



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

Monday, March 9, 2020, 7:30 p.m.  
Tolmie Boardroom, 556 Boleskine Road

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Pages

**A. COMMENCEMENT OF MEETING**

This meeting is being audio and video recorded. The video can be viewed on the District website.

**A.1 Acknowledgement of Traditional Territories**

*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.*

**A.2 Approval of the Agenda**

Recommended Motion:  
That the March 9, 2020 agenda be approved.

**A.3 Approval of the Minutes**

4

Recommended Motion:  
That the February 24, 2020 Regular Board Minutes be approved.

**A.4 Business Arising from the Minutes**

**A.5 Student Achievement**

**A.6 District Presentations**

**A.7 Community Presentations**

7:35 PM

(5 minutes per presentation)

- a. Winona Waldron, GVTA President - Jackson Award

**B. CORRESPONDENCE**

**C. TRUSTEE REPORTS**

**C.1 Chair's Report** 7:45 PM

**C.2 Trustees' Reports**

(2 minutes per verbal presentation)

**D. BOARD COMMITTEE REPORTS** 7:55 PM

**D.1 Combined Education Policy and Directions Committee and Operations Policy and Planning Committee**

a. Draft combined minutes from the March 2, 2020 meeting - information only 12

b. Recommended motion from the March 2, 2020 meeting. 19

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) abandon Policies 4117, 4122, 4210.1, 4302, 5118.4, 5119.5, 5125, 5125.1;

AND FURTHER

That the Board refer Policy 5118.3 to the Superintendent for administration manual consideration.

**D.2 Ad Hoc Committees of the Board**

a. Advocacy Committee 20

**E. DISTRICT LEADERSHIP TEAM REPORTS**

**E.1 Superintendent's Report** 8:15 PM

a. Monthly Report 22

Recommended Motion:

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

b. Trustee Questions 23

## **E.2 Secretary-Treasurer's Report**

8:25 PM

### **a. Monthly Report**

24

#### **Recommended Motion:**

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

### **b. Staffing Timelines & Processes 2020-2021**

25

## **F. QUESTION PERIOD**

(15 minutes total)

## **G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

### **G.1 March 2, 2020 Meeting - Trustee Sanction and Censure**

8:30 PM

## **H. NEW BUSINESS/NOTICE OF MOTIONS**

### **H.1 New Business**

#### **a. Spectrum Turf and Rink - Trustee Whiteaker**

8:35 PM

#### **Recommended Motion:**

That the Board of Education write a letter to Saanich Parks and Recreation:

1. supporting the STAR Working Committee's task of consulting neighbours and partners in its business case research for the proposed project at Spectrum Community School;

#### **AND FURTHER;**

1. requesting Saanich Parks and Rec consider the proposed project in its feasibility study, recognizing the Board's commitment to the project is not decided.

### **H.2 Notice of Motions**

## **I. ADJOURNMENT**

8:50 PM

#### **Recommended Motion:**

That the meeting be adjourned.



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

**MINUTES**

**February 24, 2020, 7:30 p.m.**

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

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Greg Kitchen, Associate Superintendent, Colin Roberts, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Shelly Niemi, District Administrator, Aboriginal Nations Education, Lisa McPhail, Communications Officer, Vicki Hanley, Executive Assistant

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**A. COMMENCEMENT OF MEETING**

The meeting was called to order at 7:28 p.m.

**A.1 Acknowledgement of Traditional Territories**

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.2 Approval of the Agenda**

Agenda item E.2.b. Victoria High School Amenities, to be deleted.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Ferris

That the February 24, 2020 agenda be approved as amended.

**Motion Carried Unanimously**

**A.3 Approval of the Minutes**

**Moved by** Trustee Leonard

**Seconded by** Trustee Painter

That the January 27, 2020 Regular Board minutes be approved.

**Motion Carried Unanimously**

**A.4 Business Arising from the Minutes**

None

**A.5 Student Achievement**

None

**A.6 District Presentations**

None

**A.7 Community Presentations**

a. Abby Henry, SD61 Student, Climate Change

Ms. Henry spoke to Trustees about climate change and urged them for change within the District.

b. Jodi Whiteman, VCPAC, Leadership and Inclusion

Ms. Whiteman spoke to Trustees about inclusion and engagement in the District and thanked the leadership team for providing opportunities for inclusion.

**B. CORRESPONDENCE**

None

**C. TRUSTEE REPORTS**

**C.1 Chair's Report**

Chair Watters reported out the success of the round table budget discussion meeting and advised that there will be an update on the renewal of the Strategic Plan in April.

## **C.2 Trustees' Reports**

- a. Trustee Painter - BCSTA Representative - Provincial Council Report

Trustee Painter provided a few highlights of the BCSTA Provincial Council meeting in Vancouver and stated that he would provide a full report in his March report.

- b. Trustee Hentze - February Trustee Report

Trustee Hentze provided her report in the agenda package and highlighted the student budget symposium that she attended.

## **D. BOARD COMMITTEE REPORTS**

### **D.1 Education Policy and Directions Committee**

- a. Draft minutes from the February 3, 2020 meeting

The draft minutes from the February 3, 2020 Education Policy and Directions Committee meeting were received for information.

### **D.2 Operations Policy and Planning Committee**

- a. Draft minutes from the February 10, 2020 meeting

The draft minutes from the February 10, 2020 Operations Policy and Planning Committee meeting were received for information.

- b. Recommended motions from the February 10, 2020 meeting

- a. Policy Sub-Committee Report

Trustee Leonard reported out on the committee meeting and presented the following recommended motion. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Green.

That the Board of Education of School District No. 61 (Greater Victoria) abandon Policies 1325.1, 1420.1, 2105, 2120.5, 2221, 3500, 3502, 3545.3 and 4111;

AND FURTHER

That the Board refer Policies 2105, 2221 and 3545.3 to the Superintendent for administration manual consideration.

For (7): Trustee Watters, Trustee Whiteaker, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee McNally, and Trustee Painter

Against (1): Trustee Paynter

Abstain (1): Trustee Duncan

**Motion Carried (7 to 1)**

b. 2019-2020 Amended Annual Budget

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the 2019/2020 Amended Annual Budget Bylaw at the Regular Board meeting on February 24, 2020.

**Motion Carried Unanimously**

That the School District No. 61 (Greater Victoria) Amended Annual Budget Bylaw for fiscal year 2019/2020 in the amount of \$262,397,401 be:

Read a first time the 24th day of February, 2020;

Read a second time the 24th day of February, 2020;

Read a third time, passed and adopted the 24th day of February, 2020;

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

**Motion Carried Unanimously**

c. Health & Safety Reporting

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education a report on the operation of the District's student health and safety framework and communicate any

recommendations for operational and strategic level improvements specifically aimed at student health and safety.

For (8): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee McNally, and Trustee Paynter  
Abstain (1): Trustee Painter

**Motion Carried (8 to 0)**

d. Health and Safety Reporting

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education annually, a report on the District's compliance with workplace safety legislation and communicate any recommendations for operational and strategic level improvements.

For (8): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee McNally, and Trustee Paynter  
Abstain (1): Trustee Painter

**Motion Carried (8 to 0)**

**D.3 Audit Committee Report**

Secretary-Treasurer Morris presented the report and highlighted a few items. Secretary-Treasurer Morris thanked the Financial Services team for their work on the report.

**Moved by** Trustee Painter

**Seconded by** Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) accept the December 2019 Quarterly Financial Report as presented to the Audit Committee.

**Motion Carried Unanimously**



## E. DISTRICT LEADERSHIP TEAM REPORTS

### E.1 Superintendent's Report

#### a. Monthly Report

Superintendent Green presented the report and highlighted a few of the items.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Painter

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

**Motion Carried Unanimously**

#### b. Proposed 2020-2021 School Calendar

Associate Superintendent Kitchen presented the proposed 2020-2021 school calendar and advised that as per the *School Act*, it will be posted on the District website for thirty days for feedback. Associate Superintendent Kitchen answered questions from stakeholders and Trustees.

**Moved by** Trustee Duncan

**Seconded by** Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2020/2021 school calendar on the School District's website for a period of one month:

2020/2021 School  
Calendar\*

School Opening	September 8, 2020
First non-instructional day	September 28, 2020
Thanksgiving	October 12, 2020
Second non-instructional day (Province wide)	October 23, 2020
Remembrance Day	November 11, 2020
Third non-instructional day	November 20, 2020

Schools close for Winter vacation	December 18, 2020
Schools re-open after Winter vacation	January 4, 2021
Fourth non-instructional day	February 12, 2021
Family Day	February 15, 2021
Schools close for Spring vacation	March 12, 2021
Schools re-open after Spring vacation	March 29, 2021
Good Friday	April 2, 2021
Easter Monday	April 5, 2021
Fifth non-instructional day	May 21, 2021
Victoria Day	May 24, 2021
Administrative Day and School Closing	June 25, 2021

\*Sixth non-instructional day to be chosen by each school

**Motion Carried Unanimously**

c. Trustee Questions

Superintendent Green and Secretary-Treasurer Morris responded to questions from Trustees with regards to the the Vic High amenities survey, the inclusive education survey and staffing of child care facilities using District EA's.

**E.2 Secretary-Treasurer's Report**

a. Monthly Report

Secretary-Treasurer Morris presented the report and highlighted a few items. Trustee Whiteaker thanked the Secretary-Treasurer for the added budget engagement meetings for students and stakeholders.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Painter

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**

None

**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 8:29 p.m.

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Ferris

That the meeting be adjourned.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer



**Combined Education Policy and Directions Committee & Operations Policy and Planning Committee Meeting**

**REGULAR MINUTES**

**March 2, 2020, 7:00 p.m.**

Trustees Present: Nicole Duncan (7:00 to 8:40 pm), Elaine Leonard, Rob Paynter (by phone 7:21 to 8:40 pm), Angie Hentze, Ann Whiteaker, Jordan Watters, Tom Ferris (7:00 to 8:40 pm), Ryan Painter (7:00 to 8:40 pm)

Trustee Regrets: Diane McNally

Administration: Shelley Green, Superintendent of Schools, Deb Whitten, Deputy Superintendent, Kim Morris, Secretary-Treasurer, Colin Roberts, Associate Superintendent, Greg Kitchen, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Jim Soles, Associate Director of Facilities, Harold Caldwell, Director of District Team, Andy Canty, Director of IT for Learning, Lisa McPhail, Communications and Community Engagement Officer, Sean McCartney, District Principal, Shelly Niemi, District Administrator of Indigenous Education, Craig Schellenberg, District Principal of Indigenous Education, Leonie Ebert, Student Representative, Kristil Hammer, VCPAC Vice-President Representative, Connor McCoy, VPVPA Representative, Cindy Graf, GVTA Representative, Angela Leong, CUPE 947 Representative, Andree Porter, Executive Assistant (Recorder)

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**1. COMMENCEMENT OF MEETING**

The meeting was called to order at 7:06 pm

March 2, 2020/Combined Education & Operations Committee Meeting

### **1.1 Acknowledgement of Traditional Territories**

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

### **1.2 Approval of the Combined Education Policy and Directions Committee & Operations Policy and Planning Committee Meeting Agenda**

**Moved by** Ann Whiteaker

That the March 2, 2020 Combined Education Policy and Directions Committee/Operations Policy and Planning Committee meeting agenda be approved with the following amendments:

Remove Item B.4.c Ad Hoc Committees – Trustee McNally

Add item C.6.b - Budget 2020-2021: Talking Tables Report

Move items C.3.a and C.3.b to B.3.b and B.3.c

**Motion Carried Unanimously**

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

### **2.1 Approval of the Minutes**

- a. Approval of the February 3, 2020 Education Policy and Directions Committee meeting minutes

**Moved by** Tom Ferris

That the February 3, 2020 Education Policy and Directions Committee meeting minutes be approved.

**Motion Carried Unanimously**

### **2.2 Business arising from Minutes**

### **2.3 Presentations to the Committee**

March 2, 2020/Combined Education & Operations Committee Meeting

- a. French Immersion/International Baccalaureate Programs - Evelyn Funk

Ms. Funk outlined her concerns relative to space for students to enroll in the French Immersion/International Baccalaureate programs.

## **2.4 New Business**

- a. Introduction of Student Representative - Shelley Green

Superintendent Green introduced and welcomed Student Representative, Leonie Ebert of Lambrick Park Secondary School.

- b. District Team Update - Harold Caldwell

Mr. Caldwell, Director of the District Team, reported on the District Team's learning opportunities for February 2020, reviewing the work being done in literacy, numeracy, mental health, student engagement and early years. Questions of clarification were asked.

- c. Aboriginal Education Annual Report - Shelly Niemi & Craig Schellenberg

Craig Schellenberg, District Principal of Indigenous Education and Shelly Niemi, District Administrator of Indigenous Education, reported on Indigenous student demographics and graduation rates within the district, and provided a walk-through of targeted goals and coordinated efforts being made to improve achievement rates for indigenous students. Ms. Niemi noted that more indigenous participation is being seen via opportunities offered through the district, such as the Pathways & Partnerships department. Mr. Schellenberg highlighted the work being done to support literacy at Craigflower School, as well as the work with the Teacher Librarian Local Specialist Association in the decolonizing of libraries. A handout related to the Indigenous Learning Leadership Series was provided to attendees. Ms. Niemi and Mr. Schellenberg thanked the Board of Education and District Staff for the ongoing support. Questions of clarification were asked.

- d. Privacy Update - Andy Canty

Director of Information Technology for Learning Canty, provided an update on the work being done in the district relative to privacy and security, including highlighting privacy related initiatives and privacy

projects that are currently underway. Mr. Canty outlined the relationship between privacy and security, noting that the overall goal is to better equip staff, students and parents with information on how to protect personal data. Questions of clarification were asked.

## **2.5 Notice of Motion**

## **2.6 General Announcements**

# **3. OPERATIONS POLICY AND PLANNING COMMITTEE - Trustee Leonard, Chair**

## **3.1 Approval of the Minutes**

- a. Approval of the February 10, 2020 Operation Policy and Planning Committee meeting minutes

**Moved by** Ann Whiteaker

That the March 2, 2020 Operations Policy and Planning Committee meeting minutes be approved.

**Motion Carried Unanimously**

## **3.2 Business Arising from Minutes**

## **3.3 Presentations**

- a. STAR Project - Audrey Smith
- b. STAR Project - Colin Kronchite

Ms. Smith and Mr. Kronchite presented on the proposed Spectrum Turf and Rink Project (STAR), and provided an update on their findings since the last presentation to the Operations Policy & Planning Committee in June 2019. The group requested the following: 1. That the Board of Education for SD No. 61 formally ask the Municipality of Saanich to consider the STAR Project in their feasibility study for an additional rink in Saanich. 2. That the STAR Committee receive permission to gather feedback from Burnside neighbours, and 3. Permission to begin formalizing turf partnerships. Questions of clarification were asked.

## **3.4 Superintendent's Report**

## **3.5 Personnel Items**

March 2, 2020/Combined Education & Operations Committee Meeting

### **3.6 Finance and Legal Affairs**

#### **a. Policy Sub-Committee Report**

Trustee Loenard presented a list of policies recommended to the Board of Education for abandonment or reclassification as administrative procedures. Questions of clarification were asked.

**Moved by Angie Hentze**

That the Board of Education of School District No. 61 (Greater Victoria) abandon Policies 4117, 4122, 4210.1, 4302, 5118.4, 5119.5, 5125, 5125.1;

AND FURTHER

That the Board refer Policy 5118.3 to the Superintendent for administration manual consideration.

**Carried Unanimously**

#### **b. Budget 2020-2021: Talking Tables Report**

Secretary-Treasurer Morris presented a handout reporting on the Budget 2020-2021 Talking Tables event which took place on February 20<sup>th</sup> 2020. The report was received for information purposes and will be posted on the district website.

### **3.7 Facilities Planning**

#### **a. Climate Action Report: Information Technology for Learning – Andy Canty & Greg Kitchen**

Director of Information Technology for Learning Canty, presented the "IT for Learning Department - Climate Action Report" which outlined a number of initiatives currently underway within the ITL Department and District to help reduce our carbon footprint. Some of the initiatives are the managed print services which reduces the number of unused printed documents, application development which digitizes paper workflows, and computer energy management, which helps reduce the amount of energy being used to power computers and other devices across the district. Mr. Canty highlighted next steps and made note of the ITL Monthly Updates hand-out which was circulated to the committee and will be uploaded to the district website.



b. 2019 Seismic Risk Re-Assessment

Secretary-Treasurer Morris provided an overview of the Seismic Re-Assessment report noting the importance of this information for the Board of Education's upcoming Capital Planning session. Ms. Morris introduced Jim Soles, Associate Director of Facilities Services, who noted that the new Seismic Retrofit Guidelines had a significant impact on Vancouver Island, and Victoria specifically.

c. Monthly Operations Update

Secretary-Treasurer Morris presented the Monthly Operations Update and made note of two items. The first item is in relation to the current work being done by district custodians to mitigate the risk of infection due to concerns related to the coronavirus. These concerns have created a need to revise the daily work procedures. The current state of daily work and the proposed daily work of custodians were discussed. Ms. Morris also made note of the recent decision to choose gas heating as the energy source for Victoria High School. Mr. Soles provided the rationale for this decision. Questions of clarification were asked.

d. Inclusion for Learning Strategy Update - Sean McCartney

District Principal, Sean McCartney, provided a brief overview of the Inclusion for Learning Strategy, created in May 2018, which aims to ensure that appropriate infrastructure and supplies are available so that each school within the district can offer an Inclusive Learning environment, and he provided an update on the status of capital, operations and equipment. Mr. McCartney presented a grid within the report which outlines completed work to date and the progress that is being made across the district. Questions of clarification were asked.

e. Capital Planning Cycle

Secretary-Treasurer Morris brought forward the Capital Planning Cycle report for information, encouraging the Board and Committee members to review the information presented as it can help provide a clear understanding of the sources of funding, and ways in which projects can be paid for within the capital budget. The 5 year capital plan will be put forward for Board approval in June 2020.

### **3.8 New Business**

March 2, 2020/Combined Education & Operations Committee Meeting

### **3.9 Notice of Motion**

Trustee Whiteaker stated her intention to put forward a notice of motion to the March 9, 2020 Board meeting relative to the Spectrum Turf and Rink project.

### **3.10 General Announcements**

## **4. ADJOURNMENT**

The meeting adjourned at 9:38 pm.

**Moved by** Angie Hentze

That the meeting adjourn.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer

# Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4106 Fax (250) 475-4112

*Kim Morris - Secretary Treasurer*

**TO: Board of Education**

**FROM: Kim Morris, on behalf of the Policy Sub-Committee**

**RE: Recommended Policies for Abandonment**

**DATE: March 9, 2020**

**Background:**

The Policy Sub-Committee is reviewing the policy manual for relevance and currency, streamlining of procedures and assurance that the manual reflects policies and regulations of the Board, not administrative procedures. To that end, the Committee is recommending abandon or re-classify the policies below.

**Recommended Abandonment or Re-Classification:**

Type	Number	Last Adopted	Title	Action
Policy	4117	1982	Supervision and Evaluation of Educational Personnel	Abandon
Policy	4122	2019	Substitute Teachers	Abandon
Policy	4210.1	2019	Clerical Assistance in Schools	Abandon
Policy	4302	1985	Multiculturalism	Abandon
Policy	5118.3	1981	Enrolment of Non-Resident Students in District	Re-Classify in Admin Manual
Policy	5118.4	1981	Fees for Psychological & Speech Assessment	Abandon
Policy	5119.5	1980	Student Retention - (Preventative/Remedial)	Abandon
Policy	5125	1992	Evaluation of Student Progress	Abandon
Policy	5125.1	1996	Student Records	Abandon

**Recommendation:**

That the Board of Education of School District No. 61 (Greater Victoria) abandon Policies 4117, 4122, 4210.1, 4302, 5118.4, 5119.5, 5125, 5125.1;

AND FURTHER

That the Board refer Policy 5118.3 to the Superintendent for administration manual consideration.

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# Office of the Associate Superintendent

*Colin Roberts – Associate Superintendent*

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**To:** Board of Education  
**From:** Colin Roberts, Associate Superintendent  
**Date:** March 9, 2020  
**RE:** Advocacy Ad Hoc Committee Letter

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At the January 6, 2020 Education Policy and Directions Committee Meeting Trustee McNally put forward the following motion for consideration:

“That the Board of Education of Greater Victoria (School District 61) instruct the Chair to write a letter to the Minister of Education, the Premier and the Treasury Board, asking the government to increase public education funding via a significant increase to the per pupil amount in the 2020 Provincial Budget in order to realistically meet the needs of students in BC Public Schools”

A recommendation to refer the motion to the Advocacy Ad Hoc Committee was moved by Trustee Painter. This motion carried unanimously.

The following material has been proposed by the Advocacy Ad Hoc Committee for inclusion in the aforementioned letter.

The Greater Victoria School District recognizes the substantial commitment to fully fund the collective agreement language restored by the Supreme Court of Canada and that this funding has translated into an increase in per student funding. While it is important to take the time to celebrate our successes, as advocates for the students in our District, we write this letter to draw to your attention to five significant financial pressures, as follows:

Our School District operates six StrongStart Centres. We appreciate the recent, one-time transfer of funds to support our Centres. However, the yearly operating grant has not increased. The cost of operating these early learning programs has increased over the last decade (i.e. ECE salaries, benefits, groceries, supplies) yet the funding from the Ministry has remained the same. Many pieces of equipment that were originally purchased when the StrongStart programs were created twelve years ago are showing their age and need to be replaced. We endeavour to find other funds to help support these valuable early learning programs; however, an increase in the yearly operating grant would be welcomed. The families who live in our area would benefit from having access to additional StrongStart Centres; sometimes our educators need to turn families away because they have reached room capacity. The District continues to be willing to host more StrongStart Centres if there is assistance to fund spaces in our schools.

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# Office of the Associate Superintendent

*Colin Roberts – Associate Superintendent*

We are excited by the recent changes to the K to 12 curriculum and recognize the value of the increased focus on developing student competencies. We appreciated the provision of the Curriculum Implementation Days which afforded the opportunity for staff to become familiar with adaptations to the curriculum and to become more proficient in complementary instructional approaches. We believe that the final phase in the process of fully embracing the “revised” curriculum is the financial support of more learning resources that better support teaching strategies that align with revised instructional outcomes. While our current operating funds allow for the gradual acquisition of the desired resources, a “one-time” injection of targeted funding for new learning resources, on a per pupil basis, would immediately increase our capacity to deliver enhanced learning experiences for students.

Exempt employee compensation in the K-12 public education sector is established and administered by British Columbia Public School Employers’ Association (BCPSEA) and Public Sector Employers Secretariat (PSEC). Salary grids for exempt staff have been increased in alignment with the teachers’ general wage increases to ensure that Districts do not experience future issues with salary compression or inversion. Teacher wage increases are currently funded by the Ministry, but any increases to exempt salaries must be funded by the District. If the Ministry provided the District with funding for exempt salary increases as approved by BCPSEA and PSEC, it would allow the District to allocate more funding to initiatives that support learner success.

According to the results of the 2018 BC Adolescent Health Survey, youth in our District between 12 and 19 years of age, self-report that they have experienced an anxiety disorder or panic attack (22%) or struggle with depression (19%). As well, only 11% report that they did not feel stress at all in the past month while 89% indicate some level of stress. Given this data, mental health resources, professional development opportunities for staff and tools such as the MDI to measure our progress, require significantly more funding than the \$24,500 grant our district received to support mental health initiatives for the 2019/20 school year.

And finally, in September, 2018, the Ministry of Education released a document “How are We Doing? Children and Youth in Government Care and Youth on Youth Agreements” in response to the 2017 report “Room for Improvement: Toward Better Education Outcomes for Children in Care” by the Representative for Children and Youth. The Ministry of Education’s report indicates that in 2016/17, the six-year completion rate for non-CYIC without diverse needs was 88% whereas for CYIC without diverse needs was 62%. The six year completion rate for Indigenous CYIC, with a diverse need, drops to 32%. Our most vulnerable learners are not experiencing the success they should be and targeted funding for Children In Care must be a priority if we are to make a difference in their learning and their lives.

We respectfully request that you consider additional funding to meet these pressures to enable us to better meet the needs and expectations of the communities we serve.

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# Office of the Superintendent

*Shelley Green - Superintendent*

TO: The Board of Education

FROM: Shelley Green, Superintendent of Schools

RE: Superintendent's Report

DATE: March 9, 2020

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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:

- District Committees
  - Advocacy Committee
- Additional Meetings and Events
  - BCSSA Island Chapter
  - Eagle View Elementary
  - Esquimalt High
  - Generative Dialogue/Coaching
  - Glanford Middle
  - Joint Committee (GVTA)
  - Marigold Elementary
  - Professional Conversations Meetings
  - Professional Relations Committee (GVTA)
  - Rockheights Middle
  - Strawberry Vale Elementary
  - View Royal Elementary

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# Office of the Superintendent

*Shelley Green - Superintendent*

TO: The Board of Education

FROM: Shelley Green, Superintendent of Schools

RE: Superintendent's Report

DATE: March 9, 2020

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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.*



**TO: Board of Education**

**FROM: Kim Morris**

**RE: Monthly Report**

**DATE: March 6, 2020**

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.

- SD61, 62, 63 Secretary-Treasurer Breakfast Meeting
- Inclusive Learning Budget Meeting
- Talking Tables 2020 Dinner Meeting
- School Visit: Victoria West Elementary
- Rental Rate Review Meeting
- BCASBO Leadership Series Planning Meeting
- School Visit: Eagle View
- K-12 Enrolment Compliance Audit Prep – School Teams
- BCASBO Representative at Pink Shirt Day at Legislature
- Introductory Meeting with Fernwood NRG Executive Director
- School Visit: Tillicum Elementary
- Indigenous Learning Leadership Series Session 3
- K-12 Compliance Enrolment Audit Prep – District Team
- School Visit: Central Middle
- School Visit: Margaret Jenkins Elementary
- Indigenous Education Department budget meeting
- K-12 Compliance Enrolment Audit Planning – MOE Lead Auditor
- Human Resources Department budget meeting
- School Visit: Colquitz Middle
- Information Technology for Learning Department budget meeting
- Victoria Island School Trustees' Association Meeting (VISTA)

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# Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)  
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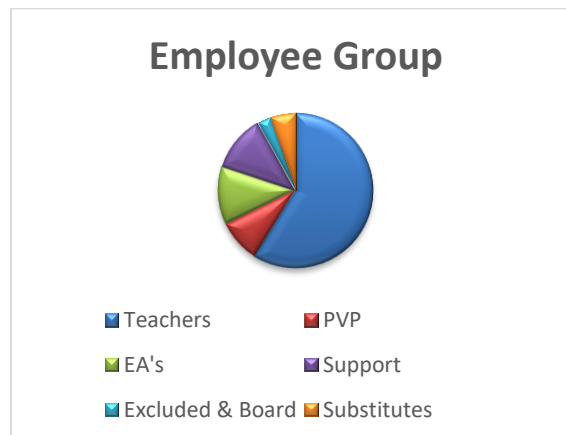
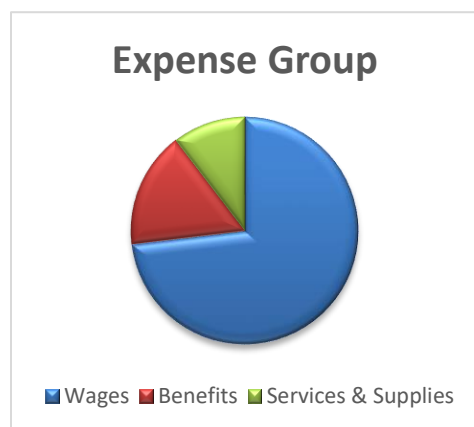
*Kim Morris - Secretary Treasurer*

**TO: Board of Education**  
**FROM: Kim Morris**  
**RE: Staffing Timelines and Processes 2020-2021**  
**DATE: March 9, 2020**

## **Background:**

An important part of budget planning in school districts is the placement of the right people in the right place to do the right job. Staffing processes begin early for a variety of planning, collective agreement, and financial purposes. Just as important is the desire to have as many people placed by June 30<sup>th</sup> each year as possible, for a smooth September start-up and for employees to enjoy a well-deserved summer break. The submission of the 3-Year Enrolment Projections to the Ministry in mid-February kicks off the planning for staffing schools to meet student need.

As a reminder, staffing in SD61 is represented below:



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Below is a summary of the timeline and process for staffing the 2020-2021 school and fiscal year:

		Teachers	CUPE
March	Departments develop staffing allocations based on Feb 15 Enrolment Submission	X	X
	Leave intentions are made known	X	
April	Leave intentions are made known		X
	Schools receive staffing allocations	X	X
	Schools determine staff excess to needs	X	X
	Schools submit staffing plans	X	X
	2020-2021 Preliminary Budget Approved by Board		
May	Mobility Rounds (Post & Fill)	X	
	Layoff Notices	X	X
	Staff excess to needs matched with available positions	X	
	Last Layoff Notices	X	X
June	Posting Rounds	X	X
	Bumping Rounds		X
July-August	Teacher Summer Posting Round	X	
	Schools receive updated staffing allocations	X	X
September	Schools submit final staffing plans	X	X
	Posting Round	X	X
November	Schools receive final 2020-2021 report on staffing	X	X

It should be recognized how much time and effort are put into ensuring a smooth staffing process each year: the district department teams in their planning and allocation considerations; the finance team in compiling and calculating the school packages and subsequent monitoring of budgets; school Principals in their planning for the best learning opportunities possible; and the Human Resources Department for seeing the staffing plans come to fruition throughout Spring, Summer and into the Fall.

**Recommendation:**

None. Information only.

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