



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

Monday, May 17, 2021, 9:30 p.m.  
Broadcasted via YouTube  
<https://bit.ly/3czx8bA>

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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 May 17, 2021 agenda be approved.

**A.3. Approval of the Minutes**

Recommended Motion:  
That the April 26, 2021 Regular Board minutes be approved.

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

**A.5. Student Achievement**

**A.6. District Presentations**

**A.7. Community Presentations**

(5 minutes per presentation)

**B. CORRESPONDENCE**

7

B.1.	April 21, 2021, Campus View Elementary Grade 1/2 Student Letters to Trustees, Use of Rodenticides	23
B.2.	May 11, 2021, SD61 to Ms. Alvarez' Grade 1/2 Class, re Use of Rodenticides	41
C.	<b>TRUSTEE REPORTS</b>	
C.1.	<b>Chair's Report</b>	
	a. Chair's Report	
	b. Annual Workplan: June	42
C.2.	<b>Trustees' Reports</b>	
	(2 minutes per verbal presentation)	
	a. Trustee Hentze - George Jay Naming Committee Report	44
D.	<b>BOARD COMMITTEE REPORTS</b>	
D.1.	<b>Education Policy and Directions Committee</b>	
	a. Draft minutes from the May 3, 2021 meeting - Information only	46
D.2.	<b>Operations Policy and Planning Committee</b>	
	a. Draft minutes from the May 10, 2021 meeting - Information only	50
	b. Recommended motions from the May 10, 2021 meeting	
	a. Policy Development - Bylaw 9360	

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Development Sub-Committee to develop an addition or addendum to Bylaw 9360 addressing how Board correspondence is managed in order to provide clear direction and transparency around Board processes.

- b. Revised Bylaw 9140, Ad Hoc Committee of the Board

59

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Bylaw 9140, *Ad Hoc Committee of the Board*.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings to revised Bylaw 9140, *Ad Hoc Committee of the Board*, at the May 17, 2021 Board of Education meeting.

**Motion to be Carried Unanimously**

Recommended Motion:

That revised Bylaw 9140, Ad Hoc Committee of the Board be:

Read a first time the 17th day of May, 2021;

Read a second time the 17th day of May, 2021;

Read a third time, passed and adopted, the 17th day of May, 2021.

**D.3. Audit Committee Report**

62

- a. Recommended motion from the May 10, 2021 meeting

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the March 2021 Quarterly Financial Report as presented to the Audit Committee.

**E. DISTRICT LEADERSHIP TEAM REPORTS**

**E.1. Superintendent's Report**

- a. Monthly Report - April and May 2021

68

Recommended Motion:

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

- b. 2021-2022 Specialty Academy Fees 70

Recommended Motion:  
That the Board of Education of School District No. 61 (Greater Victoria) makes available to the public via the District website, the schedules of fees that have been approved by the parents' advisory council for the school where the board proposes to offer specialty academy.

- c. Trustee Questions 75

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

- a. Monthly Report - April and May 2021 76

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

- b. Sundance/Bank Street: Update
- c. Summer School 2020 Ministry Compliance Audit Results

Recommended Motion:

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

- the disposal of a 7.3 acre portion of School District property municipally known as 1765 Lansdowne Road, Saanich, BC and legally described as: PID: 005-852-962, Lot A Section 27 Victoria District Plan 6679 (the “**Property**”);
- the entering into and completion of the obligations contained in an agreement of purchase and sale (the “**Purchase and Sale Agreement**”) in respect of the Property with Conseil Scolaire Francophone de la Colombie-Britannique (the “**Purchaser**”) in the amount of \$15,232,000.00 more or less;
- the granting of authority for the Purchaser, acting in the name of the Board or otherwise, to advance certain zoning, subdivision, and development related amendments to the Property with the District of Saanich and other third parties prior to completion of the disposal of the Property;
- the taking of all such action and the execution and delivery of all such documentation ancillary to, or related to, the foregoing; and
- the authorization of the Secretary-Treasurer to execute and deliver, on behalf of the Board, the Purchase and Sale Agreement and all such amendments thereto and all related and ancillary documents as the Secretary-Treasurer may, in her discretion, consider advisable.

The Board confirms that the Board will not require the Property for future educational purposes.

READ A FIRST TIME THE 17<sup>TH</sup> DAY OF MAY, 2021.

F. QUESTION PERIOD

(15 minutes total)

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

**G.1. Record of In-Camera Board of Education Meeting - April 26, 2020 80**

**G.2. Record of Special In-Camera Board of Education Meeting - May 10, 2021 81**

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

**H.1. New Business**

**H.2. Notice of Motions**

**I. ADJOURNMENT**

Recommended Motion:  
That the meeting be adjourned.



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

**MINUTES**

**April 26, 2021, 7:30 p.m.**

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

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, Facilities Services, Andy Canty, Director, Information Technology for Learning, Lisa McPhail, Communications and Community Engagement Manager, Vicki Hanley, Recorder

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**A. COMMENCEMENT OF MEETING**

The meeting was called to order at 7:34 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.

**A.2 Approval of the Agenda**

**Moved by** Trustee Ferris

**Seconded by** Trustee Leonard

That the April 26, 2021 agenda be approved with the following additions:

**C.2 Trustees' Reports**

C.2.b Trustee McNally - Indigenous Nations Education Council  
Representative Report

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

H.2.a Trustee McNally - May 10, 2021 Operations Policy and  
Planning Committee Meeting

**Motion Carried Unanimously**

## **A.3 Approval of the Minutes**

- a. Approval of the March 29, 2021 Regular Board Minutes

**Moved by** Trustee Duncan

**Seconded by** Trustee Painter

That the March 29, 2021 Regular Board Minutes be approved with  
the following amendment:

C.12 - Letter from Songhees Nation to SD61 - amend date to read  
March 4, 2021

**Motion Carried Unanimously**

**Moved by** Trustee Leonard

**Seconded by** Trustee Ferris

That the March 29, 2021 Regular Board minutes be approved, as  
amended.

**Motion Carried Unanimously**

- b. Approval of the April 13, 2021 Special Board Minutes

**Moved by** Trustee Ferris

**Seconded by** Trustee Leonard

That the April 13, 2021 Special Board Minutes be approved.

**Motion Carried Unanimously**

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



Trustee Duncan referred to the March 29, 2021 Board meeting minutes and requested an update with respect to the progress in receiving permission from the Chief of Songhees Nation to post their letter of March 4, 2021. Superintendent Green responded and advised that she has reached out to the Nations but has not received a response or permission to post their letter.

#### **A.5 Student Achievement**

a. Macaulay Elementary School

Chair Watters welcomed Josee Paris, Principal of Macaulay Elementary School.

Principal Paris introduced Vice-Principal, Suzanne Weckend and teacher, Katrinka Karpes. Principal Paris spoke to school data and Ms. Karpes provided a presentation with respect to the nature walks she incorporates into her classrooms and how it benefits her students.

Chair Watters thanks Principal Paris, Vice- Principal Weckend and Ms. Karpes for attending and presenting to Trustees.

#### **A.6 District Presentations**

None

#### **A.7 Community Presentations**

a. GVTA Mentorship Program Committee

Heidi Fowler and Lena Palermo, co-facilitators of the GVTA Mentorship Program Committee, attended the Board meeting to present to Trustees an update and overview of the program and how it benefits many mentors and mentees in the District.

b. Dr. Robert Oppenheimer, SD61 Parent

Dr. Oppenheimer attended the Board meeting to speak to Trustees about the proposed 2021-2022 budget and more specifically to the cuts to school counsellors, Education Assistant's and music. Dr. Oppenheimer urged parents to reach out to their local MLA's and government to request more funding for school districts.

c. Paula Marchese, SD61 Parent

Ms. Marchese attended the Board meeting to speak to Trustees about how her child has benefited from the music programs, school counsellors and Education Assistant's in the District and to advocate for all vulnerable students in the District who depend upon these programs.

d. Shari Worsfold,

Ms. Worsfold attended the Board meeting to speak to Trustees about the reading recovery program in the District and how it impacts student and encouraged Trustees to keep this in the literacy plan.

e. William Reid, SD61 Student

William Reid, a grade 12 student in the District, attended the Board meeting to speak to Trustees about his experience being involved in the many music programs, along with the benefits and impacts that the programs have on students and their mental health.

f. Robin Toszczak, SD61 Reading Recovery Teacher

Robin attended the Board meeting to speak to Trustees about the benefits of the reading recovery program in the District and urged Trustees to re-think cutting this program.

#### **A.8 Recess/Break**

**Moved by** Trustee Painter

**Seconded by** Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) take a recess break at 8:51 p.m.

**Motion Carried**

Chair Watters reconvened the meeting at 8:56 p.m.

#### **B. CORRESPONDENCE**

**B.1 March 31, 2021, BCSTA to Minister of Education, School Life Cycle Funding**

**B.2 April 1, 2021, SD33 to Minister of Education and Minister of Public Safety, Educational Services in Correctional Facilities**

### **B.3 Budget Correspondence re Proposed 2021-2022 Budget**

## **C. TRUSTEE REPORTS**

### **C.1 Chair's Report**

#### **a. Chair's Report**

Chair Watters presented the report and provided some highlights.

Trustee Paynter requested an update with respect to the Minister of Education stating on CBC that she had reached out to the District. Chair Watters responded that she had not heard from the Minister but did recommend that she invite local MLA's to meet with herself, Vice-Chair Leonard, Secretary-Treasurer Morris and Superintendent Green, with regards to the District budget and the process.

**Moved by** Trustee Painter

**Seconded by** Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to invite our local MLA's, Minister Mitzi Dean, Minister Rob Fleming, Minister Lana Popham, Minister Murray Rankin and Parliamentary Secretary Grace Lore - to a briefing on the SD61 Budget.

For (6): Trustee Watters, Trustee Leonard, Trustee Ferris, Trustee Hentze, Trustee Painter, and Trustee Whiteaker

Against (3): Trustee Duncan, Trustee McNally, and Trustee Paynter

**Motion Carried (6 to 3)**

#### **b. Annual Workplan: May**

Chair Watters presented for information, the Board Work Plan for May 2021.

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

#### **a. Trustee Paynter**

Trustee Paynter presented the report for information and stated that it was a follow up explanation to his verbal resignation from the Audit Ad Hoc Committee in March.

- b. Trustee McNally

Trustee McNally advised that there had been no meetings for her to attend as the representative for the Indigenous Nations Education Council and highlighted what she has been reading.

## **D. BOARD COMMITTEE REPORTS**

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

- a. April 6, 2021 meeting

The draft minutes from the April 6, 2021 Education Policy and Directions Committee meeting were provided for information.

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

- a. April 12, 2021 meeting

The draft minutes from the April 12, 2021 Operations Policy and Planning Committee meeting were provided for information.

- b. Recommended motions from the April 12, 2021 meeting

- a. Draft Child Care Policy 1330

Trustee Paynter registered a pecuniary conflict of interest and excused himself from discussion and voting for the following agenda item.

That the Board of Education of School District No. 61 (Greater Victoria) disseminate the draft Child Care Policy 1330 out for feedback.

Discussion ensued amongst Trustees with a question being asked about the Child Care Handbook referenced under point #4.3 of draft Policy 1330. Secretary-Treasurer Morris advised that the handbook has been completed and will accompany the draft Policy when it is distributed for feedback.

**Amendment:**

**Moved by** Trustee Duncan

**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) direct staff to include the Child Care

Handbook referenced under point #4.3 of Draft Policy 1330, *Child Care*, when distributing the draft for feedback.

**Motion Carried Unanimously**

That the Board of Education of School District No. 61 (Greater Victoria) disseminate the draft Child Care Policy 1330, including the draft Child Care Handbook, out for feedback.

**Motion Carried Unanimously**

b. George Jay Naming Committee - Draft Terms of Reference

The Terms of Reference for the George Jay Naming Committee were presented.

That the Board of Education of School District No. 61 (Greater Victoria) approve the George Jay Naming Committee Terms of Reference, as presented.

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

Abstain (2): Trustee McNally, and Trustee Paynter

**Motion Carried (7 to 0)**

**D.3 Revised Bylaw 9360, General Meeting of the Board**

Trustee McNally stated that she had several amendments to suggest with regards to revised Bylaw 9360, General Meeting of the Board. Chair Watters advised that Trustees would go through each suggested amendment separately.

**Moved by** Trustee McNally

**Seconded by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360, General Meeting of the Board, under point #8:

8. In the event that the Board may fail to conclude the business of the agenda by the time of adjournment the Chair may ask the board to

prioritize the remaining agenda items. Agenda items not concluded at the meeting, will be placed on the next month's agenda, and given priority to occur before new business, if a Special meeting is not called to address unfinished business.

**Motion Carried Unanimously**

Discussion ensued amongst Trustees and by consensus it was agreed that under point #10 the word "approved" shall be replaced with "adopted" and under point #11.A the word "approval" shall be replaced with "adoption."

**Moved by** Trustee McNally

**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360, *General Meeting of the Board*, under point #14:

14. In accordance with Section 67 of the *School Act*, ~~the Chair may allow~~ Trustees ~~to~~ may 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.

For (7): Trustee Watters, Trustee Duncan, Trustee Hentze, Trustee McNally, Trustee Painter, Trustee Paynter, and Trustee Whiteaker

Against (2): Trustee Leonard, and Trustee Ferris

**Motion Carried (7 to 2)**

**Moved by** Trustee Paynter

**Seconded by** Trustee Painter

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360, *General Meeting of the Board* by adding a new #12 and shifting all other points down:

12. All votes will be recorded in the Regular board meeting minutes with the Trustee's name and yes, no or abstain. Absent Trustees' names will be recorded as absent for the vote.

For (7): Trustee Watters, Trustee Duncan, Trustee Hentze, Trustee McNally, Trustee Painter, Trustee Paynter, and Trustee Whiteaker

Against (2): Trustee Leonard, and Trustee Ferris

**Motion Carried (7 to 2)**

**Moved by** Trustee Paynter

**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) amend Bylaw 9360, General Meeting of the Board, under point #13:

#13. An electronic copy of the General Meeting Agenda will be made available to the media, partner groups and the public (website) through the Secretary-Treasurer's three days before the meeting. **All Staff and Trustee presentations will be provided in the agenda package.**

For (4): Trustee Duncan, Trustee McNally, Trustee Paynter, and Trustee Whiteaker

Against (5): Trustee Watters, Trustee Leonard, Trustee Ferris, Trustee Hentze, and Trustee Painter

**Motion Defeated (4 to 5)**

**Moved by** Trustee Whiteaker

**Seconded by** Trustee McNally

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) approve revised Bylaw 9360, General Meeting of the Board*" be tabled until September 2021, after the work has been completed with the governance specialist.

For (4): Trustee Duncan, Trustee McNally, Trustee Paynter, and Trustee Whiteaker

Against (5): Trustee Watters, Trustee Leonard, Trustee Ferris, Trustee Hentze, and Trustee Painter

**Motion Defeated (4 to 5)**

**Moved by** Trustee Leonard

**Seconded by** Trustee Painter

That revised Bylaw 9360, *General Meeting of the Board* be:

Read a second time the 26th day of April, 2021;

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

Against (2): Trustee Paynter, and Trustee Whiteaker

**Motion Carried (7 to 2)**

**Moved by** Trustee Leonard

**Seconded by** Trustee Painter

That revised Bylaw 9360, *General Meeting of the Board* be:

Read a third time, passed and adopted the 26th day of April, 2021.

For (6): Trustee Watters, Trustee Leonard, Trustee Ferris, Trustee Hentze, Trustee McNally, and Trustee Painter

Against (3): Trustee Duncan, Trustee Paynter, and Trustee Whiteaker

**Motion Carried (6 to 3)**

#### **D.4 Recess/Break**

**Moved by** Trustee Duncan

**Seconded by** Trustee Painter

That the Board of Education of School District No. 61 (Greater Victoria) take a recess break at 10:10 p.m.

**Motion Carried Unanimously**

### **E. DISTRICT LEADERSHIP TEAM REPORTS**

Chair Watters called the meeting back to order at 10:13 p.m.

#### **E.1 Superintendent's Report**

a. Monthly Report

This agenda item was not discussed and has been moved forward to the May 17, 2021 Board meeting agenda.

b. 2021-22 School Calendar



**Moved by** Trustee Leonard  
**Seconded by** Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) approve the following 2021/2022 school calendar dates:

2021/2022 School Calendar\*

School Opening 2021	September 7,
First non-instructional day 2021	September 27,
Thanksgiving	October 11, 2021
Second non-instructional day (Province wide)	October 22, 2021
Remembrance Day 2021	November 11,
Third non-instructional day 2021	November 12,
Schools close for Winter vacation 2021	December 17,
Schools re-open after Winter vacation	January 4, 2022
Fourth non-instructional day 2022	February 18,
Family Day 2022	February 21,
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**

c. Amend the Agenda

Due to the lateness of the hour, discussion ensued amongst the Trustees with a recommendation being made to prioritize the agenda and move items from the Secretary-Treasurer's Report up to be discussed in the Superintendent's Report.

**Moved by** Trustee McNally

**Seconded by** Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) prioritize the remaining agenda by moving agenda items: E.2.b Victoria High School Track and E.2.d 2021-2022 Budget Update to the Superintendent's Report for immediate discussion.

**Motion Carried Unanimously**

d. Victoria High School Track

Secretary-Treasurer Morris provided a response to a question asked by Trustee Paynter at a previous meeting, as it relates to the Victoria High School track project and a Times Colonist newspaper article from October 2020. Secretary-Treasurer Morris clarified that the article was written and issued prior to the start of the Caledonia Project. Discussion ensued amongst Trustees with questions being asked of Secretary-Treasurer Morris. Trustee Paynter requested that this agenda item be brought back to a future meeting for further discussion.

e. 2021-2022 Budget Update

Secretary-Treasurer Morris provided an update to the 2021-2022 Budget process and stated that Departments were asked to review their expenditures for the 2020-2021 year and identify any unspent funds. This process provided some additional funds to put towards the deficit for 2021-2022. Secretary-Treasurer Morris presented Draft 3 of the proposed budget which included the updated staffing numbers, surplus funds from unspent 2020-2021 budgets and

enrolment numbers and provided three options for Trustee's consideration.

**Moved by** Trustee Hentze

**Seconded by** Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) extend the meeting time past 11:00 p.m.

**Motion Carried Unanimously**

Discussion ensued amongst Trustees with recommendations being discussed by Trustees and questions of clarification being asked of Secretary-Treasurer Morris.

**Moved by** Trustee Painter

**Seconded by** Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) direct staff to incorporate the following allocations into Draft 4 of the Budget, in preparation for the May 17, 2021 budget debate:

\$482,000 to Music Option 2 as presented: middle schools Grade 6/7/8 Band, Ukulele and Indigenous Drumming; and \$400,000 to Education Assistant staffing.

AND FURTHER;

That the funds be allocated from the April 26, 2021 unallocated surplus update as presented.

**Motion Carried Unanimously**

f. Communications Update

This agenda item was not discussed and has been moved to the May 17, 2021 Regular Board meeting agenda.

g. Trustee Questions

This agenda item was not discussed and has been moved to the May 17, 2021 Regular Board meeting agenda.

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

### **a. Monthly Report**

This agenda item was not discussed and has been moved forward to the May 17, 2021 Board meeting agenda.

### **b. Sundance/Bank Street: Update**

This agenda item was not discussed and has been moved forward to the May 17, 2021 Board meeting agenda.

## **F. QUESTION PERIOD**

Q: Can you please advise if the K-5 Balanced Literacy Support is based on any proven programming or evidenced based successes? If not, what is it based on? How will you measure success of the new supports compared to reading recovery? How will it be rolled out consistently across all elementary schools?

A: Due to the lateness of the hour these questions will be added and answered on the FAQ on the District website for the budget - <https://www.sd61.bc.ca/our-district/financial/>

Q: How much operating money in total is in the 2021/22 budget? Please provide the same information for the last two school years.

A: Due to the lateness of the hour these questions will be added and answered on the FAQ on the District website for the budget - <https://www.sd61.bc.ca/our-district/financial/>

Q: Could you please clearly identify what the gaps are and how your proposed budget is aimed at those identified gaps?

A: Chair Watters stated that she believed this question stemmed from her comment regarding meeting with local MLA's about the gap in the budget and clarified that she was referring to the deficit of \$7.1 million dollars in the 2021-2022 budget.

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

### **G.1 Record of In-Camera Board of Education Meeting - March 29, 2020**

### **G.2 Record of Special In-Camera Board of Education Meeting - April 6, 2021**

### **G.3 Record of Special In-Camera Board of Education Meeting - April 19, 2021**

## H. NEW BUSINESS/NOTICE OF MOTIONS

### H.1 New Business

- a. Trustee Paynter - FY 2021-/22 Budget Process

Trustee Paynter presented the motion and rationale.

**Moved by** Trustee Paynter

**Seconded by** Trustee McNally

That the Board of Education of Greater Victoria (School District 61) direct the Superintendent immediately schedule public meetings of the Board to enable the board and district administration to collaboratively develop an annual budget based on the 2020/21 budget allocations through the review of all district (by department) and school level allocations at to include both proposed operating and special purpose funds.

- District department leads and school principals will be expected to submit reports in advance to the Board on resource allocations and expenditures for the past 3 years and rationales for any proposed change in resourcing to be considered in the FY 21/22 budget.
- Meeting topics will be posted in advance to allow for public presentations specific to the agenda topic.
- Meetings schedules will be coordinated to enable the review to be completed, budget proposal finalized and Board bylaw to be passed by May 17, 2021.

For (2): Trustee McNally, and Trustee Paynter

Against (7): Trustee Watters, Trustee Leonard, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Painter, and Trustee Whiteaker

**Motion Defeated (2 to 7)**

## H.2 Notice of Motions

- a. Trustee McNally - May 10, 2021 Operations Policy and Planning Committee

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to write to the Minister of Education, Jennifer Whiteside, on May 11, 2021, requesting approval from the Minister for SD61 to incur a deficit in the budget for the 2021-2022 fiscal year, as per *BC School Act Section 156 (12)*:

*(12) A board must not incur a deficit of any kind unless the board*

*(a) has the approval of the minister*

## I. ADJOURNMENT

The meeting adjourned at 11:44 p.m.

**Moved by** Trustee Painter

**Seconded by** Trustee McNally

That the meeting be adjourned.

**Motion Carried Unanimously**

---

Chair

---

Secretary-Treasurer

April 21<sup>st</sup>, 2021

Dear School District 61

please stop using rodenticide to kill rats.

It's killing owls to because they eat rats.

Thanks for reading my letter.

From,

XU

Div 14 Grade 2  
Campus View Elementary school



APR 21

Dear School District 61

I am writing to ask you  
to please stop using rat  
poison. It will not just kill  
rats. I will kill squirrels  
and owls. Thank you for  
reading my letter.

From

Georgia

Div 4 Grade 2

Campus View School





April 21, 2021

Dear School District 61

I am writing because owls are  
dieing because of rodenticide rat, rats get  
poisoned then the owls eat the rats so  
the owls get poisoned. I was so sad when  
I saw the video!! Thank you for reading  
my letter!

From

Titi ♡

Div. 14 Grade 2  
campus view school



April 22 2021

~~Dear~~ Dear

I am writing to you because you are using rodenticide to kill rats so the owls eat rat so the owls are dieing so I was thinking you can stop using rat poison. You can put cheese in to cages then close the door. Thank you for reading my letter.

from

Elena.

Div. 14 Grade 2

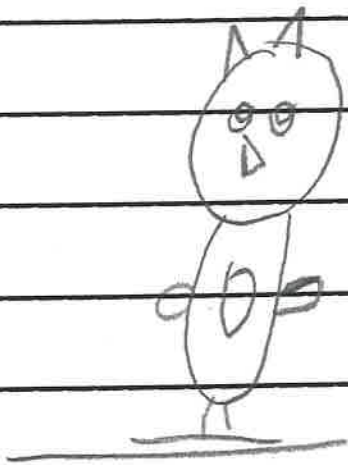
campus view school



Wed April 21 2021

Dear School District 61.

I am writing because I want School to stop  
using rat poison. It is killing owls. Please  
stop using rodenticide. Thank you! ♡



PIV 14 Grade 2 ♡  
Campasview school

from

Binna e



PIV





April 21, 2021

Dear School District 61

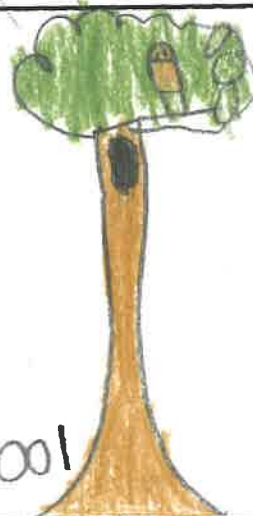
I am writing to tell you that  
rat poison is bad for animals.

Stop using it please. I am  
feeling sad because owls  
are dying. Thank you for  
reading my letter.

From

Blendi

Div. 14 Grade 2  
Campus View School



April 21 2021.

Dear School District 6

I am writing to ask you to please stop using Rodenticide and make rat traps that don't have rat poison because owls are suffering and I care about owls. Thank you for reading my letter.

from

Sophia We  
Div. 14 Grade 2  
Campus View School  
I am from Zambia



April 21 2021

Dear School District

I am writing to ask you to  
stop using rat poison. It is  
killing owls. Thank you for  
reading my letter.

from

Siamal

Div. 44

campus

view school



hoot hoot

April 21 2021

Dear School District 61

I wdnt to ask you to please  
not use any rat poison because  
it will kill the dws. You  
can make traps with no  
poison. Reading my letter.

Thank you for

From

Liam

Div. 14 Grade 2

Campus View School



April 21 2021

Dear School District 61

I am writing to ask that you not  
use rat poison it will kill owls. just  
put cheese Thank you for reading my  
letter.

from

Matthew

Div. 4 Grade 1

Campus View School





April 21, 2021

Dear School District 61

I am writing because owls are  
dying so stop using rodenticide.  
it is hurting nature. Thank you  
for reading my letter.

from

Ella

Div 14 Grade 2  
Campus View School



April 21 2021

Dear school District

I am writing to ask you to  
STOP using poison on the bats  
please. The poison is also  
poisoning the owls. Have a good  
day!



Fahm

Santiago

DIV. 14 Gradel  
campus view school



April 22, 2021

Dear School District 61

I am asking you not to use  
poison to kill rats. Owls will die.  
use cheese in a trap. Thank  
you for reading my letter.

from Kyle



11/14 Graded Campus View School

April 21, 2021

Dear School District 61

I am writing to ask you  
to stop using rat poison.

It is killing animals.

But thank you for reading  
my letter.

from

Victoria

Div. 14 Grade 2

Campus View School.





April 21 2021

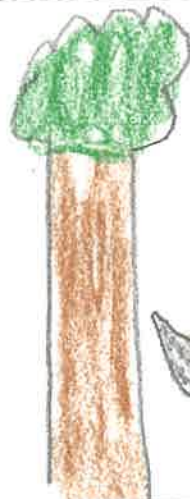
Dear School District 61

I am writing to ask you to please stop  
putting rat poison out. It's killing the  
owls and it is hurting nature. Thank you  
for listening to my concerns.

from \_\_\_\_\_

Lucy \_\_\_\_\_

Div 14 Grade 2  
Campus View School



April 21 2021

Dear School District 61

I am writing to you because I  
Want you to stop using rat poison  
because it will kill owls. Thank  
you for reading my letter.

For m Att

DIV. 14 grade 2  
campus View School



April 21, 2021

Dear School District 51

I am writing this  
letter because the school  
district uses rat poison.  
I am going to tell you  
about the rat poison.

When you use the rat  
poison the owls eat the  
rats and the owls  
die. Thank you for  
reading my concerns.

from

Faris

Div. 14 Grade 2  
Campus View

School



April 22 2021

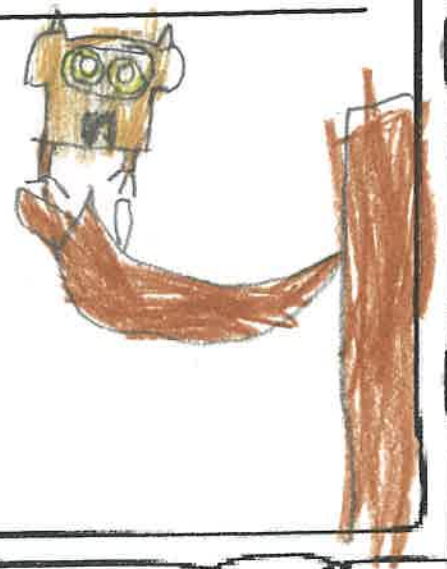
Dear School District 61

I am writing this letter for stop using rat poi-  
son. The OWLS will die. Thank  
you for reading my letter.

FROM

Patrick

Div. 14 Grade 1  
Campus View School





May 11, 2021

Louise Alvarez  
Grade 1 / 2 Teacher  
Campus View Elementary  
(via email)

Dear Louise,

Thank you for your Grade 1 / 2 letters regarding the use of rodenticide in our school district. I have checked with our staff and with the pest control company we contract with. Though the use of rodenticide may have been used years ago, I am advised it is not in use today.

I have read all the letters from your students. I appreciate the letters and the effort that they put into them. I would like to say thank you to your students for alerting me of their concerns. Owls are safe in our school district.

Kind regards,

*Mr. Chuck Morris*

Mr. Chuck Morris, CTech  
Director of Facilities Services  
School District No. 61 (Greater Victoria)

Cc: Board of Education  
Shelley Green, Superintendent of Schools

*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.*

JUNE

LAST DAY  
OF SCHOOL  
JUNE 24

ADMINISTRATIVE  
DAY  
JUNE 25

## BOARD'S GOVERNANCE ACTIVITIES

### Strategic Direction and Context

- Review and Adjust the Governance Framework for the Coming School Year
- Acknowledge National Indigenous Peoples' Day – Traditional Welcome

### System Planning And Performance Monitoring

- H.R. Report
- Anaphylaxis Aggregate Report

### External Compliance And Accountability

- Approve the Five-Year Capital Plan for June 30 Submission to the Ministry of Education
- Monthly Financial Summary
- Audit Committee Report

### Engagement with Stakeholders and Public Recognition Events

- Attend Commencement Ceremonies
- Host the Annual Retirement Celebration

JUNE

## BOARD'S GOVERNANCE ACTIVITIES

LAST DAY  
OF SCHOOL  
JUNE 24

ADMINISTRATIVE  
DAY  
JUNE 25

### Advocacy for Public Education and Provincial Liaison

- Continue to Set Dates for any Required Liaison with Municipalities and Province over the Summer for Capital Priorities

### TRUSTEE PROFESSIONAL DEVELOPMENT IN-SERVICE

- Board's Strategic Planning Time – Looking Back and Making Revisions for the Year Ahead

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

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

---

TO: Board of Education  
FROM: Angie Hentze  
RE: George Jay Naming Committee Update  
DATE: May 17, 2021

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## Background

On September 23, 2019, the following Board Motion was passed:

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

Due to challenges with the pandemic, the committee convened in January 2021. We have since met four times.

Membership consists of:

- a) A trustee
- b) District staff
- c) School principal
- d) School teacher
- e) Member of the PAC
- f) Member of the community

## Activities

At the first meeting, the Committee heard from Shelly Niemi, District Administrator Indigenous Education, about the process of the Equity Scan, and the importance of using data from the first phase of this process to inform the work of the committee. Lisa McPhail, Communications, provided the committee with an overview of the George Jay Renaming Consultation Report.

The committee has researched the history of both the school and the individual, George Jay. Some resources include:

*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) "George Jay School 1909" by Bob Warren
- b) "Contesting White Supremacy" by Timothy J. Stanley
- c) The Racial Privilege Inventory
- d) BCs Naming Privileges Policy

The committee has coordinated an Education Speaker Series, to hear perspectives from our partners, stakeholders and community members. Invitations to speak were sent out to several community groups and interested parties. The purpose was to gather as many perspectives as possible to inform the decision-making process.

To date the Committee has heard from:

- a) Dr. Timothy Stanley, author of "Contesting White Supremacy"
- b) Representatives of the staff of George Jay Elementary
- c) Two community members

Shelly Niemi has provided the committee with an update regarding the Equity Scan and is in the process of connecting with the Indigenous Education Ad Hoc Committee, and the Elders Advisory Council, and we hope to sit in circle with them later this month.

Thus far, the majority of the speakers have spoken in favor of recommending a change of school name. Individuals have spoken about the importance of having students feel welcomed, a sense of belonging and valued. It has been further shared that the individual, George Jay, did not provide this type of learning environment for the students: it was not welcoming, safe or belonging, and as a result we should not celebrate this individual by having using their name on a school.

We have also heard presentations from individuals who are not in favour of recommending a name change. Some of the areas of concern include: the cost, both financial and in time and energy; the importance of the meaning of the George Jay community(not the individual), including the potential loss of the "Joyful Jay" mascot, a Steller's Jay illustration gifted to the school; and the loss of a learning opportunity should the name change.

### Next Steps

The committee is looking forward to sitting with members of the Nations this month. The speaker series continues in June, and then the committee will break for the summer. The plan is to return in the fall with a recommendation for the board. The committee is committed to proceeding in a thoughtful and thorough manner, and want to ensure that we have all necessary information and input before moving forward with a recommendation.

*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.*

One *Learning* Community





## Education Policy and Directions Committee Meeting

### MINUTES

May 3, 2021

Broadcasted via YouTube

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

- Trustees Present:      **Education Policy and Directions members:** Ryan Painter, Chair, Nicole Duncan, Tom Ferris, Diane McNally, Jordan Watters (ex officio)  
                                 **Operations Policy and Planning members:** Elaine Leonard, Rob Paynter
- Administration:      Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Andy Canty, Director, Information Technology for Learning, Kelly Gorman, Recorder
- Stakeholders:      Christine Payne, VCPAC, Lucinda Graf, GVTA, Jane Massy, CUPE 947 President, Connor McCoy, GVPVPA President
- 

#### A.      **COMMENCEMENT OF MEETING**

The meeting was called to order at 7:02pm

##### **A.1      Acknowledgement of Traditional Territories**

Chair Painter 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**

Trustee McNally requested that the May 3, 2021 Education Policy and Directions Committee agenda be amended.

**Moved by** Trustee McNally

That the Board of Education SD61 Greater Victoria direct the Chair to write to Minister of Education Jennifer Whiteside on May 4 requesting approval from the Minister for SD61 to incur a deficit in budget for the 2021-2022 fiscal year, as per BC School Act Section 156 (12):

(12) A board must not incur a deficit of any kind unless the board

(a) has the approval of the minister

For (1): Trustee McNally, Trustee Duncan

Against (4): Trustee Painter, Trustee Ferris, and Trustee Watters

**Motion Defeated (1 to 4)**

Chair Painter called for the vote on the approval of the May 3, 2021 agenda as presented.

**Moved by** Trustee Ferris

That the May 3, 2021 Education Policy and Directions Committee meeting agenda be approved.

**Motion Carried Unanimously**

### **A.3 Approval of the Minutes**

**Moved by** Trustee Ferris

That the April 6, 2021 Education Policy and Directions Committee meeting minutes be approved.

**Motion Carried Unanimously**

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

Trustee Duncan requested an update with respect to a date set for the assessment working session. Deputy Superintendent Whitten stated that she would get the dates and report back to the Trustees.

## **B. PRESENTATIONS TO THE COMMITTEE**

### **B.1 Education Assistant Supports - Brett Gaylor**

Brett Gaylor presented on experiences with Education Assistant supports. Trustees provided thanks for the presentation.

### **B.2 Reading Recovery - Richelle D. Funk**

Richelle D. Funk presented on the benefits of Reading Recovery. Trustees provided thanks for the presentation.

### **B.3 Reading Recovery - Sallie Boschung**

Sallie Boschung presented on Reading Recovery. Trustees provided thanks for the presentation.

### **B.4 Reading Recovery - Ameer Ballantyne**

Ameer Ballantyne, presented on Reading Recovery. Trustees provided thanks for the presentation.

### **B.5 Music and Strings Programs in SD61 - Megan Taylor**

Megan Taylor presented on the proposed music program reductions being considered in the current proposed budget. Trustees provided thanks for the presentation.

### **B.6 Inclusivity and Student Supports - Brianna Day**

Brianna Day presented on student supports and inclusivity. Trustees provided thanks for the presentation.

## **C. NEW BUSINESS**

### **C.1 District Team Update: Transforming Libraries - Dave Shortreed, District Team Vice-Principal**

Dave Shortreed, District Team Vice-Principal presented on Transforming Libraries in alignment to goals 1 and 2 of the Strategic Plan. Libraries provide culturally responsive, inclusive and equitable learning opportunities. Teacher librarians are a key role for schools as they have the ability to reach all students and staff in the school. Libraries are now a place for students to create and collaborate. Trustees provided thanks for the presentation.

### **C.2 Graduation Activities - Trustee Paynter**

**Moved by** Trustee Paynter



That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to identify any planning requirements and procedures for graduation related activities and events with recognition to current provincial COVID-19 public health restrictions and district policies.

The Committee, by consensus withdrew the motion, *"That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to identify any planning requirements and procedures for graduation related activities and events with recognition to current provincial COVID-19 public health restrictions and district policies."*

**D. NOTICE OF MOTION**

None

**E. GENERAL ANNOUNCEMENTS**

None

**F. ADJOURNMENT**

The meeting adjourned at 8:36pm

**Moved by** Trustee Duncan

That the meeting adjourn.

**Motion Carried Unanimously**

---

Chair

---

Secretary-Treasurer



## Operations Policy and Planning Committee Meeting

### REGULAR MINUTES

**May 10, 2021, 7:00 p.m.**  
**Broadcasted via YouTube**  
**<https://bit.ly/3czx8bA>**

Trustees Present: **Operations Policy and Planning Committee members:** Elaine Leonard (Chair), Rob Paynter, Angie Hentze , Ann Whiteaker, Jordan Watters (ex officio)  
**Education Policy and Directions Committee members:** Nicole Duncan, Diane McNally, Ryan Painter

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, Julie Lutner, Director of Finance, Budgets and Financial Reporting, Financial Services, Andy Canty, Director, Information Technology for Learning, Chuck Morris, Director of Facilities Services, Kelly Gorman, Recorder

Administration: Kristil Hammer, President, VCPAC, Mark Morrison, Second VP & Health & Safety Officer, GVTA, Jane Massy, President, CUPE 947, Cindy Graf, GVTA Representative.

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#### A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:02pm.

##### 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**

That the May 10, 2021 agenda be approved with the following addition:

Finance and Legal Affairs

E.1. Budget 2021-2022 Update - Secretary-Treasurer Morris

**Moved by** Trustee Watters

That the May 10, 2021 Operations Policy and Planning Committee meeting agenda be approved, as amended.

**Motion Carried Unanimously**

**A.3 Approval of the Minutes**

That the April 12, 2021 minutes be approved with the following addition:

Under G2. Add Motion Carried Unanimously

**Moved by** Trustee Hentze

That the April 12, 2021 Operations Policy and Planning Committee meeting minutes be approved, as amended.

**Motion Carried Unanimously**

**A.4 Business Arising from Minutes**

None

**B. PRESENTATIONS TO THE COMMITTEE**

**B.1 Reading Recovery - Erica Groening**

Erica Groening presented on Reading Recovery. Trustees provided thanks for the presentation.

**B.2 Reading Recovery - Bill Whitfield**

Bill Whitfield presented on Reading Recovery. Trustees provided thanks for the presentation.

**B.3 Youth and Family Counselling - Leila Durzi**

Leila Durzi presented on Youth and Family Counselling. Trustees provided thanks for the presentation.

**B.4 Music Proposed Budget Cuts - Emilia Vozian**

Emilia Vozian presented on the proposed budget cuts to music. Trustees provided thanks for the presentation.

**B.5 Clerical Budget Cuts - Blanche Philip**

Blanche Philip presented on proposed budget cuts to clerical staff. Trustees provided thanks for the presentation.

**B.6 Greater Victoria Acting Together - Matthew Cook**

Matthew Cook presented on Youth and Family Counselling. Trustees provided thanks for the presentation.

**C. SUPERINTENDENT'S REPORT**

**C.1 Compost and Recycling**

Manager Building Operations Baggott spoke to the positive diversion rate of waste over the past five years in School District No. 61, (Greater Victoria). Superintendent Green stated that student representatives are engaged in compost and recycling and will be recommending a motion to the board next month.

**D. PERSONNEL ITEMS**

None

**E. FINANCE AND LEGAL AFFAIRS**

**E.1 Budget 2021-2022 - Secretary-Treasurer Morris**

Secretary-Treasurer Morris presented on the current proposed budget. Staffing for Teachers, CUPE 947 and Principals/Vice-Principals, highlighting the 2020-2021 one-time federal funding that are not available in 2021-2022 and subsequent years. Secretary-Treasurer Morris also summarized impacts of the budget to classroom, realignment to strategic plan, shift toward equity, data relative to indigenous learners and upcoming pressures to 2022-2023 and subsequent years.

**E.2 Policy Sub-Committee Report**

- a. Revised Bylaw 9140, Ad Hoc Committee of the Board

Secretary-Treasurer Morris presented the revised Draft Bylaw 9140, Ad Hoc Committee of the Board. Revised Bylaw 9140 was reviewed and amendments were made.

**Amendment:**

**Moved by** Trustee Duncan

Add 14. "Ad Hoc Committee meeting materials including agendas, minutes, reports and up to date Terms of Reference for all Ad Hoc Committees will be posted to the District website."

For (3): Trustee Paynter, Trustee Hentze, and Trustee Whiteaker

Against (2): Trustee Leonard, and Trustee Watters

**Motion Carried (3 to 2)**

**Moved by** Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Bylaw 9140, Ad Hoc Committee of the Board, as amended.

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

Abstain (1): Trustee Watters

**Motion Carried (4 to 0)**

**E.3 Monthly Financial Report - March 2021**

Secretary-Treasurer Morris presented the monthly budget review for March 2021. Questions of clarification were asked.

**E.4 Energy Manager Presentation**

Energy Manager Leslie presented on Energy Management in the school district. 90% of greenhouse gas is coming from buildings. Buildings are the largest opportunity for savings because of heating demands. LED lighting upgrades have resulted in 1,886,150 kWh per year savings, and approximately \$208,000 per year savings. Secretary-Treasurer Morris thanked him for his first presentation to the committee. Trustees provided thanks for the report.

## F. FACILITIES PLANNING

### F.1 Operations Update: May 2021

Director of Facilities Services Morris presented the May, 2021 report. Trustee Duncan requested an update on air quality at Cedar Hill Middle School and Macaulay Elementary School at the June 14, 2021 Operations Policy and Planning Committee meeting.

## G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None

## H. NEW BUSINESS

### H.1 Working Committee and Consultation on Compost and Waste - Trustee Whiteaker

Trustee Whiteaker provided rationale for her motion. A video was played of local students in support of the motion.

**Moved by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to oversee the creation of a Working Committee and consultation process, as outlined in Bylaw 9210, to prepare a draft *Compost and Waste* policy proposal to ensure consistent practices and supports across the district which are in alignment with our environmental values and goals.

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

**Moved by** Trustee Watters

That the motion "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to oversee the creation of a Working Committee and consultation process, as outlined in Bylaw 9210, to prepare a draft Compost and Waste policy proposal to ensure consistent practices and supports across the district which are in alignment with our environmental values and goals.*" be referred to the June 14, 2021 Operations Policy and Planning Committee meeting.

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

Against (2): Trustee Paynter, and Trustee Whiteaker

**Motion Carried (3 to 2)**

**H.2 Adendum to Bylaw 9360 - Correspondence Treatment - Trustee Watters**

Trustee Watters presented rationale for the motion. Trustees debated the motion.

**Moved by** Trustee Watters

That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Development Sub-Committee to develop an addition or addendum to Bylaw 9360 addressing the how Board correspondence is managed in order to provide clear direction and transparency around Board processes.

**Motion Carried Unanimously**

**H.3 Annual Salary Increments for Senior Administrative Staff - Trustee Paynter**

Trustee Paynter presented rationale for the motion. Superintendent Green spoke to the motion. Trustees debated the motion.

**Moved by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to engage in discussion with staff in senior administrative positions to voluntarily suspend their annual salary increments for the school year 2021/2022 to signal their commitment to share in the impacts resulting from budget cuts necessary to enable the district to function within its annual budget.

**Motion Defeated Unanimously**

**H.4 Reduce Trustee Stipends - Trustee Paynter**

Trustee Paynter provided rationale for the motion. Trustees debated the motion.

**Moved by** Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent direct financial staff to reduce trustee

stipends by 25% for the school year 2021/2022 to signal our commitment to share in the impacts resulting from budget cuts necessary to enable the district to function within its annual budget.

For (1): Trustee Paynter

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

**Motion Defeated (1 to 4)**

#### **H.5 Budget Reset - Trustee McNally**

Trustee McNally provided rationale for the motion. Debate ensued amongst the public, stakeholders, trustees and staff.

**Moved by** Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to halt the current budget and a) provide at least two alternative budget scenarios that move the cuts farther from the classroom, include significant cuts to Tolmie-based management, and that do not attempt to "solve" the \$7 million shortfall in one fiscal year, for the May 17 Board Meeting and (b) move the final vote to June 21, 2021.

For (2): Trustee Paynter, and Trustee Whiteaker

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

**Motion Defeated (2 to 3)**

#### **H.6 Central Deposit Program - Trustee McNally**

Trustee McNally provided rationale for the motion. Debate ensued amongst the public, stakeholders, trustees and staff.

That the Board of Education of School District No. 61 (Greater Victoria) task the Secretary-Treasurer via direction from the Superintendent, to immediately begin required steps to withdraw \$7 million from the \$33-\$43 million School District No. 61 account held in the CDP, full amount to be withdrawn as soon as possible, and used to offset the School District No. 61 \$7 million budget shortfall for the fiscal year 2021-2022.



For (2): Trustee Paynter, and Trustee Whiteaker

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

**Motion Defeated (2 to 3)**

**Moved by** Trustee Hentze

That the Board of Education of School District No. 61 (Greater Victoria) extend the meeting past 11 pm if required.

**Motion Carried Unanimously**

#### **H.7 Contact Minister - Trustee McNally**

Trustee McNally provided rationale for the motion. Debate ensued amongst the public, stakeholders, trustees and staff.

That the Board of Education of School District No. 61 (Greater Victoria) (a) direct the Chair to write to, or contact the Minister of Education Jennifer Whiteside in the most expeditious method of communication, on May 11, urgently requesting approval from the Minister for School District No. 61 to incur a deficit budget for the 2021-2022 fiscal year, as per BC School Act Section 156 (12): A board must not incur a deficit of any kind unless the board has the approval of the minister.

For (2): Trustee Paynter, and Trustee Whiteaker

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

**Motion Defeated (2 to 3)**

### **I. NOTICE OF MOTION**

Trustee McNally provided 3 Notices of Motion for the May 17, 2021 Board Meeting.

**I.1** That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to halt the current budget and a) provide at least two alternative budget scenarios that move the cuts farther from the classroom, include significant cuts to Tolmie-based management, and that do not attempt to "solve" the \$7 million shortfall in one fiscal year, for the May 17 Board Meeting and (b) move the final vote to June 21, 2021.

**I.2** That the Board of Education of School District No. 61 (Greater Victoria) task the Secretary-Treasurer via direction from the Superintendent, to

immediately begin required steps to withdraw \$7 million from the \$33-\$43 million School District No. 61 account held in the CDP, full amount to be withdrawn as soon as possible, and used to offset the School District No. 61 \$7 million budget shortfall for the fiscal year 2021-2022.

**I.3** That the Board of Education of School District No. 61 (Greater Victoria) (a) direct the Chair to write to, or contact the Minister of Education Jennifer Whiteside in the most expeditious method of communication, on May 18, urgently requesting approval from the Minister for School District No. 61 to incur a deficit budget for the 2021-2022 fiscal year, as per BC School Act Section 156 (12): A board must not incur a deficit of any kind unless the board has the approval of the minister.

**J. GENERAL ANNOUNCEMENTS**

None

**K. ADJOURNMENT**

The meeting adjourned at 11:06pm

**Moved by** Trustee Whiteaker

That the meeting adjourn.

**Motion Carried Unanimously**

---

Chair

Secretary-Treasurer

---

## **BYLAW 9140**

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### **AD HOC COMMITTEE OF THE BOARD**

1. The Board may establish Ad Hoc Committees of the Board.
2. An Ad Hoc Committee shall be an advisory committee established for a temporary purpose to deal with a specific issue. The Ad Hoc Committee shall report to the appropriate Standing Committee of the Board, within the time prescribed and within its terms of reference, with recommendation for action, which may include a recommendation for policy change.
3. All committees established by the Board of Education including Standing Committees of the Board, are considered advisory committees to the Board.
- ~~9.~~ **4. The membership of the Committee shall select a Chair at the first meeting of the Committee and select a note taker at each meeting.**
- ~~4.~~ **5. Chair of the Committee, or the Chair's delegate, will be responsible for preparing the agenda.**
- ~~12.~~ **6. Two or more members attending ad hoc committees will form quorum regardless of type of member.**
- ~~6.~~ **Ad Hoc Committee minutes will be attached to and reported by a member Trustee at the appropriate standing committee.**
- ~~5.~~ **7. A member Trustee will be responsible for providing the minutes and reporting to the Standing Committee.**
- ~~7.~~ **8. Ad Hoc Committees of the Board require a Terms of Reference document (template attached), which will be drafted by school district senior administration and presented to the Board.**
- ~~8.~~ **9. Trustee members of any Ad Hoc Committee shall be as selected by the Board.**

---

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

10. The Chairperson of the Board shall be a member of all Ad Hoc Committees, without voting rights.
11. The Superintendent or designate may be a member of all Ad Hoc Committees.
- ~~13.~~ **12.** The Ad Hoc Committee shall be dissolved by motion of the Board.
13. Any changes to the TOR will be approved by the Board.
- 14. Ad Hoc Committee meeting materials including agendas, minutes, reports and up to date Terms of Reference for all Ad Hoc Committees will be posted to the District website.**

*Greater Victoria School District*

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Approved: April 27, 1981  
 Revised: Sept. 22, 1986  
 Revised: October 24, 1988  
 Minor revisions: June 1998  
 Adopted: February 25, 2002  
 Reviewed: March 2012  
 Revised: April 20, 2015  
 Revised: November 16, 2015  
 Revised: XXX

## **Ad Hoc Committee Terms of Reference Template**

**Purpose:**

**Deliverables:**

**Membership:**

**Timeline:**

**Voting:**

**Procedural Notes:**

**Date Adopted:**

# 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, Secretary-Treasurer  
**DATE:** May 17, 2021  
**RE:** **Audit Committee Report – May 10, 2021 Meeting**

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## **Background:**

The Audit Committee held a meeting on May 10, 2021. Trustee Ryan Painter joined the Audit Committee as a new member and was nominated to the position of Chair. New business included discussions on the provision of audit services and the March 2021 Quarterly Financial Report.

Items of a financial nature were presented to the committee resulting in two recommendations to the Board. One recommendation has been presented in-camera as it pertained to pricing from a competitive bidding process and one recommendation is being presented in public.

## **Recommendation:**

### **March 2021 Quarterly Financial Report**

Katrina Stride, Associate Secretary-Treasurer, provided highlights of the quarterly financial report for the period ending March 31, 2021. Ms. Stride advised that the year-to-date results are slightly lower than the prior year, but are in line with expectations for the third quarter given that the District continues to navigate the impact of the COVID-19 pandemic.

Trustees recommended that the Board accept the March 2021 Quarterly Financial Report through the Audit Committee Report.

That the Board of Education of School District No. 61 (Greater Victoria) accept the March 2021 Quarterly Financial Report as presented to the Audit Committee.
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*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:** Audit Committee

**FROM:** Kim Morris, Secretary-Treasurer

**DATE:** May 10, 2021

**RE:** **March 31, 2021 Quarterly Financial Report**

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## **Background**

In addition to the financial reports being provided to the Board as part of the annual budget process, the audited financial statements, the monthly financial reports and monthly budget change reports, the quarterly financial reports are being prepared in order to assist the Board in the area of financial oversight. The format of the quarterly report is consistent with Schedule 2A “*Schedule of Operating Revenue By Source*” and Schedule 2B “*Schedule of Operating Expense by Object*” of the financial statements.

The quarterly financial report shows the annual operating budget and year-to-date actual revenue and expenditures as a percentage of the annual operating budget. The annual operating budget used in the quarterly financial report is the preliminary budget and does not include budget related to approved surplus carry-forwards from prior years, whereas actual expenditures may include expenditures related to prior year surpluses. It should be noted that the budget used in the monthly financial report and monthly budget change report includes budget related to approved surplus carry-forwards from prior years, as well as amendments to the current year budget.

The prior year information has been included for comparative purposes.

## **Revenue**

Ministry of Education Operating Grant as a percentage of the related budget is 69.57%, which is comparable with 70.75% in the prior year. Operating grant revenue is recognized when it is received.

Other Ministry of Education Grants as a percentage of the related budget is 60.29%. The amount of revenue recognized in each quarter is affected by the receipt of new grants, as well as the timing of grant payments. The budget and actual revenue recognized in the prior year includes the Carbon Tax and Employer Health Tax grants that have been rolled into the operating grant in the current year. New grants budgeted and actual revenue recognized in the current year include funding for Teacher Labour Settlement and Early Career Mentorship.

*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.*

Revenue from Other Provincial Ministries in the current year is related to After School Sports and Arts Initiative (ASSAI) grants from the Ministry of Tourism, Arts, Culture and Sport (\$103K) and from the sale of surplus assets through public auction by the Province of BC Asset Investment Recovery Service (\$11K). Increased revenue in the current year is due to all ASSAI funding being directed to the District instead of some being directed to community school associations.

Offshore Tuition Fees are fees received for the International Student Program (ISP). Offshore Tuition Fees as a percentage of the related budget are 115.90% compared to 102.63% in the prior year. This translates into tuition fees that have exceeded the current year budget by \$1.3M. The budget in the current year was reduced by 45% over the prior year in anticipation of the impact of COVID-19 on international student registration.

Local Education Agreement (LEA) Tuition is revenue received from the Federal Government to support the LEA with the Songhees Nation. This revenue is based on enrolment and the equivalent amount is deducted from the Ministry of Education Operating Grant.

As a result of the COVID-19 pandemic, the 2020 Summer School program was limited to academic completion courses. Due to the first session of the 2020 Summer School program starting in June and the cancellation of the second session expected to start in July, almost all of the Summer School Fees were recognized in June of the prior year. Summer School Fees recognized in July 2020 came in at 6.02% of the related annual budget, which is generally set to equal the fees collected in the prior year.

Continuing Education Fees consist of registration and course fees for Continuing Education and The Link (Distributed Learning). Continuing Education Fees as a percentage of the related budget are 94.02%. Actual revenue in the current year is consistent with the revenue in the prior year.

Rentals and Leases revenue as a percentage of the related budget is 69.18%. Rentals and Leases revenue has declined \$382K from the prior year as a result of the suspension of the rental of school facilities to external clients during the COVID-19 pandemic.

Investment Income as a percentage of the related budget is 38.19% as compared to 81.16% in the prior year. The decline in investment income is a result of interest rates dropping from 2.95% in July 2019 down to 1.45% in mid-March 2020 due to the COVID-19 pandemic. Interest rates had not changed from 1.45% by the end of March 2021.

Miscellaneous Revenue includes other grants, fees and general donations. The budget in the current year increased as a result of the reclassification of administrative fees in the International Student Program (ISP). Examples of miscellaneous revenue in the current year include Industry Training Authority (ITA) grants, administrative fees for ISP students, commissions and rebates, instrument rental revenue, and donations. The amount and timing of this revenue varies each year.

Total Operating Revenue is 68.66% of the related budget as compared to 71.52% in the prior year.

### **Expenditure by Object**

Teacher, Educational Assistant and Substitute Salaries to date are 67.41% of the combined related budgets as compared to 69.07% in the prior year. As the school year starts in September, it is expected that 7/10th (70%) of the salaries would be incurred to date as these positions are paid over



10 months. Educational Assistant salaries expense is lower than budgeted in the current year due to a shortage of Educational Assistants available to fill vacancies and lower overall enrolment.

Principals and Vice Principals, Support Staff and Other Professionals salaries are 71.85% of the combined related budgets and are comparable to 71.92% in the prior year. These positions are generally paid over 12 months; therefore, it is expected that salaries to date would approximate 75% of the Operating Budget.

Employee Benefits are at 66.06% of the related budget compared to 69.72% in the prior year. Actual expenses in the current year are slightly lower as they are tied to lower salary totals.

Total Salaries and Benefits are 68.03% of the related budget as compared to 69.74% in the prior year.

Services are at 106.06% of the related budget as compared to 106.16%. Services expenses are \$1.2M lower in the current year as a result of limited marketing and recruitment activity in International Education.

Student Transportation as a percentage of the related budget is 54.85% as compared to 65.83% in the prior year. Actual expenses in the current year are \$125K lower due to the suspension of student field trips and a one-time student exchange to Japan in the prior year. There is also a variance due to the timing of the March invoice for the Special Needs bussing contract (March expense is posted in April in current year).

Professional Development and Travel is at 61.25% of the related budget as compared to 106.4% in the prior year. Actual expenses in the current year are \$398K lower than expenses in the prior year due to limited professional development opportunities and travel restrictions put in place to reduce the spread of COVID-19.

Rentals and Leases expenditures are at 72.8% of the related budget as compared to 83.35% in the prior year. The budget for Rentals and Leases reflects the cost of the operating leases on fleet vehicles for Facilities Services.

Dues and Fees are at 109.66% of the related budget as compared to 107.15% in the prior year. Actual expenses in the current year are slightly higher due to increases in membership fees and from variances in the timing of payments.

Insurance is at 113.19% of the related budget as compared to 101.8% in the prior year. Actual expenses in the current year are \$42K higher due to increases in insurance premiums through the School Protection Program (SPP).

Supplies are at 65.21% of the related budget as compared to 65.36% in the prior year. Current year expenditures are slightly lower than the prior year in instructional supplies, but are higher than the prior year in non-instructional supplies and equipment, mainly as a result of implementing COVID-19 safety protocols across all facilities.

Utilities are at 68.9% of the related budget as compared to 64.17% in the prior year. Current year expenses are higher due to increased Next Generation Network (NGN) costs, as well as rate

increases and increased consumption of natural gas due to increased ventilation in schools during COVID-19.

Capital Asset Purchases are expenditures from the operating fund that will be transferred to the capital fund. Current year capital asset purchases include furniture, equipment, computer technology and multi-function devices for schools; tools for automotive shops; fleet vehicles and equipment for Facilities Services, and network infrastructure.

The Local Capital Transfer in the prior year represents funding budgeted to create a technology replacement reserve (\$200K), student device replacement reserve (\$339K) and child care capital reserve (\$100K). These amounts have been budgeted in Supplies in the current year, but the budget will remain in the Operating Fund.

Total Services and Supplies are 75.66% of the related budget as compared to 77.85% in the prior year.

Total Operating Expenditures are 68.71% of the related budget and are comparable to 70.49% in the prior year.

Overall, year-to-date results remain lower when compared to the prior year and reflect school district operations that continue to be impacted by the COVID-19 pandemic.

**SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)**  
**QUARTERLY FINANCIAL REPORT**  
**MARCH 31, 2021**  
**ACTUAL AS A PERCENTAGE OF THE OPERATING BUDGET**

	<b>2020/2021 Annual Operating Budget</b>	<b>Actual March 31, 2021</b>	<b>Percentage of Annual Operating Budget</b>	<b>2019/2020 Annual Operating Budget</b>	<b>Actual March 31, 2020</b>	<b>Percentage of Annual Operating Budget</b>
<b>REVENUE</b>						
Ministry of Education Operating Grant	182,851,875	127,217,894	69.57%	178,824,797	126,523,042	70.75%
Other Ministry of Education Grants	8,738,816	5,268,587	60.29%	4,736,196	3,110,498	65.68%
Other Provincial Ministries	50,000	113,763	227.53%	-	50,323	0.00%
Offshore Tuition Fees	8,273,723	9,589,094	115.90%	14,970,836	15,365,309	102.63%
Local Education Agreement Tuition	1,030,941	724,833	70.31%	1,106,631	773,205	69.87%
Summer School Fees	28,581	1,720	6.02%	49,512	28,581	57.73%
Continuing Education Fees	31,300	29,429	94.02%	22,500	29,300	130.22%
Rentals and Leases	1,815,064	1,255,713	69.18%	1,829,940	1,638,212	89.52%
Investment Income	1,030,000	393,399	38.19%	1,030,000	835,919	81.16%
Miscellaneous Revenue	658,400	659,229	100.13%	202,675	564,904	278.72%
Budgeted Prior Year Operating Surplus Appropriation	7,046,806			5,449,037		
Total Operating Revenue	211,555,506	145,253,661	68.66%	208,222,124	148,919,293	71.52%
<b>EXPENDITURE BY OBJECT</b>						
Teachers Salaries	91,528,262	62,621,334	68.42%	90,827,114	62,086,284	68.36%
Principals and Vice Principals Salaries	14,147,870	10,583,566	74.81%	13,518,126	9,897,628	73.22%
Educational Assistants Salaries	18,886,902	11,556,734	61.19%	18,929,842	12,356,845	65.28%
Support Staff Salaries	18,802,445	13,098,486	69.66%	18,271,847	12,729,199	69.67%
Other Professionals Salaries	4,798,558	3,440,053	71.69%	4,461,121	3,443,868	77.20%
Substitutes Salaries	8,139,995	5,737,895	70.49%	7,795,996	6,751,877	86.61%
Employee Benefits	36,182,266	23,903,308	66.06%	35,010,087	24,407,450	69.72%
Total Salaries and Benefits	192,486,298	130,941,376	68.03%	188,814,133	131,673,151	69.74%
Services	4,092,856	4,341,040	106.06%	5,305,297	5,631,855	106.16%
Student Transportation	1,019,460	559,181	54.85%	1,038,960	683,937	65.83%
Professional Development and Travel	674,017	412,830	61.25%	762,477	811,242	106.40%
Rentals and Leases	115,235	83,892	72.80%	115,235	96,044	83.35%
Dues and Fees	96,315	105,617	109.66%	94,980	101,772	107.15%
Insurance	372,000	421,053	113.19%	372,000	378,682	101.80%
Supplies	6,847,371	4,465,054	65.21%	5,803,860	3,793,392	65.36%
Utilities	4,512,684	3,109,378	68.90%	4,475,912	2,872,207	64.17%
Capital Asset Purchases	1,339,270	929,089	69.37%	800,000	739,095	92.39%
Local Capital Transfer	-	-	0.00%	639,270	-	0.00%
Total Services and Supplies	19,069,208	14,427,134	75.66%	19,407,991	15,108,226	77.85%
Total Operating Expenditure	211,555,506	145,368,510	68.71%	208,222,124	146,781,377	70.49%

TO: The Board of Education

FROM: Shelley Green, Superintendent of Schools

RE: Superintendent's Report

DATE: April 26, 2021

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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
  - Educational Staffing Committee
- Meetings and Events
  - Professional Conversations
- Meetings
  - Arbutus
  - Generative Dialogue/Coaching
  - Joint Committee (GVTA)
  - Ministry of Education Updates
  - Partner Groups – COVID Update
  - Professional Relations Committee (GVTA)
  - Principal Leader Cohort
  - Principals and Vice-Principals
  - Representative Advisory Council of Students
  - Tri-District Superintendents
  - Trustee Professional Working Session
  - VPVPA
  - Victoria High Staff Meeting
  - Victoria West Community Association

Recommended Motion: That the Board of Education of School District No. 61 (Greater Victoria) accept the Superintendent's Report, as presented.

*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.*

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TO: Board of Education  
FROM: Shelley Green  
RE: Superintendent's Report  
DATE: May 17, 2021

---

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
  - Audit Committee
- Meetings and Events
  - Professional Conversations
- Meetings
  - BCSSA Island Chapter
  - Generative Dialogue/Coaching
  - Island Health/Island Superintendents
  - Joint Committee (GVTA)
  - Ministry of Education Updates
  - Professional Relations Committee (GVTA)
  - Principal Leader Cohort
  - Principals and Vice-Principals
  - Regional Out of School Care
  - Representative Advisory Council of Students
  - Tri-District Superintendents
  - VPVPA

Recommended Motion: That the Board of Education of School District No. 61 (Greater Victoria) accept the Superintendent's Report, as presented.

*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.*

# Office of the Associate Superintendent

School District No. 61 (Greater Victoria)  
556 Boleskine Road, Victoria, BC V8Z 1E8  
Phone (250) 475-4220 Fax (250) 475-4112

*Colin Roberts – Associate Superintendent*

**To:** Board of Education Meeting  
**From:** Colin Roberts, Associate Superintendent  
**Date:** May 17, 2021  
**RE:** Specialty Academy Fees for 2021-2022

## **Background:**

In accordance with Section 82.1 of the School Act, a Board may charge a student enrolled in a specialty academy fees relating to the direct costs incurred by the Board in providing the specialty academy that are in addition to the costs of providing a standard educational program. The Parent Advisory Council where the specialty academy is offered must be consulted and approval of the schedule of fees must be obtained by the Parent's Advisory Council, after which a Board that offers specialty academy must establish a schedule of fees to be charged and make the schedule of fees available to the public. This must be completed by July 1<sup>st</sup>.

In accordance with Policy 6159, the Greater Victoria Board of Education is committed to ensuring that no student will be denied educational opportunities due to financial hardship.

## **Discussion:**

Attached to this memorandum is the Academy Schedule of Fees, approved and signed by their Parent Advisory Councils, for:

- Esquimalt High School Rugby Academy
- Lambrick Park Diamond for Excellence Baseball and Softball Academy
- Reynolds Secondary Centre for Soccer Excellence Academy
- Spectrum Hockey Skills Academy

## **Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) makes available to the public via the District website, the schedules of fees that have been approved by the parents' advisory council for the school where the board proposes to offer specialty academy.

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# ESQUIMALT HIGH SCHOOL

847 Colville Road, Victoria, B.C. V9A 4N9 phone 382-9226 fax 361-1263 esquimalt@sd61.bc.ca

## The Rugby Academy at Esquimalt High School

Section 82.1 (2) of the School Act states: "A board may offer a specialty academy if..."

- (a) The board has consulted with the parents' advisory council for the school where the board proposes to offer the specialty academy, and

Section 82.1 (6) Before establishing a schedule of fees... a board must:

- (a) Consult with the parents' advisory council for the school where the specialty academy is offered, and
- (b) Obtain the approval of the parents' advisory council for the schedule of fees.

The following is the 2021-22 fee structure for the Rugby Academy at Esquimalt High School as approved by our Parent Advisory Council:

The cost to students for participating in the Rugby Academy is \$100 per month for a yearly fee (10 months) of \$1000. Consistent with district policy, no student will be excluded due to financial hardship  
 \$100 non refundable deposit: deposit will be applied to the first month's fees

Signatures:

Kim Currie  
PAC Member Name

*Kim Currie*  
PAC Chair Member Signature

May 4, 2021  
DATE



# Lambrick Park Secondary School

4139 Torquay Drive, Victoria, B.C. V8N 3L1  
Phone: 250-477-0181 Fax #: 250-477-0143

Website: [www.lambrickpark.sd61.bc.ca](http://www.lambrickpark.sd61.bc.ca)

Email: [lambrickpark@sd61.bc.ca](mailto:lambrickpark@sd61.bc.ca)

Gord Mitchell, Principal

Nancy Archer, Vice Principal

Barry Janzen, Vice Principal

May 5, 2021

The Lambrick Park Baseball and Softball Academy

Section 82.1 (2) of the School Act states: "A board may offer a specialty academy if..."

- (a) The board has consulted with the parents' advisory council for the school where the board proposes to offer the specialty academy, and

Section 82.1 (6) Before establishing a schedule of fees... a board must:

- (a) Consult with the parents' advisory council for the school where the specialty academy is offered, and
- (b) Obtain the approval of the parents' advisory council for the schedule of fees.

The following is the 2021-22 fee structure for the Lambrick Park Baseball and Softball Academy as approved by our Parent Advisory Council:

The cost to students for participating in the Lambrick Park Baseball and Softball Academy is:

\$100 non-refundable deposit

\$150 per month for a yearly fee ( 10 months) of \$1500.

Consistent with district policy, no student will be excluded due to financial hardship.

Signatures:

Sheri YAGER

PAC Member Name

[Signature]

PAC ~~Chair~~ Member Signature

May 5, 2021

DATE

Larisa Hutcherson [Signature]

May 10, 2021





# École Reynolds Secondary School

3963 Borden St. Victoria, BC V8P 3H9

Telephone: (250) 479-1696

www.reynolds.sd61.ca

reynolds@sd61.bc.ca

## The Reynolds Secondary Centre for Soccer Excellence

Section 82.1 (2) of the School Act states: “A board may offer a specialty academy if...”

- (a) The board has consulted with the parents’ advisory council for the school where the board proposes to offer the specialty academy, and

Section 82.1 (6) Before establishing a schedule of fees... a board must:

- (a) Consult with the parents’ advisory council for the school where the specialty academy is offered, and
- (b) Obtain the approval of the parents’ advisory council for the schedule of fees.

The following is the 2021-22 fee structure for the Centre for Soccer Excellence as approved by our Parent Advisory Council:

The cost to students (Grades 9-11) for participating in the Centre for Soccer Excellence is \$100 per month for a yearly fee (10 months) of \$1000. Consistent with district policy, no student will be excluded due to financial hardship.

The cost to students (Grades 12) for participating in the Centre for Soccer Excellence is \$60 per month for a yearly fee (10 months) of \$600. Consistent with district policy, no student will be excluded due to financial hardship.

A non-refundable deposit of \$200 is required upon acceptance to the Centre for Soccer Excellence program.

Signature:

Willow Minaker  
PAC Member Name

  
For/ PAC Chair Member Signature

May 12, 2021  
DATE



# SPECTRUM COMMUNITY SCHOOL

957 Burnside Road W  
Victoria, BC V8Z 6E9  
Tel: (250)479-8271  
Fax: (250)479-8204

The Hockey Skills Academy at Spectrum Community School

Section 82.1 (2) of the School Act states: “A board may offer a specialty academy if...”

- (a) The board has consulted with the parents’ advisory council for the school where the board proposes to offer the specialty academy, and

Section 82.1 (6) Before establishing a schedule of fees... a board must:


- (a) Consult with the parents’ advisory council for the school where the specialty academy is offered, and
- (b) Obtain the approval of the parents’ advisory council for the schedule of fees.

The following is the 2021-22 fee structure for the Hockey Skills Academy at Spectrum Community School as approved by our Parent Advisory Council:

The cost to students for participating in the Hockey Skills Academy is \$150.00 per month for a yearly fee (10 months) of \$1500.00 which includes a \$200.00 non-refundable deposit. Consistent with district policy, no student will be excluded due to financial hardship.

**Nicole Nyvall**

PAC Chair Member Name

  
Nicole Nyvall (May 4, 2021 12:30 PDT)  
PAC Member Signature

**May 4, 2021**

DATE

# Office of the Superintendent

*Shelley Green - Superintendent*

TO: The Board of Education

FROM: Shelley Green, Superintendent of Schools

RE: Superintendent's Report

DATE: May 17, 2021

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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: April 26, 2021**

---

The purpose of this memo is to update the Board on some of the activities of the Secretary-Treasurer's office since March's report.

- Facilities and Minor Capital Staff Weekly Meetings with Superintendent
- Administrators Meeting
- Deputy Minister Meetings
- Human Resources Bi-Weekly Meetings
- Victoria High School Seismic Project Bi-Weekly Meetings
- CSF Co-Location at Braefoot Project Bi-Weekly Meetings
- Board and Committee meetings
- Weekly Budget Meetings with Finance Team
- District Allocation Working Group Meetings
- BCASBO Leadership Cohort
- Student Representative Meeting
- Various Department and Partner budget meetings
- Zero Emission School Bus Information Meeting
- BCSTA AGM
- Media re Budget
- VISTA Branch Meeting
- Funding Equity Committee Meeting
- Board Working Sessions 1 and 2 re Budget
- Partner meeting Caledonia
- Future Partnership Project Meeting District of Saanich
- PRC Committee Meeting

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**TO: Board of Education**  
**FROM: Kim Morris**  
**RE: Monthly Report**  
**DATE: May 17, 2021**

The purpose of this memo is to update the Board on some of the activities of the Secretary-Treasurer's office since April's report.

- Facilities and Minor Capital Staff Weekly Meetings with Superintendent
- Administrators Meeting
- Human Resources Bi-Weekly Meetings
- Victoria High School Seismic Project Bi-Weekly Meetings
- CSF Co-Location at Braefoot Project Bi-Weekly Meetings
- Board and Committee meetings
- Weekly Budget Meetings with Finance Team
- District Allocation Working Group Meetings
- BCASBO Leadership Cohort
- Student Representative Meeting
- Various Department and Partner budget meetings
- Media re Budget
- Funding Equity Committee Meeting
- Board Working Sessions 3-6
- PRC Committee Meeting
- Regional Out of School Care Meeting
- VCPAC April Meeting/AGM
- Lansdowne Disposal Consultation

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**BOARD OF EDUCATION  
OF  
SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)**

**BYLAW #2021-03, RE: DISPOSAL OF SURPLUS PROPERTY  
1765 LANSDOWNE ROAD, SAANICH, BC**

THAT the Board approves:

- (1) the disposal of a 7.3 acre portion of School District property municipally known as 1765 Lansdowne Road, Saanich, BC and legally described as: PID: 005-852-962, Lot A Section 27 Victoria District Plan 6679 (the "**Property**");
- (2) the entering into and completion of the obligations contained in an agreement of purchase and sale (the "**Purchase and Sale Agreement**") in respect of the Property with Conseil Scolaire Francophone de la Colombie-Britannique (the "**Purchaser**") in the amount of \$15,232,000.00 more or less;
- (3) the granting of authority for the Purchaser, acting in the name of the Board or otherwise, to advance certain zoning, subdivision, and development related amendments to the Property with the District of Saanich and other third parties prior to completion of the disposal of the Property;
- (4) the taking of all such action and the execution and delivery of all such documentation ancillary to, or related to, the foregoing; and
- (5) the authorization of the Secretary-Treasurer to execute and deliver, on behalf of the Board, the Purchase and Sale Agreement and all such amendments thereto and all related and ancillary documents as the Secretary-Treasurer may, in her discretion, consider advisable.

The Board confirms that the Board will not require the Property for future educational purposes.

READ A FIRST TIME THE 17<sup>TH</sup> DAY OF MAY, 2021.

READ A SECOND TIME THE 21<sup>ST</sup> DAY OF JUNE, 2021.

READ A THIRD TIME, PASSED AND ADOPTED THE 21<sup>ST</sup> DAY OF JUNE, 2021.

\_\_\_\_\_  
Chairperson of the Board

Seal

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original of School District No. 61 (Greater Victoria) Bylaw #2021-03, Re: Disposal of Surplus Property 1765 Lansdowne Road, Saanich, BC adopted by the Board the 21<sup>st</sup> day of June, 2021.

\_\_\_\_\_  
Secretary-Treasurer



## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Elaine Leonard, Vice-Chair, Nicole Duncan, Tom Ferris, Angie Hentze, Ryan Painter, Rob Paynter, and Ann Whiteaker

**Sanctioned:**

Trustee Diane McNally

**Guest:**

Andrew Kadler, Koffman, Kalf, LLP  
Raj Dhasi, Consultant, Turning Point Solutions

**Administration:**

Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Harold Caldwell, Associate Superintendent, Colin Robert, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Chuck Morris, Director of Facilities Services, Jim Soles, Associate Director, Facilities Services, Lisa McPhail, Communications and Community Engagement Manager and Vicki Hanley, Recorder

The Board of Education discussed the following matters:

- Property
- Governance
- Legal



## SECTION 72 REPORT

**Present:**

Trustees Jordan Watters, Chair, Elaine Leonard, Vice-Chair, Nicole Duncan (via conference phone), Tom Ferris, Angie Hentze, Ryan Painter, Rob Paynter (via conference phone) and Ann Whiteaker

**Sanctioned:**

Trustee Diane McNally

**Administration:**

Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, and Harold Caldwell, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, Julie Lutner, Director of Finance, Budgets and Financial Reporting, Marne Jensen, Associate Director, Human Resource Services, and Tammy Sherstobitoff, District Principal, Human Resource Services

The Board of Education discussed the following matters:

- Personnel Budget