

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

Regular Board Meeting

Monday, March 11, 2019 - 7:30 p.m.

**Tolmie Boardroom
556 Boleskine Road**

**(Please note that an In-Camera Board meeting
will precede the Regular Board meeting)**



**The Board of Education of School District No. 61 (Greater Victoria)
Regular Board Meeting, Monday, March 11, 2019 @ 7:30 p.m.
Tolmie Boardroom, 556 Boleskine Road**

AGENDA

**Estimated
Times**

A. COMMENCEMENT OF MEETING

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

- | | | |
|--|---|-----------|
| 7:35-7:40pm | A1. Approval of the Agenda | (p 01-03) |
| A2. Approval of the Minutes | | |
| 7:40-7:45pm | a) Approval of the February 25, 2019 Regular Board Minutes | (p 04-17) |
| A3. Business arising from the Minutes | | |
| A4. Student Achievement | | |
| A5. District Presentations | | |
| 7:45-8:15pm | A6. Community Presentations (5 minutes per presentation) | |
| | a) Heather Stober, SD61 Parent, Boundary Catchment Review | |
| | b) Jennifer Sutton, PAC Chair, South Park School | |
| | c) Chris Adams, SD61 Parent, South Park School | |
| | d) Amee Ballantyne, GVTA, Reading Recovery | |
| | e) Debra Swain, GVTA, Reading Recovery | |
| | f) Lila Lund, GVTA, Facilities | |

B. CORRESPONDENCE

B1. Letter from Inclusion BC

(p 18-19)

8:15-8:25pm

C. TRUSTEE REPORTS

C1. Chair's Report

(p 20)

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

a) Trustee Hentze

(p 21-23)

8:25-8:40pm

D. BOARD COMMITTEE REPORTS

D1. Combined Education Policy and Directions Committee

a) Minutes from the March 4, 2019 meeting – Information only

(p 24-29)

b) Recommended Motions:

That the Board of Education of School District No. 61 (Greater Victoria) approve the recommended motions from the March 4, 2019 combined Education Policy and Directions Committee meeting.

i) 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 the appropriate VCPAC sub-committee for input on the development of a stakeholder engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent shall report back to the Board at the May 2019 Education Policy and Directions Standing Committee meeting.

ii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to produce surveys for the purpose of gathering feedback on the District's Learning Support Operational Plan's goals. The purpose of the first survey will be to gather feedback from all staff regarding Goal 1: Provide meaningful and purposeful educational opportunities for vulnerable students with diverse learning needs while considering the physical, social-emotional and academic domains. The purpose of the second survey will be to gather feedback from parents and students on their experience of inclusive learning in our district. Survey participants should be invited to participate on a voluntary basis and the surveys should be conducted on an anonymous basis to exclude the collection of respondent's personal / private information.

8:40-8:55pm

D2. Combined Operations Policy and Planning Committee

a) Minutes from the March 4, 2019 meeting – Information only

b) Recommended Motion:

- i) That the Board of Education of School District No.61 (Greater Victoria)) direct the Superintendent to ensure that all forms used by the District that require individuals to report gender information include non-binary options.

D3. Audit Committee Report

(p 30-34)

Recommended Motion:

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

E. DISTRICT LEADERSHIP TEAM REPORTS

8:55-9:00pm

E1. Superintendent's Report

a) Monthly Report

(p 35)

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

b) Trustee Questions

(p 36)

9:00-9:05pm

E2. Secretary-Treasurer's Report

a) Monthly Report

(p 37)

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

9:05-9:20pm

F. QUESTION PERIOD (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

H. NEW BUSINESS/NOTICE OF MOTIONS

H1. New Business

H2. Notice of Motions

I. ADJOURNMENT



**The Board of Education of School District No. 61 (Greater Victoria)
February 25, 2019 Regular Board Meeting - Tolmie Boardroom, 556 Boleskine Road**

MINUTES

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

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, Julie Lutner, Director of Finance, Budgets & Financial Reporting, Lisa McPhail, Communications Officer and Vicki Hanley, Recording Secretary

The meeting was called to order at 7:40 p.m.

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

Introductions were made around the Board table.

A. COMMENCEMENT OF THE MEETING

A1. Approval of the Agenda

It was moved by Trustee McNally and seconded:

That the February 25, 2019 Agenda be approved with the following addition:

C2. Trustee Reports

c) Trustee McNally

Motion Carried Unanimously

It was moved by Trustee McNally and seconded:

That the February 25, 2019 Agenda be approved with the following addition:

D1. Education Policy and Directions Committee

c) Trustee McNally – Victor School Motion

“That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to retain the current spaces and current staffing ratios at Victor School for the use of the students currently enrolled in the Victor School education program; that the program be open to new student intake, and that the program remain in place and operational as an ongoing placement option, as per Policy 5148 - Alternatives to the Integrated Classroom; and that any proposal change and related planning in regard to the program operation or the program physical situation be made only after adherences to Policy 1163 - Consultation, and only with the informed approval of the Board.”

Chair Watters ruled the motion out of order and stated that it contradicts a motion that has already come through a committee meeting and is on the agenda, D2. b) vi) and this motion has previously been defeated at a committee meeting.

Trustee McNally challenged Chair Watters ruling.

That the Board of Education of School District No. 61 (Greater Victoria) sustain the ruling of Chair Watters in that the following motion is out of order, *"That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to retain the current spaces and current staffing ratios at Victor School for the use of the students currently enrolled in the Victor School education program; that the program be open to new student intake, and that the program remain in place and operational as an ongoing placement option, as per Policy 5148 - Alternatives to the Integrated Classroom; and that any proposal change and related planning in regard to the program operation or the program physical situation be made only after adherences to Policy 1163 - Consultation, and only with the informed approval of the Board."*

Motion Carried

For: Trustees Leonard, Ferris, Watters, Whiteaker, Hentze and Painter

Against: Trustee McNally, Paynter and Duncan

It was moved by Trustee Paynter and seconded:

That the February 25, 2019 Agenda be approved with two additional speakers to A6. Community Presentations.

g) Marcus Pollard, SD61 Parent, Victor School – Boundary Review

h) Cathy Nash, SD61 Parent, Victor School – Boundary Review

Motion Carried

For: Trustees Paynter, Painter, Ferris, McNally, Duncan, Leonard, Whiteaker and Hentze

Abstain: Trustee Watters

It was moved by Trustee Whiteaker and seconded:

That the February 25, 2019 Agenda be approved with the following change:

Move H1. New Business a) Trustee Watters - Motion to D1.

Motion Defeated

For: Trustees Whiteaker,

Against: Trustees Leonard, Ferris, Paynter, Painter, McNally, Duncan and Hentze

Abstain: Trustee Watters

That the February 25, 2019 Agenda be approved as amended.

Motion Carried Unanimously

A2. Approval of the Minutes

a) It was moved by Trustee Ferris and seconded:

That the January 28, 2019 Regular Board Minutes be approved.

Motion Carried Unanimously

A3. Business arising from the Minutes - None

A4. Student Achievement

- a) Renee Pick, Principal and Sarah Winkler, Vice-Principal from View Royal Elementary School attended the board meeting and made a presentation for Trustees entitled "The Teacher Learning Connection."

Chair Watters thanked Ms. Pick and Ms. Winkler for attending the board meeting and presenting to Trustees.

A5. District Presentations - None**A6. Community Presentations**

- a) Allison Bottomley, a South Park Family School parent, attended the Board meeting to speak in favour of retaining South Park as a school of choice.
- b) Kristil Hammer, a South Park Family School parent, attended the Board meeting to speak in favour of retaining South Park as a school of choice.
- c) Yvonne Bloomer, a Arbutus Global Middle School parent, attended the Board meeting to speak about low-incidence programming at Arbutus.
- d) Mandy Greyling Holmwood, a Tillicum Elementary School parent, attended the Board meeting to speak about the catchment boundary review.
- e) Christine Payne, a Arbutus Global Middle School parent, attended the Board meeting to speak to Trustees about the low-incident program at Arbutus.
- f) Amanda Tarling, a Victor School parent, attended the Board meeting to speak about removing Victor School from the boundary review process.
- g) Marcus Pollard, a Victor School parent, attended the Board meeting to speak about the future of Victor School and removing it from the boundary review process.
- h) Cathy Nash, a Victor School parent, attended the Board meeting to speak about Victor school and urging Trustees to remove the school from the boundary review process.

B. CORRESPONDENCE**B1. Letter from the Minister of Education re Employer Health Tax**

A letter from the Minister of Education was received for information purposes.

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

- a) Chair Watters referred Trustees to her written report within the agenda package and highlighted a few of her activities over the past month.
- b) The 2019 VISTA Spring Conference agenda was provided for information purposes.

C2. Trustees' Reports

- a) Trustee Duncan provided Trustees with a written update with respect to her role as the BCSTA representative.
- b) Trustee Whiteaker provided a written report that highlighted her activities and meetings over the past month.
- c) Trustee McNally provided a verbal report with respect to her activities and meetings over the past month.

D. BOARD COMMITTEE REPORTS

D1. Education Policy and Directions Committee

- a) The minutes from the February 4, 2019 meeting were received for information.
- b) Trustee Duncan referred to the Education Policy and Directions Committee meeting minutes and presented the following recommended motions.

- i) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide a report to Ed Policy and Directions Committee at the next meeting on March 4th, 2019, that clarifies; a) which district programs have been closed; b) which are still open; c) the 2019-2020 future of any district program still open; d) if a program has been described as "repurposed," the meaning of "repurposed" for any district program that has been described as "repurposed"; e) the District response to parents from the Arbutus program or any other program who have requested, in public or otherwise, that it remain open; f) an update on shifts in high school special support blocks, for example, Spectrum has decreased from 3/4 blocks to 2/4 blocks; g) a statement on the future of Challenge programs.

Discussion ensued amongst the Trustees with a recommendation being made to amend the motion.

It was moved by Trustee Painter and seconded:

- i) That the motion "*That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide a report to Ed Policy and Directions Committee at the next meeting on March 4th, 2019, that clarifies; a) which district programs have been closed; b) which are still open; c) the 2019-2020 future of any district program still open; d) if a program has been described as "repurposed," the meaning of "repurposed" for any district program that has been described as "repurposed"; e) the District response to parents from the Arbutus program or any other program who have requested, in public or otherwise, that it remain open; f) an update on shifts in high school special support blocks, for example, Spectrum has decreased from 3/4 blocks to 2/4 blocks; g) a statement on the future of Challenge programs*" be amended to change the date to the June 3, 2019.

Motion Carried

For: Trustees Painter, Leonard, Ferris, Watters, Whiteaker and Hentze
Against: Trustees, McNally, Duncan and Paynter

Chair Watters called for the vote on the main motion as amended.

- i) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide a report to Ed Policy and Directions Committee at the next meeting on June 3, 2019, that clarifies; a) which district programs have been closed; b) which are still open; c) the 2019-2020 future of any district program still open; d) if a program has been described as “repurposed,” the meaning of “repurposed” for any district program that has been described as “repurposed”; e) the District response to parents from the Arbutus program or any other program who have requested, in public or otherwise, that it remain open; f) an update on shifts in high school special support blocks, for example, Spectrum has decreased from 3/4 blocks to 2/4 blocks; g) a statement on the future of Challenge programs.

Motion Carried

For: Trustees McNally, Paynter, Duncan, Hentze and Painter

Against: Trustees Leonard, Ferris, Watters and Whiteaker

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- ii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to hire an independent auditor to review district privacy practices effecting students, staff and student learning, and to provide recommendations to the Board of Education.

Trustee Duncan moved an amendment to her original motion that carried at the Committee meeting. Discussion ensued amongst the Trustees with a questions of clarification being asked of Secretary-Treasurer Walsh.

It was moved by Trustee Duncan and seconded:

- ii) That the motion “*That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to hire an independent auditor to review district privacy practices effecting students, staff and student learning, and to provide recommendations to the Board of Education*” be amended to read as follows “*That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to hire an independent auditor, through a competitive process with Board approval, to review district privacy practices effecting students, staff and student learning, and to provide recommendations to the Board of Education. A draft audit engagement letter which sets out in full the objective and scope of the independent audit shall be brought to the Education Policy and Directions Standing Committee.*”

Motion Carried

For: Trustees Duncan, McNally, Painter, Paynter, Ferris, Whiteaker, Watters, and Hentze

Against: Trustee Leonard

Chair Watters called for the vote on the main motion as amended.

- ii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to hire an independent auditor, through a competitive process with Board approval, to review district privacy practices effecting students, staff and student learning, and to provide recommendations to the Board of Education. A draft audit engagement letter which sets out in full the objective and scope of the independent audit

shall be brought to the Education Policy and Directions Standing Committee.

Motion Carried

For: Trustees Duncan, McNally, Ferris, Hentze, Painter, Paynter, Watters and Whiteaker

Abstain: Trustee Leonard

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- iii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to maintain the program at Arbutus Global Middle School that serves students with “low incidence” designations, with current staffing levels and in the current classroom space, and that it not be closed except by Board vote preceded by full stakeholder consultation.

Discussion ensued amongst the Trustees with a suggestion being made to amend the motion.

It was moved by Trustee McNally and seconded:

- iii) That the motion “That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to maintain the program at Arbutus Global Middle School that serves students with “low incidence” designations, with current staffing levels and in the current classroom space, and that it not be closed except by Board vote preceded by full stakeholder consultation” be amended to strike the words “*and that it not be closed except by Board vote preceded by full stakeholder consultation*” and replace with the “*with ongoing district funding to support a district program of up to 10 students.*”

Motion Defeated

For: Trustees McNally and Paynter and Duncan

Against: Trustees Ferris, Leonard, Painter, Watters, Whiteaker and Hentze

Chair Watters called for the vote on the main motion.

- iii) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to maintain the program at Arbutus Global Middle School that serves students with “low incidence” designations, with current staffing levels and in the current classroom space, and that it not be closed except by Board vote preceded by full stakeholder consultation.

Motion Defeated

For: Trustees McNally, Paynter and Duncan

Against: Trustees Ferris, Leonard, Painter, Watters, Hentze and Whiteaker

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- iv) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to explore, through consultation with parents, a workable solution to the issue of moving Late French Immersion from Central Middle School.

Motion Carried Unanimously

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- v) That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to establish and document a process for undertaking a review of Late French Immersion programming that takes into account the current Ministry of Education policy on French Immersion programs and that includes a consultation process which involves relevant stakeholders prior to implementing a change to the program, in line with Policy 1163 - *Consultation*.

Discussion ensued amongst the Trustees with a suggestion being made to refer the motion.

It was moved by Trustee Leonard and seconded:

- v) That the motion "*That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to establish and document a process for undertaking a review of Late French Immersion programming that takes into account the current Ministry of Education policy on French Immersion programs and that includes a consultation process which involves relevant stakeholders prior to implementing a change to the program, in line with Policy 1163 – Consultation*" be referred to the May 6, 2019 Education Policy and Directions Committee meeting.

Motion Carried

For: Trustees Leonard, Ferris, Painter, Watters and Whiteaker

Against: Trustees Duncan, McNally, Hentze,

D2. Operations Policy and Planning Committee

- a) The minutes from the February 19, 2019 meeting were received for information.
- b) Trustee Paynter referred to the Operations Policy and Planning Committee meeting minutes and presented the following recommended motions.

It was moved by Trustee Painter and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) approve recommended motions #1, #4, #5, #7 and #9 from the February 19, 2019 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

- 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 (Province wide)	October 25, 2019
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

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- ii) 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 Carried Unanimously

Chair Watters referred to the meeting minutes and presented the following recommended motion.

- iii) 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.
Motion Carried Unanimously

- iv) 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

- v) 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

Chair Watters referred to the minutes and presented the following recommended motion.

- vi) 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.

Discussion ensued amongst the Trustees with a suggestion being made to amend the motion.

It was moved by Trustee Painter and seconded:

- vi) That the 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*" be amended to strike the words "*include*" and replace with "*remove Victor School from consideration as a catchment school and develop.*"

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amendment.

It was moved by Trustee McNally and seconded:

- vi) That the 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*" be amended to strike the words "*in the revisions and phase three of the boundary review consultation including consultation with the Victor School community*" and replace with "*and inform the Victor School Community in writing that Victor school is no longer being considered for any changes as far as the catchment boundary review process, and that changes to Victor School are no longer proposed or recommended for September 2020.*"

Motion Defeated

For: Trustees McNally, Painter and Paynter

Against: Trustees Leonard, Ferris, Whiteaker, Hentze, Duncan and Watters

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amendment.

It was moved by Trustee Whiteaker and seconded:

- vi) That the 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*" be amended to strike the words "*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*" and replace with "*to create new alternatives for the Victor School catchment area within the revisions and phase three of the boundary review document following consultation which includes the Victor School community.*"

Motion Carried

For: Trustees Whiteaker, Leonard, Hentze, Watters, Ferris, Duncan, McNally and Watters

Against: Trustees Painter and Paynter

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amendment.

It was moved by Trustee McNally and seconded:

- vi) That the amended motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to create new*

alternatives for the Victor School catchment area within the revisions and phase three of the boundary review document following consultation which includes the Victor School community” be amended to add the words “and that Victor School be removed from consideration as a catchment school.”

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amendment.

It was moved by Trustee Whiteaker and seconded:

- vi) That the amended motion “*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to create new alternatives for the Victor School catchment area within the revisions and phase three of the boundary review document following consultation which includes the Victor School community*” be amended to add the words “*and that Victor School be removed from consideration as a catchment school within the current boundary review.*”

Motion Defeated

For: Trustees Whiteaker, Leonard, Ferris and Watters

Against: Trustees McNally, Painter, Paynter, Hentze and Duncan,

Chair Watters called for the vote on the recommended amended motion made by Trustee McNally.

- vi) That the amended motion “*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to create new alternatives for the Victor School catchment area within the revisions and phase three of the boundary review document following consultation which includes the Victor School community*” be amended to add the words “*and that Victor School be removed from consideration as a catchment school.*”

Motion Carried

For: Trustees Ferris, Paynter, Painter, Watters, McNally, Duncan, Whiteaker and Hentze

Abstain: Trustee Leonard

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amended motion.

It was moved by Trustee Leonard and seconded:

- vi) That the amended motion “*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to create alternatives for the Victor School catchment area within the revisions and phase three of the boundary review document following consultation which includes the Victor School community*” by striking the words “*following consultation which includes the Victor School community.*”

Motion Carried Unanimously

Chair Watters called for the vote on the main motion as amended.

- vi) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to create new alternatives for the Victor School

catchment area within the revisions and phase three of the boundary review document and that Victor School be removed from consideration as a catchment school.

Motion Carried Unanimously

- vii) 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

Chair Watters referred to the meeting minutes and the following recommended motion.

- viii) 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.

Discussion ensued amongst the Trustees with a suggestion being made to amend the motion.

It was moved by Trustee Whiteaker and seconded:

- viii) That the 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 May 2019*" be amended to add the words "*work with the Strategic Plan Committee to*" after the word "*Superintendent.*"

Further discussion ensued amongst the Trustees with a suggestion being made to amend the amendment.

It was moved by Trustee Paynter and seconded:

- viii) That the 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 May 2019*" be amended to strike the word "*Board*" and replace with "*Education Policy and Directions Committee.*"

Motion Carried Unanimously

Chair Watters called for the vote on the amended motion made by Trustee Whiteaker.

- viii) That the 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 May 2019*" be amended to add the words "*work with the Strategic Plan Committee to*" after the word "*Superintendent.*"

Motion Carried Unanimously

Chair Watters called for the vote on the main motion as amended.

- viii) That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to work with the Strategic Plan Committee to identify options for updating the Strategic Plan including costs, timelines and processes, and present this preliminary information and recommendations to the Education Policy and Directions Committee in May 2019.
- Motion Carried Unanimously**

- ix) 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**

Chair Watters referred to the meeting minutes and presented the following recommended motion. Discussion ensued amongst the Trustees.

- x) 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 Duncan, Hentze, McNally, Paynter, Painter, Watters and Whiteaker
Against: Trustees Leonard and Ferris

E. DISTRICT LEADERSHIP TEAM REPORTS

E1. Superintendent's Report

- a) Superintendent Green presented her monthly report.

It was moved by Trustee Ferris and seconded:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

Motion Carried Unanimously

- b) Trustee Questions

Superintendent Green and Secretary-Treasurer Walsh responded to Trustee questions regarding seismic upgrades at Braefoot Elementary School and a facilities update with respect to inclusive learning spaces.

E2. Secretary-Treasurer's Report

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

It was moved by Trustee Leonard and seconded:

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

Motion Carried Unanimously

F. QUESTION PERIOD

Secretary-Treasurer Walsh and Chair Watters provided answers to the following questions.

1. Can the Board clarify if French Immersion part of the catchment boundary review? If no, why did the November survey include questions regarding F.I.?
2. Are there enrolment predictions for the new proposed catchment of the South Park Family School and Cloverdale Traditional School?
3. Why have the elementary schools of choice been assigned a lessor value than other programs of choice? Why are they eliminated from the initial consultation process?
4. Explain how eliminating the traditional model of education at Cloverdale Traditional School is not a significant realignment of that program at that school?
5. How and who is determining the value prescribed to the different programs of choice, elementary schools of choice and what are the criteria being used in this evaluation?
6. Are you aware of any intentions to sell or lease any of the lands that SD61 owns?

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

Vice – Chair Whiteaker assumed the role of the Chair position in place of Chair Watters.

H. NEW BUSINESS/NOTICE OF MOTIONS**H1. New Business**

- a) Trustee Watters – Arbutus Global Middle School – Low Incidence Program

Trustee Watters presented her motion and provided a rationale.

It was moved by Trustee Watters and seconded:

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.

Discussion ensued amongst the Trustees with a suggestion being made to amend the motion.

It was moved by Trustee McNally and seconded:

That the 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*” be amended to add the words “*and that the transfer opportunity be publicized to parents.*”

Motion Carried Unanimously

Vice-Chair Whiteaker called for the vote on the main motion as amended.

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 and that the transfer opportunity be publicized to parents.

Motion Carried Unanimously

H2. Notice of Motions - None

I. ADJOURNMENT

It was moved by Trustee Painter and seconded:

That the meeting be adjourned.

Motion Carried

The meeting adjourned at 10:53 p.m.

CERTIFIED CORRECT

Chair

Secretary-Treasurer



March 1, 2019

Jordan Watters, Board chair
Greater Victoria School District
556 Boleskine Road
Victoria BC V8Z 1E8

Dear Ms. Watters,

We are writing in regard to Victor School and the Greater Victoria School Districts recent decision to continue to use Victor School as a specialized facility for a small number of students with special needs.

Inclusion BC is a provincial organization that advocates for the rights and opportunities of people with Intellectual disabilities and their families. Our members include people with intellectual disabilities, their families and the organizations who serve them.

Inclusive public neighbourhood schools are the heart of our communities and of quality education systems. -All children and youth have the right to be welcomed into regular classes with same-age peers in their community, and to fully access education services appropriate to their needs. Inclusion BC has long advocated for BC schools to fully honour those rights, which requires provision of supports or accommodations to ensure the safety, dignity and respect of students with diverse learning needs. This includes children with high medical support requirements.

The history of segregation in BC is not a pleasant one. Before the 1960's the province was not required to provide children with disabilities an education and it wasn't until the 1980's that children with disabilities were welcomed into their neighbourhood schools. Victor School is a remnant of that history.

Over the years we have supported families across the province who have worked hard alongside teachers and administrators within the public school system to have their children successfully included in their neighbourhood schools. While we've come a long way, families today are still fighting the stigma that their children do not belong in regular schools. However, we recognize the concerns of the families whose children currently attend Victor School as became clearly evident over the past several weeks.

Inclusion BC strongly believes that it is time to end the use of Victor School as a segregated institution specifically for children with special needs. We are troubled by the fact that the Greater Victoria School District could not enter into meaningful consultation with these families to ensure that each student's support needs would have been met within their neighbourhood school. Inclusion BC supports the move towards a fully inclusive school district where all students are welcomed and supported.



The current district review was an opportunity to finally end the segregation of students with diverse needs. Continuing to “set Victor aside and maybe run a parallel process,” as suggested by Trustee Ryan Painter, risks entrenching the status quo for these students, in violation of Article 24 of the UN Convention on the Rights of Persons with Disabilities, which states that persons with disabilities must receive “effective individualized support measures in environments that maximize academic and social development, consistent with the goal of full inclusion.”

While this week’s board decision will allow the school to remain open for the current students in attendance we encourage you to place a moratorium on any further students being placed at Victor School and to uphold the right to an inclusive education for all students. Change is difficult. But if BC had not found the courage to close institutions like Woodlands, families would face far greater fears of abuse, isolation and discrimination for their children. We urge you to establish a process that acknowledges families’ fears and builds trust by working with them to find solutions.

The Ministry of Education’s former Special Education department has been renamed “Inclusive Education” to reflect government’s commitment to inclusion. Minister Rob Fleming recently stated that, “We want to make sure all students are getting the supports they need no matter where they live.”

Please know that Inclusion BC will hold the Ministry and all public schools accountable to this promise.

If you have any questions or wish to connect with us on this topic please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'K DeLong', written in a cursive style.

Karen DeLong
Director of Inclusive Education

cc: Shelley Green, Superintendent of Schools, Greater Victoria School District

Colin Roberts, Associate



TO: Board of Education
FROM: Jordan Watters, Board Chair
RE: Chair's Report
DATE: March 11, 2019

Highlights from the Chair

This month I have managed a high volume of correspondence on behalf of the Board. I have also attended a variety of meetings in my capacity as Chair, the following of which may be of particular interest:

- ❖ GVTA, Social Justice Committee (Feb 28th, 2019)
- ❖ Mitzi Dean, MLA and Parliamentary Secretary for Gender Equity (March 1st - Rescheduled due to illness)
- ❖ Minister of Education Rob Fleming and Deputy Minister Scott MacDonald (March 4th, 2019)

Initiatives

I have represented the Board with regards to the following:

- Pink Shirt Day – media release
- Exploring the Salish Sea program, a partnership between SD61, Eagle Wing Tours and the Royal BC Museum – media release
- First Robotics – spoke at Opening Ceremonies

Professional Development

I have been reading “The Joy of Conflict Resolution” by Gary Harper.

Trustee Report
Angie Hentze
March 3, 2019

My apologies for the tardiness of this. The deadline kept slipping by me. This will contain info going back a few months.

December 2018

Municipality: I met with Saanich Mayor Haynes with Trustee Painter. We discussed the need for increased daycare in Saanich, the idea of using some of the field space at Landsdown for a cricket pitch, and he asked about how Saanich can support the schools – parking, etc. We made plans to follow up in the new year, though I was unable to attend the second meeting.

Family of schools: I met with principals at Lakehill and Cloverdale, and attended the Cloverdale and Quadra winter concerts.

January 2019

Family of schools: I met with principals at Quadra and Braefoot, and attended the PAC meeting at Braefoot to talk about the incoming child care space.

Committees: Facilities and GSA

February 2019

Family of schools: I met with principals at Rogers, Doncaster, and Reynolds. I attended the Pink Shirt Day assembly at Reynolds, and the MoE announcement at Braefoot about the seismic money coming in next year.

Committees: GSA and made contact with VPVPA

Catchment review: Attended all three open houses, toured South Park at PAC request, and attended Cloverdale PAC meeting at their request. Met with families from Victor, CTS, Central LFI, and the Arbutus low incidence program. Met principals and toured some of the overcrowded schools: George Jay, James Bay and Central.

March 2019

Attended VISTA conference and business meeting in Comox., report attached.

Family of Schools: Met with principal of Cedar Hill Middle school (I've now visited all schools in my family at least once).

VISTA spring conference and business meeting, March 1-2, 2019

BCPSEA presentation: by Renzo del Negro about Bargaining 2019. His main message was that BCPSEA wants to be “solutions focused”, rather than debating old positions and proposals.

U'mista Exhibit: This is a collection of photos taken by an indigenous girl at a residential school in the 1940s. It is accompanied by a dugout canoe, covered in small wooden tiles decorated by school children as they learned about residential schools and reconciliation. It would be great if we could borrow the exhibit for our district at some point – it was amazingly powerful.

IGNITE session:

Three excellent presentations about some alternate learning going on in SD71.

A) Blended learning - a mix of online and “traditional” teaching in a brick and mortar school

B) FAe (Fine Arts academy) – an alternate school that focuses on helping elementary kids find their “spark”, and express it in various ways, including whole-school themes every year.

C) Vanier Creative Collective – the wood, metal, electronics and art teachers create a collaborative work and learning space and encourage high school kids to create “artefacts that have value”, in whatever manner that means to them.

All three programs are very successful, and providing students with learning that meets them at their level, and works with their needs.

Business meeting:

District round table: There were five questions posed by various districts, and everybody pitched in as to what their district was doing. I tried to take notes as best I could, though much of it was too fast. I have notes for each district – if you're interested in more info, let me know.

- a) Committees and memberships, internal and external. Most districts seemed to do it much the same as we do – I couldn't really compare because I didn't have a list with me of all the committees we have. Many districts had 2-3 trustees on every committee, and some had one and a designated alternate. Several had an HR committee with trustees on it. District 71 has a committee called “reimagining district culture” which I thought was interesting. A few others had special education advisory committees, and neighbour management.
- b) Special needs. Most districts have complete inclusion; many have no resource rooms anymore. Push-in models seem to be common. No schools had late start or early dismissal unless it was a case-by-case basis that was necessary for the individual child. SD 69 (Qualicum) seemed to have a very thorough system where they match resources to needs on a very individual basis, with frequent class, school and district review teams.

- c) Report on local bargaining. Seems like most districts are just starting to make contact with the two unions.
- d) Child care expenses – do you provide it for trustees? Most districts had trustees well past the need of child care. No districts provide it, though a few said it had come up, or they were currently thinking about it. One district provided child care for parents who want to attend meetings.
- e) Student voice on the board. Most boards had nothing regular, some had trustees attend various student meetings, and some had regular student presenters. I think our board is the only one with a regular student in attendance.

Motions

Two new motions were brought forth – one for BCSTA to urge the MoE and MoECC to uphold the mandated standards set by CleanBC, and one for BCSTA to ask the MoE, MoCFD, MoH, and MoMHA to work together for targeted funding for mental health in schools. Both motions received official VISTA support.

It was brought up that the leg committee (?) is working on a policy that will prevent motions that failed at the AGM to be brought forth again until the next term. This seemed to be quite polarizing – many seemed in favour of it, and many seemed concerned by it. I assume this will come forward at the AGM next month.



**Combined Education Policy and Directions Committee
and Operations Policy and Planning Committee Meeting
March 4, 2019 – Tolmie Board Room**

MINUTES

Education Policy and Directions Committee Members Present: Nicole Duncan, Chair; Tom Ferris; Diane McNally; Ryan Painter

Operations Policy and Planning Committee Members Present: Rob Paynter, Chair; Angie Hentze; Elaine Leonard; Ann Whiteaker

Regrets: Jordan Watters, Board Chair

ADMINISTRATION: Shelley Green, Superintendent; Deb Whitten, Deputy Superintendent; Greg Kitchen, Associate Superintendent; Colin Roberts, Associate Superintendent; Mark Walsh, Secretary-Treasurer; Katrina Stride, Associate Secretary-Treasurer; Louise Sheffer, Director, Learning Team; Craig Schellenberg, District Principal, Aboriginal Nations Education; Harold Caldwell, Director, Learning Support Team

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

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

1. APPROVAL OF THE COMBINED EDUCATION POLICY AND DIRECTIONS COMMITTEE AND OPERATIONS POLICY AND PLANNING COMMITTEE MEETING AGENDA

It was moved by Trustee Ferris:

That the March 4, 2019 Combined Education Policy and Directions Committee and Operations Policy and Planning Committee meeting agenda be approved with the following amendments:

1. Move all presentations under agenda item 3. Operations Policy and Planning Committee Meeting C. Presentations to 2. Education Policy and Directions Committee Meeting C. Presentations to the Committee
2. Move agenda item 2. Education Policy and Directions Committee Meeting D. New Business 6. Surveys for Inclusive Learning Strategy to follow 2. Education Policy and Directions Committee Meeting D. New Business 4. Inclusive Learning Environments

Motion Carried Unanimously

2. EDUCATION POLICY AND DIRECTIONS COMMITTEE - Trustee Duncan, Chair

A. APPROVAL OF THE MINUTES

1. Education Policy and Directions Committee Meeting of Monday, February 4, 2019

It was moved by Trustee Ferris:

That the February 4, 2019 Education Policy and Directions Committee meeting minutes be approved with the following amendments:

1. Add Ann Whiteaker to the list of *Other Trustees Present*
2. Change the mover on agenda item C. New Business C4. Report on District Privacy Practices from Trustee Watters to Trustee Duncan

Motion Carried Unanimously

B. BUSINESS ARISING FROM MINUTES - None

C. PRESENTATIONS TO THE COMMITTEE

1. The Existence Project - Keeping it Human - Mark Curuvija
2. South Park Family School - Jenn Sutton
3. South Park Family School - Kristil Hammer
4. Safe Routes to School/French Immersion - Carrie Smart
5. Cloverdale Traditional School - Betty Tsai
6. Cloverdale Traditional School - Melanie Butchart
7. Boundary Review - Juliet Coates

Chair Duncan thanked all of the speakers for their presentations.

D. NEW BUSINESS

1. Recognition of Student Representative

Superintendent Green welcomed Isha Rattu, student representative from Spectrum Community School.

2. Aboriginal Education Annual Report

Craig Schellenberg, District Principal, Aboriginal Nations Education, and Louise Sheffer, Director, Learning Team, presented the committee with an overview of the Aboriginal Education Department, including the targeted goals and coordinated efforts being made to improve achievement rates for indigenous students. Mr. Schellenberg and Ms. Sheffer informed the committee of several initiatives currently underway, including a pilot program with BC Transit to provide universal bus passes to approximately 70 secondary students living on reserve, and the implementation of new programs, such as Elders in Schools.

Trustees and stakeholders asked questions of clarification. Chair Duncan thanked Mr. Schellenberg and Ms. Sheffer for their informative presentation.

3. Feminine Hygiene Products in Schools

Trustee Painter presented his motion and rationale.

It was moved by Trustee Painter:

That the Board of Education of School District 61 (Greater Victoria) direct the Superintendent to study the feasibility of providing free tampons and pads in District Schools and report back their findings at the next Ed Policy meeting.
--

Trustees discussed the motion and an amendment was proposed.

It was moved by Trustee Paynter:

That the motion, "That the Board of Education of School District 61 (Greater Victoria) direct the Superintendent to study the feasibility of providing free tampons and pads in District Schools and report back their findings at the next Ed Policy meeting." be amended to replace the words "District Schools" with the words "school washrooms".

Discussion ensued amongst Trustees with a recommendation being made to refer the motion.

It was moved by Trustee Whiteaker:

That the motion, "That the Board of Education of School District 61 (Greater Victoria) direct the Superintendent to study the feasibility of providing free tampons and pads in District Schools and report back their findings at the next Ed Policy meeting.", be referred to the student representative committee and that student input be reported back to the next Education Policy and Directions Committee.

Motion Carried Unanimously

4. Inclusive Learning Environments

Trustee Whiteaker presented the motion on behalf of Trustee Watters.

It was moved by Trustee Whiteaker:

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 on the development of a stakeholder engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent shall report back to the Board at the April 2019 Education Policy and Directions Standing Committee meeting.

Trustee Whiteaker proposed an amendment to the 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 consult with the Victoria Confederation of Parents Advisory Councils and BCEdAccess for input on the development of a stakeholder engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent shall report back to the Board at the April 2019 Education Policy and Directions Standing Committee meeting.", be amended to replace the word "BCEdAccess" with the words "the appropriate VCPAC sub-committee".

Motion Carried Unanimously

Trustee Painter proposed an amendment to the amended main motion.

It was moved by Trustee Painter:

That the 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 the appropriate VCPAC sub-committee for input on the development of a stakeholder engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent shall report back to the Board at the April 2019 Education Policy and Directions Standing Committee meeting.", be amended to replace the word "April" with the word "May".

Motion Carried Unanimously

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

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 the appropriate VCPAC sub-committee for input on the development of a stakeholder engagement process for Inclusive Education in SD61 in advance of the Strategic Plan renewal process. The Superintendent shall report back to the Board at the May 2019 Education Policy and Directions Standing Committee meeting.

Motion Carried Unanimously

5. Surveys for Inclusive Learning Strategy

Trustee Ferris assumed the position of Chair, so that Trustee Duncan could present her motion and rationale.

It was moved by Trustee Duncan:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to produce surveys for the purpose of gathering feedback on the District's inclusive learning strategy. The purpose of the first survey will be to gather feedback from all staff involved in delivering the inclusive learning strategy. The purpose of the second survey will be to gather feedback from parents and students on their experience of inclusive learning in our district. Survey participants should be invited to participate on a voluntary basis and the surveys should be conducted on an anonymous basis to exclude the collection of respondent's personal / private information.

Trustee Duncan moved an amendment to her motion.

It was moved by Trustee Duncan:

That the motion, *"That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to produce surveys for the purpose of gathering feedback on the District's inclusive learning strategy. The purpose of the first survey will be to gather feedback from all staff involved in delivering the inclusive learning strategy. The purpose of the second survey will be to gather feedback from parents and students on their experience of inclusive learning in our district. Survey participants should be invited to participate on a voluntary basis and the surveys should be conducted on an anonymous basis to exclude the collection of respondent's personal / private information."*, be amended to replace the words "inclusive learning strategy" with the words "Learning Support Operational Plan's goals", and replace the words "involved in delivering the inclusive learning strategy" with the words "regarding Goal 1: Provide meaningful and purposeful educational opportunities for vulnerable students with diverse learning needs while considering the physical, social-emotional and academic domains."

Motion Carried Unanimously

Chair Ferris called for a vote on the amended main motion.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to produce surveys for the purpose of gathering feedback on the District's Learning Support Operational Plan's goals. The purpose of the first survey will be to gather feedback from all staff regarding Goal 1: Provide meaningful and purposeful educational opportunities for vulnerable students with diverse learning needs while considering the physical, social-emotional and academic domains. The purpose of the second survey will be to gather feedback from parents and students on their experience of inclusive learning in our district. Survey participants should be invited to participate on a voluntary basis and the surveys should be conducted on an anonymous basis to exclude the collection of respondent's personal / private information.

Motion Carried Unanimously

6. Funding Model Review

Trustee Ferris assumed the position of Chair, so that Trustee Duncan could present information for discussion.

Trustees, stakeholders and administrators discussed the various recommendations noted in the Ministry funding model. It was suggested that Trustee Duncan compile a draft of the feedback received and report back to the March 11, 2019 regular Board meeting.

E. NOTICE OF MOTION - None

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

A. APPROVAL OF THE MINUTES

1. Operations Policy and Planning Committee Meeting of Monday, February 11, 2019

It was moved by Trustee Leonard:

That the February 11, 2019 Operations Policy and Planning Committee meeting minutes be approved with the following amendment:

1. Add the voting record for agenda item 10. New Business B. Victor School

Motion Carried Unanimously

B. BUSINESS ARISING FROM MINUTES - None

C. PRESENTATIONS - None

D. SUPERINTENDENT'S REPORT

1. Boundary Review Update

Associate Superintendent Colin Roberts provided an update on the catchment boundary review process, including the motion that was passed at the Monday, February 25, 2019 Board meeting, directing administration to remove Victor School as a proposed catchment school from the boundary review process and to provide alternatives to address school capacity concerns. Mr. Roberts highlighted that the deadline to submit feedback to the Board of Education had been extended to Friday, March 8, 2019 at 3:00p.m. Trustees were advised that a report with recommendations would be provided to the Board in early April, once all of the feedback has been collected.

E. PERSONNEL ITEMS - None

F. FINANCE AND LEGAL AFFAIRS - None

G. FACILITIES PLANNING

1. Northridge Field

Secretary-Treasurer Walsh provided highlights of the report from Director of Facilities Services, Chuck Morris, regarding the replacement of Northridge Field. Secretary-Treasurer Walsh advised the committee that school district staff will remediate the field. It was estimated that the field would be available for use next Spring.

H. NEW BUSINESS

1. Trustee Questions - None

2. Gender Options on District Forms

Trustee Whiteaker assumed the position of Chair, so that Trustee Paynter could present his motion and rationale.

It was moved by Trustee Paynter:

That the Board of Education of School District 61 (Greater Victoria) direct the Superintendent to ensure that all forms used by the District that require individuals to report gender information include non-binary options.

Motion Carried Unanimously

I. NOTICE OF MOTION - None

J. GENERAL ANNOUNCEMENTS - None

K. ADJOURNMENT

It was moved by Trustee Leonard:

That the meeting be adjourned.

Motion Carried Unanimously

The meeting adjourned at 10:10 p.m.

Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: The Board of Education

FROM: Mark Walsh, Secretary-Treasurer

DATE: March 11, 2019

RE: **Audit Committee Report - February 27, 2019 Meeting**

Background:

The Audit Committee held its third meeting on February 27, 2019. New business included the presentation of the December 2018 Quarterly Financial Report, as well as discussions on the Classroom Enhancement Fund (CEF), signing authorities, and fees for Canadian non-resident in BC students.

Recommendation:

December 2018 Quarterly Financial Report

Secretary-Treasurer Walsh presented the quarterly financial report for the period ending December 31, 2018. The report showed the annual operating budget and the year-to-date actual revenue and expenditures as a percentage of the operating budget. Secretary-Treasurer Walsh advised that the year-to-date results are comparable to the prior year and in line with expectations for the first quarter.

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

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

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.

One *Learning* Community

TO: Audit Committee

FROM: Mark Walsh, Secretary-Treasurer

DATE: February 27, 2019

RE: **December 2018 Quarterly Financial Report**

Background

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

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

The quarterly report ending December 31, 2018 shows the Annual Operating Budget and Year-to-Date actual revenue and expenditure as a percentage of the operating budget. The Annual Operating Budget does not include budgets related to approved surplus carry-forwards from prior years; these budgets are added into the Amended Operating Budget. As a result, actual expenses may exceed the operating budget because expenses related to prior year surpluses are being incurred, but the budget has not yet been included. The prior year information has been included for comparative purposes.

Revenue

Ministry of Education Operating Grant as a percentage of the Operating Budget is 40.9%, which is consistent with 40.8% in the prior year. Operating grant revenue is recognized when it is received.

Other Ministry of Education Grants as a percentage of the Operating Budget is 14.59% and is affected by the timing of Ministry grant payments. The total Pay Equity Grant has not changed, but the revenue recognized in the current year has decreased by \$781K due to a new payment schedule.

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.

Revenue from Other Provincial Ministries is related to the sale of surplus assets through public auction by the Province of BC Asset Investment Recovery Service, funding from the Ministry of Tourism, Arts and Culture for the After School Sports and Arts Initiative (ASSAI), and the one-time recognition of revenue spent on the landscaping initiative at Marigold Elementary and Spectrum Secondary Schools. This revenue varies each year.

Offshore Tuition Fees as a percentage of the Operating Budget are 92.34% and reflect fees received for the International Student Program (ISP).

Summer School Fees are fees received for the July summer school program. Fees collected for July 2018 came in at 87.05% of the Operating Budget.

Continuing Education Fees as a percentage of the Operating Budget are 116.59%. The overall budget was reduced in the current year as a result of the Provincial Government announcement to eliminate tuition fees for Adult Basic Education and English Language Learning.

Rentals and Leases as a percentage of the Operating Budget are 52.97%. Overall community rental of facilities, fields, theatre and parking lots is up by approximately \$68K from the prior year.

Investment Income as a percentage of the Operating Budget is 55.47% and reflects an increase in interest rates from 1.70% in July 2017 to 2.95% in December 2018. The principal investment balance at December 31, 2018 is \$5 million lower than the prior year due to changes in the timing of revenue, spending of prior year surpluses and day-to-day cash requirements.

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

Expenditure by Object

Teacher, Educational Assistants and Substitute Salaries to date are 39.88% of the Operating Budget. As the school year starts in September, it is expected that 4/10th (40%) of the salaries would be incurred to date as these positions are paid over 10 months.

Principals and Vice Principals, Support Staff and Other Professionals salaries are 46.95% of the Operating Budget. These positions are paid over 12 months; therefore, it is expected that salaries to date would approximate 50% of the Operating Budget.

Employee Benefits are at 38.24% of the Operating Budget compared to 40.49% in the prior year. Employee benefits are slightly lower as a percentage of the operating budget in the current year as the operating budget includes an increase for the Employer Health Tax (EHT) that is not effective until January 1, 2019.

Total Salaries and Benefits are 40.92% of the Operating Budget and are comparable to 41.07% in the prior year.

Services are at 82.67% of the Operating Budget. Services expenses are higher in the current year mainly as a result of one-time SRG3 (Seismic Risk) assessments (Ministry Funded Project) and DDC (Direct Digital Control) upgrades (Facility Environmental Upgrades from 16-17 Surplus Funds).

Student Transportation as a percentage of Operating Budget is at 39.69% compared to 24.84% in the prior year. The increase in the current year is due to a student exchange to Japan that is funded through a one-time student exchange and mobility award received from the British Columbia Council for International Education. There is also a variance due to the timing of the December payment for Special Needs bus services (December expense posted in January in prior year).

Professional Development and Travel is at 96.84% of the Operating Budget. Expenses in the current year are comparable to the expenses in the prior year.

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

Dues and Fees are at 107.33% of the Operating Budget. Overall dues and fees are slightly higher than the prior year due to the timing of the payment to BCSTA for Teacher Qualification Service (TQS) fees.

Insurance is at 21.33% of the Operating Budget compared to 78.86% in the prior year. The variance is due to the premium for the School Protection Program (SPP) being paid in January in the current year and December in the prior year.

Supplies are 49.80% of the Operating Budget compared to 54.17% in the prior year. Increased expenses in the current year can be attributed to the reclassification of ISP activity fees as revenue (activity fees collected directly offset activity fee expenses in the prior year), as well as the SRG3 assessments and DDC upgrades in Facilities Services. However, increased expenses in the current year have also been offset by the one-time purchase of learning resources for the new curriculum in the prior year.

Capital Asset Purchases are expenditures from the operating fund that will be transferred to the capital fund. Current year expenditures are comparable to the prior year. The increase in capital assets purchased in the current year include a backhoe loader for Facilities Services, the installation of playgrounds at Frank Hobbs Elementary and Vic West Elementary schools, and welding equipment purchased for Spectrum Community School from the CWB Welding Foundation equipment grant.

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

Total Services and Supplies are 56.56% of the Operating Budget compared to 54.47% in the prior year.

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

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
QUARTERLY FINANCIAL REPORT
DECEMBER 31, 2018
ACTUAL AS A PERCENTAGE OF THE OPERATING BUDGET

	2018/2019 Annual Operating Budget	Actual December 31, 2018	Percentage of Operating Budget	2017/2018 Annual Operating Budget	Actual December 31, 2017	Percentage of Operating Budget
REVENUE						
Ministry of Education Operating Grant	172,517,370	70,564,931	40.90%	165,787,614	67,641,107	40.80%
Other Ministry of Education Grants	3,006,617	438,735	14.59%	3,723,970	1,213,062	32.57%
Other Provincial Ministries	-	83,447	0.00%	-	-	0.00%
Offshore Tuition Fees	14,610,333	13,490,912	92.34%	13,206,732	13,642,822	103.30%
Local Education Agreement Tuition	1,087,263	524,799	48.27%	927,465	493,185	53.18%
Summer School Fees	56,880	49,512	87.05%	17,696	56,880	321.43%
Continuing Education Fees	16,825	19,617	116.59%	58,124	15,791	27.17%
Rentals and Leases	1,981,048	1,049,281	52.97%	1,694,784	985,482	58.15%
Investment Income	1,030,000	571,343	55.47%	650,000	467,644	71.95%
Miscellaneous Revenue	56,350	363,042	644.26%	70,055	382,750	546.36%
Budgeted Prior Year Operating Surplus						
Appropriation	3,946,980			4,104,887		
Total Operating Revenue	198,309,666	87,155,619	43.95%	190,241,327	84,898,723	44.63%
EXPENDITURE BY OBJECT						
Teachers Salaries	85,786,515	34,225,877	39.90%	82,684,954	32,851,579	39.73%
Principals and Vice Principals Salaries	12,495,805	6,206,782	49.67%	12,255,821	5,729,959	46.75%
Educational Assistants Salaries	17,990,349	6,326,921	35.17%	17,240,139	6,306,047	36.58%
Support Staff Salaries	17,575,875	7,801,210	44.39%	17,038,427	7,609,813	44.66%
Other Professionals Salaries	4,264,085	2,112,667	49.55%	3,697,241	1,962,982	53.09%
Substitutes Salaries	7,460,144	3,808,593	51.05%	7,181,346	3,256,876	45.35%
Employee Benefits	34,234,154	13,090,407	38.24%	32,198,765	13,038,877	40.49%
Total Salaries and Benefits	179,806,927	73,572,457	40.92%	172,296,693	70,756,133	41.07%
Services	5,090,007	4,208,063	82.67%	4,527,695	3,666,263	80.97%
Student Transportation	1,018,933	404,444	39.69%	998,933	248,155	24.84%
Professional Development and Travel	663,417	642,441	96.84%	571,601	626,313	109.57%
Rentals and Leases	-	67,220	0.00%	79,238	-	0.00%
Dues and Fees	88,207	94,673	107.33%	88,207	81,551	92.45%
Insurance	365,000	77,860	21.33%	442,842	349,224	78.86%
Supplies	5,488,886	2,733,255	49.80%	5,593,711	3,030,036	54.17%
Utilities	4,349,019	1,355,435	31.17%	4,642,407	1,310,571	28.23%
Capital Asset Purchases	800,000	881,992	110.25%	800,000	462,332	57.79%
Local Capital Transfer	639,270	-	0.00%	200,000		0.00%
Total Services and Supplies	18,502,739	10,465,383	56.56%	17,944,634	9,774,445	54.47%
Total Operating Expenditure	198,309,666	84,037,840	42.38%	190,241,327	80,530,578	42.33%

Office of the Superintendent

Shelley Green - Superintendent

TO: The Board of Education

FROM: Shelley Green, Superintendent of Schools

RE: Superintendent's Report

DATE: March 11, 2019

There are a number of items that the Superintendent wishes to bring to the attention of the Board of Education.

Events and Meetings

The Superintendent has attended a number of events and met with a number of individuals since the last Board meeting. These have included:

- Meetings and Events
 - Boundary Review Consultations
 - CUPE 947
 - Eagle View Elementary
 - GVTA - PRC
 - Lake Hill Elementary
 - McKenzie Elementary
 - Ministry of Education
 - Shoreline Middle
 - Strawberry Vale Elementary
 - View Royal Elementary
 - VPVPA

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.



School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4163 Fax (250) 475-4112

Office of the Superintendent

Shelley Green - Superintendent

TO: The Board of Education
FROM: Shelley Green, Superintendent of Schools
RE: **Trustees' Questions**
DATE: March 11, 2019

During this portion of the Board Meeting, Trustees will have the opportunity to raise questions. Where possible, an immediate response will be provided. In the event that research is necessary before a response is provided, the matter will be postponed until a researched response can be provided.

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.

One *Learning* Community



Office of the Secretary Treasurer

Mark Walsh - Secretary Treasurer

TO: The Board of Education
FROM: Mark Walsh, Secretary-Treasurer
DATE: March 11, 2019
RE: **Monthly Report**

The purpose of this memo is to update the Board on some of the activities of the Secretary-Treasurer's office over the last month.

- Boundary Review Consultation Meetings
- Media Interviews re Boundary Review
- Audit Ad Hoc Committee Meeting
- Meetings with Municipal and Community Partners
- Child Care Community Consultation Meetings
- Meeting with the Ministry of Education