



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

Monday, February 14, 2022, 7:00 p.m.

Broadcasted via YouTube <https://bit.ly/3czx8bA>

Trustees Present: Elaine Leonard (Chair), Tom Ferris, Angie Hentze, Nicole Duncan, Jordan Watters, Ryan Painter, Ann Whiteaker

Trustees Sanctioned: Diane McNally, Rob Paynter

Administration: Deb Whitten, Interim Superintendent of Schools, Kim Morris, Secretary-Treasurer, Colin Roberts, Interim Deputy Superintendent, Harold Caldwell, Associate Superintendent Katrina Stride, Associate Secretary-Treasurer, Chuck Morris, Director of Facilities Services, Marni Vistisen-Harwood, Associate Director Facilities Services, Andy Canty, Director, Information Technology for Learning, Kelly Gorman, Recorder

Stakeholders: Angela Carmichael, President, VCPAC, Connor McCoy, President, VPVPA, Jane Massy, President, CUPE 947

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:02 p.m.

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 Painter

That the February 14, 2022 agenda be approved with the following amendments:

Add - H.1. Bowker Creek/Proposed SD61 Lansdowne Middle School, South Campus Land Disposal Questions.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved By Trustee Painter

That the January 17, 2022 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

Trustee Whiteaker recommended a motion referring to agenda item C.1. Climate Action Plan to be placed under New Business in the March 7, 2022 combined Operations Policy and Planning and Education Policy and Directions Committee Meeting.

Trustee Leonard stated that all questions concerning the Burnside Audit Reports Phase 1 and 2 and District \$2.6million Contribution to Vic High are posted on the District website under "For the Record".

B. PRESENTATIONS TO THE COMMITTEE

- B.1.** Kyle Armstrong, Restoration Coordinator from the Peninsula Streams Society presented on building community capacity for stormwater with green infrastructure.

Trustees provided thanks for the presentation and questions of clarification were asked.

- B.2.** Jody Watson, Supervisor CRD Environmental Stewardship and Initiatives presented on the proposed SD61 Lansdowne Middle School, South Campus land disposal.

Trustees provided thanks for the presentation and questions of clarification were asked.

- B.3.** Travis Richey presented a Teacher-Librarian Policy Proposal. Trustees provided thanks for the presentation and questions of clarification were asked.

C. SUPERINTENDENT'S REPORT

- C.1** Interim Superintendent Whitten and District Principal McCartney provided an update on the current process to update the Administrative Regulations and Administrative Procedures manuals.

C.2. 2022-2023 Calendar

Associate Superintendent Roberts presented the 2022/2023 School Calendar to be made public for consultation and feedback.

Moved by Trustee Painter

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2022/2023 school calendar on the School District's website for a period of one month:

2022/2023 School Calendar*

School Opening	September 6, 2022
First non-instructional day	September 23, 2022
National Day for Truth and Reconciliation	September 30, 2022
Thanksgiving	October 10, 2022
Second non-instructional day	October 21, 2022 (Province wide)
Remembrance Day	November 11, 2022
Third non-instructional day	November 14, 2022
Schools close for Winter vacation	December 19, 2022
Schools re-open after Winter vacation	January 3, 2023
Fourth non-instructional day	February 17, 2023
Family Day	February 20, 2023
Schools close for Spring vacation	March 20, 2023
Schools re-open after Spring vacation	April 3, 2023
Good Friday	April 7, 2023
Easter Monday	April 10, 2023
Fifth non-instructional day	May 19, 2023

Victoria Day	May 22, 2023
Administrative Day and School Closing	June 30, 2023

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

Motion Carried Unanimously

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Monthly Financial Report

Secretary-Treasurer Morris presented the January 2022 financial report. The District has 50% remaining in the budget for ten month line items and 42% left in twelve month line items. In revenue 44% remaining to collect and in expenses 50% remaining to spend. The Secretary-Treasurer noted budget numbers are reflecting the amended budget, not preliminary as previous month.

Secretary-Treasurer Morris provided a response to a question from the January 17, 2022 Operations Policy and Planning Committee Meeting to do with international student agent fees. International student agent fees are lower when students have longer terms in the District and higher when students have shorter terms in the District. In 2021-2022 the District had more short term and one year duration students.

E.2. 2022-2023 Budget

Secretary-Treasurer Morris provided an update on the 2022-2023 budget. The Budget Advisory Committee met for a third time February 8, 2022. February 22, 2022 we will be looking at ways to balance the budget. Three year enrollment projections will be submitted to the Ministry this week.

E.3. Policy

i. Policy XXXX: Whistleblower

Secretary-Treasurer Morris provided an update on the Draft Whistleblower policy. Three versions were provided for reference:

Appendix A - The version that was discussed at the December 6, 2022 Operations Policy and Planning Committee.

Appendix B - The version that was received from Trustees Duncan and Leonard.

Appendix C - The version containing BCPSEA template wording.
Trustees agreed by consensus to work from Appendix C, the BCPSEA template and submit a new proposal at the February 28, 2022 Board Meeting or the March 7, Combined Operations Policy and Planning and Education Policy and Directions Committee meeting.

Questions of clarification were asked.

F. FACILITIES PLANNING

Trustee Leonard stated that all questions concerning the Burnside Audit Reports Phase 1 and 2 and District \$2.6million Contribution to Vic High are posted on the District website under "For the Record".

F.1. Victoria High School Seismic Project Update 14

Associate Director of Facilities Services Vistisen-Harwood provided an update on the Victoria High School Seismic project. The project is on schedule and within budget.

Questions of clarification were asked.

F.2. Operations Update - February 2022

Director of Facilities Morris presented the operations update for February 2022. Distribution of employee rapid tests to all District schools and surrounding private schools was completed. Electric buses are now on the assembly line being built.

Trustees provided thanks for the presentation and questions of clarification were asked.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

H.1. Bowker Creek/Proposed SD61 Lansdowne Middle School, South Campus Land Disposal Questions.

Trustee Whiteaker, Trustee Duncan and Community members asked questions of clarification.

Questions asked will be placed in Correspondence for the Board meeting on February 28, 2022.

I. NOTICE OF MOTION

Trustee Whiteaker advised she would be providing the motion *“That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent create a process and guidelines for approval of committee expenditures and further provide the Board with a plan for the \$15,000 currently budgeted for the climate action committee.”* to the March 7, 2022 Combined Operations Policy and Planning and Education Policy and Directions Committee Meeting.

Trustee Whiteaker advised she would be providing the motion *“That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent instruct staff to cease “daily media monitoring” reports; and further that a bi-monthly highlights of on goings in our district be created in its place.”* to the March 7, 2022 Combined Operations Policy and Planning and Education Policy and Directions Committee Meeting.

Trustee Whiteaker advised she would be providing the motion *“That the Board of Education of School District No. 61 (Greater Victoria) instruct the superintendent to review the current process used to create “Board Highlights” posted on the web to ensure a complete representation of board decisions made.”* to the February 28, 2022 Board meeting.

Trustee Whiteaker advised that the Board of Education re-affirm its motion of June 2021 *“That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to oversee the creation of working committee and consultation process as outlined in bylaw 9210 to prepare a draft compost and waste policy proposal which is in alignment with our environmental goals.”* to the February 28, 2022 Board meeting.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

The meeting adjourned at 10:30 p.m.

Moved by Trustee Watters

That the meeting adjourn.

Motion Carried Unanimously

Chair

Secretary-Treasurer

