



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

**MINUTES**

**September 28, 2020, 7:30 p.m.**

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

Administration: Shelley Green, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Deb Whitten, Deputy Superintendent, Colin Roberts, Associate Superintendent, Harold Caldwell, Associate Superintendent, Katrina Stride, Associate Secretary-Treasurer, 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 7:46 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.

Chair Watters further recognized Orange Shirt Day and an inspirational video was shared.

**A.2 Approval of the Agenda**

Chair Watters provided the email address for agenda item F. Question Period.

Introductions were made around the board table.

**Moved by** Trustee Painter  
**Seconded by** Trustee Ferris

That the September 28, 2020 agenda be approved with the following addition:

B12. September 14, 2020, VCPAC to SD61, Motion to Rescind Board Motion from 2015

**Motion Carried Unanimously**

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

- a. Approval of the June 22, 2020 Regular Board Minutes

Trustee Paynter requested that the June 22, 2020 Board meeting minutes be amended to include the correspondence letters received from parents on the topic of school police liaison officers.

**Moved by** Trustee Paynter  
**Seconded by** Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) amend the June 22, 2020 Board meeting minutes to add a list of letters received from parents with respect to school police liaison officers.

Further discussion ensued with a recommendation being made to forward the letters to the appropriate committee.

**Amendment:**

**Moved by** Trustee McNally  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) forward all correspondence received with respect to the school police liaison officers to the appropriate committee for review and a summary to be brought to a future board meeting from the committee's work.

**Motion Carried Unanimously**

**Moved by** Trustee Whiteaker  
**Seconded by** Trustee Painter

Approval of the June 22, 2020 Regular Board minutes

**Motion Carried Unanimously**

b. Approval of the August 24, 2020 Special Board Minutes

**Moved by** Trustee Painter  
**Seconded by** Trustee Ferris

That the August 24, 2020 Special Board minutes be approved.

**Motion Carried Unanimously**

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

Trustee Duncan requested an update from the June 22, 2020 Board meeting with respect to Bylaw 9360, *General Meeting of the Board*, and if there will be a 'draft' report with suggested recommendations coming soon from the Policy Sub-Committee.

Chair Watters advised that the Policy Sub-Committee is currently working on Bylaw 9360 and the updates will be brought to the Board when finalized.

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

None

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

None

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

None

### **B. CORRESPONDENCE**

Chair Watters advised Trustees that going forward Correspondence will include letters sent to the BCSTA from other Boards of Education in the province.

#### **B.1 July 15, 2020, SD42 to Minister of Education, Universal Food Program**

**B.2 July 16, 2020, SD61 to Saanich Fire Department, Strawberry Vale Fire**  
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- B.3 July 17, 2020, Saanich Fire Department to SD61, Strawberry Vale Fire**
- B.4 August 23, 2020, GVTA, CUPE 947 and 382 to SD61, Make Masks Mandatory**
- B.5 August 28, 2020, SD61 to Minister of Education, Return to School Plan**
- B.6 August 28, 2020, SD69 to Minister of Education, Federal Funding**
- B.7 September 1, 2020, SD69 to Minister of Education, Return to School Plan**
- B.8 September 11, 2020, GVTA to SD61, Foundation Skills Assessment Tests**
- B.9 September 14, 2020, Moms Against Racism (MAR) to SD61, Police Liaison Officer Program**

Trustee Paynter requested that a copy of this letter be forwarded to the newly formed Ad Hoc Committee for School Police Liaison Officers.

- B.10 September 15, 2020, GVTA to Minister of Education, Foundation Skills Assessment**
- B.11 September 21, 2020, GVTA to Minister of Education, Health and Safety Training**
- B.12 September 14, 2020, VCPAC to SD61, Motion to Rescind Board Motion of 2015**

## **C. TRUSTEE REPORTS**

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

- a. Chair Watters - Monthly Report

Chair Watters referred to her written report and highlighted meetings that she attended over the summer and September.

- b. Annual Workplan: October 2020

Chair Watters advised that in order to give the public a sense of what the Board works on, the Board Workplan for the following month will be included in her monthly report going forward. The Workplan for the entire year will also be available to view on the District website.

- c. BCSTA COVID 19 Response Working Group Survey

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Chair Watters referred to a survey being conducted by the COVID 19 Response Working Group at the BCSTA and requested input from Trustees. Discussion ensued amongst the Trustees with a decision being made to hold a Zoom meeting later in the week to conduct a more fulsome discussion.

- d. Local Education Agreement: Songhees Nation of the Lekwungen Peoples

Chair Watters advised Trustees that the Local Education Agreement between the District and Songhees Nations has been finalized and will be ready for release in October. Discussion ensued amongst the Trustees with questions of clarification being asked of Superintendent Green and Associate Superintendent Roberts. Superintendent Green will confirm signing protocols for LEA's.

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

None

## **D. BOARD COMMITTEE REPORTS**

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

- a. Draft minutes from the September 14, 2020 meeting

The draft minutes from the September 14, 2020 Education Policy and Directions Committee meeting were presented for information.

- b. Recommended motions from the September 14, 2020 meeting

- a. Rescindment of January 19, 2015 Motion re: Foundation Skills Assessment

The recommended motion was presented.

That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: *"That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016."*

A discussion ensued amongst the Trustees with a suggestion being made to refer the motion to the December Board meeting.

**Amendment:**

**Moved by** Trustee Paynter

**Seconded by** Trustee Duncan

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016*" be postponed to the December 14, 2020 Board of Education meeting.

Further discussion ensued amongst the Trustees with a suggestion being made to refer the motion to the November Board meeting.

**Amendment:**

**Moved by** Trustee Whiteaker

**Seconded by** Trustee Duncan

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016*" be referred to the November 23, 2020 Board of Education meeting.

For (3): Trustee Whiteaker, Trustee Duncan, and Trustee McNally

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

Abstain (1): Trustee Paynter

**Motion Defeated (3 to 5)**

Chair Watters called for the vote on the first amendment to the main motion.

**Amendment:**

That the motion "That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016*" be referred to the December 14, 2020 Board of Education meeting.

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

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

Abstain (1): Trustee Whiteaker

**Motion Defeated (3 to 5)**

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

That the Board of Education of School District No. 61 (Greater Victoria) rescind the following motion that was carried at the January 19, 2015 Board of Education meeting: "*That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to inform school-*

*based principals to honour parent requests to withdraw their child from the FSA testing and to refrain from contacting them upon receipt of their withdrawal request form as of January 2016."*

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

Against (5): Trustee Duncan, Trustee Hentze, Trustee McNally, Trustee Painter, and Trustee Paynter

Abstain (1): Trustee Whiteaker

**Motion Defeated (3 to 5)**

- b. Draft Terms of Reference - Police Liaison Officer Ad Hoc Committee

That the Board of Education of School District No. 61 (Greater Victoria) accept the amended Draft Terms of Reference for the Police Liaison Officer Ad Hoc Committee.

For (9): Trustee Watters, Trustee Whiteaker, Trustee Duncan, Trustee Ferris, Trustee Hentze, Trustee Leonard, Trustee McNally, Trustee Painter, and Trustee Paynter

**Motion Carried Unanimously (9 to 0)**

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

- a. Draft minutes from the September 21, 2020 meeting

The draft minutes from the September 21, 2020 Operations Policy and Planning Committee meeting were presented for information.

- b. Recommended motions from the September 21, 2020 meeting

- a. Policy 2100.1 - Superintendent Evaluation

The recommended motion was presented for discussion.

That the Board of Education of School District No.61 (Greater Victoria) adopt the draft Superintendent Evaluation Policy Option 2, as presented;

AND FURTHER



That the policy remain in draft until the first evaluation is concluded;

**AND FURTHER**

That the Board review the draft Superintendent Evaluation policy immediately after completing the Superintendent Evaluation process.

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

Against (2): Trustee McNally, and Trustee Paynter

**Motion Carried (7 to 2)**

b. School Shops Audits

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to provide the Board of Education a report which sets out what actions and remediations have been completed, and what actions and remediations are outstanding as a result of the health and safety issues identified in the school shop audits carried out in November 2016 and Spring 2017.

**Motion Carried Unanimously**

c. Trustee Reports

That the Board of Education of School District No.61 (Greater Victoria) direct the Policy Sub-Committee to add a section to the development of the policy Role of Trustee, that addresses the Trustee Report, including timing, content and a template.

**Motion Carried Unanimously**

**D.3 Audit Committee Report**

a. Recommended motions from the September 21, 2020 meeting

Secretary-Treasurer Morris introduced and welcomed Lenora Lee from KPMG.

Ms. Lee presented the Audit Report and provided a high level overview of the audit. Trustees asked questions of clarification.

Secretary-Treasurer Morris thanked Associate-Secretary Treasurer Stride and her team for their work on the audit and presented the recommended motions for Trustees consideration.

**Moved by** Trustee Painter

**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$17,949,746 of the operating surplus as follows: 1) school level funds \$2,574,311, 2) unspent project budgets \$5,207,301, 3) purchase order commitments \$560,082, 4) COVID-19 contingency \$2,561,246, and 5) balance 2020-2021 budget \$7,046,806 approved May 2020.

**Motion Carried Unanimously**

**Moved by** Trustee Painter

**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the transfer of \$639,270 to Local Capital in 2019-2020 for the Student Device Replacement Reserve (\$339,270), the Technology Replacement Reserve (\$200,000) and the Childcare Capital Reserve (\$100,000).

**Motion Carried Unanimously**

**Moved by** Trustee Painter

**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2020; and that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to execute these statements, where applicable, on behalf of the Board.

**Motion Carried Unanimously**

**Moved by** Trustee Painter  
**Seconded by** Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2019 to June 30, 2020

AND FURTHER

That the approved schedules be posted to the District website.

**Motion Carried Unanimously**

**E. DISTRICT LEADERSHIP TEAM REPORTS**

**E.1 Superintendent's Report**

a. Monthly Report

Superintendent Green presented the report and extended her gratitude to partner groups and the pandemic response team for being available for meetings over the summer months.

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

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

**Motion Carried Unanimously**

b. Trustee Questions

Superintendent Green responded to questions from Trustees with respect to gender identifiers on registration forms, the restart plan as it relates to immune compromised students and health and safety.

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

a. Monthly Report

Secretary-Treasurer Morris presented the report.

**Moved by** Trustee Leonard  
**Seconded by** Trustee Painter

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

**Motion Carried Unanimously**

b. Federal Safe Return to Class Funding - Secretary Treasurer Morris

a. Funding

Secretary-Treasurer Morris presented information with respect to the Ministry of Education's Federal Safe Return to Class Fund and how this one time funding will be allocated to public school districts.

b. Spending Plan

Secretary-Treasurer Morris advised Trustees that the Ministry has allotted SD61 \$3,474,375 for the Federal Safe Return to Class Funding and presented the recommended spending plan for the 2020-2021. Discussion ensued amongst the Trustees with questions of clarification being asked of Secretary-Treasurer Morris.

**Moved by** Trustee Leonard  
**Seconded by** Trustee McNally

That the Board of Education of School District No.61 (Greater Victoria) approve the Federal Safe Return to Class spending plan, as presented.

**Motion Carried Unanimously**

c. Poll Vote Results - South Park Elementary Cameras

Secretary-Treasurer Morris presented the Poll Vote results with respect to South Park Elementary and temporarily adding surveillance cameras on the outside of the building. Trustees requested an update as to if the cameras have aided in the issued with vandalism at the school at night. Superintendent Green provided Trustees with the update.

## **F. QUESTION PERIOD**

Q: Who reviews safety plans and set ups on behalf of students and who is in the schools looking at the set ups for students?

A: The Joint Health and Safety Committee, Principals and school staff are implementing Health and Safety guidelines as laid out by the provincial health office and school based teams are also involved for students who require additional unique setups as laid out by their IEP's.

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

### **G.1 Record of In-Camera Board Meeting - June 22, 2020**

The Section 72 Report from the June 22, 2020 In-Camera Board of Education meeting was provided for information.

### **G.2 Record of the Special In-Camera Board Meeting - September 3, 2020**

The Section 72 Report for the September 3, 2020 Special In-Camera Board of Education meeting was provided for information.

### **G.3 Record of the Special In-Camera Board Meeting - September 4, 2020**

The Section 72 Report from the September 4, 2020 Special In-Camera Board of Education meeting was provided for information.

### **G.4 Record of the Special In-Camera Board Meeting - September 16, 2020**

The Section 72 Report from the September 16, 2020 Special In-Camera Board of Education meeting was provided for information.

#### **a. Conceptual Drawing of Victoria High School Site**

The conceptual drawing from the Victoria High School track project was provided for information.

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

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

None

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

a. October 5, 2020 Education Policy and Directions Meeting - Foundation Skills Assessments - Trustee Whiteaker

b. October 5, 2020 - Education Policy and Directions Committee Meeting - MyEd Forms - Trustee Painter

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**I. ADJOURNMENT**

The meeting adjourned at 10:33 p.m.

**Moved by** Trustee Ferris

**Seconded by** Trustee Painter

That the meeting be adjourned.

**Motion Carried Unanimously**

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Chair

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Secretary-Treasurer