



Operations Policy and Planning Committee Meeting

REGULAR MINUTES

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

Broadcasted via YouTube

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

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

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:03pm

A.1 Acknowledgement of Traditional Territories

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

A.2 Approval of the Agenda

Moved by Trustee Hentze

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

F.3.c. Shops Funding - Trustee Duncan

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

Motion Carried Unanimously

A.3 Approval of the Minutes

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

Moved by Trustee Leonard

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

Motion Carried Unanimously

A.4 Business Arising from Minutes

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

B. PRESENTATIONS TO THE COMMITTEE

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

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

into the costs to upgrade the gym. Trustee Whiteaker requested an update on initiatives that we are doing this year for Vic High students while attending SJ Willis Campus. Trustees thanked Amrit Lalli for his presentation.

C. SUPERINTENDENT'S REPORT

C.1 Recognition of Student Representative

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

D. PERSONNEL ITEMS

None

E. FINANCE AND LEGAL AFFAIRS

E.1 Policy Sub-Committee Report

a. Policy Development Workflow - Trustee Watters

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

Moved by Trustee Watters

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

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

Against (2): Trustee Paynter, and Trustee Whiteaker

Motion Carried (3 to 2)

b. Abandonment of Policies

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

Moved by Trustee Watters

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

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

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

Against (1): Trustee Paynter

Abstain (1): Trustee Whiteaker

Motion Carried (3 to 1)

c. Draft Bylaw 9360, General Meeting of the Board

Moved by Trustee Watters

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

Trustees and Stakeholders debated the motion.

Amendment:

Moved by Trustee Whiteaker

That draft Bylaw 9360 be amended as follows:

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

For (2): Trustee Paynter, and Trustee Whiteaker

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

Motion Defeated (2 to 3)

Amendment:

Moved by Trustee Paynter

That draft Bylaw 9360 be amended as follows:

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

For (1): Trustee Paynter

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

Motion Defeated (1 to 4)

Amendment:

Moved by Trustee Whiteaker

That draft Bylaw 9360 be amended as follows:

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

Motion Carried Unanimously

Amendment:

Moved by Trustee Paynter

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

For (1): Trustee Paynter

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

Motion Defeated (1 to 3)

Moved by Trustee Leonard

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

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

Against (1): Trustee Paynter

Abstain (1): Trustee Whiteaker

Motion Carried (3 to 1)

Amendment:

Moved by Trustee Whiteaker

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

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

Abstain (1): Trustee Leonard

Motion Carried (4 to 0)

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

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

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

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

Moved by Trustee Whiteaker

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

2021/2022 School Calendar*

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

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

Motion Carried Unanimously

F. FACILITIES PLANNING

F.1 Operations Update: February 2021

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

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

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

Moved by Trustee Hentze

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

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

Against (1): Trustee Paynter

Motion Carried (4 to 1)

F.3 Shops Update:

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

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

- b. Recommendation #1 - Priority Replacement Plan

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

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

c. Shops Funding - Trustee Duncan

Moved by Trustee Duncan

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

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

Amendment:

Moved by Trustee Whiteaker

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

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

Motion Carried Unanimously

F.4 Boundary Review Implementation Update - Associate Superintendent Roberts

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

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None

H. NEW BUSINESS

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

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

Moved by Trustee Hentze

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

Motion Carried Unanimously

H.2 Section 72 Report - Trustee Whiteaker

Trustee Whiteaker presented the motion and provided rationale.

Moved by Trustee Whiteaker

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

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

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

Amendment:

Moved by Trustee Paynter

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

For (1): Trustee Paynter

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

Abstain (1): Trustee Whiteaker

Motion Defeated (1 to 3)

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

Moved by

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

For (2): Trustee Paynter, and Trustee Whiteaker

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

Motion Defeated (2 to 3)

H.3 Mask Mandate for Schools - Trustee McNally

Moved by

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

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

Moved by Trustee Leonard

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

Motion Carried Unanimously

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

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

Moved by Trustee Watters

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

Motion Carried Unanimously

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

Moved by Trustee Whiteaker

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

Motion Carried Unanimously

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

Trustee Paynter presented the motion and provided rationale.

Moved by Trustee Paynter

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

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

Moved by Trustee Leonard

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

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

Against (1): Trustee Paynter

Motion Carried (4 to 1)

I. NOTICE OF MOTION

None

J. GENERAL ANNOUNCEMENTS

J.1 GHG Emissions Q and A - Abby Henry

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

K. ADJOURNMENT

The meeting adjourned at 10:37pm.

Moved by Trustee Whiteaker

That the meeting adjourn.

Motion Carried Unanimously

Chair

Secretary-Treasurer