



**Operations Policy and Planning Committee Meeting
April 15, 2019 – Tolmie Boardroom**

REGULAR MINUTES

Committee Members Present: Rob Paynter, Committee Chair; Angie Hentze; Elaine Leonard; Ann Whiteaker

Other Trustees Present: 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; Julie Lutner, Director of Finance, Budgets and Financial Reporting; Lisa McPhail, Communications Officer

The meeting was called to order at 7:10 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 April 15, 2019 regular agenda be approved with the following amendment:

1. Remove agenda item 4. Presentations to the Committee, A. Request for Easement at Quadra Warehouse to Support Urban Connectivity and Community due to Luke Mari being unable to attend.

Motion Carried Unanimously

2. APPROVAL OF THE MINUTES

It was moved by Trustee Leonard:

That the March 4, 2019 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. Increased Funding for Educational Assistants - Jane Massy

Jane Massy, President of CUPE 947, spoke in favour of increased funding for Educational Assistants.

5. SUPERINTENDENT'S REPORT

A. Recognition of Student Representative

Superintendent Green welcomed Eryn Gaunt, student representative from Lambrick Park Secondary School.

6. PERSONNEL ITEMS – None

7. FINANCE AND LEGAL AFFAIRS

A. Annual Budget 2019/2020

Secretary-Treasurer Walsh provided highlights of the proposed 2019/2020 Annual Budget presented to the public on April 3, 2019. Secretary-Treasurer Walsh advised that the Board will deliberate and approve the 2019/2020 Budget Bylaw on April 17, 2019. Trustees and stakeholders asked questions of clarification of Secretary-Treasurer Walsh.

B. Capital Bylaw No. 2019/20-CPSD61-01 Capital Plan 2019/20

Secretary-Treasurer Walsh presented the Ministry approved capital projects submitted in the District's Annual Five-Year Capital Plan for 2019/20. Approved minor capital projects included roof and energy upgrades at Richmond Elementary, window upgrades at Mount Douglas Secondary, flooring upgrades Lansdowne Middle, universally accessible playground equipment at Braefoot Elementary and Eagle View Elementary, and new school buses.

The Committee supported that the following motions be brought forward to the April 23, 2019 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to Capital Bylaw No. 2019/20-CPSD61-01 Capital Plan 2019/20 at the meeting of April 23, 2019.

Motion to be Carried Unanimously

That Capital Bylaw No. 2019/20-CPSD61-01 Capital Plan 2019/20 be:

Read a first time the 23rd day of April, 2019;
Read a second time the 23rd day of April, 2019;
Read a third time, passed and adopted the 23rd day of April, 2019;

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

C. Policy Sub-Committee

Superintendent Green advised the Committee of the Policy Sub-Committee's recommendation to consider engaging a governance specialist to review Board policies

with the intent to streamline the policy manual and create an administrative manual. Trustees asked questions of clarification.

It was moved by Trustee Hentze:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to solicit expressions of interest including quotes for the services of a governance specialist to create a streamlined policy manual and administrative procedures manual and report to the Policy Sub-Committee who will provide a recommendation to the Board.

Motion Carried

For: Trustees Hentze, Leonard, and Paynter

Against: Trustee Whiteaker

8. FACILITIES PLANNING

A. Water Quality Upgrade

Secretary-Treasurer Walsh provided the Committee with information regarding additional water quality testing being completed at schools as a result of the Federal Government lowering the allowable limit of lead in water.

B. Childcare Update

Secretary-Treasurer Walsh provided an update on the progress of the eleven (11) child care studios already funded by the Ministry of Children and Family Development (MCFD). The Committee was informed of a potential change in the plan which would see the funding initially earmarked for Willows Elementary shifted to Braefoot Elementary. Secretary-Treasurer Walsh also explained that, due to the significant demand for childcare expansion, further funding applications to MCFD are being considered. Trustees and stakeholders asked questions of Secretary-Treasurer Walsh.

C. Inclusion for Learning Strategy Update

Secretary-Treasurer Walsh updated the Committee on the completion of work pertaining to the Inclusion for Learning Strategy. Secretary-Treasurer Walsh advised that construction has been completed at several schools while further consultation and the distribution of sensory supplies continue at the remaining schools. Trustees and stakeholders asked questions of clarification of Secretary-Treasurer Walsh.

9. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

10. NEW BUSINESS

A. Trustee Questions – None

B. School Theatres - Trustee McNally

Trustee McNally requested that her motion be tabled until the Fall.

That the Board of Education of School District No. 61 (Greater Victoria) direct the

Superintendent to develop a budget that includes provision for no charge for SD61 schools that do not have a theatre to use school theatres in SD61 for school drama and music programs.

C. Reading Recovery - Trustee McNally

Trustee McNally requested that her motion be tabled until the Fall.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to develop a budget that includes provision for full salary payment from the District budget for Reading Recovery teachers.

11. NOTICE OF MOTION - None

12. GENERAL ANNOUNCEMENTS - None

13. ADJOURNMENT

It was moved by Trustee Leonard:

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:43 p.m.