



**Operations Policy and Planning Committee Meeting
October 21, 2019 – Tolmie Board Room**

REGULAR MINUTES

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

Other Trustees Present: Diane McNally

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Katrina Stride, Associate Secretary-Treasurer, Colin Roberts, Associate Superintendent, Greg Kitchen, Associate Superintendent, Chuck Morris, Director of Facilities Services, Andy Canty, Director, Information Technology for Learning, Tammy Sherstobitoff, District Principal, Human Resource Services, Vicki Hanley, Executive Assistant

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

A. COMMENCEMENT OF MEETING

A1. Acknowledgement of Traditional Territories

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

A2. Approval of the Agenda

It was moved by Trustee Whiteaker:

That the October 21, 2019 Operations Policy and Planning Committee meeting agenda be approved.

Motion Carried Unanimously

A3. Approval of the Minutes

It was moved by Trustee Whiteaker:

That the September 16, 2019 Operations Policy and Planning Committee meeting minutes be approved as amended.

Motion Carried Unanimously

A4. Business Arising from the Minutes

- a) The Quadra Warehouse name change motion has been rescinded since the September 16, 2019 Operations Policy and Planning Committee meeting.

B. PRESENTATIONS TO THE COMMITTEE

B1. Scott Fox, Victoria High School

Mr. Fox spoke to the proposed land swap between the School District and the Capital Regional Housing Corporation (CRHC) at Victoria High School and expressed his interest in retaining lands at Vic High for academic purposes.

B2. Brianna Day, George Jay Elementary School

Ms. Day spoke to her concerns about the overcrowding and loss of programs at George Jay Elementary.

C. SUPERINTENDENT'S REPORT

- C1.** Superintendent Shelley Green introduced and welcomed Student Representative Emily Wang from Mount Douglas High School.

D. PERSONNEL ITEMS

D1. Staffing Update

District Principal of Human Resource Services, Tammy Sherstobitoff, provided Trustees with a verbal update, noting that 120 new hires in all employee groups have come on board since the start of August 2019. Ms. Sherstobitoff noted the intent to host another bridging program towards the end of November or early December 2019 with the aim of hiring more Education Assistants.

E. FINANCE AND LEGAL AFFAIRS

E1. Policy Sub-Committee – Trustee Rob Paynter

Trustee Paynter provided a verbal update in regards to the Policy Sub-Committee, noting that the current focus is the Trustees' Code of Ethics and the roles of the Chair & Vice-Chair. The Superintendent Evaluation will be the next focus. The next Policy Sub-Committee meeting will take place on October 24, 2019.

E2. Managed Print Services – Andy Canty, Director of IT for Learning

Director of IT for Learning, Andy Canty, presented the group with an overview of the Managed Print Services project, with plans to implement District-wide by 2023. Mr. Canty answered questions that arose from the presentation.

F. FACILITIES PLANNING

F1. Vic High Update

Secretary-Treasurer Morris provided Trustees with an update in regards to the Vic High Seismic project.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS – None

H. NEW BUSINESS – None

I. NOTICE OF MOTION – None

J. GENERAL ANNOUNCEMENTS – None

K. ADJOURNMENT

It was moved by Trustee Whiteaker:

That the meeting be adjourned.

Motion Carried Unanimously

The meeting adjourned at 8:10 p.m.