



The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee
AGENDA

Monday, March 8, 2021, 7:00 p.m.
Tolmie Boardroom, 556 Boleskine Road

Chairperson: Trustee Leonard

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 8, 2021 Operations Policy and Planning Committee meeting agenda be approved.

A.3. Approval of the Minutes

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Recommended Motion:
That the February 8, 2021 Operations Policy and Planning Committee meeting minutes be approved.

A.4. Business Arising from Minutes

B. PRESENTATIONS TO THE COMMITTEE

B.1. Build Seamless Childcare - Jane Massy, President, CUPE 947

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C. SUPERINTENDENT'S REPORT

C.1.	School Closure Process: Craigflower Consultation - Superintendent Green	28
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Recommended Motion:
That the Board of Education of School District No. 61 (Greater Victoria) suspend the Craigflower School Closure public consultation plan timeline and direct the Superintendent to meet with the Songhees and Esquimalt Nations to discuss how they would like to proceed.

D. PERSONNEL ITEMS

E. FINANCE AND LEGAL AFFAIRS

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F. FACILITIES PLANNING

F.1.	Operations Update: March 2021	55
F.2.	Shops Funding - Trustee Duncan	58

Recommended Motion:
That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to immediately allocate funds from the to be determined budget to address the following outstanding health and safety remediation's in the 17 school shops which were identified by the independent audit report in 2016/17: equipment guards (\$5,000), equipment spacing tbd, delineation lines around equipment/safety lines (\$6,000) and non-skid areas tbd, eye wash stations (\$500), storage and isolation of hazardous materials (\$2,000 + \$2,000), emergency response materials (\$1,000), eye protection (\$1,000), ear protection (\$1,000), protective clothing (\$5,000) and equipment instructions and conflation zone signage (\$1,500 + \$500). (\$25,000 per shop + non-skid area cost = \$433,500).

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

H. NEW BUSINESS

H.1. Before and After School Care - Trustee McNally

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Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to staff early child care / child care before and after school programs with first consideration to CUPE 947 members who apply for the positions.

AND FURTHER,

That CUPE 947 EAs immediately / as soon as possible be offered the positions at their current hourly wage before wide advertisement or SD61 staff contracting with other community provider(s)

H.2. Advocacy Ad Hoc Committee Terms of Reference - Trustee Whiteaker

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H.3. COVID-19 Related Health and Direction, Rob Paynter

Recommended Motion:

The Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write jointly to both the Provincial Health Officer and the Minister of Education requesting a clear answer on whether or not Boards of Education have the authority to exceed COVID-19 related health direction established by the Public Health Officer, the Minister of Education or any other provincial entity.

H.4. Mask Mandate for Schools - Trustee McNally

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Recommended Motion:

That the Board direct the Board Chair to write a letter to Dr. Henry expressing support for a broadened mask mandate for schools that includes mask wearing by students K-12, staff, and any adults in school buildings in all school spaces, with exceptions on a case by case basis to be made by principals, with a documented reason for an exemption.

H.5. Craigflower Consultation - Trustee McNally

Recommended Motion:

That the Board of Education of School District No. 61 Greater Victoria
a) That the Superintendent abandon the present 4 choice plan for Craigflower and Shoreline and restart the planning process under the active and direct guidance from the Lkwungen community in order to create a school that honours the culture, history, and wisdom of Lkwungen People in its design, vision, goals, & curriculum and b) That the Board of Education respectfully request direct updates from the Chiefs or delegates of the Songhees and Esquimalt Nations, reporting times and methods of reporting to be determined by Chiefs and Councils.

I. NOTICE OF MOTION

J. GENERAL ANNOUNCEMENTS

K. ADJOURNMENT

Recommended Motion:

That the meeting adjourn.



Operations Policy and Planning Committee Meeting

REGULAR MINUTES

February 8, 2021, 7:00 p.m.

Broadcasted via YouTube

<https://bit.ly/3czx8bA>

Trustees Present:	Operations Policy and Planning members: Elaine Leonard, Chair, Rob Paynter, Angie Hentze , Ann Whiteaker, Jordan Watters (ex officio) Education Policy and Directions members: Ryan Painter, Nicole Duncan
Administration:	Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Chuck Morris, Director of Facilities Services, Marni Vistisen-Harwood, Manager, Capital Planning and Implementation, Facilities Services, Andy Canty, Director, Information Technology for Learning, Mark DeLeeuw, Shop Teacher, Lansdowne Middle School, Kelly Gorman, Recorder
Stakeholders & Guests	Amrit Lalli, Victoria High School Parent, Gillian Clark, Lambrick Park, Student Representative, Brin Nyvall, Spectrum, Student Representative, Kristil Hammer, VCPAC, Mark Morrison, Second VP & Health & Safety Officer GVTA.

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:03pm

A.1 Acknowledgement of Traditional Territories

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

A.2 Approval of the Agenda

Moved by Trustee Hentze

That the February 8, 2021 Operations Policy and Planning Committee meeting agenda be approved with the following additions:

F.3.c. Shops Funding - Trustee Duncan

H.6 Covid-19 Related to Health and Direction - Trustee Paynter

Motion Carried Unanimously

A.3 Approval of the Minutes

Trustee Whiteaker requested that the January 11, 2021 minutes be amended under item D. Shops Audit Findings and Status Report, to reflect and include the word President after VCPAC.

Moved by Trustee Leonard

That the January 11, 2021 Operations Policy and Planning Committee meeting minutes be approved as amended.

Motion Carried Unanimously

A.4 Business Arising from Minutes

Trustee Paynter articulated additional wording for one of the Public Question and Answers. Chair Leonard directed Trustee Paynter to Trustee Questions.

B. PRESENTATIONS TO THE COMMITTEE

B.1 Gym at SJ Willis - Amrit Lalli, Victoria High Parent

Victoria High School Parent, Amrit Lalli, presented on the gym at SJ Willis. His proposed changes are to replace the wooden basketball backboards with 6 glass basketball backboards as well as a functioning retractable wall, to modernize the school for current student and future rental use. Director of Facilities Services Morris stated that he would have staff look

into the costs to upgrade the gym. Trustees thanked Amrit Lalli for his presentation.

C. SUPERINTENDENT'S REPORT

C.1 Recognition of Student Representative

Superintendent Green introduced and welcomed Student Representatives Gillian Clark from Lambrick Park and Brin Nyvall from Spectrum.

D. PERSONNEL ITEMS

None

E. FINANCE AND LEGAL AFFAIRS

E.1 Policy Sub-Committee Report

a. Policy Development Workflow - Trustee Watters

Trustee Watters presented the motion and provided rationale. Trustees debated the motion.

Moved by Trustee Watters

That the Board of Education of School District No. 61 adopt the policy development workflow as presented by the Policy Sub-Committee.

For (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Against (2): Trustee Paynter, and Trustee Whiteaker

Motion Carried (3 to 2)

b. Abandonment of Policies

VCPAC President, Kristil Hammer, stated her concern that VCPAC does not have enough time to review policies referred from Staff to be abandoned. Trustees debated the motion.

Moved by Trustee Watters

That the Board of Education of School District No. 61 (Greater Victoria) abandon Policies 6142.03, 6151, 6161.2, and 6164.1;
AND FURTHER THAT

The Board refer Policies 6145.01, 6145.02, 6161.1, 6162.5, and 6163.1 to the Superintendent for administration manual consideration.

For (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Against (1): Trustee Paynter

Abstain (1): Trustee Whiteaker

Motion Carried (3 to 1)

- c. Draft Bylaw 9360, General Meeting of the Board

Moved by Trustee Watters

That the Board of Education of School District No. 61 (Greater Victoria) approve draft Bylaw 9360, *General Meeting of the Board*.

Trustees and Stakeholders debated the motion.

Amendment:

Moved by Trustee Whiteaker

That draft Bylaw 9360 be amended as follows:

9. All agendas will be prepared by the Chair of the Board, and circulated by the Chair or designate. Proposed agenda items will be provided to the Secretary-Treasurer no later than the ~~Tuesday~~ **Wednesday noon** before the meeting.

For (2): Trustee Paynter, and Trustee Whiteaker

Against (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Motion Defeated (2 to 3)

Amendment:

Moved by Trustee Paynter

That draft Bylaw 9360 be amended as follows:

6. * The Community Presentations period is limited to a maximum of six speakers, each speaking a maximum of five minutes; ~~there can only be three speakers per issue~~ (numbers and time may be extended at the discretion of the Chair).

For (1): Trustee Paynter

Against (4): Trustee Leonard, Trustee Hentze, Trustee Whiteaker,
and Trustee Watters

Motion Defeated (1 to 4)

Amendment:

Moved by Trustee Whiteaker

That draft Bylaw 9360 be amended as follows:

14. In accordance with Section 67 of the *School Act*, the Chair may allow Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other. Such attendance shall only be permitted where Trustee participation is prevented by extraordinary circumstances **and can be accommodated by staff**. ~~Trustees wishing to attend electronically will provide a minimum of 24 hours' notice of such attendance.~~

Motion Carried Unanimously

Amendment:

Moved by Trustee Paynter

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) approve draft Bylaw 9360*" be referred to the March 8, 2021 Operations Policy and Planning Committee meeting.

For (1): Trustee Paynter

Against (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Motion Defeated (1 to 3)

Moved by Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) accept revised Bylaw 9360, *General Meetings of the Board*.

For (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Against (1): Trustee Paynter

Abstain (1): Trustee Whiteaker

Motion Carried (3 to 1)

Amendment:

Moved by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) accept that the draft Bylaw 9360 be provided to the Board with tracked changes reflected.

For (4): Trustee Paynter, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

Abstain (1): Trustee Leonard

Motion Carried (4 to 0)

By consensus the committee referred E.1 d-f to the March 8, 2021 Operations Policy and Planning Committee meeting.

- d. New Policy 4116.13, Whistleblower Protection
- e. Draft Bylaw 9140, Ad Hoc Committee of the Board
- f. Draft Policy 8251, Trustees' Code of Conduct

E.2 Proposed 2021-22 School Calendar - Associate Superintendent Roberts

Associate Superintendent Roberts presented the 2021/2022 School Calendar to be made public for consultation and feedback.

Moved by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2021/2022 school calendar on the School District's website for a period of one month:

2021/2022 School Calendar*

School Opening	September 7, 2021
First non-instructional day	September 27, 2021
Thanksgiving	October 11, 2021
Second non-instructional day (Province wide)	October 22, 2021
Remembrance Day	November 11, 2021
Third non-instructional day	November 12, 2021
Schools close for Winter vacation	December 17, 2021
Schools re-open after Winter vacation	January 4, 2022
Fourth non-instructional day	February 18, 2022
Family Day	February 21, 2022
Schools close for Spring vacation	March 18, 2022
Schools re-open after Spring vacation	April 4, 2022
Good Friday	April 15, 2022
Easter Monday	April 18, 2022
Fifth non-instructional day	May 20, 2022
Victoria Day	May 23, 2022
Administrative Day and School Closing	June 24, 2022

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

Motion Carried Unanimously

F. FACILITIES PLANNING

F.1 Operations Update: February 2021

Director of Facilities Services Morris provided an overview of recent work and progress on major and minor capital projects. Questions of clarification were asked. Trustees gave praise for all of the work completed and in progress by the facilities team.

F.2 Victoria High School: Video Surveillance Cameras - Secretary-Treasurer Morris

Director of Facilities Services Morris provided an overview of the deployment plan for the Victoria High School video surveillance and stated that the Privacy Impact Assessment has been completed. Secretary-Treasurer Morris advised that the PIA is a blanket PIA that it can be attach to any deployment plan in the future. Secretary-Treasurer Morris stated that security on site is the responsibility of the District under the construction project funding. Questions of clarification were asked.

Moved by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) approve the installation of 4 video cameras in 2 locations at the Victoria High School construction site as presented.

For (4): Trustee Leonard, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

Against (1): Trustee Paynter

Motion Carried (4 to 1)

F.3 Shops Update:

- a. Recommendation #2 - Consultant Meetings with Staff - Director of Facilities Morris

Director of Facilities Services Morris explained the process of the consultant meetings with staff. A risk management professional met with all of the Middle and Secondary School Principals and Vice-Principals in one meeting. The next day he met with Shop Teachers via Zoom. Moving forward, Facilities staff will meet with Shop Teachers before the installation reconfiguration occurs. WorksafeBC requirements apply in all shops in the District to ensure that all equipment is safe for staff and students.

- b. Recommendation #1 - Priority Replacement Plan

Secretary-Treasurer Morris presented staff's replacement plan and thanked the Manager of Capital Planning and Implementation, Vistisen-Harwood, for the report. Secretary Treasurer Morris answered questions of clarification about the timeline for completion of all safety items from Trustee Duncan. Shop teacher,

Mark DeLeeuw stated that shop teachers need to have better communication from the District. Shop teachers are requesting to be consulted in advance of equipment being placed in their shops. Dust extraction equipment is loud and is a concern for shop teachers. Secretary Treasurer Morris thanked Mark for speaking up and let him know about the consultation process with teachers in the shop. Director of Facilities Services Morris stated that if they have concerns to contact him. Trustees offered thanks to all staff for their work on this project.

c. Shops Funding - Trustee Duncan

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to immediately allocate funds from the to be determined budget to address the following outstanding health and safety remediation's in the 17 school shops which were identified by the independent audit report in 2016/17: equipment guards (\$5,000), equipment spacing tbd, delineation lines around equipment/safety lines (\$6,000) and non-skid areas tbd, eye wash stations (\$500), storage and isolation of hazardous materials (\$2,000 + \$2,000), emergency response materials (\$1,000), eye protection (\$1,000), ear protection (\$1,000), protective clothing (\$5,000) and equipment instructions and conflation zone signage (\$1,500 + \$500). (\$25,000 per shop + non-skid area cost = \$433,500).

Trustees and Staff debated the motion and a recommendation was made to refer the motion.

Amendment:

Moved by Trustee Whiteaker

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to immediately allocate funds from the to be determined budget to address the following outstanding health and safety remediation's in the 17 school shops which were identified by the independent audit report in 2016/17: equipment guards (\$5,000), equipment spacing tbd, delineation lines around equipment/safety lines (\$6,000) and non-skid areas tbd, eye wash stations (\$500), storage and isolation of hazardous materials (\$2,000 + \$2,000), emergency response

materials (\$1,000), eye protection (\$1,000), ear protection (\$1,000), protective clothing (\$5,000) and equipment instructions and conflation zone signage (\$1,500 + \$500). (\$25,000 per shop + non-skid area cost = \$433,500)." be referred to the March 8, 2021 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

F.4 Boundary Review Implementation Update - Associate Superintendent Roberts

Associate Superintendent Roberts presented on the Boundary Review, highlighting that Sundance would reopen as SD61 K-5 in Fall 2021 with one class expected to start. VCPAC President Hammer and Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None

H. NEW BUSINESS

H.1 Letter to Ministry Of Education Re: Net Zero Capital Funding

Trustee Hentze presented the motion and provided rationale. Trustee Whiteaker had questions relative to allocation of budget items. Secretary-Treasurer Morris clarified that capital budgets can come out of the operating grant/budget based on need and that, line items are in flux all year. Trustees thanked Trustee Hentze for the motion.

Moved by Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write to the Ministry of Education and the Ministry of Finance, urging them to fully fund net zero capital upgrade and replacement projects, effective immediately.

Motion Carried Unanimously

H.2 Section 72 Report - Trustee Whiteaker

Trustee Whiteaker presented the motion and provided rationale.

Moved by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) when disclosing in camera decisions of the Board to the public that the written motion, as passed, be included in section 72 report, with the exception of items pertaining to individuals.

Secretary-Treasurer Morris advised Trustees that the proposed motion may be jeopardizing some motions or negotiations and that Trustees may be better served by making the decision on a motion by motion basis in-camera. Trustees debated the motion.

Discussion ensued amongst the Trustees and a recommendation was made to amend the motion.

Amendment:

Moved by Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) ~~when the Board determines to disclose~~ that disclosing in camera decisions of the Board to the public that the written motion, as passed, be included in section 72 report with the exception of items pertaining to individuals.

For (1): Trustee Paynter

Against (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Abstain (1): Trustee Whiteaker

Motion Defeated (1 to 3)

Chair Leonard called for the vote on the main motion as presented.

Moved by

That the Board of Education of School District No. 61 (Greater Victoria) when disclosing in camera decisions of the Board to the public that the written motion, as passed, be included in section 72 report, with the exception of items pertaining to individuals.

For (2): Trustee Paynter, and Trustee Whiteaker

Against (3): Trustee Leonard, Trustee Hentze, and Trustee Watters

Motion Defeated (2 to 3)

H.3 Mask Mandate for Schools - Trustee McNally

Moved by

That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write a letter to Dr. Henry expressing support for a broadened mask mandate for schools that includes mask wearing by students K-12, staff, and any adults in school buildings in all school spaces, with exceptions on a case by case basis.to be made by principals, with a documented reason for an exemption.

Chair Leonard proposed to remove item from the agenda as Trustee McNally was not in attendance.

Moved by Trustee Leonard

That the motion *"That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write a letter to Dr. Henry expressing support for a broadened mask mandate for schools that includes mask wearing by students K-12, staff, and any adults in school buildings in all school spaces, with exceptions on a case by case basis.to be made by principals, with a documented reason for an exemption"* be removed from the agenda.

Motion Carried Unanimously

H.4 Website Search Function - Director - Information Technology for Learning Canty

Director-Information Technology for Learning, Canty presented a recommended motion with respect to providing direction to ITL on how to better search reports on the District website.

Moved by Trustee Watters

That the Board of Education of School District No. 61 (Greater Victoria) direct the Information Technology for Learning Department to seek a solution to public and Trustee requests to access Board and Committee Meeting reports and attachments, with ease, via the public District website.

Motion Carried Unanimously

H.5 Advocacy Ad Hoc Committee Terms of Reference - Trustee Whiteaker

Moved by Trustee Whiteaker

That the "Advocacy Ad Hoc Committee Terms of Reference" be referred to the March 8, 2021 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

H.6 COVID-19 Related Health and Direction, Trustee Paynter

Trustee Paynter presented the motion and provided rationale.

Moved by Trustee Paynter

The Board of Education of SD61 (Greater Victoria) direct the Chair to write jointly to both the Provincial Health Officer and the Minister of Education requesting a clear answer on whether or not Boards of Education have the authority to exceed COVID-19 related health direction established by the Public Health Officer, the Minister of Education or any other provincial entity.

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

Moved by Trustee Leonard

That the motion *"The Board of Education of SD61 (Greater Victoria) direct the Chair to write jointly to both the Provincial Health Officer and the Minister of Education requesting a clear answer on whether or not Boards of Education have the authority to exceed COVID-19 related health direction established by the Public Health Officer, the Minister of Education or any other provincial entity."* be referred to the March 8, 2021 Operations Policy and Planning Committee meeting.

For (4): Trustee Leonard, Trustee Hentze, Trustee Whiteaker, and Trustee Watters

Against (1): Trustee Paynter

Motion Carried (4 to 1)

I. NOTICE OF MOTION

None

J. GENERAL ANNOUNCEMENTS

J.1 GHG Emissions Q and A - Abby Henry

Trustee Paynter expressed concern about the pattern of Q and A from meetings being provided as an attachment to the meetings. Trustee Leonard responded that due to the meetings being held on Zoom and the detailed notice of some of the questions and answers, this action is a reasonable response time for the public.

K. ADJOURNMENT

The meeting adjourned at 10:37pm.

Moved by Trustee Whiteaker

That the meeting adjourn.

Motion Carried Unanimously

Chair

Secretary-Treasurer



BUILD SEAMLESS CHILD CARE

IT'S TIME TO CREATE AFFORDABLE FULL-DAY EARLY LEARNING AND CARE
IN B.C.'S PUBLIC SCHOOLS

Too many families lack child care services where and when they need it

- Market-based child care system does not work - inadequate supply of spaces and unfair distribution of services.
- Even with recent investments, B.C. has only enough space for 20 per cent of children.
- Quality child care remains out of reach for many families due to high fees and long waitlists.
- Fractured patchwork system lacks centralized planning and unresponsive to systemic needs.

Integration into the school system is a better model for kids and families

- The seamless day model integrates early learning and child care with the school day.
- Thousands of potential cost-effective spaces for before- and after-school care exist in every region of B.C.
- This would increase available child care, while delivering a very high quality, value-added system of early childhood education.
- Recent changes to the School Act meant that school districts can begin implementing this model.
- Public education system provides a provincial-scale network for quick delivery of much needed spaces, with democratic local oversight ensuring high quality.

Benefits of the Seamless Day

- Improved accessibility and fewer transitions for kids.
- Enhanced and informed care that is education-focused.
- Coordination of care and learning between before- and after-school and school day programming.
- More secure and reliable child care options in every community.
- New opportunities to recruit and retain high-quality education assistants and early childhood educators.
- Increased investment in the public school system.

Practical and cost-effective way to rapidly expand the number of high-quality child care spaces needed across communities in a manner that is democratically run, and positively contributes to resolving other system challenges like recruitment and retention of education assistants.

Structure of the Seamless Day

- Children arrive at their local public school for before-school care and are met by the early learning and care staff (ECEs or EAs)
- The classroom teacher joins the early learning and care staff and students for the school day, and the group works collectively as teachers and EAs do currently.
- Through the day, new early learning and care staff may join the classroom team as those who began during the before school hours leave for the day.
- Early learning and care staff, potentially including EAs who did not work in the morning, remain in the classroom after the school day ends to staff the after school hours.
- Children leave the school site as the after-school program concludes.

There are a variety of ways the seamless day model could be implemented, and CUPE 947 is happy to work collaboratively on a model that works for students, teachers, families, workers and the District.

Examples of the Seamless Day

- Norway is a world leader in early learning and care, and they use a model based on the seamless day.
- The use of the model is increasing in Canada, and a great example is the widespread use of the seamless day in Waterloo (Ontario) school system.
- Pilot project began in School District 53 in 2019, and early results show it surpasses expectations.
- Other Districts are following School District 53's lead and are in the process of implementing or applying for a seamless day model pilot.
- The research and global examples are very positive and the argument for this model is incredibly strong.

QUESTIONS?

Office of the Superintendent

Shelley Green - Superintendent

TO: The Operations Policy and Planning Committee

FROM: Shelley Green, Superintendent of Schools

RE: School Closure Process: Craigflower Consultation

DATE: March 8, 2021

During March 2020 preliminary communications began with the Songhees and Esquimalt Nations in regards to seismic upgrades for Craigflower Elementary and Shoreline Middle School. In the fall of 2020 further communication with Songhees and Esquimalt Nations led to a formal engagement process that began in January 2021. As the process has progressed we have had the opportunity to meet with Chief and council from both Nations. As a follow-up from both conversations the school district is awaiting some important information from each of the Nations that may affect enrollment numbers, funding and other government consultations.

On Thursday March 4, 2021 Trustees received a letter from the Songhees Nation requesting the “half” of the current consultation process.

With the requests of both Nations I would recommend the following motion:

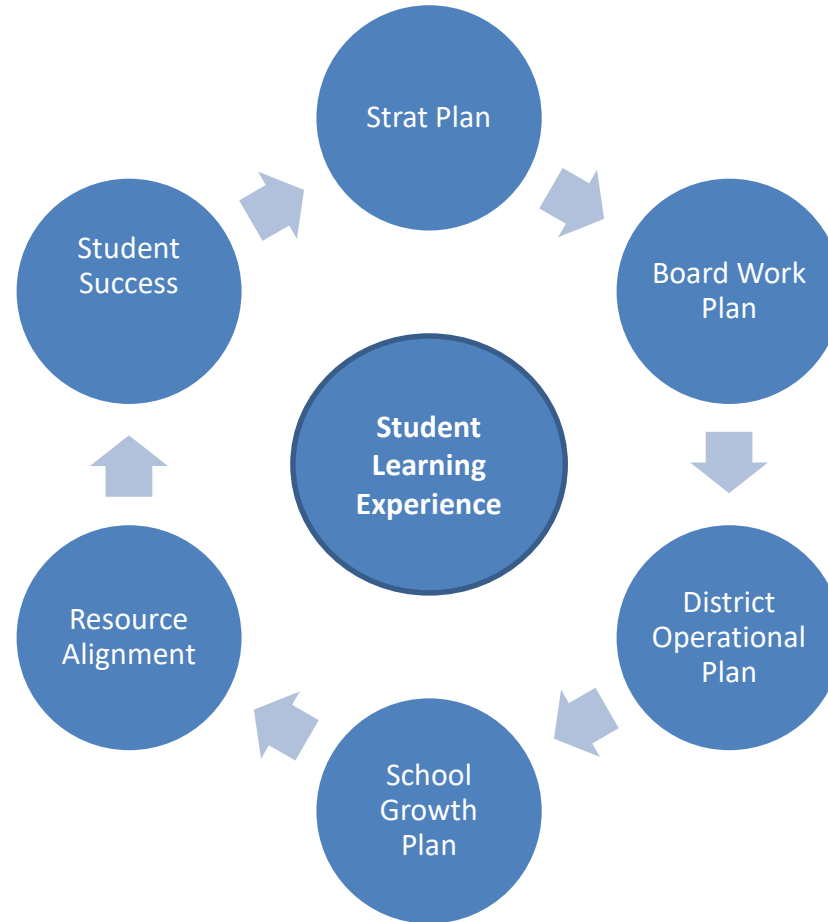
That the Board of Education of School District No. 61 (Greater Victoria) suspend the Craigflower School Closure public consultation plan timeline and direct the Superintendent to meet with the Songhees and Esquimalt Nations to discuss how they would like to proceed.

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.

Budget 2021-2022

Date: March 8, 2021
Presented to: Operations Policy & Planning Meeting
Presented by: Kim Morris, Secretary-Treasurer

Alignment



Shift

2020-2021

- Rollover
- Surplus to balance
- Some anecdotal and some data
- Initiatives rolled over, some new, not explicit
- Here's your budget
- Silo
- Student success

2021-2022

- Shift: Year 2/5
- Live within our means
- Larger focus on data
- Initiatives focus
- Return on investment (ROI)
- What's your plan?
- Alignment
- Improved student success

Operating

Draft 1: Structural Deficit

- **Assumptions**
 - Numbers will change between start to finish and draft to draft
 - 2020-2021 status quo revenue and expense updated for:
 - Removal of non-contractual surplus & carry forward
 - Estimated operating grant resulting from Feb enrolment submission to MOE (assuming no change to funding model)
 - Reduction in wages & benefits related to estimated enrolment (regular enrolment and number of designations)

Draft 1: Structural Deficit

Revenue		Expense	
20-21 Status Quo	214,540,539	20-21 Status Quo	214,540,539
Less Surplus	(10,822,003)	Less Identifiable Carry Forwards	(5,765,953)
Less Estimated 21-22 Operating Grant	(715,834)	Plus Contractual or Other (Wages, Reserves & Board Motions)	1,963,465
		Less Wages & Benefits Decrease from Enrolment Submission	(467,332)
Estimated 21-22 Revenue	203,002,702	Estimated 21-22 Expense	210,270,719
		Expenses > Revenue = Structural Deficit	7,268,017

Draft 1: Operating Grant

- **Changes from 20-21**

– Regular Enrolment	(\$246,032)
– Enrolment Decline Supplement	(\$375,369)
– Number of Designations	(\$221,300)
– February Collection	+ 36,449
– May Collection	+ 101,030

Draft 1: Structural Deficit

- **REMEMBER!**
 - Starting point
 - No different that starting point in any year except we're communicating
 - Intended to demonstrate the perils of balancing a future year's budget with surplus from previous year
 - May not be able to live within means for 21-22 (use \$0 surplus)
 - May have to phase in over remaining 3 years of strat plan

Pressures

- Considerations
- Not reflected in Draft 1
- Referred by the Board or known by staff
- No decision at this point
- Unknowns
- Further assumptions

Pressures: Revenues

- International – will enrolment increase and if so by how much?
- Rentals – will we return to some third party rentals part way through the year?
- Interest – will rates stay low with economic outlook? Will they drop further?
- Indigenous enrolment – will students return or is our enrolment submission optimistic?
- Surplus – will not have as much as previous years
- Ministry funding announcement – will occur BEFORE provincial budget

Pressures: Expenses

- COVID learning loss
- COVID protocol continuation: custodial 1162 hours/week +cleaning supplies \$1.6m
- Shops \$1.2m
- Literacy \$500k
- Shift to make room for new initiatives & health & safety/liability
- Maintaining VP 0.1 FTE \$300k
- Filling 20-21 vacancies: Directors and PVP
- Re-Opening Sundance
- Department/School “asks”
- Balancing strategies

Next Steps: Draft 2 and Beyond?

- Departments completing draft budgets
- Alignment: what is the MOST IMPORTANT?
- Identify initiatives or practices no longer needed
- Make space for priorities
- Continue to monitor enrolment
- Fine-tune other revenues
- Ministry funding announcement
- Surplus projection

First Reading: Operating

- \$210,270,719 (will change for second & third reading)
- Status quo with surplus & estimated operating grant changes

First Reading: Special Purpose

- \$39,488,837 (will change for second & third reading)
- Status quo 20-21
- **MOE restricted special purpose**
 - Community LINK
 - Ready Set Learn
 - Strong Start
 - Classroom Enhancement Fund
 - Federal French (OLEP)
- **Non-MOE restricted special purpose**
 - School Generated (non-public) Fund
 - Scholarships/Bursaries

Reading 1: Capital

- \$34,379,202 (will change for second & third reading)
- Status quo 20-21
- **Major Capital**
 - Vic High
 - Other?
- **Minor Capital**
 - Carbon Neutral Projects
 - School Enhancement Projects
 - Playground Replacement
 - Building Envelope Program

Reading 1: Consolidated

• Operating:	\$210,270,719
• Special Purpose:	\$ 39,488,837
• Capital:	<u>\$ 34,379,202</u>
• Total Budget Bylaw Amount	\$284,138,758

ThoughtExchange

- **Last Year:**

What are the most important things we can do in the Greater Victoria School District to meaningful support learning opportunities for students?

- **This Year?**

The student experience is at the heart of all we do in SD61. What are the most important changes you would make to your (child's/students'/own) learning and school environment to improve the student experience?"

Student Symposium

- Re-Scheduled: week of April 5

Talking Tables

- Re-schedule: TBD

Process

Mar 8	Operations Policy & Planning Committee	Structural Surplus/Deficit
MINISTRY FUNDING ANNOUNCEMENT - MARCH 12		
SPRING BREAK - MARCH 15 to 26		
Mar 29	Regular Open Board Meeting	First Reading of Budget Bylaw (Revenue) & Status Quo Expenses; Structural Surplus/Deficit
Apr 13	SPECIAL Open Board Meeting	Superintendent's (Staff's) Recommendation/ Second Reading put on the floor
Apr 19	Operations Policy & Planning Committee	Superintendent's Recommendations/Clarifying Questions/FAQ
Apr 26	Regular Open Board Meeting	Stakeholder Final Comments to Board/Board Debate & Changes/ Second & Third Reading: APPROVED

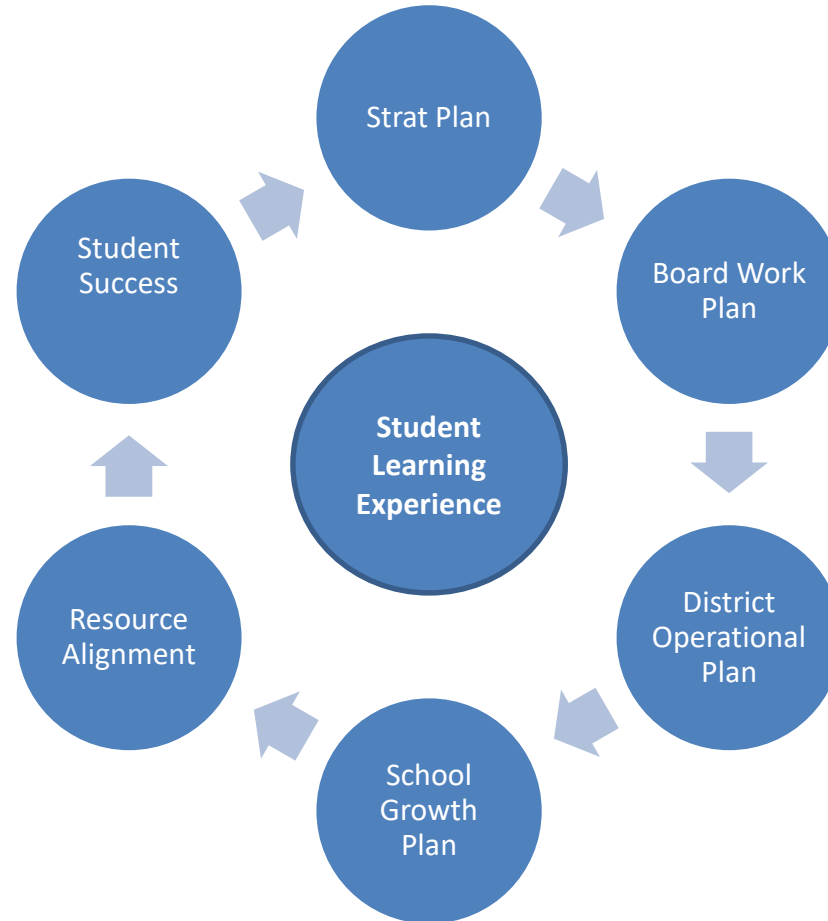
Key Milestones

March 29	First reading bylaw passed
April 13	Second reading bylaw on the floor
April 26	Second & third reading passed
April 30	Budget complete
May-June	Staffing processes commence & conclude

Parting Thoughts

- **Structural deficit:**
 - not insurmountable
 - don't panic
 - part of the process
 - essential to understand and identify priorities
 - step forward to meeting student need

Alignment



MONTHLY FINANCIAL REPORT - OPERATING REVENUES - January 2021

	2020-2021					2019-2020				
	Budget	Jan 2021	YTD	Available	% !!	Budget	Jan 2020	YTD	Available	%
602 CE/HL OTHER FEES	300	15	166	134	45% !!	500	65	200	300	60%
605 CE/HL REGISTRATION FEES	10,650	850	6,000	4,650	44% !!	12,475	1,175	9,525	2,950	24%
621 MINISTRY BLOCK FUNDING	182,318,934	17,202,320	91,536,810	90,782,124	50% !!	181,291,074	17,803,450	90,951,297	90,339,777	50%
629 OTHER MIN OF ED GRANTS	8,373,802	698,284	3,924,940	4,448,862	53% !!	6,909,680	511,052	1,556,132	5,353,548	77%
641 REVENUE -OTHER PROV MINISTRIES	112,019	20,040	112,020	(1)	0% !!	52,138	0	49,795	2,343	4%
643 SUMMER SCHOOL FEES	1,720	0	1,720	0	0% !!	28,581	(2,060)	28,581	(0)	0%
644 CE/HL COURSE FEES	25,000	75	18,925	6,075	24% !!	18,500	3,650	15,225	3,275	18%
645 REVENUE-CAFETERIA	34,775	5,056	28,233	6,542	19% !!	101,045	2,230	55,444	45,601	45%
647 OFFSHORE STUDENTS TUITION FEES	8,953,171	475,041	9,412,952	(459,781)	-5% !!	14,727,559	346,390	13,516,701	1,210,858	8%
648 LOCAL EDUCATION AGREEMENTS	966,444	0	531,558	434,886	45% !!	1,063,116	0	542,918	520,198	49%
649 MISC FEES & REVENUE	846,677	80,114	505,484	341,193	40% !!	1,098,091	66,610	780,445	317,646	29%
651 COMMUNITY USE OF FACILITIES	862,854	96,308	515,795	347,059	40% !!	1,819,508	103,723	642,215	1,177,293	65%
652 COMMUNITY USE OF FIELDS	1,327	0	1,327	0	0% !!	0	0	43,953	(43,953)	
653 COMMUNITY USE OF THEATRE	1,347	0	1,348	(1)	0% !!	26,588	5,808	42,880	(16,292)	-61%
654 PARKING FEES	12,300	300	12,000	300	2% !!	0	2,220	20,623	(20,623)	
655 RENTALS LIAB INS REVENUE	20	0	20	0	0% !!	0	305	5,700	(5,700)	
659 OTHER RENTALS & LEASES	673,109	153,562	451,966	221,143	33% !!	2,000	14,976	413,253	(411,253)	-20563%
661 INTEREST	6,331	569	3,553	2,778	44% !!	0	3,840	19,698	(19,698)	
669 INVESTMENT REVENUE	517,520	48,622	300,819	216,701	42% !!	1,030,000	83,745	653,399	376,601	37%
671 SURPLUS FROM PRIOR YEAR	17,979,328	0	17,979,328	0	0% !!	20,276,921	0	14,827,885	5,449,036	27%
GRAND TOTAL	221,697,628	18,781,157	125,344,963	96,352,665	43%	228,457,776	18,947,179	124,175,869	104,281,907	46%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - January 2021

	2020-2021							2019-2020						
	Budget	Jan 2021	YTD	Encumbrances	Total Exp	Available %		Budget	Jan 2020	YTD	Encumbrances	Total Exp	Available %	
SALARIES							!!							
111 CERTIFICATED TEACHERS	90,085,230	9,001,997	44,390,516		44,390,516	45,694,714	51% !!	91,509,190	8,877,871	44,238,449	0	44,238,449	47,270,741	52%
112 P&VP SALARIES	13,817,002	1,180,431	8,229,827		8,229,827	5,587,175	40% !!	13,854,934	1,087,358	7,730,961	0	7,730,961	6,123,973	44%
114 ALLIED SPECIALISTS	2,077,045	176,502	880,404		880,404	1,196,641	58% !!	1,555,569	140,376	681,980	0	681,980	873,589	56%
115 DEPARTMENT HEAD ALLOWANCES	257,686	25,620	128,694		128,694	128,992	50% !!	255,635	25,106	124,962	0	124,962	130,673	51%
120 EXEMPT STAFF (CERT)	1,255,874	104,424	751,362		751,362	504,512	40% !!	1,167,219	143,467	698,501	0	698,501	468,718	40%
121 EXEMPT STAFF (NON-CERT)	3,717,960	298,113	2,136,231		2,136,231	1,581,729	43% !!	3,436,452	385,757	1,894,450	0	1,894,450	1,542,002	45%
122 CUSTODIANS	2,400,837	173,442	1,258,155		1,258,155	1,142,682	48% !!	2,255,875	169,845	1,308,697	0	1,308,697	947,178	42%
123 JANITORS	3,473,549	209,332	1,974,284		1,974,284	1,499,265	43% !!	3,443,343	267,868	1,999,212	0	1,999,212	1,444,131	42%
125 FOREMEN	533,365	38,435	316,639		316,639	216,726	41% !!	493,510	33,656	241,760	0	241,760	251,750	51%
126 TRADESMEN/LABOURERS	3,800,686	286,634	2,225,216		2,225,216	1,575,470	41% !!	3,655,575	290,895	2,040,927	0	2,040,927	1,614,648	44%
131 SCHOOL ASSISTANT SALARIES	16,694,848	2,179,440	7,476,705		7,476,705	9,218,143	55% !!	17,501,670	1,494,103	7,650,727	0	7,650,727	9,850,943	56%
142 CLERICAL SALARIES	8,723,115	1,063,665	4,631,623		4,631,623	4,091,492	47% !!	8,650,034	655,372	4,173,548	0	4,173,548	4,476,486	52%
161 TTOC SALARIES	8,693,206	528,793	3,760,708		3,760,708	4,932,498	57% !!	7,298,457	675,657	4,172,245	0	4,172,245	3,126,212	43%
165 RELIEF LABOUR	442,235	24,791	277,188		277,188	165,047	37% !!	442,655	14,435	174,970	0	174,970	267,685	60%
167 SCHOOL ASSIST RELIEF	703,467	27,815	84,574		84,574	618,893	88% !!	714,332	9,579	342,468	0	342,468	371,864	52%
168 CASUAL CLERICAL SALARIES	133,967	6,075	28,842		28,842	105,125	78% !!	154,370	5,340	62,544	0	62,544	91,826	59%
170 MONITORS	0	0	0		0	0	!!	15,917	2,754	5,508	0	5,508	10,409	65%
191 TRUSTEES INDEMNITY	222,622	18,649	129,375		129,375	93,247	42% !!	218,822	18,452	126,561	0	126,561	92,261	42%
199 RECOVERIES	(543,181)	76,338	(495,959)		(495,959)	(47,222)	9% !!	(531,044)	(41,247)	(281,330)	0	(281,330)	(249,714)	47%
TOTAL -- SALARIES	156,489,513	15,420,497	78,184,384	0	78,184,384	78,305,129	50% !!	156,092,515	14,256,644	77,387,139	0	77,387,139	78,705,376	50%
BENEFITS							!!							
211 TEACHER BENEFITS	21,161,255	2,242,193	9,972,981		9,972,981	11,188,274	53% !!	21,321,878	2,185,163	10,273,372	0	10,273,372	11,048,506	52%
212 P&VP BENEFITS	2,774,310	281,790	1,456,749		1,456,749	1,317,561	47% !!	2,757,129	248,010	1,327,119	0	1,327,119	1,430,010	52%
214 ALLIED SPECIALISTS BENEFITS	427,871	37,136	162,804		162,804	265,067	62% !!	295,560	29,012	132,904	0	132,904	162,656	55%
215 DEPT HEAD ALLOWANCE BENEFITS	61,587	6,150	22,126		22,126	39,461	64% !!	59,564	5,960	22,109	0	22,109	37,455	63%
218 EMPLOYEE FUTURE BENEFITS EXPENSE	380,735	9,569	(262,363)		(262,363)	643,098	169% !!	0	3,347	(105,854)	0	(105,854)	105,854	
220 EXEMPT (CERT) - BENEFITS	241,079	23,168	126,681		126,681	114,398	47% !!	230,619	31,245	124,381	0	124,381	106,238	46%
221 EXEMPT (N-CERT) BENEFITS	730,674	64,765	370,106		370,106	360,568	49% !!	676,694	79,584	345,261	0	345,261	331,433	49%
222 CUSTODIAN BENEFITS	528,185	31,949	257,898		257,898	270,287	51% !!	527,262	36,146	297,275	0	297,275	229,987	44%
223 JANITOR BENEFITS	783,233	45,350	400,321		400,321	382,912	49% !!	805,686	53,091	413,779	0	413,779	391,907	49%
225 FOREMEN BENEFITS	117,340	8,668	64,121		64,121	53,219	45% !!	115,067	8,706	55,120	0	55,120	59,947	52%
226 TRADESMEN/LABOURER BENEFITS	836,200	67,561	497,584		497,584	338,616	40% !!	853,744	67,909	468,900	0	468,900	384,844	45%
231 SCHOOL ASSISTANT BENEFITS	3,973,343	472,140	1,807,806		1,807,806	2,165,537	55% !!	4,279,516	359,659	1,897,314	0	1,897,314	2,382,202	56%
242 CLERICAL BENEFITS	2,075,606	230,713	1,118,334		1,118,334	957,272	46% !!	2,120,802	156,442	1,073,390	0	1,073,390	1,047,412	49%
261 TTOC BENEFITS	1,589,291	82,992	602,074		602,074	987,217	62% !!	1,334,070	95,702	720,266	0	720,266	613,804	46%
265 RELIEF LABOUR BENEFITS	65,190	15,541	76,235		76,235	(11,045)	-17% !!	64,184	7,338	64,999	0	64,999	(815)	-1%
267 RELIEF ASSISTANT BENEFITS	79,594	9,979	54,959		54,959	24,635	31% !!	87,616	7,332	83,973	0	83,973	3,643	4%
268 CASUAL CLERICAL BENEFITS	22,287	3,894	3,926		3,926	18,361	82% !!	21,605	0	457	0	457	21,148	98%
270 MONITORS BENEFITS					0	0	!!	1,513	263	533	0	533	980	65%
291 TRUSTEE BENEFITS	13,580	1,160	7,892		7,892	5,688	42% !!	4,376	1,016	7,488	0	7,488	(3,112)	-71%
299 OTHER - BENEFITS	(79,458)	0	(53,500)		(53,500)	(25,958)	33% !!	(57,689)	0	0	0	0	(57,689)	100%
TOTAL -- BENEFITS	35,781,902	3,634,718	16,686,735	0	16,686,735	19,095,167	53% !!	35,499,196	3,375,925	17,202,782	0	17,202,782	18,296,414	52%
SERVICES & SUPPLIES							!!							
310 PROFESSIONAL & TECHNICAL SERVICE	0	0	0	0	0	0	0% !!	10,000	0	40	0	40	9,960	100%
311 AUDIT	26,924	0	296	0	296	26,628	99% !!	25,000	(3,251)	25,400	0	25,400	(400)	-2%
312 LEGAL	229,697	6,724	97,844	0	97,844	131,853	57% !!	178,580	91,676	133,232	0	133,232	45,348	25%
323 SOFTWARE MAINTENANCE	1,037,863	31,980	564,838	0	564,838	473,025	46% !!	1,003,369	(4,902)	565,645	0	565,645	437,724	44%
324 HARDWARE MAINTENANCE	99,099	0	96,790	0	96,790	2,309	2% !!	85,806	0	85,424	3,242	88,666	(2,860)	-3%
331 CONTRACTED TRANSPORTATION	929,640	46,382	353,048	620,498	973,545	(43,905)	-5% !!	1,048,412	15,968	420,324	602,770	1,023,094	25,318	2%
332 TRANSPORTATION ASSISTANCE	27,003	2,687	10,880	0	10,880	16,123	60% !!	32,353	2,026	6,740	0	6,740	25,613	79%
334 SCHOOL JOURNEYS	9,024	2,001	2,113	0	2,113	6,911	77% !!	82,200	(2,928)	66,715	0	66,715	15,485	19%
341 PRO-D & TRAVEL	1,785,024	96,971	353,206	0	353,206	1,431,818	80% !!	1,023,786	86,112	649,945	0	649,945	373,841	37%
342 TRAVEL MILEAGE	2,393	0	465	0	465	1,928	81% !!	4,298	1,090	6,483	0	6,483	(2,185)	-51%
343 LOCAL MILEAGE	69,856	3,816	19,398	0	19,398	50,458	72% !!	88,654	7,576	34,528	0	34,528	54,126	61%
345 STAFF TRAINING					0	0	!!	4,424	0	4,424	0	4,424	0	0%
364 VEHICLE LEASES	111,354	18,365	74,737	0	74,737	36,617	33% !!	115,235	19,206	76,838	0	76,838	38,397	33%
371 MEMBERSHIP FEES	117,027	3,996	100,052	0	100,052	16,975	15% !!	107,515	2,482	95,424	0	95,424	12,091	11%
391 PREMIUMS	439,970	0	362,791	0	362,791	77,179	18% !!	359,998	4,573	378,682	0	378,682	(18,684)	-5%
399 SERVICES RECOVERY	(1,378)	(45)	(14,850)	0	(14,850)	13,472	-978% !!	(7,594)	(5,015)	(12,758)	0	(12,758)	5,164	-68%
421 VISA EXPENSE	27,000	851	8,639	0	8,639	18,361	68% !!	30,763	3,700	20,242	0	20,242	10,521	34%
422 BANK SERVICE CHARGES	107,100	7,944	45,264	0	45,264	61,836	58% !!	124,261	7,509	60,115	0	60,115	64,146	52%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - January 2021

	2020-2021							2019-2020						
	Budget	Jan 2021	YTD	Encumbrances	Total Exp	Available	%	Budget	Jan 2020	YTD	Encumbrances	Total Exp	Available	%
431 LAND TELEPHONE	161,536	15,087	93,251	0	93,251	68,285	42%	150,722	27,961	81,663	0	81,663	69,059	46%
438 CELL PHONES	813,366	15,728	129,118	0	129,118	684,248	84%	797,968	14,907	141,376	0	141,376	656,592	82%
441 POSTAGE	53,626	2,538	29,279	2,274	31,553	22,073	41%	56,592	1,675	28,235	1,137	29,373	27,219	48%
444 COURIER SERVICE	36,253	6,823	31,716	0	31,716	4,537	13%	30,649	826	19,217	0	19,217	11,432	37%
445 ADVERTISING	78,867	9,145	59,840	0	59,840	19,027	24%	237,900	15,113	159,429	0	159,429	78,471	33%
446 PHOTOCOPYING	250,882	25,791	113,789	0	113,789	137,093	55%	226,321	27,418	130,904	0	130,904	95,417	42%
447 PRINTING SERVICES	22,019	1,826	8,023	0	8,023	13,996	64%	52,949	10,630	36,250	0	36,250	16,699	32%
448 AGENT FEE	655,445	68,392	296,814	0	296,814	358,631	55%	1,275,380	24,106	976,775	0	976,775	298,605	23%
450 GRANTS	59,827	0	38,408	0	38,408	21,419	36%	62,350	0	36,784	0	36,784	25,566	41%
451 CULTURAL ENRICHMENT	10,232	0	0	0	0	10,232	100%	8,060	1,100	4,838	0	4,838	3,222	40%
452 HONORARIA	16,647	1,975	4,900	0	4,900	11,747	71%	13,342	2,595	10,595	0	10,595	2,747	21%
453 SCHOLARSHIPS	6,000	0	6,000	0	6,000	0	0%	7,000	1,000	5,000	0	5,000	2,000	29%
457 GIFT / GIFT CERTIFICATES	1,818	581	1,746	0	1,746	72	4%	2,472	403	1,278	0	1,278	1,194	48%
459 LAUNDRY						0	!!	0	0	110	0	110	(110)	
460 LICENCES	21,935	0	10,469	11,466	21,935	0	0%	20,500	11,597	11,597	10,095	21,692	(1,192)	-6%
461 FREIGHT AND CARTAGE	200	0	(100)	0	(100)	300	150%	200	0	0	0	0	200	100%
462 SECURITY	100,434	16,168	73,404	7,468	80,872	19,562	19%	100,282	13,772	89,703	15,850	105,552	(5,270)	-5%
467 FLEET TELEMATICS	20,700	(994)	17,731	0	17,731	2,969	14%	19,200	3,143	10,323	0	10,323	8,877	46%
468 CONTRACT SERV - FACIL	794,265	54,087	511,712	131,756	643,468	150,797	19%	672,337	55,789	372,997	89,565	462,562	209,775	31%
469 MISCELLANEOUS SERVICES	2,678,381	212,558	1,087,020	539,402	1,626,422	1,051,959	39%	2,696,239	247,889	1,520,870	486,258	2,007,128	689,111	26%
481 PORTABLE MOVES	60,000	0	20,940	0	20,940	39,060	65%	60,000	0	0	0	0	60,000	100%
499 COST RECOVERIES	(11,497)	(3,893)	(11,497)	0	(11,497)	0	0%	(1,019)	2,122	(34,223)	0	(34,223)	33,204	-3258%
501 CAFETERIA FOOD	152,903	16,050	62,210	0	62,210	90,693	59%	162,197	24,009	66,888	0	66,888	95,309	59%
503 WOOD	14,536	378	9,562	0	9,562	4,974	34%	15,125	4,719	10,007	0	10,007	5,118	34%
504 METAL	3,457	1,353	3,385	0	3,385	72	2%	6,436	1,062	2,049	0	2,049	4,387	68%
505 APPLIED TECHNOLOGY SUPPLIES	2,336	0	0	0	0	2,336	100%	1,972	0	0	0	0	1,972	100%
506 DRAFTING SUPPLIES	968	718	718	0	718	250	26%	122	58	122	0	122	0	0%
508 AUTOMOTIVE	1,328	48	1,195	0	1,195	133	10%	2,937	1,168	2,218	0	2,218	719	24%
511 ADMINISTRATIVE SUPPLIES	261,905	19,898	125,313	0	125,313	136,592	52%	348,625	32,006	177,287	0	177,287	171,338	49%
512 COPY/PRINTER SUPPLIES	207,414	20,917	80,838	0	80,838	126,576	61%	197,211	18,125	98,614	0	98,614	98,597	50%
514 JANITORIAL SUPPLIES	403,383	36,229	237,648	0	237,648	165,735	41%	403,383	29,687	285,925	64	285,925	117,458	29%
515 VEHICLE SUPPLIES	62,782	38,488	45,831	0	45,831	16,951	27%	15,000	912	8,011	0	8,011	6,989	47%
516 MEDICAL SUPPLIES	6,539	(76)	2,420	0	2,420	4,119	63%	4,979	64	1,974	0	1,974	3,005	60%
518 VEHICLE FUEL PURCHASES	154,195	12,517	93,693	0	93,693	60,502	39%	155,298	10,068	81,483	0	81,483	73,815	48%
519 INSTRUCTIONAL SUPPLIES	10,202,488	196,305	2,084,571	80,952	2,165,523	8,036,965	79%	17,429,494	277,708	1,837,912	349,516	2,187,429	15,242,065	87%
520 BOOKS & GUIDES	571,720	42,782	200,614	0	200,614	371,106	65%	595,465	48,946	222,952	0	222,952	372,513	63%
525 MAGAZINES & PERIODICALS	5,843	2,129	6,363	0	6,363	(520)	-9%	3,505	236	1,576	0	1,576	1,929	55%
530 AUDIO VISUAL MATERIALS	4,945	0	4,994	0	4,994	(49)	-1%	14	0	0	0	0	14	100%
534 SOFTWARE	97,089	18,727	102,614	1,694	104,308	(7,219)	-7%	56,603	15,334	89,191	179	89,370	(32,767)	-58%
541 LIGHT & POWER	1,660,528	161,881	755,130	0	755,130	905,398	55%	1,717,413	162,043	808,984	0	808,984	908,429	53%
551 GAS	1,117,626	145,627	289,827	0	289,827	827,799	74%	1,090,848	128,022	238,071	0	238,071	852,777	78%
552 OIL	120,000	0	9,178	0	9,178	110,822	92%	62,501	0	0	0	0	62,501	100%
561 WATER	442,617	19,061	284,760	0	284,760	157,857	36%	432,060	45,261	309,175	0	309,175	122,885	28%
562 SEWER USER CHARGE	283,784	19,210	165,145	0	165,145	118,639	42%	267,796	41,177	155,885	0	155,885	111,911	42%
563 STORMWATER	77,360	0	75,834	0	75,834	1,526	2%	77,360	0	72,358	0	72,358	5,002	6%
572 GARBAGE DISPOSAL	220,372	26,318	125,975	0	125,975	94,397	43%	216,810	39,281	131,699	0	131,699	85,111	39%
581 FURNITURE & EQUIP PURCH	874,486	88,887	678,603	45,945	724,548	149,938	17%	949,311	44,727	323,870	119,682	443,552	505,759	53%
582 VEHICLE PURCHASES	59,486	0	59,486	0	59,486	0	0%	98,206	0	10,100	0	10,100	88,106	90%
590 COMPUTER PURCHASES	1,696,896	126,485	723,426	229,612	953,037	743,859	44%	1,205,882	177,941	437,750	49,922	487,672	718,210	60%
594 RECONCILIATION ADJUSTMENTS	0	(2,240)	(408)	0	(408)	408	!!	0	20	31,404	0	31,404	(31,404)	
595 INTERFUND TRANSFERS	0	0	0	0	0	0	!!	639,270	0	0	0	0	639,270	100%
599 SUPPLIES RECOVERIES	(129,306)	(57,571)	(143,211)	0	(143,211)	13,905	-11%	(96,262)	(24,532)	(138,935)	0	(138,935)	42,673	-44%
TOTAL -- SERVICES & SUPPLIES	29,426,212	1,581,604	10,683,786	1,671,066	12,354,852	17,071,360	58%	36,866,065	1,765,909	11,487,667	1,728,280	13,215,947	23,650,118	64%
GRAND TOTAL	221,697,627	20,636,819	105,554,905	1,671,066	107,225,971	114,471,656	52%	228,457,776	19,398,478	106,077,588	1,728,280	107,805,868	120,651,908	53%



FACILITIES SERVICES

491 CECILIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4
PHONE (250) 920-3400 FAX (250) 920-3461

Update for March 8th 2021

Maintenance Services | Minor Capital | Major Capital | Operations
Transportation | Health & Safety | Networks / Communication / Security | Climate / Energy Management

BUILDING MAINTENANCE SERVICES

Plexi barrier requests have increased with the new safety protocols. Most are to allow staff to remove their masks while in shared spaces at desks. We will continue to offer the barriers and other means as they come up.

During the snow over the long weekend we managed to get 20 Facilities staff to assist along with over 60 custodians. A huge effort by staff.

As SPP moves through the district we are initiating Service Requests for all deficiencies discovered during the facility inspections.

Developing a playground equipment standard is which will be distributed around the district. It will be a good planning tool for PAC's during planning stages

MINOR CAPITAL

Oaklands – Outdoor Classroom

Once roof installed (waiting on materials) project complete

Artimus Outdoor Classroom

Foundation complete, build progressing

Inclusive Learning Spaces

Following locations ready to start,

- George Jay
- Arbutus

Federal COVID Funding

The following schools are in the process of having sinks installed in various classrooms

- Cloverdale, McKenzie, Torquay, Hillcrest, and South Park

Child Care Studio Progress

All projects are underway

MAJOR CAPITAL

Cedar Hill Middle School announcement has been delayed by the Ministry from March to possibly June. We are revising and re-submitting the Project Definition Report at the Ministry's request due to the delay.

Vic High design and permitting is almost complete while abatement and demolition continues. Interior excavation for footings have been underway as well as underpinning, rock anchors and concrete work.

We are awaiting pricing for two glass backboards for SJ Willis gym. Determination of existing structure's ability to support increased weight of the glass is also underway.

OPERATIONS

February has been a busy month. Lots of mud to clean while maintaining surface disinfection. Extra cleaning has taken place where we have had the odd exposure. Our thanks to the 60 plus custodians who went above and beyond shoveling snow.

TRANSPORTATION

Working on various routes and schedules for next school year with choices being dependent on what happens with COVID. Bringing more of our white fleet in to our own servicing schedule rather than end them out. We are also operating and updating the Transportation website.

OCCUPATIONAL HEALTH & SAFETY

- Complete JOHS training process for review/approval
- Complete Ergo Accommodation purchasing process for review/approval
- Complete annual hearing test process for review/approval
- Air quality concerns – Cedar hill/Cloverdale/McCauley
- Transport Canada Inspection and ensure compliance
- Incident Investigations
- Complete facilities chemical inventory and ready for SDS update online
- Facilities JOHS Team meeting/inspections/training
- DOHS Covid-19 Protocols updates/Recommendations/Review

Priority (February)

- Confined Space Program Review
- Update SDS online

NETWORK, COMMUNICATION and SECURITY

Working through over 340 Service Requests, completed multiple Tec and Smartboard upgrades. Many telephone issues because of winds and rain so have been working with Telus to effect repairs. Worked with Energy Manager providing insight and support for car charging stations and vetting new Hydro usage measuring technology for the district.

CLIMATE and ENERGY

- Exporting data from Ameresco into Clean Government Reporting Tool (CGRT) tool for Greenhouse Gas (GHG) reporting (in progress).
- Detailed lighting audit of sites for LED upgrades in FY2021
 - Tolmie Building
 - Facilities (491 Cecelia)
 - Strawberry Vale Elementary
 - Uplands Campus
 - Sir James Douglas Elementary
 - James Bay Community
 - South Park Elementary
 - Frank Hobbs Elementary
 - Craigflower Elementary
 - Colquitz Middle School
- Ongoing LED upgrades at Reynolds and Lansdowne
 - Lansdowne @ 95% complete
 - Reynolds @ 85% complete
- Submitted LED Upgrade rebate documents to BC Hydro
 - Doncaster, Eagle view
- Installed and connected new EV charging station with payment feature at Oak Bay Secondary
- Applied for BC Hydro / Fortis Energy-wise FY2021 program
 - Our submission involves web-based real-time energy usage data (lights and plugs) displayed in competing classrooms
 - Prize is LED upgrades awarded to winning classroom
 - Creates awareness and accountability for energy usage, and fun for students.
- Created first draft of FY2021 Energy Management budget
- Completed Stats Canada Energy Surveys as required – 5 Schools
- Met with CRD on EV charging collaboration opportunities

Shops in School District No. 61: Audit Findings & Status

Prepared: December 7, 2020

Prepared for: Operations Policy & Planning Committee

Prepared by: Marni Vistisen-Harwood, Mark Peaty, Blair Higgs, Colin Roberts, Justin Taylor, Chuck Morris, Kim Morris

VII. Recommendations

Recommendation #1:

Staff develop a priority replacement plan (sample in Appendix “G” Page 93) based on:

- Equipment currently purchase but not installed from YTCEP funding
- Safety
- Compliance
- Programming
- Life Cycle of Existing Equipment
- New Technologies

Target date: February 2021

Recommendation #2:

A meeting be held for Principals, Vice-Principals and shop teachers to review this report, any upcoming changes to their shops, how to book an orientation with Facilities staff if requested, and updated documentation (SR process, monthly inspection process); and that the shop consultant/auditor be invited as a subject expert.

Target date: March 2021

Recommendation #3

The Service Request flowchart, Monthly Inspection flowchart and Request for Purchase, Replacement, Moving and Repair form be put into place as soon as Recommendation #2 has been completed. Target date: March 2021

Recommendation #4

In order to renew shops and bring into compliance, the Board consider in its 2021-2022 and subsequent budget cycles, an annual:

- | | |
|--|---------------|
| • refresh (evergreen) cycle | \$1.2m/year |
| • 1.0 FTE Facilities staffing to perform district monthly inspection | \$62,000/year |

utilizing all available funding sources including operating, CNCP, SEP, AFG and other.

Target date: April 2021 and subsequent budget years

Recommendation #5

The Board consider shop equipment in its annual surplus appropriation deliberations in order to advance the refresh cycle, where possible.

Target date: Summer 2021 and subsequent year ends

Recommendation #6

Shop teachers new to the District meet with OH&S and Facilities staff and where possible, the out-going shop teacher, in a timely manner to review:

- the specifics of the school shop(s)
- the roles and responsibilities of the teacher and Facilities Staff in the successful operation of District shops
- the SR and monthly inspection process

Target date: Fall 2021 and subsequent school year startups

Recommendation #7

That the provision of professional development opportunities for shop teachers be included in District professional development planning and that where possible, new shop technologies be jointly delivered to Facilities staff (Cecilia shops) and teachers (school shops).

Target date: 2021-2022 and subsequent school years

Recommendation #8

District shop audits occur every 5 years, by an external third party.

Target date: 2025

Recommendation #9

An administrative procedure be developed for the Administration Manual setting out the processes and procedures necessary to maintain compliance, uphold safety and deliver program to student in District school shops.

Target date: June 30, 2021

Recommendation #10

That existing shop equipment in excess of the benchmark equipment inventory, be grandfathered if health and safety standards, including the capacity of planned dust collector replacement projects, and liability thresholds are met, until the equipment can no longer be used or can no longer be supported.

Target date: Immediately



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Office of Trustee Diane McNally

To: Education Policy and Directions Standing Committee / Operations Policy and Planning Standing Committee, as appropriate

From: Trustee Diane McNally; second Trustee Rob Paynter

Re: NOTICE of Motion for Board Meeting December 14/20: Staffing Child Care SD61

Date: December 7, 2020

Background

The Board enthusiastically embraced the proposal by the former SD61 Secretary-Treasurer to staff before and after school child care with CUPE 947 staff when presented with a pilot program at Tillicum Elementary which would allow CUPE947 members to increase hours. The pilot fell through because of building timelines. However, the personnel concept and commitment should not be affected.

A 2017 discussion paper written by former SD61 Superintendent Piet Langstraat summarizes the issues for SD61. This motion addresses issues 3, 4, and 5.

“ While child care is distinctly different, the District has a fundamental role in determining how this type of programming is delivered in GVSD buildings on District land. There are guiding principles that ensure that the GVSD has control over both lands and buildings.

There are a number of elements of child care and early learning which the District must consider. These include:

1. Use of land and buildings
2. Governance structures
3. Quality of programming including existing programming
4. Staffing levels and staff qualifications
5. Funding structures

As discussions continue at the provincial government level it will be incumbent on the

Board of Education of the GVSD to have a voice in the determination of child care models in the province of British Columbia and the District.”

Rationale

A social justice lens demands that workers, often women, in the early childhood care / childhood care fields – and indeed any child care position – be well paid if we truly value this work and value our children.

An inclusive lens reminds us that continuity of care in personnel is important for many children who find change stressful. A seamless transition between before school care, school, and after school care is ideal, and we strive for the ideal.

Alignment With Strategic Plan

1.Mission: “We nurture each student’s learning and well-being in a safe, responsive and inclusive learning community.” Nurture is key, and care by staff who know the child well, and can provide continuity of care, supports this mission statement for children in care and for all children.

2.Goal 3 Strategy 2: “Work in collaboration with Ministry of Children & Family Development to provide joint educational planning and support for children and youth in care that helps develop the child’s personality, talents and mental and physical abilities to the fullest for current and future success.” The Board and District value joint planning and support for our children. Staffing child care with staff who already know the children well simplifies this process in this context.

3.Goal 3 Strategy 4: “Address the inequity of opportunity for all learners to maximize physical health and mental well-being.” Planning for children’s well-being must take into account as an initial critical element, the provision of optimal care and support for children with needs for additional support in every environment. Some children do not handle transitions well, and the fewer transitions in a day and the smoother they are, the better the well-being of the child.

4. Core Value: “We create open and respectful partnerships with each member of our learning community.” Providing an opportunity for CUPE Local 947 Education Assistants to increase hours, a topic discussed in the context of the Tillicum pilot project and often brought to the Board’s attention by CUPE 947 executive and members, would support an open and respectful partnership with members of CUPE Local 947, who are essential members of our learning community.

Recommendation

That the Board of Education SD61 Greater Victoria direct the Superintendent to staff early child care / child care before and after school programs with first consideration to CUPE 947 members who apply for the positions, and FURTHER, that CUPE 947 EAs immediately / as soon as possible be offered the positions at their current hourly wage before wide advertisement or SD61 staff contracting with other community provider(s).

Advocacy Ad Hoc Committee Terms of Reference

Purpose:

The Advocacy Ad Hoc Committee (the “Committee”) is an ad hoc committee established by the Board of Education (Bylaw 9140 Ad Hoc Committee of the Board) to develop advocacy action plans in partnership with input from our stakeholders to support public education initiatives.

Deliverables:

~~The Committee will create and monitor action plans to advocate for a variety of issues in public education.~~ The Committee will **may** address a variety of issues including appropriate funding, service provision, curriculum, governance, and public engagement. ~~This Committee may also address~~ **and** other matters as directed by the Board of Education.

Membership:

The committee will be comprised of the following members assigned annually:

- Two Trustees appointed by the Board Chair
- The Superintendent and/or designate and another member of senior administration, Secretary-Treasurer, or designate
- District Communications Staff
- **Other** District staff **appropriate to serve the discussion** from ~~Early Learning, Indigenous Education and Student Supports~~

Background:

The Advocacy Ad Hoc Committee (“the Committee”) was established by the Board for the purpose of developing advocacy action plans to support the Board’s effective advocacy on issues facing public education. ~~The Committee’s work has focused on identifying what is effective advocacy and determining priorities for advocacy.~~ **as directed by the Board from time to time.**

- ~~1. Children in Care~~
- ~~2. Child Care and Early Learning~~
- ~~3. Mental Health Literacy and Mental Wellness~~
- ~~4. Current motions that come forward from the Board of Education~~

~~Children in Care:~~

- ~~• Review the recommendations from the BC Representative for Children and Youth including but not limited to those in the recent report Room for Improvement: Toward Better Education Outcomes for Children in Care~~
- ~~• Develop a communication strategy to respond to the current communication challenges with the Ministry of Children and Family Development that are creating barriers to supporting District children in care.~~

Child Care and Early Learning:

- Create early childcare spaces that are accessible for every school community
- Through the information gathered from EDI data, create early learning response opportunities for every school community

Mental Health Literacy and Mental Wellness:

- Continue to provide information to the School District community on the initiatives being undertaken in the District to support and raise awareness about student mental health and wellness
- Promote leading practice to the Ministry of Education as appropriate
- Provide ongoing professional development throughout the District to raise awareness and improve skills and practice in regard to mental health and wellness
- Create a shared coordinated table with Songhees and Esquimalt Nations and our partner groups to identify and discuss mental health concerns
- Invite stakeholders to participate in an ongoing discussion to identify and address mental wellness of children and youth in the District.

Procedure:

The Superintendent shall call the Committee to convene following a motion (referral) of the Board.

Reporting:

A final report will be provided to the Education Policy and Directions Committee by May of each school year. **Once established the Committee shall provide** regular updates and recommendations **will be** made to the Board of Education through the Education Policy and Directions Committee **throughout the school year. and a final report will be prepared once the committee has completed its assigned task.**

Voting:

Decisions will be made by consensus **if whenever** possible. If no consensus is reached, a majority vote will take place.

Procedural Notes:

- All trustees may attend and contribute to the discussions.
- The Chair of the Committee shall be decided at the inaugural meeting of the Committee and yearly thereafter.
- Guests and or members of the public shall be invited to meetings at the discretion of the Chair of the Committee.

Date Adopted: October 26, 2020

Revised: XXXXXXXX 2020



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Office of Trustee Diane McNally

To: Education Policy & Directions Standing Cttee
Date: February 22, 2021
Re: Motion: Masks Letter

Background

A motion directing wearing of masks by students and all adults in school in SD61 was narrowly defeated at the January 25th Board meeting. There was some interest in the second part of the motion which directed the Board Chair to write to Provincial Health Officer Dr Henry on behalf of the Board, asking for a broadened mask mandate in schools, with exceptions on an individual basis.

Recent COVID exposures have occurred at a public school in Duncan, Royal Bay in SD62, two schools in Parksville, two private schools on the South Island, and Macaulay and View Royal here in SD61.

Provincial Health Officer Dr Bonnie Henry stated "The mask mandate that we put in place very recently talks about those public indoor places. And yes, children are required to wear masks in public indoor spaces as well as in their schools." Unless they're in a classroom.

During the first coronavirus (COVID-19) briefing of 2021 on Monday, Jan. 4, Dr Henry told reporters that health officials are re evaluating safety measures and plans after the Surrey School District reported 50 COVID cases at Earl Marriott Secondary School. Surrey Teachers' Association letter to Dr Bonnie Henry in December 2020 asserts that masks should be mandated for everyone in schools--not only teachers and adults – and in every school space.

Dr Amy Tan, a Victoria physician would like to see masks mandated for students in kindergarten to Grade 12, with exemptions on an individual basis for students who can't wear masks for various reasons.

Ontario requires all students age 10 and up to wear masks everywhere in school, including classrooms.

The Toronto District School board issued a directive mandating the wearing of appropriate masks in TDSB schools or buildings, with exemptions on an individual basis.

Edmonton Public Schools have directed mask wearing as mandatory as an additional means of protection for staff and students, with exemptions on an individual basis.

Saskatchewan's Chief Medical Health Officer Dr. Saqib Shahab's order is that masks are required for all students age 3 and older (who are able to wear a mask) , and all employee and visitors in schools, with the exception of while they are consuming food or beverages.

The US Centers for Disease Control site states that “In general, children 2 years and older should wear a mask ...” with exceptions for “children with certain disabilities...”.

Clearly, other jurisdictions have taken more extensive precautionary measures than BC has to protect students, front line educators, and other staff.

Alignment With Strategic Plan:

- Mission: “We nurture each student’s learning and well-being in a **safe**, responsive and inclusive learning community.”
- Goal 3, Strategy 4: "...maximize physical health and mental well-being.”

Recommended Motion:

That the Board direct the Board Chair to write a letter to Dr. Henry expressing support for a broadened mask mandate for schools that includes mask wearing by students K-12, staff, and any adults in school buildings in all school spaces, with exceptions on a case by case basis.to be made by principals, with a documented reason for an exemption.