent and Board Evaluations	Trustee Watters	Motion	

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to bring forward a policy outlining the process, criteria and timelines for the Superintendent and Board evaluations.

9:00-9:10	C. Arbutus Low-Incidence Programming	Trustee Watters	Motion
-----------	--------------------------------------	-----------------	--------

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to develop an interim plan in consultation with Arbutus Global Middle School staff, parents and students to enable a cohort of 8-10 students, in or out of catchment, with a designation of low incidence to continue to access programming at Arbutus for the 2019-2020 school year.

9:10-9:20	D. Strategic Plan	Trustee Watters	Motion
-----------	-------------------	-----------------	--------

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to identify options for updating the Strategic Plan including costs, timelines and processes, and present this preliminary information and recommendations to the Board in April 2019.

9:20-9:30	E. Inclusive Learning Environments	Trustee Watters	Motion
-----------	------------------------------------	-----------------	--------

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to consult with Victoria Confederation of Parents Advisory Councils and BCEdAccess for input in the development of a full public engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent would report back to the Board at the April 2019 Operations Policy and Planning Committee meeting.

9:30-9:40	F. SJ Willis/Burnside Education Centre	Trustee Whiteaker	Motion
-----------	--	-------------------	--------

That the Board of Education of School District No. 61 (Greater Victoria) allow the programming at Burnside to be called SJ/Burnside.

9:40-9:50	G. Lambrick Park Fieldhouse Project	Trustee Painter	Motion
-----------	-------------------------------------	-----------------	--------

That the Board of Education of School District No. 61 (Greater Victoria) approve Lambrick Park Secondary School to conduct a feasibility study and to reach out to potential partners for the Lambrick Park Fieldhouse Project at no cost to the Board.

9:50-10:00

H. Victor School

Trustee Painter

Motion

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to remove Victor School from consideration as part of the catchment boundary review.

11. NOTICE OF MOTION

12. GENERAL ANNOUNCEMENTS

13. ADJOURNMENT



**Operations Policy and Planning Committee Meeting
December 10, 2018 – Tolmie Boardroom**

REGULAR MINUTES

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

Other Trustees Present: Diane McNally, Ryan Painter

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; Ted Pennell, Director, Information Technology; Lisa McPhail, Communications Officer

The meeting was called to order at 7:00 p.m.

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

1. APPROVAL OF THE AGENDA

It was moved by Trustee Leonard:

That the December 10, 2018 regular agenda be approved with the following addition:
10. New Business, B. Esquimalt High Turf Field.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Leonard:

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

Motion Carried Unanimously

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS TO THE COMMITTEE

A. Spectrum Athletic Facilities

Bruce Bidney, Principal, Spectrum Community School; Dominic Butcher, Athletics Director/Teacher, Spectrum Community School; and Audrey Smith, President, Spectrum Community School PAC presented the committee with information about the proposed athletic facilities at Spectrum Community School.

Trustees asked questions of clarification and proposed the following motion.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) approve a feasibility study for an all-weather turf field and “pop-up” ice rink at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board.

Further discussion ensued and an amendment was proposed.

It was moved by Trustee Leonard:

That the motion, “That the Board of Education of School District No. 61 (Greater Victoria) approve a feasibility study for an all-weather turf field and “pop-up” ice rink at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board.”, be split into two motions: 1) “That the Board of Education of School District No. 61 (Greater Victoria) approve a feasibility study for an all-weather turf field at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board.”, and 2) “That the Board of Education of School District No. 61 (Greater Victoria) approve a feasibility study for a “pop-up” ice rink at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board.”

Motion Defeated

For: Trustee Leonard

Against: Trustees Angie Hentze, Rob Paynter, Jordan Watters, and Ann Whiteaker

Chair Paynter called for a vote on the main motion.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) approve a feasibility study for an all-weather turf field and “pop-up” ice rink at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board.

Motion Carried

For: Trustees Angie Hentze, Rob Paynter, Jordan Watters, and Ann Whiteaker

Against: Trustee Leonard

5. SUPERINTENDENT’S REPORT

A. Recognition of Student Representative

Superintendent Green welcomed Rosemary Alberts, student representative from Reynolds Secondary School.

B. Boundary Review Update

Lisa McPhail, Communications Officer, provided the committee with an overview of the quantitative and qualitative results of the recent community survey related to the boundary review. Colin Roberts, Associate Superintendent, reviewed projected enrolment and highlighted the schools expected to exceed capacity in future years.

Trustees and stakeholders asked questions of clarification of Ms. McPhail, Mr. Roberts, and Secretary-Treasurer Walsh.

6. PERSONNEL ITEMS – None

7. FINANCE AND LEGAL AFFAIRS

A. Theatre Rental Rates

Secretary-Treasurer Walsh and Katrina Stride, Associate Secretary-Treasurer, provided the committee with proposed changes to the District's theatre rental rates. The most significant changes include a differentiated rate between performances and rehearsals, a minimum 3-hour block for performances, and a rate reduction for not-for-profit groups.

Discussion ensued amongst Trustees and questions of clarification were asked of Secretary-Treasurer Walsh and Ms. Stride.

It was moved by Trustee Leonard:

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

Motion Carried Unanimously

B. Greater Victoria Foundation for Learning

Secretary-Treasurer Walsh provided the Committee with background information on the Greater Victoria Foundation for Learning. Secretary-Treasurer Walsh provided the Committee with three potential alternatives for the future of the Foundation: 1) support the immediate reinvigoration of an arms-length Foundation with an influx of budget to support its activities, 2) dissolve the Foundation and fundraise under the District's existing registered charity status, or 3) not support the immediate reinvigoration of the Foundation, but retain the Foundation in the event that there is desire to reinvigorate it in the future.

Trustees and stakeholders asked questions of Secretary-Treasurer Walsh.

C. Managed Print Services Strategy Update

Ted Pennell, Director, Information Technology, provided the Committee with an update on the Managed Print Services (MPS) Strategy. Aaron Norris, Vice-Principal at Mount Douglas Secondary provided feedback on his experience with the implementation of MPS at Mount Douglas Secondary and the resulting cost savings to the school and district. Secretary-Treasurer Walsh advised Trustees that the outcomes of the pilot implementations would be evaluated and the topic would return to a future Operations Policy and Planning meeting for a decision on District-wide implementation.

D. Policy Sub-Committee Report

Secretary-Treasurer Walsh presented the Committee with the feedback received from stakeholder groups regarding Policy and Regulation 6163.7 *Classroom Pets*.

Discussion ensued amongst Trustees and the following motion was moved.

It was moved by Trustee Whiteaker:

That the Operations Policy and Planning Committee refer Policy and Regulation 6163.7 *Classroom Pets* back to the Policy Sub-Committee to review and incorporate the stakeholder feedback.

Motion Carried Unanimously

E. 2019-2020 Budget Plan

Secretary-Treasurer Walsh presented the Committee with the 2019-2020 Budget Plan.

Trustees suggested a revision to the dates for outreach to community and education partners. The end date for the outreach from December 11 to January 2 was changed to January 11. A second set of outreach dates was added from January 15 to February 8. It was discussed that the input received from the outreach would be provided as handouts at subsequent Operations Policy and Planning committee meetings.

8. FACILITIES PLANNING

A. Archives Update

Secretary-Treasurer Walsh presented the Committee with updated information regarding the housing of the District Archives in the Tolmie Building. Secretary-Treasurer Walsh advised that three options were evaluated and a decision was made to create new archives space by shifting existing office and storage space.

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

10. NEW BUSINESS

A. Trustee Questions

Trustees asked questions pertaining to the possibility of embedding presentations into electronic meeting minutes, the work that would need to be done to bring the Esquimalt theatre up to adequate standards, and requested a report on the rental priorities and process for community members to book school facilities.

B. Esquimalt High Turf Field

Trustee Whiteaker presented her rationale for asking for early support to engage with partners on the submission of a grant application to fund the installation of a turf field at Esquimalt High School.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to engage with appropriate partners to create a draft Memorandum of Understanding for the Esquimalt High Turf Field that may be included in a joint grant application submission for funds for the project and that a final agreement be brought back to the Board for approval following the success of the funding application.

Motion Carried Unanimously

11. NOTICE OF MOTION – None

12. GENERAL ANNOUNCEMENTS – None

13. ADJOURNMENT

It was moved by Trustee Watters:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:34 p.m.

Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: Operations Policy and Planning Committee
FROM: Mark Walsh, Secretary-Treasurer
DATE: February 11, 2019
RE: **Boundary Review Update**

As the Board is aware, the Boundary Review process has begun in earnest. The first community open house has occurred and members of our community have been sending in questions and comments on the proposals. We anticipate that an FAQ will be live within the week and will be updated as new questions come in. Further, we will be compiling all of the feedback from our community for trustees.

Mark Walsh, J.D.
Secretary-Treasurer, Greater Victoria School District

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.

To: Operations Policy and Planning Committee

From: Greg Kitchen, Associate Superintendent

Date: February 11, 2019

RE: School Calendar 2019-2020

After consultation with the following partner groups: ASA, CUPE 947, CUPE 382, GVTA, VCPAC and VPVPA (as well as School Districts No. 62 and No. 63) a draft calendar has been developed for the 2019/2020 School Year.

In accordance with the School Act, Boards must make their proposed calendar public by February 28, 2019 and submit their calendars to the Ministry by March 31, 2019. The Board must provide an opportunity to parents and representatives of employees to provide comments to the Board with respect to the proposed school calendar.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2019/2020 school calendar on the School District's website for a period of one month:

2019/2020 School Calendar*

School Opening	September 3, 2019
First non-instructional day	September 23, 2019
Thanksgiving	October 14, 2019
Second non-instructional day	October 25, 2019 (Province wide)
Remembrance Day	November 11, 2019
Third non-instructional day	November 22, 2019
Schools close for Winter vacation	December 20, 2019
Schools re-open after Winter vacation	January 6, 2020
Fourth non-instructional day	February 14, 2020
Family Day	February 17, 2020
Schools close for Spring vacation	March 13, 2020
Schools re-open after Spring vacation	March 30, 2020
Good Friday	April 10, 2020
Easter Monday	April 13, 2020
Fifth non-instructional day	May 15, 2020
Victoria Day	May 18, 2020
Administrative Day and School Closing	June 26, 2020

*Sixth non-instructional day to be chosen by each school

Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: Operations Policy and Planning Committee
FROM: Mark Walsh, Secretary-Treasurer
DATE: February 11, 2019
RE: **2018-2019 Amended Annual Budget**

In April 2018, the Board of Education approved the 2018/2019 Annual Budget Bylaw, which was based on the estimated revenue and expenses for the fiscal year. The Minister has requested that school boards prepare and approve an Amended Annual Budget for the 2018/2019 school year.

The Amended Annual Budget takes into account both the revenues and the expenses arising from the actual September 30, 2018 enrolment counts, all grant amounts confirmed subsequent to the approval of the Annual Budget and amounts carried forward from the previous fiscal year that will be spent in the current year.

The Amended Annual Budget has been prepared based on the Public Sector Accounting Standards which require the budget to include the operating, special purpose and capital funds. Consequently, the budget bylaw amount of \$253,958,589 includes the total budgeted expenses in the operating, special purpose and capital funds.

- Statement 2 of the Amended Annual Budget document consolidates the revenue and expense budget amounts for all funds.
- The operating budget revenue and expense details are shown on Schedules 2, 2A, 2B and 2C.
- The special purpose fund revenue and expense details are shown on Schedules 3 and 3A.
- The capital fund revenue and expense details are shown on Schedule 4.

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.

OPERATING FUND

Schedule 2 Amended Annual Budget – Operating Revenue and Expense

The following table summarizes the 2018/2019 Amended Annual Budget – Operating Fund compared to the 2018/2019 Annual Budget – Operating Fund:

	2018/2019 Amended Annual Budget	2018/2019 Annual Budget
Revenues	\$ 199,340,839	\$ 194,362,686
Expenses	206,388,060	196,870,396
Net Revenue (Expense)	(7,047,221)	(2,507,710)
Budgeted Prior Year Surplus Appropriation	8,946,491	3,946,980
Net Transfers to other funds	(1,899,270)	(1,439,270)
Budgeted Surplus (Deficit), for the year	\$ -	\$ -

Budgeted revenues have increased by \$5.0M in the amended annual budget, and budgeted expenses have increased by \$9.5M. Interfund transfers for capital equipment purchases have increased by \$0.5M reflecting an increase in tangible capital assets purchased from Operating Funds.

The following outlines the major changes in the 2018/2019 Amended Annual Budget – Operating Fund compared to the 2018/2019 Annual Budget – Operating Fund:

Schedule 2A Amended Annual Budget – Schedule of Operating Revenue by Source

	2018/2019 Amended Annual Budget Revenue	2018/2019 Annual Budget Revenue
Provincial Grants – Ministry of Education	\$179,083,398	\$175,523,987
Provincial Grants – Other	87,552	-
Tuition	14,868,841	14,361,108
Other Revenues	2,290,824	1,466,543
Rentals and Leases	1,980,224	1,981,048
Investment Income	1,030,000	1,030,000
Total Operating Revenue	\$199,340,839	\$194,362,686

Provincial Grants - Ministry of Education

Provincial Grants – Ministry of Education increased by \$3.5M due to the following factors:

- 1) The Operating Grant increased by \$3.4M as a result of an increase in the salary differential of \$0.8M and an increase in enrolment. Overall school-aged enrolment has increased by 222 FTE as shown below, resulting in a grant increase of \$1.5M. The enrolment in special education and English language learning has also increased resulting in a grant increase of \$1.1 M.

	2018/2019 Amended Annual Budget FTE	2018/2019 Annual Budget FTE
School-Aged		
Elementary/Middle Secondary	19,294	19,122
Alternate schools	156	145
Continuing Education*	24	17
Distributed Learning*	97	65
Total School-Aged	19,571	19,349
Adult Students*	35	47
Summer Learning	39	55
Unique Student Needs		
Special Needs Level 1	27	22
Special Needs Level 2	788	775
Special Needs Level 3	462	418
English Language Learning	1,883	1,808
Aboriginal Education	1,533	1,432
International Students (Long-term)	1,008	995

**Includes February and May 2019 estimates*

- 2) In August 2017, the Ministry of Education announced that the policy for adult learners to access tuition-free adult basic education programs would be restored. Funding for Graduated Adults increased by \$0.1M as no funding was included in the Annual Budget due to the uncertainty around the number of students expected in 2018/2019.
- 3) The District received other Ministry of Education Grants totalling \$0.1M. These were not included in the Annual Budget as the grants were not known at the time.

Provincial Grants – Other

Provincial Grants – Other increased by \$0.1M as a result of funding received for after school programs, asset recoveries and \$0.05M recognized as revenue in the current year for improvements due to the McKenzie interchange. The funds were received in 2016/2017; however, the work is taking place this year therefore, the funds will be recognized as revenue in 2018/2019.

Tuition

Tuition fees for international students increased by \$0.5M in the 2018/2019 amended annual budget. Long-term enrolment increase of 13 FTE and short-term enrolment increase of 161 students contributed to this overall increase.

Other Revenue

Miscellaneous revenue increased by \$0.8M due to the following factors:

- 1) Miscellaneous revenue increased by \$0.2M due to revenues that were received during the year, but were unknown at the time the 2018/2019 Annual Budget was prepared. These include Industry Training Authority (ITA) revenues, donations, and commissions, e.g. vending machines.
- 2) Cafeteria revenue increased by \$0.1M as revenues and expenditures were not built into the 2018/2019 Annual Budget.
- 3) International Student Program revenues increased by \$0.5M due to recognizing recoveries as revenues (previously they were recorded as recovery of expenses).

Schedule 2B Amended Annual Budget – Schedule of Operating Expense by Object

	2018/2019 Amended Annual Budget Expenses	2018/2019 Annual Budget Expenses
Salaries		
Teachers	\$ 86,498,536	\$ 85,786,515
Principals and Vice Principals	12,511,297	12,495,805
Educational Assistants	18,662,337	17,990,349
Support Staff	17,555,788	17,575,875
Other Professionals	4,132,091	4,264,085
Substitutes	8,427,968	7,460,144
Total Salaries	\$147,788,017	\$145,572,773
Employee Benefits	34,700,523	24,234,154
Services and Supplies		
Services	7,452,246	5,090,007
Student Transportation	1,252,745	1,018,933
Professional Development and Travel	1,144,728	663,417
Rentals and Leases	115,235	-
Dues and Fees	105,627	88,207
Insurance	343,767	365,000
Supplies	8,870,220	5,488,886
Utilities	4,614,952	4,349,019
Total Services and Supplies	23,899,520	17,063,469
Total Operating Expense	\$206,388,060	196,870,396

Salaries

- 1) Teacher salaries increased due to additional teachers hired as a result of increased enrolment, partially offset by a lower than budgeted average teacher salary.
- 2) Additional Educational Assistants were hired as a result of the increased special education enrolment.
- 3) Other Professionals decreased as a result of the retirement of the Aboriginal Education Coordinator and the hiring of a Principal of Human Resource Services (previously an Exempt position).
- 4) The increase in the Substitutes budget reflects more release time for professional development and additional Teachers Teaching on Call time due to the increased enrolment.

Employee Benefits

The increase in the employee benefits expense arose from additional employees hired.

Services and Supplies

The overall increase in the services and supplies budget reflects amounts carried forward from the previous fiscal year that are expected to be spent in the current year being built into the applicable expenditure budget categories. Additionally, services increased as a result of an increase in agent fee commissions related to the increase in the international student program enrolment and an increase in contracts related to the growth in short-term international enrolment.

Rentals and leases increased as the District entered into operating leases for fleet vehicles after the preparation of the 2018-2019 Annual Budget.

The increase in utilities is the result of an increase in Next Generation Network (NGN) costs, announced after the preparation of the 2018-2019 Annual Budget. The Ministry of Education has indicated that NGN costs should once again come in lower than expected, but has not yet made a public announcement.

SPECIAL PURPOSE FUNDS

Schedule 3 Amended Annual Budget – Special Purpose Revenue and Expense Schedule 3A Amended Annual Budget – Changes in Special Purpose Funds

Special Purpose Funds are funds received for specific purposes and must be used for those purposes. The special purpose budgeted revenues are as follows:

	2018/2019 Amended Annual Budgeted Revenues	2018/2019 Annual Budgeted Revenues
Annual Facility Grant	\$ 810,279	\$ 810,279
Learning Improvement Fund	672,847	672,847
Scholarships and Bursaries	30,000	63,571
Special Education Technology	112,831	112,831
School Generated Funds	6,476,375	6,454,714
Strong Start	206,059	206,059
Ready, Set, Learn	66,150	66,150
Official Languages in Education Protocol (OLEP)	398,099	398,099
CommunityLINK	3,794,668	3,879,538
Classroom Enhancement Fund – Overhead	791,979	-
Classroom Enhancement Fund – Staffing and Remedies	17,515,979	13,835,661
Coding and Curriculum Implementation	48,004	20,000
Ledger School	244,848	262,008
Provincial Inclusion Outreach	498,554	503,954
Charitable Trust	700	400,000
Estate Trust	11,000	11,000
Special Purpose Revenues	\$31,678,372	\$27,696,711

The following outlines the major changes in the Special Purpose Funds in the 2018/2019 Amended Annual Budgeted Revenues compared to the 2018/2019 Annual Budgeted Revenues:

- 1) The Classroom Enhancement Fund – Overhead grant was provided to Districts in June 2018, subsequent to the preparation of the 2018/2019 Annual Budget.
- 2) The 2018/2019 Amended Annual Budgeted Classroom Enhancement Fund – Staffing and Remedies grant increased by \$3.7M compared to the 2018/2019 Annual Budget grant as the remedy portion of the grant was provided to Districts in December 2018, subsequent to the preparation of the 2018/2019 Annual Budget. Furthermore, the District received \$0.5M from the Ministry related to a consent award from arbitration. These funds will be used to hire an additional 12 FTE teachers effective February 25, 2019. The District also received a further \$0.5M related to unspent remedies at June 30, 2017.
- 3) Coding and Curriculum Implementation has increased by \$0.03M as the Deferred Revenue at June 30, 2018 was higher than anticipated. These funds will be fully spent by June 30, 2019.
- 4) The Charitable Trust has decreased by \$0.4M as donations are now being recorded directly into the Operating and School Generated Funds. Previously, donations were recorded in the Charitable Trust and then transferred out.

CAPITAL FUND

Schedule 4 Amended Annual Budget – Capital Revenue and Expense

The Capital Fund includes capital expenditures related to land, buildings, computer hardware and software, vehicles and equipment that are funded from Ministry of Education capital grants, local capital, operating funds, and special purpose funds.

Tangible capital assets are assets that have an expected life greater than one year and are not consumed in the normal course of operations. These assets are amortized over their useful life, meaning that the cost of the asset is expensed over a period of time.

The following outlines the major changes in the Capital Fund in the 2018/2019 Amended Annual Budget compared to the 2018/2019 Annual Budget:

Ministry of Education Grants and Operations and Maintenance Expenses

Ministry of Education Grant Revenue is recognized when Maintenance Expenses from Bylaw Capital are incurred. Maintenance Expenses are expected to increase by \$1.5M relative to the 2018/2019 Annual Budget due to a large window and flooring replacement project at Mt. Doug and additional roofing projects throughout the District.

Capital Additions

Capital additions from the Operating Fund are expected to be \$1.2M as a result of computer purchases at various schools, playground purchases at Frank Hobbs Elementary and Vic West Elementary, a new backhoe in Facilities and various furniture & equipment purchases throughout the District.

Local Capital

Local Capital includes proceeds from the lease of assets which were originally purchased with Board funds, interest earned on the Local Capital balance, and 25% of the proceeds of disposition of the sale of surplus school properties.

The Technology Replacement Reserve, Inclusion for Learning Strategy, Quadra learning studio, Quadra and Oaklands portables, and a portion of the Northridge classroom space are funded from Local Capital.

Funds transferred from the Operating Fund to Local Capital include \$0.2M to create a reserve for technology for learning equipment replacements, \$0.3M to create a reserve for student device replacements, and \$0.1M to create a reserve for childcare capital.

AMENDED ANNUAL BUDGET BYLAW

In order to pass the Amended Annual Budget Bylaw at one meeting, the Board must unanimously agree to give the bylaw all three readings in one sitting. The following motions are therefore recommended:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2018/2019 Amended Annual Budget Bylaw at the Regular Board meeting on February 25, 2019.

Motion to be Carried Unanimously

That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2018/2019 in the amount of \$253,958,589 be:

Read a first time the 25th day of February, 2019;

Read a second time the 25th day of February, 2019;

Read a third time, passed and adopted the 25th day of February, 2019;

And that the Chairperson and the Secretary Treasurer be authorized to sign, seal and execute this Bylaw on behalf of the Board.

Attachments

Amended Annual Budget

School District No. 61 (Greater Victoria)

June 30, 2019

School District No. 61 (Greater Victoria)

June 30, 2019

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 61 (GREATER VICTORIA) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$253,958,589 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 25th DAY OF FEBRUARY, 2019;

READ A SECOND TIME THE 25th DAY OF FEBRUARY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 25th DAY OF FEBRUARY, 2019;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw 2018/2019, adopted by the Board the 25th DAY OF FEBRUARY, 2019.

Secretary Treasurer

School District No. 61 (Greater Victoria)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	19,570.817	19,349.109
Adult	35.125	46.875
Other	38.500	55.125
Total Ministry Operating Grant Funded FTE's	19,644.442	19,451.109
Revenues	\$	\$
Provincial Grants		
Ministry of Education	206,743,695	197,291,413
Other	87,552	
Tuition	14,868,841	14,361,108
Other Revenue	8,731,899	8,303,547
Rentals and Leases	1,980,224	1,981,048
Investment Income	1,187,000	1,188,281
Amortization of Deferred Capital Revenue	7,025,572	7,025,572
Total Revenue	240,624,783	230,150,969
Expenses		
Instruction	206,150,192	195,307,319
District Administration	5,102,592	4,874,408
Operations and Maintenance	38,760,292	35,002,512
Transportation and Housing	1,125,513	1,015,025
Total Expense	251,138,589	236,199,264
Net Revenue (Expense)	(10,513,806)	(6,048,295)
Budgeted Allocation (Retirement) of Surplus (Deficit)	8,946,491	3,946,980
Budgeted Surplus (Deficit), for the year	(1,567,315)	(2,101,315)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(1,567,315)	(2,101,315)
Budgeted Surplus (Deficit), for the year	(1,567,315)	(2,101,315)

School District No. 61 (Greater Victoria)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	206,388,060	196,870,396
Operating - Tangible Capital Assets Purchased	1,260,000	800,000
Special Purpose Funds - Total Expense	31,618,372	27,696,711
Special Purpose Funds - Tangible Capital Assets Purchased	60,000	
Capital Fund - Total Expense	13,132,157	11,632,157
Capital Fund - Tangible Capital Assets Purchased from Local Capital	1,500,000	
Total Budget Bylaw Amount	253,958,589	236,999,264

Approved by the Board

Signature of the Chairperson of the Board of Education	Date Signed
--	-------------

Signature of the Superintendent	Date Signed
---------------------------------	-------------

Signature of the Secretary Treasurer	Date Signed
--------------------------------------	-------------

School District No. 61 (Greater Victoria)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(10,513,806)	(6,048,295)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,320,000)	(800,000)
From Local Capital	(1,500,000)	-
From Deferred Capital Revenue	(9,056,155)	(4,984,942)
Total Acquisition of Tangible Capital Assets	(11,876,155)	(5,784,942)
Amortization of Tangible Capital Assets	10,632,157	10,632,157
Total Effect of change in Tangible Capital Assets	(1,243,998)	4,847,215
Acquisitions of Prepaid Expenses	(5,000)	-
Use of Prepaid Expenses	-	60,000
	(5,000)	60,000
(Increase) Decrease in Net Financial Assets (Debt)	(11,762,804)	(1,141,080)

School District No. 61 (Greater Victoria)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	16,859,357	-	49,839,238	66,698,595
Changes for the year				
Net Revenue (Expense) for the year	(7,047,221)	60,000	(3,526,585)	(10,513,806)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,260,000)	(60,000)	1,320,000	-
Local Capital	(639,270)		639,270	-
Net Changes for the year	(8,946,491)	-	(1,567,315)	(10,513,806)
Budgeted Accumulated Surplus (Deficit), end of year	7,912,866	-	48,271,923	56,184,789

School District No. 61 (Greater Victoria)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	179,083,398	175,523,987
Other	87,552	
Tuition	14,868,841	14,361,108
Other Revenue	2,290,824	1,466,543
Rentals and Leases	1,980,224	1,981,048
Investment Income	1,030,000	1,030,000
Total Revenue	199,340,839	194,362,686
Expenses		
Instruction	175,342,099	168,420,887
District Administration	5,102,592	4,874,408
Operations and Maintenance	24,817,856	22,560,076
Transportation and Housing	1,125,513	1,015,025
Total Expense	206,388,060	196,870,396
Net Revenue (Expense)	(7,047,221)	(2,507,710)
Budgeted Prior Year Surplus Appropriation	8,946,491	3,946,980
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,260,000)	(800,000)
Local Capital	(639,270)	(639,270)
Total Net Transfers	(1,899,270)	(1,439,270)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 61 (Greater Victoria)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	176,983,232	173,604,633
DISC/LEA Recovery	(1,106,631)	(1,087,263)
Other Ministry of Education Grants		
Pay Equity	2,896,617	2,896,617
Funding for Graduated Adults	85,116	-
Transportation Supplement	20,027	-
Carbon Tax Grant	110,000	110,000
Strategic Priorities/Early Action Initiative	30,300	-
Professional Learning Grant	17,500	-
Shoulder Tappers (Access Grant)	5,000	-
Support Staff Benefits	24,497	-
FSA Scorer Training	17,740	-
Total Provincial Grants - Ministry of Education	179,083,398	175,523,987
Provincial Grants - Other	87,552	
Tuition		
Summer School Fees	49,512	56,880
Continuing Education	10,000	16,825
International and Out of Province Students	14,801,829	14,287,403
Distributed Learning	7,500	-
Total Tuition	14,868,841	14,361,108
Other Revenues		
LEA/Direct Funding from First Nations	1,106,631	1,087,263
Miscellaneous		
Miscellaneous Revenue	220,950	23,550
Aboriginal Nations Education Curriculum Project	15,021	15,000
Cafeteria	145,541	-
International Student Program Revenues	785,081	322,930
ArtsStart Grant	17,600	17,800
Total Other Revenue	2,290,824	1,466,543
Rentals and Leases	1,980,224	1,981,048
Investment Income	1,030,000	1,030,000
Total Operating Revenue	199,340,839	194,362,686

School District No. 61 (Greater Victoria)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Salaries		
Teachers	86,498,536	85,786,515
Principals and Vice Principals	12,511,297	12,495,805
Educational Assistants	18,662,337	17,990,349
Support Staff	17,555,788	17,575,875
Other Professionals	4,132,091	4,264,085
Substitutes	8,427,968	7,460,144
Total Salaries	147,788,017	145,572,773
Employee Benefits	34,700,523	34,234,154
Total Salaries and Benefits	182,488,540	179,806,927
Services and Supplies		
Services	7,452,246	5,090,007
Student Transportation	1,252,745	1,018,933
Professional Development and Travel	1,144,728	663,417
Rentals and Leases	115,235	-
Dues and Fees	105,627	88,207
Insurance	343,767	365,000
Supplies	8,870,220	5,488,886
Utilities	4,614,952	4,349,019
Total Services and Supplies	23,899,520	17,063,469
Total Operating Expense	206,388,060	196,870,396

School District No. 61 (Greater Victoria)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	64,621,658	4,465,486	1,958,580	482,580	238,024	5,875,482	77,641,810
1.03 Career Programs	754,470	104,082	306,965			48,441	1,213,958
1.07 Library Services	1,863,574			381,195		71,384	2,316,153
1.08 Counselling	2,687,804					100,737	2,788,541
1.10 Special Education	8,846,662	267,868	15,596,729	231,758	112,694	1,273,259	26,328,970
1.30 English Language Learning	1,833,034	142,101		11,239		90,758	2,077,132
1.31 Aboriginal Education	500,441	189,608	620,672	47,793		40,298	1,398,812
1.41 School Administration		7,178,372		3,696,368		66,373	10,941,113
1.60 Summer School	98,587	20,170	2,577	3,163			124,497
1.61 Continuing Education	244,315	25,680		69,653		8,946	348,594
1.62 International and Out of Province Students	4,995,991		141,412	810,273	648,697	287,805	6,884,178
1.64 Other				10,464			10,464
Total Function 1	86,446,536	12,393,367	18,626,935	5,744,486	999,415	7,863,483	132,074,222
4 District Administration							
4.11 Educational Administration		35,379		151,020	695,948	13,898	896,245
4.40 School District Governance				29,357	276,667		306,024
4.41 Business Administration		82,551		1,119,594	1,019,178	36,403	2,257,726
Total Function 4	-	117,930	-	1,299,971	1,991,793	50,301	3,459,995
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	52,000		35,402	267,497	881,410	23,661	1,259,970
5.50 Maintenance Operations				9,343,084	259,473	322,622	9,925,179
5.52 Maintenance of Grounds				877,029		167,901	1,044,930
5.56 Utilities							-
Total Function 5	52,000	-	35,402	10,487,610	1,140,883	514,184	12,230,079
7 Transportation and Housing							
7.41 Transportation and Housing Administration				23,721			23,721
7.70 Student Transportation							-
7.73 Housing							-
Total Function 7	-	-	-	23,721	-	-	23,721
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	86,498,536	12,511,297	18,662,337	17,555,788	4,132,091	8,427,968	147,788,017

School District No. 61 (Greater Victoria)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	77,641,810	18,547,343	96,189,153	5,149,014	101,338,167	99,204,060
1.03 Career Programs	1,213,958	285,576	1,499,534	882,397	2,381,931	1,553,378
1.07 Library Services	2,316,153	556,492	2,872,645	227,527	3,100,172	2,981,842
1.08 Counselling	2,788,541	681,517	3,470,058	6,916	3,476,974	3,688,186
1.10 Special Education	26,328,970	6,229,542	32,558,512	1,079,595	33,638,107	31,674,105
1.30 English Language Learning	2,077,132	501,996	2,579,128	86,267	2,665,395	2,567,347
1.31 Aboriginal Education	1,398,812	309,668	1,708,480	606,506	2,314,986	2,124,575
1.41 School Administration	10,941,113	2,467,468	13,408,581	251,598	13,660,179	13,162,456
1.60 Summer School	124,497	30,014	154,511	17,057	171,568	232,451
1.61 Continuing Education	348,594	83,086	431,680	130,771	562,451	420,302
1.62 International and Out of Province Students	6,884,178	1,628,129	8,512,307	3,507,054	12,019,361	10,799,377
1.64 Other	10,464	2,344	12,808		12,808	12,808
Total Function 1	132,074,222	31,323,175	163,397,397	11,944,702	175,342,099	168,420,887
4 District Administration						
4.11 Educational Administration	896,245	185,793	1,082,038	50,758	1,132,796	1,151,400
4.40 School District Governance	306,024	26,022	332,046	356,721	688,767	687,694
4.41 Business Administration	2,257,726	479,132	2,736,858	544,171	3,281,029	3,035,314
Total Function 4	3,459,995	690,947	4,150,942	951,650	5,102,592	4,874,408
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	1,259,970	305,721	1,565,691	492,144	2,057,835	2,022,963
5.50 Maintenance Operations	9,925,179	2,160,205	12,085,384	4,545,371	16,630,755	14,685,201
5.52 Maintenance of Grounds	1,044,930	215,161	1,260,091	251,623	1,511,714	1,500,293
5.56 Utilities	-	-	-	4,617,552	4,617,552	4,351,619
Total Function 5	12,230,079	2,681,087	14,911,166	9,906,690	24,817,856	22,560,076
7 Transportation and Housing						
7.41 Transportation and Housing Administration	23,721	5,314	29,035	3,307	32,342	32,342
7.70 Student Transportation	-	-	-	1,093,171	1,093,171	982,683
7.73 Housing	-	-	-	-	-	-
Total Function 7	23,721	5,314	29,035	1,096,478	1,125,513	1,015,025
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	147,788,017	34,700,523	182,488,540	23,899,520	206,388,060	196,870,396

School District No. 61 (Greater Victoria)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	25,160,297	20,767,426
Other Revenue	6,441,075	6,837,004
Investment Income	77,000	92,281
Total Revenue	31,678,372	27,696,711
Expenses		
Instruction	30,808,093	26,886,432
Operations and Maintenance	810,279	810,279
Total Expense	31,618,372	27,696,711
Net Revenue (Expense)	60,000	-
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(60,000)	-
Total Net Transfers	(60,000)	-
Budgeted Surplus (Deficit), for the year	-	-

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education
Other
Investment Income

Less: Allocated to Revenue
Recovered

Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education
Other Revenue
Investment Income

Expenses

Salaries
Teachers
Principals and Vice Principals
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense) before Interfund Transfers

Interfund Transfers

Tangible Capital Assets Purchased

Net Revenue (Expense)

Annual Facility Grant	Learning Improvement Fund	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
\$	\$	\$	\$	\$	\$		\$	\$
		586,669		2,978,547	27,226	10,357		433,821
810,279	672,847		112,831		192,000	66,150	398,099	3,879,538
		4,000		6,400,000				
		46,564		40,000				
810,279	672,847	50,564	112,831	6,440,000	192,000	66,150	398,099	3,879,538
810,279	672,847	30,000	112,831	6,476,375	206,059	66,150	398,099	3,794,668
-	-	607,233	-	2,942,172	13,167	10,357	-	518,691
810,279	672,847		112,831		206,059	66,150	398,099	3,794,668
		4,000		6,436,375				
		26,000		40,000				
810,279	672,847	30,000	112,831	6,476,375	206,059	66,150	398,099	3,794,668
-	21,904			65,000		10,000	40,000	50,000
	573,521	-	90,452	65,000	138,725	10,000	90,194	1,175,971
810,279	99,326		16,807	11,375	31,075	1,750	17,892	218,697
		30,000	5,572	6,340,000	36,259	54,400	290,013	2,400,000
810,279	672,847	30,000	112,831	6,416,375	206,059	66,150	398,099	3,794,668
-	-	-	-	60,000	-	-	-	-
				(60,000)				
-	-	-	-	(60,000)	-	-	-	-
-	-	-	-	-	-	-	-	-

School District No. 61 (Greater Victoria)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget			2019 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Ministry of Education	2,500,000		2,500,000	1,000,000
Investment Income		80,000	80,000	66,000
Amortization of Deferred Capital Revenue	7,025,572		7,025,572	7,025,572
Total Revenue	9,525,572	80,000	9,605,572	8,091,572
Expenses				
Operations and Maintenance	2,500,000		2,500,000	1,000,000
Amortization of Tangible Capital Assets				
Operations and Maintenance	10,632,157		10,632,157	10,632,157
Total Expense	13,132,157	-	13,132,157	11,632,157
Net Revenue (Expense)	(3,606,585)	80,000	(3,526,585)	(3,540,585)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,320,000		1,320,000	800,000
Local Capital		639,270	639,270	639,270
Total Net Transfers	1,320,000	639,270	1,959,270	1,439,270
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	1,500,000	(1,500,000)	-	
Total Other Adjustments to Fund Balances	1,500,000	(1,500,000)	-	
Budgeted Surplus (Deficit), for the year	(786,585)	(780,730)	(1,567,315)	(2,101,315)

Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: Operations Policy and Planning Committee
FROM: Mark Walsh, Secretary-Treasurer
DATE: February 11, 2019
RE: **2019-2020 Partner Group Budget Input**

In December 2018, an invitation was sent to school PACs and educational partner groups to provide input into the 2019-2020 budget process by responding to the following questions:

- What areas should be given priority in order to support success of all students?
- What areas do you feel progress is being made and should be continued?
- How do you feel the budget process could be improved for greater public participation and ease of understanding?
- Do you have any general comments you would like to add?

The input submitted by January 13, 2019 was summarized and handed out at the January 14, 2019 Operations Policy and Planning Committee meeting.

A second invitation for budget input was sent to school PACs and educational partner groups in January 2019. The input submitted between January 14, 2019 and February 8, 2019 has been summarized and will be handed out at the February 11, 2019 Operations Policy and Planning Committee meeting.

Following the February 11, 2019 Operations Policy and Planning Committee meeting, all budget input submitted will be compiled and posted on the District website.

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.

Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: Operations Policy and Planning Committee
FROM: Policy Sub-Committee
DATE: February 11, 2019
RE: **Policy and Regulation Changes**

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

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.

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.

The draft Policy and Regulation 6163.7 Classroom Pets were sent to stakeholders for feedback.

Revisions:

With consideration of the feedback received and the discussion during the Policy Sub-Committee Meeting on January 17, 2019, the following modifications have been addressed in the revised Policy and Regulation 6163.7 *Classroom Pets*.

Policy:

- **2.2** – A definition for “Classroom Pet” was added in order to ensure that both those animals brought in on a temporary basis and service animals were not considered classroom pets.
- **3.1.1** – “or staff” was added in order to ensure that staff are protected, in addition to students, if adversely affected by animals in the classroom.
- **3.1.2** – “in a confined habitat or under control” was added to emphasize the definition of a classroom pet as opposed to an animal that is just allowed to roam freely.

Regulation:

- **1.1** – “and should be in a confined habitat within the classroom” was added to emphasize the definition of a classroom pet as opposed to an animal that is just allowed to roam freely.
- **1.2** – “Be cared for” instead of “Not to be left in schools” was modified because some classroom pets are able to stay in the classroom over a holiday period because the possibility of moving the animal is a risk. In addition, this modification ensures that staff have the discretion over the ability of the pet to stay in the classroom and be checked on periodically during a holiday break. For instance, fish in an aquarium that has an automatic feeder.
- **2.1** – “and provide a decision” was added in order to ensure there is no ambiguity on who is making the decision regarding the classroom pet.
- **3.1.1.4** – “directly” is added to ensure that there is no ambiguity on what kind of supervision is required for students.

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 and Regulation 1421 Naming School Sites

Background:

The Board passed the following motion on May 28, 2018:

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 1421 *Naming School Sites* and accept revised Regulation 1421 *Naming School Sites* as reviewed.

Subsequent to Board approval of the revised Policy and Regulation 1421 *Naming School Sites*, a question was raised regarding conformity to the Province’s Naming Privileges Policy.

Revisions:

The Policy Sub-Committee met on January 31, 2019 to review Policy and Regulation 1421 *Naming School Sites* and recommends one major change. The recommendation is to include that both the Policy (Section 3.3) and Regulation (Section 3) conform to the Province's Naming Privileges Policy.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 1421 *Naming School Sites* and accept revised Regulation 1421 *Naming School Sites* as reviewed.

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.
- 2.12.2 **Classroom Pets do not include an animal that is brought in on a temporary basis nor are service animals**

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 or staff who would be adversely affected by animals in the classroom;
 - 3.1.2 The animal is a domesticated animal in a confined habitat or under control 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 and should be confined to a habitat within the classroom.
- 1.2 ~~Not be left in schools~~ Be cared for during holiday periods.

2.0 Principals shall:

- 2.1. Be consulted and provide a decision 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 directly 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.

POLICY 1421

NAMING SCHOOL SITES

Adopted: June 25, 1984

Revised: 1. February 27, 1995, 2. February 15, 2010, 3. May 28, 2018

Frequency of Review: Annual

1.0 RATIONALE

- 1.1 The Board values community input on naming school sites and strives to establish names with local significance.

2.0 DEFINITIONS

3.0 POLICY

- 3.1 The Greater Victoria Board of Education

3.1.1 May name a school site or portion thereof for a place of local historical or geographical significance.

3.1.2 May not name a school or portion thereof after an individual.

- 3.2 The Greater Victoria Board of Education may rename school sites or portions thereof.

3.3 The Policy must conform with the Province's Naming Privileges Policy, as amended from time to time.

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. Naming Privileges Policy
~~i.~~ii. Regulation 1421 – Naming School Sites
~~ii.~~iii. Policy 1163 – Consultation
~~iii.~~iv. Regulation 1163 – Consultation

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

REGULATION 1421

NAMING SCHOOL SITES

Adopted: February 27, 1995

Revised: 1. February 15, 2010, 2. May 28, 2018

Frequency of Review: Annual

-
1. When naming a school site, the Board of Education of School District No. 61 (Greater Victoria) will appoint a committee to oversee consultation for the development of a suitable name. This will be done pursuant to Policy 1163 and Regulation 1163 – Consultation. The committee should include, at the minimum, the following: a) A Trustee
 - a) The Superintendent or their delegate
 - b) The School Principal
 - c) A member of the school's teaching staff
 - d) A member of the school's Parent Advisory Council
 - e) Up to 2 members of the Indigenous community
 - f) Up to 3 members of the local community
 2. The committee may request that the Board approve a specific name for a school site. The request must be accompanied by a report detailing the results of a consultative process carried out pursuant to Policy 1163 and Regulation 1163 – Consultation.
 3. The committee must conform with the Province's Naming Privileges Policy, as amended from time to time.

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.



FACILITIES SERVICES

491 CECILIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4
PHONE (250) 920-3400 FAX (250) 920-3461

TO: Operations Policy and Planning Committee

FROM: Chuck Morris, Director of Facilities Services

DATE: February 11, 2019

RE: **Carbon Monoxide Detection**

Background:

Carbon Monoxide (CO) is an odourless, tasteless and highly toxic gas that results from the incomplete combustion of fossil fuels. It is virtually impossible to detect without sensing technology. Common sources of CO include but not limited to:

- Stove/gas ranges
- Gas line leaks
- Gas water heaters
- Blocked or clogged chimneys
- Cracked heat exchangers
- Leaking, cracked, corroded or disconnected flue or vent pipes
- Unvented gas space heaters

Discussion:

Around January 14th of this year there was an incident in Quebec when a number of students fell ill after breathing in CO in their school. We began to investigate if we had CO detectors in our schools. We do not. We have involved a Mechanical Engineer and identified a budget to allow us to begin installation of CO detectors, where applicable, and CO alarms (similar to the type found in most homes), where applicable, after our in-depth survey is complete. Currently, we are exploring installing detectors in schools and anticipate that we will use Annual Facilities Grant funding intended for safety issues to fund installation.

The *detectors*¹ would be tied to heating unit controls, placed in supply air ducting and would force the unit to shut down if CO is detected. This would send an alarm through our DDC² controls which would alert our HVAC team so they can respond right away. The *alarms* would be placed in some classrooms where unit ventilators are located. These are individual HVAC units located in classrooms and not part of a larger HVAC system. Both methods are used by many school districts in Canada and the US.

Chuck Morris
Director of Facilities

¹ Detectors and Alarms: Detectors are mounted on supply air duct of larger heating equipment. They have a sensor that is inserted into the duct. Alarm refers to the typical style one would see in a home, placed in a room where the fuel burning equipment is operating and it will send out a tone if CO detected.

² Direct Digital Control (DDC) is a term used to identify control of heating, ventilation and air conditioning using microprocessors to turn equipment on, off and adjust setting for temperature etc..



FACILITIES SERVICES

491 CECILIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4
PHONE (250) 920-3400 FAX (250) 920-3461

TO: Operations Policy and Planning Committee

FROM: Chuck Morris, Director of Facilities Services

DATE: February 11, 2019

RE: **Marigold / Spectrum Landscape Initiative**

Background:

The Greater Victoria School District sold a piece of land at the back of Marigold / Spectrum schools to accommodate the McKenzie Interchange project. Incorporated into the sale of the land was \$150K from the Ministry of Transportation and Infrastructure (MOTI) for landscape improvements at both Marigold and Spectrum school locations.

Discussion:

Over the past two and a half years, Facilities has met with the CRD and MOTI to discuss concerns around their project plans. In particular, the Greater Victoria School District has raised concerns around the McKenzie / W. Burnside intersection and the lack of lighting along the Galloping Goose from the new pedestrian bridge to the entrance between the two schools. From these discussions, the MOTI has added more lighting along the Galloping Goose and is looking to improve the pedestrian crossing at the intersection of McKenzie / W. Burnside. The CRD has added the section of the trail from the new pedestrian bridge to the Marigold/Spectrum entrance into their current trail feasibility study to determine the best option of safe travel for students and cyclists along the new stretch of path.

During the last two and half years, Facilities has been in contact with both schools and has reached out to the MOTI and CRD on numerous occasions around construction queries and concerns. Facilities has updated the PACs around the McKenzie Interchange project and has gathered information and answered queries from the school communities. The PACs have been informed from the onset of the McKenzie Interchange project that the \$150K money is for land improvements for both school locations and not for the purchase of technology nor playground equipment.

At the beginning of December 2018, Facilities moved forth with the installation of metal chain link fencing at the back of both school properties to ensure student safety. In January 2019, with the MOTI sound wall near completion, Facilities conducted a survey in the school communities that incorporated both Marigold and Spectrum's main concerns around the spending of the monies. The results of the survey indicated that both schools want to see extensive planting of trees and bushes, more seating for students, paving of the new pathway off the Galloping Goose that services both schools, and the incorporation of a second paved pathway to allow students to travel safely to the front of both schools. Facilities looked at the results of the survey and Marigold's naturescape plan and, at the end of January, presented the school communities with a proposed plan to move forward.

The proposed plan incorporated over \$45K worth of plantings (450 native plantings, 25-30 new trees); 10 wood benches for each school; new paved pathway between Marigold and Spectrum;

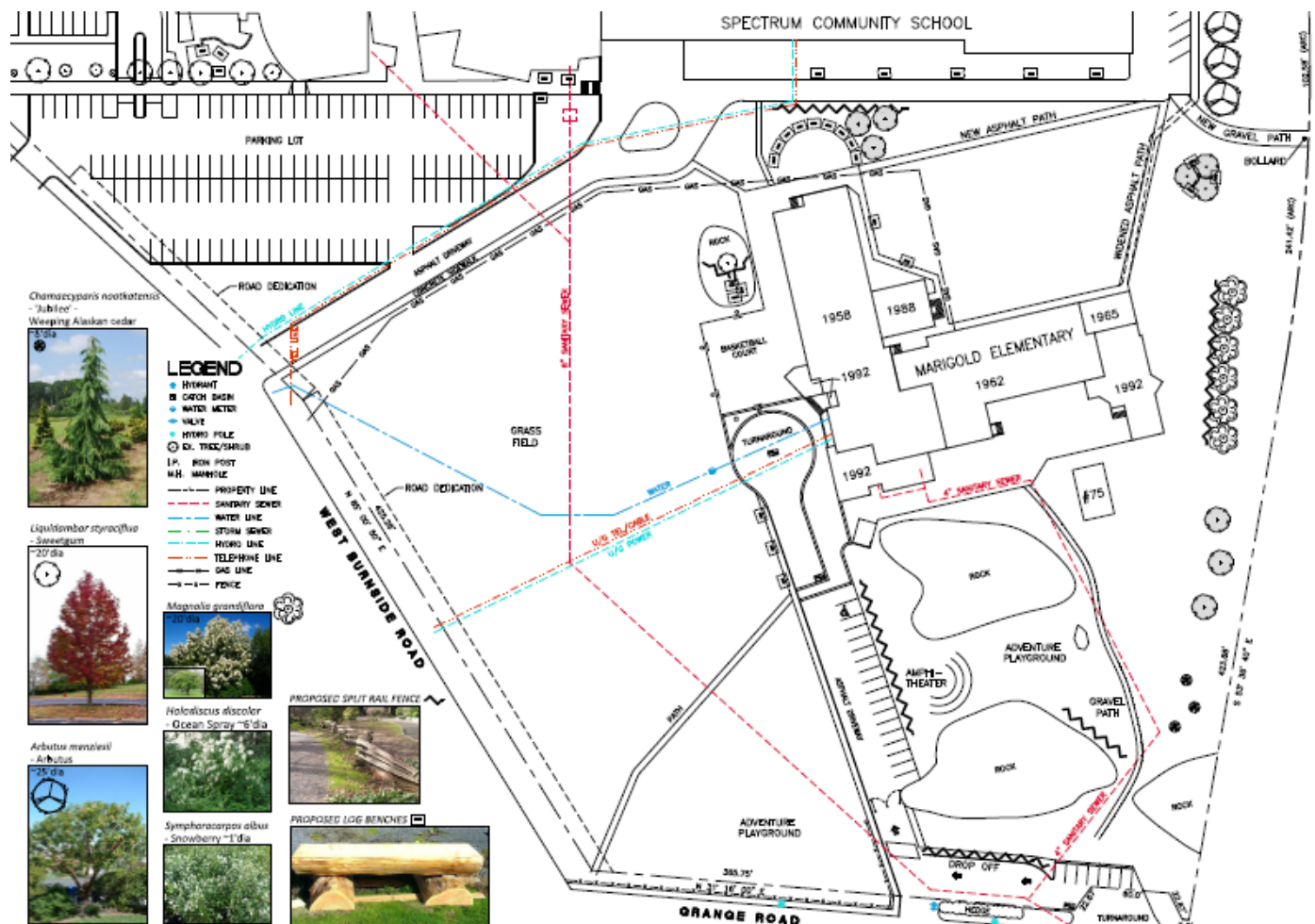
the paving of the current pathway from the Galloping Goose; split rail fencing on both school sites; split rail, native plantings and seating to preserve the Oak Tree in front of Marigold; 5-8 new metal benches and 3 new garbage cans for Spectrum; an amphitheatre for Marigold; chain link fence at the back of both school properties; new garden fence for the use of both schools; and new lighting at the back corner of Spectrum's shop area where a light standard was removed. The proposed plan had approximately \$18K remaining monies to be spent.

Initial feedback on the proposed plan from the school communities was positive with a few more suggestions, such as widening the front pathway at Marigold, re-configuring the parking at Spectrum to allow for Marigold parent drop offs, potentially removing the rock meridian at the front of Spectrum and adding paint arrows for better traffic flow, as well as adding a few more trees and seating to incorporate a teaching area near the new fenced garden area for both school communities to use.

There are a number of items that will need to be completed outside of the \$150K and this includes the fencing along the side of Spectrum, fencing along the rock outcrop at the back of Spectrum, fencing for Spectrum's new bike storage area, new irrigation for the new plantings, and replacement of the lighting at the back of Marigold.

Chuck Morris
Director of Facilities

Proposed Plan for Marigold-Spectrum School Communities





One
Learning
Community





One *Learning* Community



Completed to Date

- Negotiated the Sale of Land - \$150K provided to SD for Land Improvements at both Spectrum and Marigold sites
- SD continuing to working with the CRD and MOTI
 - CRD will install signage on the Galloping Goose Trail
 - advise cyclists they are approaching a school zone and to slow down
 - Signage will be supplemented by targeted monitoring and outreach to cyclists to increase compliance levels
 - MOTI will install yield signs at the school access point to the trail and at intersection of the North/South overpass
 - advise students to be aware when crossing the trail
 - CRD can attend assembly at both Marigold and Spectrum
 - educate students about behaviour for safe travel to and from school and proper trail etiquette
 - CRD will undertake a feasibility study and costs/benefits of separating the Galloping Goose Trail
 - Trail from new galloping Goose Bridge to school access point is 6m wide
 - issues that will be considered as part of that study include
 - cycling and pedestrian traffic volumes
 - timing of traffic flows
 - potential for interactions between cyclists and pedestrians if the trail is separated
- Survey to both Marigold and Spectrum Communities complete
- Consultation of draft plan for land improvements at both sites complete

One *Learning* Community



MOTI Update

- Complete Installation of the Sound Barrier ~July 2019
- Permanent pedestrian bridge over the Trans-Canada Highway – October 2019
- More information please visit MOTI website:
<http://engage.gov.bc.ca/mckenzieinterchange/construction-updates/>

One *Learning* Community



SD 61 Update

- SD61 has \$150K for improvements to the back of Marigold and Spectrum Schools.
- Some items to consider in survey were:
 - Pathways and pathway lighting
 - Lighting at back of both schools
 - Trees / Shrubs / vegetation
 - Fencing
 - Fencing at both schools started in Dec 2018 and will be complete March 2019

One *Learning* Community



Survey Results - Marigold

Are there any other considerations? Please comment below if there is anything you would like to see improved on the school's property.

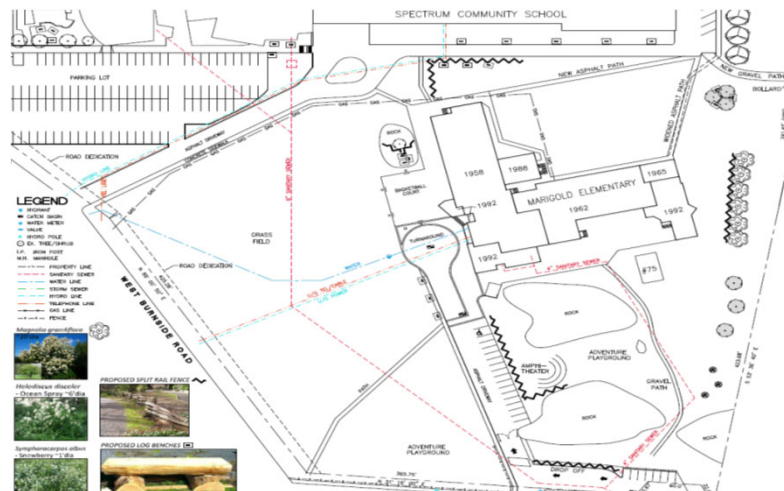
- Full vegetation to replace what was taken (trees and natural veg to act as sound barrier)
- Primary playground and naturescape area
- Extend / Pave parking area/ Better pick up and drop off zone
- Improve basketball court and place to scooter, outdoor stage, climbing wall
- Paint Chess, checkers hopscotch, obstacle course in front of school
- Tree bench around the Garry Oak
- New soccer nets and field
- Outdoor lockable storage for toys
- Drinking Fountain near the galloping goose
- Garden and Greenhouse for students to use
- More benches / covered bikes storage
- New entrance should be gated
- Signage –safety considerations for students sharing goose with cyclists
- \$ towards signage and discussion around drop off / pick up from Spectrum parking lot

One *Learning* Community



- Installation of additional garbage cans on the school grounds
- Research Garden
- Pop-up rink, artificial turf field, track and field, pool, tennis court, lacrosse box
- Get rid of the geese on the field
- Better field drainage
- More parking for students and better exit from parking lot
- More flowers, plant and vegetation
- Plant garden
- More outdoor seating, and space for students to hang out
- Better BC Transit access for students
- Bike parking
- Outdoor basketball court / hoops / Skate park / Baseball field
- Fence the back area of the shop
- Stands for watching sports games

SD61 Draft Plan

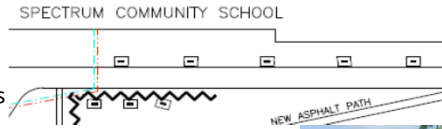


Property behind Marigold –in front of fence

Trees at various heights, recommending following species

1. Weeping Alaskan Cedar ~x 6
2. Sweetgum ~ x 6
3. Magnolia ~x 6

Suggest- more trees down roadway



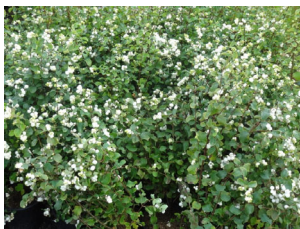
One *Learning* Community



Property behind Marigold –between the fence and Galloping Goose

Planting of native species at various heights and different colored foliage, recommended species

1. Ocean Spray – tall growing
2. Snow Berry – low growing
3. Oregon Grape – spreads 1-2'



One *Learning* Community



Suggested Trees to plant in front of Marigold Classroom Windows



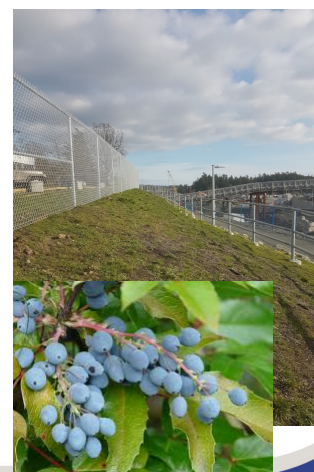
Recommended Magnolia Trees with large canopies
Split rail fencing in front of trees to protect trees

One *Learning* Community



Vegetation for area behind Spectrum

Recommend
Arbutus trees (4-5)
Native vegetation at their base
-Oregon Grape, with flowers and berries
-Root system will grow out and stabilize slope



One *Learning* Community



Oak Tree at front of Marigold



Native plants in front of Oak Tree
Snowberry

Native Bulbs – Giant snowdrop, Fawn lily and Camas

One *Learning* Community

Other areas of Marigold

Other areas will include

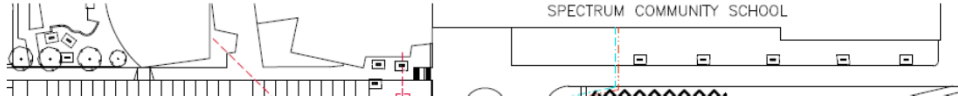
- Split rail fencing in front of the teacher parking area
- rock amphitheater seating
- split rail fencing to discourage students from entering rock area
- split rail fencing in front of drop off area
- Red Listed plant species – educational/interpretive sign –Coastal Chocolate Tips



One *Learning* Community



Create Seating at Various location at Spectrum



- 10 wood benches around property
- ~5-8 metal benches under over hang



One *Learning* Community



Summary of Project Costs

Ministry Funded Projects

- New Vegetation (Trees) ~\$45K
 - Includes all trees (~30), native plants (~450), slinger (20 trucks with 20 yards each) and crane
- New Pathway between Marigold and Spectrum ~\$15K
- Split Rail Fencing - \$5K
- Amphitheatre ~\$4K
- Benches – Spectrum - \$5K –metal benches (~5 benches)
- Wood Benches -20 @ 6ft ~\$5K
- Garbage Cans –Three for Spectrum ~\$10K
- Labor \$20K
- Metal Fencing at back of Marigold \$13,640
- Metal Fence at the back of Spectrum (up to propane tank) \$5,340
- Garden Fencing for Spectrum and Marigold \$2,980
- Lighting at back of Spectrum – near corner of shop ~\$500

Total \$131,460

Remaining \$18,540

Suggestion: Set aside remaining money to determine if more lighting is needed once we hear back from the Ministry/CRD and the lights at Trans Canada are operational.

One *Learning* Community



Summary of Project Costs

Initial Consultation additions by PACs to draft plan (above the \$131,460 costs)

- Pathway in front of Marigold widen and improved
- Parking lot at Spectrum re-configured for better flow
- Rock meridian in front of Spectrum removed for better traffic flow
 - Allow for potential of Marigold parent drop offs
- Seating and teaching space placed by new garden area for both schools to use
- Split rail fencing near the back of Marigold around “the forbidden rock”

Costs that will NOT be included in the Ministry Funding (\$150K)

- Irrigation improvements
- Lighting Improvements at back of both schools (current lights)
- Bike Fencing – Spectrum
- Fencing along the side of Spectrum
- Fencing along the rock out crop near Spectrum

One *Learning* Community



Questions

One *Learning* Community



Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: Operations Policy and Planning Committee

FROM: Mark Walsh, Secretary-Treasurer

DATE: February 11, 2019

RE: **Community Consultation - Childcare Spaces**

As Trustees are aware, we have been holding meetings with school staff and PACs regarding Ministry of Children and Family Development funding for child care expansion. We have met with staff and PACs at each site. Based on the feedback that we have received to date, we have determined a number of changes.

We are now moving forward with public consultation meetings for school communities and impacted neighbors.

Information sessions have been planned and will be led by either myself or Chuck Morris, Director of Facilities Services.

Please find below the dates and locations of the information sessions:

Frank Hobbs Elementary School (Library)	Monday, February 4, 2019	6:30 p.m.
Tillicum Elementary School (Library)	Wednesday, February 13, 2019	5:30 p.m.
Macaulay Elementary School (Library)	Wednesday, February 20, 2019	6:30 p.m.
Doncaster Elementary School (Library)	Tuesday, February 26, 2019	6:30 p.m.
Vic West Elementary School (Library)	Thursday, February 28, 2019	6:30 p.m.
Willows Elementary School	To be determined	

Attached to this memo is a copy of the presentation recently completed at Frank Hobbs.

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.



Child Care Space Over View

- Greater Victoria School District Approved for following
 - 2 Child Care Units at Vic West
 - **2 Child Care Units at Frank Hobbs**
 - 2 Child Care Units at Tillicum
 - 2 Child Care Units at Doncaster
 - 2 Child Care Units at Willows
 - 1 Child Care Units at Macaulay
- Currently Underway
 - Community Consultation
 - Building Permits
 - Finalizing internal layout
 - Schedule for builds – building to commence end of Feb 2019
 - 1 unit takes approx. 2 months to build
 - Built by SD 61 Employees

One *Learning* Community



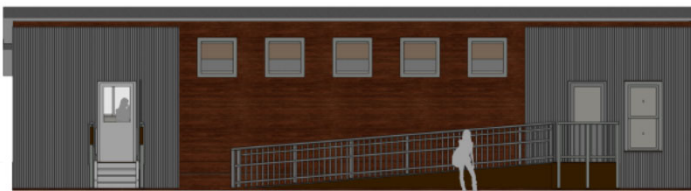
Child Care Spaces – Frank Hobbs

- Ministry Funding Application for \$800,000
 - 2 Child Care Units
 - Fenced off area for the child care units
 - Parking if applicable
 - Dividing Curtain for the Gym
- Current Funding Application
 - 12 preschool spaces for children aged 30 months to school aged – Hrs 9 am– 2:30pm
 - 73 before and after school spaces (25 in gym)

One *Learning* Community



Conceptual Design



One *Learning* Community



Proposed Location and Parking



One *Learning* Community



Questions

One *Learning* Community



OFFICE OF THE SUPERINTENDENT

556 Boleskine Road, Victoria, BC V8Z 1E8

Shelley Green, Superintendent

Phone (250) 475-4162

Fax (250) 475-4112

TO: Operations Policy and Planning Committee

FROM: Shelley Green, Superintendent of Schools

DATE: February 11, 2019

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.