



**Operations Policy and Planning Committee Meeting
February 19, 2019 – 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: Nicole Duncan; 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

The meeting was called to order at 7:15 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 Whiteaker:

That the February 19, 2019 regular agenda be amended to move agenda item 10. New Business, H. Victor School to follow agenda item 10. New Business, A. Trustee Questions.

Motion to Amend Carried Unanimously

It was moved by Trustee Whiteaker:

That the February 19, 2019 regular agenda be amended to refer agenda items 10. New Business, C. Arbutus Low-Incidence Programming and 10. New Business, E. Inclusive Learning Environments to the next Education Policy and Directions Committee meeting.

Motion to Amend Carried

For: Trustees Hentze, Leonard, Paynter, and Whiteaker

Against: Trustee Watters

It was moved by Trustee Whiteaker:

That the February 19, 2019 regular agenda as amended be approved.

Motion Carried

For: Trustees Hentze, Leonard, Paynter, and Whiteaker

Against: Trustee Watters

2. APPROVAL OF THE MINUTES

It was moved by Trustee Leonard:

That the December 10, 2018 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

3. BUSINESS ARISING FROM MINUTES – None

4. PRESENTATIONS TO THE COMMITTEE

A. Boundary Review – Kristil Hammer

Kristil Hammer, South Park Family School parent, spoke in favour of retaining South Park as a school of choice.

B. Boundary Review – Jenn Sutton

Jenn Sutton, South Park Family School parent, spoke in favour of retaining South Park as a school of choice.

C. Boundary Review – Louisa Elkin

Louisa Elkin, South Park Family School teacher, spoke in favour of retaining South Park as a school of choice.

D. Boundary Review – Kathryn Kwasnica

Kathryn Kwasnica, Cloverdale Traditional School parent, spoke in favour of retaining Cloverdale as a school of choice.

E. Cloverdale Traditional School – Bill Massey

Bill Massey, Cloverdale Traditional School parent, spoke in favour of retaining Cloverdale as a school of choice.

F. Cloverdale Traditional School – Karen Grigolato

Karen Grigolato, Cloverdale Traditional School parent, spoke in favour of retaining Cloverdale as a school of choice.

G. Cloverdale Traditional School – Tara Zala

Tara Zala, Cloverdale Traditional School parent, spoke in favour of retaining Cloverdale as a school of choice.

H. Victor School – Cathy Nash

Cathy Nash, Victor School parent, requested Victor be removed from the boundary review process.

I. Boundary Review – Heather Stober

Heather Stober, Quadra Elementary School parent, encouraged Trustees to alleviate over-capacity issues in all schools.

5. SUPERINTENDENT'S REPORT

A. Recognition of Student Representative

Superintendent Green welcomed Pascal Grenier, student representative from Victoria High School.

B. Boundary Review Update

Colin Roberts, Associate Superintendent, presented the committee with an update on the Boundary Review process. Mr. Roberts advised that the District is currently in the second phase of the review process in which public consultation is sought. It was confirmed that the deadline for public feedback would be extended due to recent snow closures.

Secretary-Treasurer Walsh advised that the feedback received from the community will be compiled and shared out in early April 2019. Further consultation is expected with a final decision to be made by the Board in May 2019.

C. School Calendar 2019-2020

Greg Kitchen, Associate Superintendent, presented the committee with the proposed 2019-2020 school calendar. Mr. Kitchen advised that the proposed school calendar will be posted on the District website for 30 days for public feedback.

It was moved Trustee Whiteaker:

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

Motion Carried Unanimously

6. PERSONNEL ITEMS – None

7. FINANCE AND LEGAL AFFAIRS

A. 2018-2019 Amended Annual Budget

Secretary-Treasurer Walsh provided an overview of the 2018-2019 amended annual budget and noted that 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. Trustees asked questions of clarification of Secretary-Treasurer Walsh.

The Committee supported that the following motions be brought forward to the February 25, 2019 Board of Education meeting:

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 meeting of February 25, 2019.

Motion to be Carried Unanimously

That the Board of Education of 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.

B. 2019-2020 Partner Group Budget Input

Katrina Stride, Associate Secretary-Treasurer, presented the Committee with the responses received from the second budget input request made to Parent Advisory Councils and Education Partner Groups. Ms. Stride advised that all of the responses received will be summarized into one document and a scattergram of common themes will be created and posted on the District website.

C. Policy Sub-Committee

- i) Secretary-Treasurer Walsh advised the Committee that stakeholder feedback has now been incorporated into Policy 6163.7 *Classroom Pets* and its associated regulation.

Discussion ensued and an amendment was proposed.

It was moved by Trustee Whiteaker:

That the Board of Education of School District No. 61 (Greater Victoria) amend Policy 6163.7 *Classroom Pets* to add section 3.2.3 “During any emergency drill or evacuation”.

Motion to Amend Defeated Unanimously

Chair Paynter called the question on the main motion.

It was moved by Trustee Whiteaker:

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*.

Motion Carried Unanimously

- ii) Secretary-Treasurer Walsh advised the Committee that the Policy and Regulation 1421 *Naming School Sites* have been updated to conform to the Province’s Naming Privileges Policy.

It was moved by Trustee Whiteaker:

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.

Motion Carried Unanimously

8. FACILITIES PLANNING

A. Carbon Monoxide Detection

Secretary-Treasurer Walsh provided the Committee with information regarding the installation of carbon monoxide detectors in schools in 2019-2020 using Annual Facilities Grant (AFG) funding.

B. Marigold-Spectrum Landscape Initiative

Secretary-Treasurer Walsh updated the Committee on the consultation process and proposed landscaping plan for the Marigold Elementary School and Spectrum Secondary School sites as a result of the McKenzie Interchange project. Feedback from students attending both schools is anticipated by the end of March 2019.

C. Community Consultation – Childcare Spaces

Secretary-Treasurer Walsh updated the Committee on the consultation process to determine the location and parking for Ministry of Children and Family Development funded childcare facilities on school sites. Secretary-Treasurer Walsh provided a list of the dates and locations of upcoming information sessions to be held at impacted schools.

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

10. NEW BUSINESS

A. Trustee Questions – None

B. Victor School - Trustee Painter

Trustee Painter presented his rationale.

It was moved by Trustee Whiteaker:

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.

Discussion ensued amongst Trustees and a motion to refer was proposed.

It was moved by Trustee Leonard:

That the 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.", be referred to the Special Board meeting planned for early April 2019.

Motion to Refer Defeated

For: Trustee Leonard

Against: Trustees Hentze, Paynter, and Whiteaker

Abstain: Trustee Watters

Further discussion ensued and a motion to amend was proposed.

It was moved by Trustee Whiteaker:

That the 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.", be amended by substitution of the following motion, "That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to include alternatives for the Victor School catchment in the revisions and phase three of the boundary review consultation including consultation with the Victor School community."

Trustee Painter raised a Point of Order that the proposed amendment was not germane to the main motion. Chair Paynter ruled that the point was not well-taken as the amendment related to the same subject as the main motion.

Chair Paynter called for a vote on the amendment to the main motion.

It was moved by Trustee Whiteaker:

That the 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.", be amended by substitution of the following motion, "That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to include alternatives for the Victor School catchment in the revisions and phase three of the boundary review consultation including consultation with the Victor School community."

Motion to Amend Carried

For: Trustees Hentze, Watters, and Whiteaker

Against: Trustees Leonard and Paynter

Chair Paynter 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) direct the Superintendent to include alternatives for the Victor School catchment in the revisions and phase three of the boundary review consultation including consultation with the Victor School community.

Motion Carried

For: Trustees Hentze, Leonard, Watters, and Whiteaker

Against: Trustee Paynter

C. Superintendent and Board Evaluations - Trustee Watters

Trustee Watters presented her motion and rationale.

It was moved by Trustee Watters:

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.

Discussion ensued amongst Trustees and an amendment was proposed.

It was moved by Trustee McNally:

That the word "Superintendent" be replaced by the words "Policy Sub-Committee" in the 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."

Motion to Amend Carried Unanimously

Further discussion ensued amongst Trustees and Chair Paynter called for a vote on the main motion as amended.

It was moved by Trustee McNally:

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

Motion Carried Unanimously

D. Strategic Plan - Trustee Watters

Trustee Watters presented her motion and rationale.

It was moved by Trustee Watters:

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 May 2019.

Motion Carried Unanimously

E. SJ Willis/Burnside Education Centre - Trustee Whiteaker

Trustee Whiteaker presented her motion and rationale. Ms. Leah Moreau, Principal, and Mr. Paul Stevenson, Vice Principal, of SJ Willis Alternative School spoke to the proposed name change for their school.

It was moved by Trustee Whiteaker:

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

Motion Carried Unanimously

F. Lambrick Park Fieldhouse Project - Trustee Painter

Trustee Painter presented his motion and rationale.

It was moved by Trustee Whiteaker:

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 District.

Motion Carried

For: Trustees Hentze, Paynter, Watters, and Whiteaker
Against: Trustee Leonard

11. NOTICE OF MOTION

Trustee Watters notified the Committee that agenda item 10. New Business, C. Arbutus Low-Incidence Programming will be presented at the February 25, 2019 Regular Board meeting.

12. GENERAL ANNOUNCEMENTS - None

13. ADJOURNMENT

The meeting adjourned at 10:45 p.m.