



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

MINUTES

September 23, 2019, 7:30 p.m.

Trustees Present: Jordan Watters, Board Chair, Ann Whiteaker, Vice-Chair, Nicole Duncan, Angie Hentze, Diane McNally, Elaine Leonard, Rob Paynter, Ryan Painter (via conference phone)

Trustee Regrets: Tom Ferris

Administration: Shelley Green, Superintendent of Schools, Katrina Stride, Acting Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Colin Roberts, Associate Superintendent, Chuck Morris, Director, Facilities Services, Jim Soles, Associate Director, Facilities Services, Marni Vistisen-Harwood, Manager of Capital Planning and Implementation, Shelly Niemi, District Principal, Aboriginal Education, Lisa McPhail, Communications Officer, Vicki Hanley, Executive Assistant

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

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:41 p.m.

Introductions were made around the board table.

A.1 Approval of the Agenda

Moved by Trustee McNally

Seconded by Trustee Paynter

That the September 23, 2019 agenda be approved with the following addition:

C2. Trustees' Reports

- c) Trustee McNally

Motion Carried Unanimously

A.2 Approval of the Minutes

- a. Approval of the June 19, 2019 Special Board Minutes

Moved by Trustee Leonard

Seconded by Trustee Hentze

That the June 19, 2019 Special Board Minutes be approved.

Motion Carried Unanimously

- b. Approval of the June 24, 2019 Regular Board Minutes

Moved by Trustee Leonard

Seconded by Trustee Hentze

That the June 24, 2019 Regular Board Minutes be approved.

Motion Carried Unanimously

- c. Approval of the June 25, 2019 Special Board Minutes

Moved by Trustee Leonard

Seconded by Trustee Hentze

That the June 25, 2019 Special Board Minutes be approved.

Motion Carried Unanimously

A.3 Business arising from the Minutes

Chair Watters requested an update with respect to the Policy Sub-Committee and the Superintendent's evaluation. Trustee McNally advised that the Committee has a meeting scheduled at the end of the month and would review this policy at that time and report back in October.

A.4 Student Achievement - None

A.5 District Presentations

a. Facilities Summer Update

Chuck Morris, Director of Facilities Services, Jim Soles, Associate Director, Facilities Services and Marni Vistisen-Harwood, Manager of Capital Planning and Implementation, provided Trustees with an update with regards to projects completed over the summer break at District schools. Facilities staff highlighted key areas of interest such as seismic work, classroom upgrades and learning studio builds. Trustees asked questions of clarification. Chair Watters thanked Mr. Morris, Mr. Soles and Ms. Vistisen-Harwood for their presentation and extended the Board's appreciation to facilities staff.

A.6 Community Presentations (5 minutes per presentation)

- a. Angela Carmichael, PAC President of George Jay Elementary, attended the Board meeting to speak to Trustees about the lack of amenities at the school and thanked staff for the new learning studio.
- b. Chris Grieve, community member, attended the Board meeting to speak to Trustees about his concerns regarding the proposed land disposal at Victoria High School.
- c. Scott Fox, community member, attended the Board meeting to speak to Trustees about his concerns with regards to the proposed land disposal at Victoria High School and the Caledonia Project.
- d. Corey Kowal, community member, attended the Board meeting to speak to Trustees about her concerns with regards to the proposed land disposal and development at Victoria High School.
- e. Anne Downton, an Educational Assistant in the District, attended the Board meeting to share her concerns with respect to the shortage of EA's in the District.

B. CORRESPONDENCE

B.1 Letter from the District of Saanich re Greater Victoria Crossing Guard Program

A letter from the District of Saanich regarding the Greater Victoria Crossing Guard Program was received for information.

B.2 Letter from the Town of View Royal re Greater Victoria Crossing Guard Program

A letter from the Town of View Royal regarding the Greater Victoria Crossing Guard Program was received for information.

C. TRUSTEE REPORTS

C.1 Chair's Report

Chair Watters referred to her written report that was included in the agenda package and highlighted a few meetings and activities.

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

- a. Trustee Whiteaker provided a written report of her meetings and activities for the month of September.
- b. Trustee Duncan provided a written report with regards to her role as the BCSTA representative for the Board.
- c. Trustee McNally provided a verbal report of her activities and meetings for the month of September.

D. BOARD COMMITTEE REPORTS

D.1 Education Policy and Directions Committee

- a. The draft minutes from the September 9, 2019 Education Policy and Directions Committee meeting were received for information.

D.2 Operations Policy and Planning Committee

- a. The draft minutes from the September 16, 2019 Operations Policy and Planning Committee meeting were received for information.
- b. Recommended motions from the September 16, 2019 meeting.
 - a. Regulation 3323, Purchasing Services
That the Board of Education of School District No. 61 (Greater Victoria) accept revised Regulation 3323, *Purchasing Services* as presented.

Motion Carried Unanimously

- b. George Jay Elementary Name Change

Chair Watters referred to the meeting minutes and recommended motion.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent, pursuant to Policy and Regulation 1421 and any applicable legislation, to establish a committee to explore changing the name of George Jay Elementary School.

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

Moved by Trustee Whiteaker

Seconded by Trustee Painter

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent, pursuant to Policy and Regulation 1421 and any applicable legislation, to establish a committee to explore changing the name of George Jay Elementary School" be amended to add the words "process and then a" after the word "establish."

Motion Carried Unanimously

Chair Watters 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, pursuant to Policy and Regulation 1421 and any applicable legislation, to establish a process and then a committee to explore changing the name of George Jay Elementary School.

Motion Carried

D.3 Audit Committee Report

- a. Recommended motions from the September 16, 2019 meeting.

Acting Secretary-Treasurer, Katrina Stride, referred Trustees to the information contained in their agendas and provided a high level overview of the Audit Committee Report.

Moved by Trustee Whiteaker

Seconded by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the June 30, 2019 unrestricted operating surplus of \$2,037,796 (Note E) to be carried forward and applied towards the projected deficit in 2020-2021.

Motion Carried Unanimously

Moved by Trustee Whiteaker

Seconded by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the internally restricted surplus appropriation of \$14,827,885 as shown on Schedule 2 of the 2018-2019 Audited Financial Statements, being held for school level funds \$3,400,360 (Note A), unspent project budgets \$4,843,799 (Note B), purchase order commitments \$419,972 (Note C), and the previously approved budgeted surplus of \$4,125,958 (Note D).

Motion Carried Unanimously

Moved by Trustee Whiteaker

Seconded by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$639,270 to Local Capital in 2018-2019 for the Student Device Replacement Reserve (\$339,270), the Technology Replacement Reserve (\$200,000) and the Childcare Capital Reserve (\$100,000).

Motion Carried Unanimously

Moved by Trustee Whiteaker
Seconded by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2019; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

Motion Carried Unanimously

Moved by Trustee Whiteaker
Seconded by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2018 to June 30, 2019.

Motion Carried Unanimously

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1 Superintendent's Report

a. Monthly Report

Superintendent Green referred Trustees to her written report in their agendas and answered questions of clarification.

Moved by Trustee Whiteaker
Seconded by Trustee McNally

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

Motion Carried Unanimously

b. Anaphylaxis Aggregate Report

As per Regulation 5141.21, *Anaphylaxis*, Deputy Superintendent, Deb Whitten, reported out that there were two anaphylactic incidents reported via the Schools Protection Program Incident Reporting during the 2018-2019 school year.

c. Trustee Questions

Superintendent Green responded to questions from Trustees with regards to Burnside Housing project, AED's being installed in schools, the Health and Safety Committee and student vaccinations.

E.2 Secretary-Treasurer's Report

a. Monthly Report

Acting Secretary-Treasurer Stride referred Trustees to her written report in their agenda packages.

Moved by Trustee Whiteaker

Seconded by Trustee Leonard

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

The following questions were received:

1. With respect to the two anaphylaxis incidents reported last year, was there a critical incident report with all persons involved (including the child's parents) to identify how the accidental exposure to the allergen occurred to prevent a similar instance in the future?
2. What feedback has the District received from parents with respect to the presence of mold at Victor School? How much notice was provided to parents of the move? Is the District planning on returning the medically fragile student back to Victor?
3. Detail the District's investment holdings?
4. The 2018-2019 Financial Statements shows \$407,145 in federal funding for French Immersion under the official languages in Education protocol. What is the breakdown to a per student amount? Is this in addition to the FTE?

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS - None

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1 New Business - None

H.2 Notice of Motions - None

I. ADJOURNMENT

The meeting adjourned at 9:25 p.m.

Moved by Trustee Leonard

Seconded by Trustee Painter

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer