



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

Monday, October 24, 2022, 7:30 p.m.
Broadcasted via YouTube
<https://bit.ly/3czx8bA>

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 October 24, 2022 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the September 26, 2022 Regular Board Minutes

Recommended Motion:
That the September 26, 2022 Regular Board minutes be approved.

- b. Approval of the October 3, 2022 Special Board Minutes

Recommended Motion:

That the October 3, 2022 Special 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

B.1. October 12, 2022, VCPAC to SD61, Judicial Review

B.2. October 14, 2022, Terry Dance-Bennink to SD61, OASIS Park Concept

B.3. October 17, 2022, GVTA to SD61, Judicial Review

B.4. September 8, 2022, BCTF to BCPSEA re: Delay in Collective Bargaining

C. TRUSTEE REPORTS

C.1. Chair's Report

a. **Trustee Recognition**

b. **November Board Work Plan**

C.2. Trustees' Reports (2 minutes per verbal presentation)

a. **Trustee Ferris**

b. **Trustee Leonard**

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

a. Draft minutes from the October 3, 2022 meeting – information only

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the October 17, 2022 meeting - Information only

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Chairperson Recognition
- b. Monthly Report

Recommended Motion:

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

- c. Revised 2022-2023 Board and Standing Committee Meeting Dates

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2022-2023 Board and Standing Committee meeting dates, as presented.

- d. Trustee Questions

E.2. Secretary-Treasurer's Report

- a. Cedar Hill Middle School Design Presentation - KMBR Architect
- b. Monthly Report

Recommended Motion:

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

- c. Spectrum Turf and Rink (STAR) Project

Motion from October 2020

*That the Board of Education of School District No. 61 (Greater Victoria) support in principle until October 2023 for a period of up to two years, the proposed artificial turf field project at Spectrum Community School, at no cost to the Board;
AND FURTHER THAT*

Staff be directed to update the Board once funding has been secured by the STAR Committee.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) **extend its** support in principle **until October 2023**, the proposed artificial turf field project at Spectrum Community School, at no cost to the Board;

AND FURTHER THAT

Staff be directed to update the Board once funding has been secured by the STAR Committee.

d. Colquitz Bus Compound Video Surveillance Deployment Plan

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the installation of four video cameras at four locations at Colquitz Middle School bus compound as presented.

F. QUESTION PERIOD (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of In-Camera Board of Education Meeting – September 26, 2022

G.2. Record of In-Camera Board of Education Meeting – October 7, 2022

G.3. Record of In-Camera Board of Education Meeting – October 19, 2022

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

H.2. Notice of Motions

Cedar Hill Middle School Design Approval

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the Cedar Hill Middle School Design as presented.

I. ADJOURNMENT

Recommended Motion:

That the meeting be adjourned.



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

Monday, September 26, 2022, 7:30 p.m.

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

Administration: Deb Whitten, Superintendent of Schools, Kim Morris,
Secretary-Treasurer, Harold Caldwell, Deputy
Superintendent, Tom Aerts, Associate Superintendent,
Marni Vistisen-Harwood, Director, Facilities Services,
Kelly Gorman, Recorder

A. COMMENCEMENT OF MEETING

This meeting was called to order at 7:39 p.m.

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

Moved by Trustee Ferris
Seconded by Trustee Leonard

That the September 26, 2022 agenda be approved.

Moved by Trustee McNally
Seconded by Trustee Paynter

H.1. That a) all motions and votes during the illegal suspension of trustees McNally and Paynter, be considered invalid as these were votes of an illegally constituted Board according to a ruling of the BC Supreme Court, and b) that the current Board chair act expeditiously to create an opportunity (ies) for a full legally constituted Board to vote on every motion carried or defeated during the illegal suspension period.

Motion Defeated

For: Trustee Paynter, Trustee McNally, Trustee Duncan
Against: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris
Abstain: Trustee Whiteaker

Moved by Trustee McNally
Seconded by Trustee Duncan

H.2. that the individuals involved in the vote to suspend Trustees McNally and Paynter issue a written public apology to for their actions.

Motion Defeated

For: Trustee Paynter, Trustee McNally, Trustee Whiteaker, Trustee Duncan
Against: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris

Moved by Trustee Duncan
Seconded by Trustee McNally

H.1. That the Board of Education of School District No. 61 (Greater Victoria) rescind the February 2022 Board motion suspending Trustee Paynter and Trustee McNally.

Motion Defeated

For: Trustee Paynter, Trustee McNally, Trustee Whiteaker, Trustee Duncan
Against: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris

Moved by Trustee Ferris
Seconded by Trustee Leonard

That the September 26, 2022 agenda be approved, with the following additions:

B.7. September 9, 2022, District of Saanich to SD61, Crossing Guard Funding
B.8. September 14, 2022, Town of View Royal to SD61, Crossing Guards Funding
B.9. BCTF Letter to BCPSEA re: Delay in Collective Bargaining
C.2.a Trustee Paynter
C.2.b Trustee Whiteaker
C.2.c Trustee Duncan

Motion Approved Unanimously

A.3. Approval of the Minutes

Moved by Trustee Ferris

Seconded by Trustee Leonard

That the following minutes be approved:

That the June 20, 2022 Regular Board minutes be approved.

That the July 27, 2022 Special Meeting Board minutes be approved.

That the September 15, 2022 Special Board minutes be approved.

Amendment

Moved by Trustee Paynter

Seconded by Trustee McNally

That any reference to suspensions for Trustee Paynter or Trustee McNally include a reference to the judge's decision in making that the suspension was ultra vires to the school Board's authority.

Trustee Paynter withdrew the motion until a future meeting.

Moved by Trustee Ferris

Seconded by Trustee Leonard

That the following minutes be approved:

That the June 20, 2022 Regular Board minutes be approved.

That the July 27, 2022 Special Meeting Board minutes be approved.

That the September 15, 2022 Special Board minutes be approved.

Motion Carried

For: Trustee Whiteaker, Trustee Duncan, Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris
Abstain: Trustee Paynter, Trustee McNally

A.4. Business Arising from the Minutes

None

A.5. 2021-2022 Audit Findings Report, Lenora Lee, KPMG, Auditors Presentation

Lenora Lee from KPMG, the District's external auditor, presented the 2021-2022 Audit Findings Report for information and provided highlights. The audits reported a clean and unqualified opinion on the finance statement. Lenora Lee congratulated the District on having no adjustments required.

Trustees asked questions of clarification and thanked Lenora Lee for the report.

A.6. Student Achievement

None

A.7. District Presentations

None

A.8. Community Presentations

None

B. CORRESPONDENCE

B.1. June 27, 2022, SD61 to South Jubilee Neighbourhood Association, Sundance/Bank Street School

B.2. June 30, 2022, Minister of Education to SD61, Response re 22-23 Budget Constraints

B.3. July 5, 2022, SD61 to MLA Kirkpatrick, Response re Major Capital Funding Delays

Trustee Duncan requested clarification on the Shoreline seismic upgrade. Secretary-Treasurer Morris advised the project is not on the 23-24 capital plan in consultation with Songhees and Esquimalt Nations, until the Nations have provided guidance

B.4. July 7, 2022, SD61 to George Jay PAC, Response re CommunityLINK Funding

B.5. August 14, 2022, SD61 to Chinese Consolidated Benevolent Association, Apology for the 1922 Segregation

B.6. August 29, 2022, Minister of Education to SD61, Student and Family Affordability Fund

B.7. September 9, 2022, District of Saanich to SD61, Crossing Guard Funding

Trustee Leonard suggested receiving a crossing guard report to orient the new Board.

B.8. September 14, 2022, Town of View Royal to SD61, Crossing Guards Funding

Trustee Leonard suggested receiving a crossing guard report to orient the new Board.

B.9. September 8, 2022, BCTF Letter to BCPSEA re: Delay in Collective Bargaining

Trustee Paynter expressed importance of advancing negotiations to provide stability moving forward.

Trustee Leonard suggested receiving a crossing guard report to orient the new Board.

C. TRUSTEE REPORTS

C.1. Chair's Report

- a. 2022-2023 Board Work Plan

C.2. Trustees' Reports (2 minutes per verbal presentation)

- a. Trustee Paynter provided a verbal report for information.
- b. Trustee Whiteaker provided a verbal report for information.
- c. Trustee Duncan provided a verbal report for information.

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the September 12, 2022 meeting – information only
- b. Recommended motions from the September 12, 2022 meeting

At its September 21, 2020 Regular Open Board meeting, the Board carried the following resolution:

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.

That the Board of Education of School District No. 61 (Greater Victoria) rescind the second part of the original motion from September 21, 2020. "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;

Motion Carried

For: Trustee Whiteaker, Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris

Against: Trustee Paynter, Trustee McNally, Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) move Draft Policy 2100.1 *Superintendent Evaluation* adopted in September 2020, out of draft and formally adopt as presented, to establish the process for evaluating the Superintendent.

Amendment

Moved by Trustee Whiteaker

Seconded by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) move Draft Policy 2100.1 *Superintendent Evaluation* adopted in September 2020, out of draft and formally adopt as presented, to establish the process for evaluating the Superintendent **and review policy after each evaluation.**

Motion Carried Unanimously

That the Board of Education of School District No. 61 (Greater Victoria) move Draft Policy 2100.1 *Superintendent Evaluation* adopted in September 2020, out of draft and formally adopt as presented, to establish the process for evaluating the Superintendent and review policy after each evaluation.

Motion Carried

For: Trustee Whiteaker, Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee McNally, Trustee Duncan

Against: Trustee Paynter

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the September 20, 2022 meeting - Information only
- b. Recommended motion from the June 20, 2022 meeting
 - i. New Policy XXXX, *Role of the Trustee*

That the Board of Education of School District No. 61 (Greater Victoria) approve new Policy, *Role of the Trustee*.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris

Against: Trustee Paynter, Trustee McNally, Trustee Duncan, Trustee Whiteaker

Meeting recessed at 8:53 p.m.

The meeting reconvened at 9:05 p.m.

- c. Recommended motion from the September 20, 2022 meeting
 - i. Revised Minor Capital – 2023-2024 Annual Five-Year Capital Plan

WHEREAS the Board of Education of School District No. 61 (Greater Victoria) approved its 2023-2024 Five Year Capital Plan in June 2022 and wishes to revise the Minor Capital projects in the approve plan;

BE IT RESOLVED that the Board of Education of School District No. 61 (Greater Victoria) approve the revised Minor Capital projects in the 2023-2024 Annual Five Year Capital Plan, as presented.

Motion Carried Unanimously

D.3. 2021-2022 Financial Year End

- a. Audit Committee Report – September 15, 2022 Meeting

Secretary-Treasurer Morris suggested that the Board move motions 3. and 4. first as one motion and then proceed to motions 1., 2. and 5. The Board agreed by consensus.

Trustees discussed motions 3 and 4 and by consensus moved them together.

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, 2022; AND FURTHER that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to affix their signatures to the statements, where applicable, on behalf of the Board.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker
Abstain: Trustee Paynter, Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) approve the Financial Statement Discussion and Analysis Report for the year ended June 30, 2022.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker
Abstain: Trustee Paynter, Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$8,218,621 of the operating surplus as follows: 1) internally restricted \$6,717,367, and 2) unrestricted (contingency) \$1,501,254.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker
Abstain: Trustee Paynter, Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) allocate the total net Caledonia land exchange and disposal proceeds from the Local Capital reserve for the purpose of: 1) District contribution to Victoria High School Seismic Capital Project \$2,600,000 as set out by the Ministry of Education and Child Care, and 2) Amenities for Victoria High School Seismic Capital Project \$557,564.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Abstain: Trustee Paynter

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, 2021 to June 30, 2022; AND FURTHER that the approved schedules be posted to the District website.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Abstain: Trustee Paynter

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

a. Monthly Report

Superintendent Whitten provided the report for information.

Moved by Trustee Whiteaker

Seconded by Trustee Duncan

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

Motion Carried Unanimously

b. Revised 2022-2023 Board and Standing Committee Meeting Dates

Moved by Trustee Watters

Seconded by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2022-2023 Board and Standing Committee meeting dates, as presented.

Motion Carried Unanimously

c. Special Program Approval, Director Vair, Human Resource Services

Director of Human Resources Vair provided information on the Human Rights Special Program approval. District Principal, Human Resources Sherstobitoff provided background on the Special Program approval.

- Preferential hiring of self-identified Indigenous applicants for all positions created through funding targeted to support Indigenous students;
- Preferential hiring of self-identified Indigenous applicants for continuing contract teaching positions until the proportion of self-identified Indigenous teachers reaches that of self-identified Indigenous students; and
- Preferential hiring of self-identified racialized applicants for continuing contract teaching positions until the proportion of self-identified racialized teachers reaches the proportion of racialized people in the area served by the School District as measured by census data.

Discussions ensued with Trustees, Stakeholders and staff.

d. Framework for Enhancing Student Learning (FESL)

Moved by Trustee Ferris
Seconded by Trustee McNally

Trustees discussed the motion.

That the Board of Education of School District No. 61 (Greater Victoria) approve the Framework for Enhancing Student Learning, as presented.

Motion Carried Unanimously

e. Trustee Questions

Superintendent Whitten responded to questions from Trustee Paynter relative to the reduction in custodial staffing and indicated a report could be provided once Trustee Paynter submits his questions.

Trustee Duncan requested an update on the Learning Through Lunch Program in the 2021-2022 school year. Superintendent Whitten confirmed that the program is not continuing for the 2022-2023 school year.

Trustee Duncan requested an update on the Student Family Affordability fund. Superintendent Whitten and Secretary-Treasurer continue to gather information from the learning community with conclusion in October 2022.

Trustee Paynter requested information on the Mount Douglas Secondary challenge program. Deputy Superintendent Caldwell will report back to the Board at a future meeting.

E.2. Secretary-Treasurer's Report

a. Monthly Report

Secretary-Treasurer Morris provided the report and responded to Trustee questions.

Moved by Trustee Leonard
Seconded by Trustee Watters

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

Motion Carried Unanimously

b. 2023-2024 Budget Development Process

Moved by Trustee Watters
Seconded by Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) approve 2023-2024 Budget Development Process, as presented.

Amendment

Moved by Trustee Whiteaker
Seconded by Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve 2023-2024 Budget Development Process ~~Process~~ **timeline**, as presented.

Motion Defeated

For: Trustee Paynter, Trustee Whiteaker
Against: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee McNally

Moved by Trustee Watters
Seconded by Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) approve 2023-2024 Budget Development Process, as presented.

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Hentze, Trustee Ferris, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Against: Trustee Paynter

c. Long Range Facilities Plan Process

Moved by Trustee Leonard
Seconded by Trustee Duncan

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

Motion Carried

For: Trustee Leonard, Trustee Painter, Trustee Watters, Trustee Paynter, Trustee Ferris, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Against: Trustee Hentze

Moved by Trustee Leonard
Seconded by Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan 2024-2030 process, as presented.

Amendment

Moved by Trustee Paynter
Seconded by Trustee Duncan

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan 2024-2030 process, as presented.*” be referred to the November 21, 2022 Operations Policy and Planning Committee 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) approve the Long Range Facilities Plan 2024-2030 process, as presented.*” be referred to the ~~November 21, 2022~~ October 17, 2022 Operations Policy and Planning Committee Meeting.

Motion Carried

For: Trustee Watters, Trustee Paynter, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Against: Trustee Hentze, Trustee Leonard, Trustee Painter, Trustee Ferris

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan 2024-2030 process, as presented.*” be referred to the October 17, 2022 Operations Policy and Planning Committee Meeting.

Motion Carried

For: Trustee Watters, Trustee Paynter, Trustee Duncan, Trustee Whiteaker, Trustee McNally
Against: Trustee Hentze, Trustee Leonard, Trustee Painter, Trustee Ferris

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan 2024-2030 process, as presented,*” be referred to the October 17, 2022 Operations Policy and Planning Committee Meeting.

Motion Carried

For: Trustee Watters, Trustee Paynter, Trustee Duncan, Trustee Whiteaker, Trustee McNally, Trustee Hentze, Trustee Painter
Against: Trustee Leonard, Trustee Ferris

d. 2022-2023 Enrolment Update

Secretary-Treasurer Morris provided the update and indicated International enrolment will be reported at the October 17, 2022 Operations Policy and Planning Committee Meeting.

Trustee Watters would like an update on the Welcome Center and how that can be further supported by the Board.

F. QUESTION PERIOD

Q.1: One of the main mandates of the Board is to be transparent and accessible to the public why on earth is this meeting being done through ZOOM? This does not allow the public to interact with Trustees ask questions and get responses in real time. As a stakeholder I feel completely shut out of this process as I was looking forward to attending tonight. This Board seems to completely fail in its responsibilities and I certainly hope the new Board bring back in person meetings.

A.1: Chair Painter, due to the online engagement that the Board has had it felt that it was best to remain online for all meetings to allow virtual engagement and are still working through new technology in the Boardroom. The new Board will be tasked with how they move forward with meetings in the future.

Moved by Trustee Duncan
Seconded by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) follow Bylaw 9360.01 and read the questions provided by the public into the record.

Motion Carried

For: Trustee Paynter, Trustee Whiteaker, Trustee McNally, Trustee Duncan
Against: Trustee Leonard, Trustee Watters, Trustee Ferris
Abstain: Trustee Painter, Trustee Hentze

Moved by Trustee Whiteaker
Seconded by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) extend the meeting by 10 minutes to 11:21 p.m.

Motion Carried

For: Trustee Watters, Trustee Paynter, Trustee Duncan, Trustee Whiteaker, Trustee McNally, Trustee Painter, Trustee Leonard, Trustee Ferris
Abstain: Trustee Hentze

Q.2: Since most of this board acted fascistically and against the rule of law, will the individual members who illegally removed the other board members be covering the cost of their litigation, which took money away from children and classrooms?

- Q.3:** 1. Role of the Trustee – pages 95-97: Based on Judge Hardwick's decision regarding the suspensions of Trustees McNally and Paynter that the Board did not have the authority to suspend them, will the Board add the following to the Role of Trustees:
- A. The Board is also accountable for their collective decisions as per 3.3 so the Board needs to be included and not only the trustees;
 - B. The Board is also accountable to the electorate not only the trustees so the Board needs to be included in 3.4; and
 - C. How will the Board ensure that they are in compliance with the School Act, Workers Compensation Act/Worksafe and policies of the Board as per 4.1 The Board of Education so that the Board does not get itself in the same crisis where they are paying hundreds of thousands of dollars in legal fees rather than spending that money on supporting students in SD61?
2. Why was Trustee McNally and Paynter listed as suspended in all meetings until September 15th at which time it was changed to sanctioned? I would like an explanation on both in the minutes please. Thank you.

- Q.4:** Will the board commit to investigating and eventually sanctioning any trustees determined to have acted illegally in a January 25, 2022 in camera meeting? In the board's view, is it fair for Trustees Leonard, Ferris, Hentze, Watters, and Ryan Painter to escape the appropriate consequences or sanctions for the illegal actions taken against their colleagues throughout the course of this year?

- Q.5:** Two questions relating to Agenda Item D.3:

1) Paragraph 2 on page 129 of the agenda package ("Sale of 1765 Lansdowne Road, 2780 Richmond Road...") indicates that the *Purchase and Sale Agreement* between SD61 and Victoria Hospice Society has been amended six times since it was first signed in September 2021, including four times after the Board approved the bylaw to dispose of the property on March 14, 2021.

On what authority was the *Purchase and Sale Agreement* amended after the passing of the bylaw?

2) Given the BC Supreme Court's recent reminder that as a statutory body, the Board of Education must have the authority to undertake actions, and that the authority to dispose of land is gained through a specific process that was, in my opinion, not followed.

Can you please clarify what actions the Board will take pertaining to this attempted disposition in light of the recent judicial clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

- G.1. Record of Special In-Camera Board of Education Meeting – June 16, 2022**
- G.2. Record of In-Camera Board of Education Meeting – June 20, 2022**
- G.3. Record of Special In-Camera Board of Education Meeting – July 27, 2022**

G.4. Record of Special In-Camera Board of Education Meeting – August 25, 2022

G.5. Record of Special In-Camera Board of Education Meeting – September 1, 2022

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

None

H.2. Notice of Motions

None

I. ADJOURNMENT

The meeting adjourned at 11:14 p.m.

Moved by Trustee Leonard
Seconded by Trustee Watters

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer



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

SPECIAL BOARD MEETING

Monday, October 3, 2022 8:00 p.m.

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

Administration: Deb Whitten, Superintendent, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Andy Canty, Director, Information Technology for Learning

Partners: Ilda Turcotte, GVTA, Tracy Humphries, VCPAC

A. COMMENCEMENT OF MEETING

The meeting was called to order at 9:16 p.m.

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

Moved by Trustee Duncan

Seconded by Trustee Whiteaker

That the October 3, 2022 Special Board meeting agenda be approved.

Amendment

Moved by Trustee Duncan

Seconded by Trustee Whiteaker

Add New Section B Community Presentations and renumber accordingly

B1. Motions on October 3, 2022 Special Board Agenda, Deanna Pfeiffer

B2. Motions on October 3, 2022 Special Board Agenda, Ian Graeme

Carried

Opposed: Trustee Leonard

Moved by Trustee Duncan

Seconded by Trustee Whiteaker

That the October 3, 2022 Special Board meeting agenda be approved, as amended.

Defeated

Opposed: Trustees Ferris, Hentze, Leonard, Painter, Watters

D. ADJOURNMENT

Having no approved agenda, the Chair called the meeting adjourned.

Chair

Secretary-Treasurer



VICTORIA
CONFEDERATION
OF
PARENT ADVISORY COUNCILS
556 BOLESKINE ROAD, VICTORIA, BC V8W 2R1
TELEPHONE (250) 475 4193
WWW.VCPAC.CA

October 12, 2022

To the Greater Victoria School District 61 Board of Education:

With the results of the judicial review showing Trustees Diane McNally and Rob Paynter should not have been suspended, VCPAC is glad to be back at the Board table as an official stakeholder, representing the voices of parents in the district.

According to Justice Hardwick's ruling, the Board sanctioned Trustees McNally and Paynter in a manner that is unreasonably outside of its authority. In her interpretation of the School Act, the Board does not have the power to suspend a trustee in a manner that amounts to a de facto removal of a trustee from their elected office. Justice Hardwick's ruling reaffirms that the School Act is a complete document and is clearly a conclusive verdict that sets a precedent in BC.

There were some contentious, close votes that occurred during the time the Board was unjustifiably constituted. One example is the land disposal of Lansdowne South, which Trustees McNally and Paynter have publicly stated they would have voted against, and which VCPAC and others who sit at the Board table also did not support.

We are hearing from many parents in our district who feel disenfranchised because their elected representatives were not present at the board table to represent them during these eight months. Parents have questions:

1. Since the court has now spoken, does the Board intend to review any decisions that were made during the eight months that Trustees McNally and Paynter were not allowed to vote?
2. What consequences will there be for the Board from acting ultra vires, beyond the restoration of Trustees McNally and Paynter to their elected positions?
3. Will the board apologize for this action and its impact on these trustees as well as the students and staff in the District?



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TELEPHONE (250) 475 4193
WWW.VCPAC.CA

We request that the Board hold a Special Meeting to respond publicly to these questions and any others that the public, stakeholders and rights holders may have on this matter.

We also call on the Board to issue an itemized financial statement disclosing the full cost of investigations, legal fees, and costs that Judge Hardwick has ordered the district to reimburse to Trustees McNally and Paynter. This is money that should have been spent on our children's education. We strongly oppose the District filing an appeal in this case or pursuing any further legal action regarding this case as it will just mean the loss of more funds that are urgently needed to directly support students. We are eager to move forward and get back to the business of focusing on our children's education.

We thank you for considering our input. Please include this letter in the Correspondence as part of the Agenda package at the Operations Policy and Planning Committee meeting on October 17th.

Tracy Humphreys, President, on behalf of VCPAC



STUDENTS FIRST

VICTORIA
CONFEDERATION
OF
PARENT ADVISORY COUNCILS
556 BOLESKINE ROAD, VICTORIA, BC V8W 2R1
TELEPHONE (250) 475 4193
WWW.VCPAC.CA

cc. The Honourable Jennifer Whiteside, BC Minister of Education and Child Care; Ilda Turcotte, GVTA; CUPE Local 382; Jane Massy, Brian Whin-Yates, CUPE Local 947; Chief Rob Thomas, Esquimalt Nation; Chief Ron Sam, Songhees Nation; Caitlin Bird, Métis Nation of Greater Victoria; Ron Rice, Urban Peoples House Indigenous Advisory

From: Terry Dance-Bennink
Sent: Friday, October 14, 2022 2:26 PM
To: Deb Whitten; Trustees; Kelly Gorman; Kim Morris
Cc: 'Terry Dance Bennink'; Anne Duggan
Subject: Oasis Park concept drawing at S.J. Willis
Attachments: OasisPark-concept-v5.pdf; Oasis Park - short proposal.docx

CAUTION: External email. DO NOT click links or open attachments unless you are confident about the source.

Dear Superintendent Whitten and Trustees of the Greater Victoria School District,

As requested, I've attached a **preliminary "concept sketch"** of the proposed **Oasis Park at the S.J. Willis School field**. The sketch has been prepared by Mr. John O'Brien of IRM Strategies. I've also included our short proposal addressing the what, why, who, when, where, and costs.

We know you have a lot on your plate given the elections tomorrow, but we look forward to hearing from you about **next steps** at your earliest convenience.

We will also contact our new mayor next week to follow-up on his/her promised support and involvement.

Seniors in Quadra Village will be thrilled, if you find a way to support this innovative, **inter-generational** project.

Yours sincerely,

Terry Dance-Benink, M.Ed.

AN OASIS – AT LAST!

A Senior-Friendly Park

at S.J. Willis School Field

WHAT

Several thousand senior citizens live in the vicinity of Hillside Ave. and Blanshard/Quadra Streets. We urgently need a senior/elder-friendly park for physical exercise, social interaction, and nature awareness. We're surrounded by major highways and buildings and need green space for some peace and quiet.

The unused playing field at S.J. Willis School would be an ideal "oasis" Located at the corner of Blanshard St. and Hillside Avenue, the site contains some beautiful century-old pine and oak trees on the perimeter. Seniors would be inspired by the endurance and resilience of these ancient trees.

The level field in the centre could easily be converted into wide pathways for wheelchairs, with elder-friendly benches, a water feature, activity space for seniors and kids, Indigenous artwork, a small stage, and attractive drought resistant landscaping.

A new elementary school may eventually supplant S.J. Willis, and this would offer a wonderful intergenerational opportunity. Seniors and kids go together! We could read to students, share our stories, and cheer them on as they play games. We could enrich their learning environment while enjoying the presence of young spirits.

WHY

Four facilities within a block of S.J. Willis School are home to more than 800 seniors at the Wellesley, the Summit, Ross Place, and Spaken House for Indigenous women. Thousands more live in neighbouring accommodation, and yet there is no accessible green space for seniors close by.

Topaz Park is currently being updated to include a large skate and bike park, pickle ball court, dog off the leash space, a new artificial turf soccer field, and updated baseball diamonds. We applaud this initiative by the City of Victoria, but we feel left out.

Topaz Park is too far away for us to access, and lacks accessible pathways and benches. We need something closer. It's time now to meet the needs of seniors in our neighbourhood.

As Victoria continues to attract an older demographic, such a park could be a showplace and enhance business for the existing retirement/care facilities.

Walkers and wheelchairs deserve the same consideration as cars, bicycles, and skateboards.

WHERE

The Park would be located at the northeast corner of Blanshard St. and Hillside Avenue on the S.J. Willis School playing field. Access is currently available at the southeast and eastern approaches to the field. Parking could be added off the Market St. entrance. Please see the attached drawing of the proposed park.

WHO

The Oasis would be a partnership between the Greater Victoria School Board, the City of Victoria, and community stakeholders. If the School Board would grant access to the land, the City of Victoria could build and maintain the park with community support.

WHEN

As seniors, we don't have many years left to participate, so we hope to see the park materialize by early 2024.

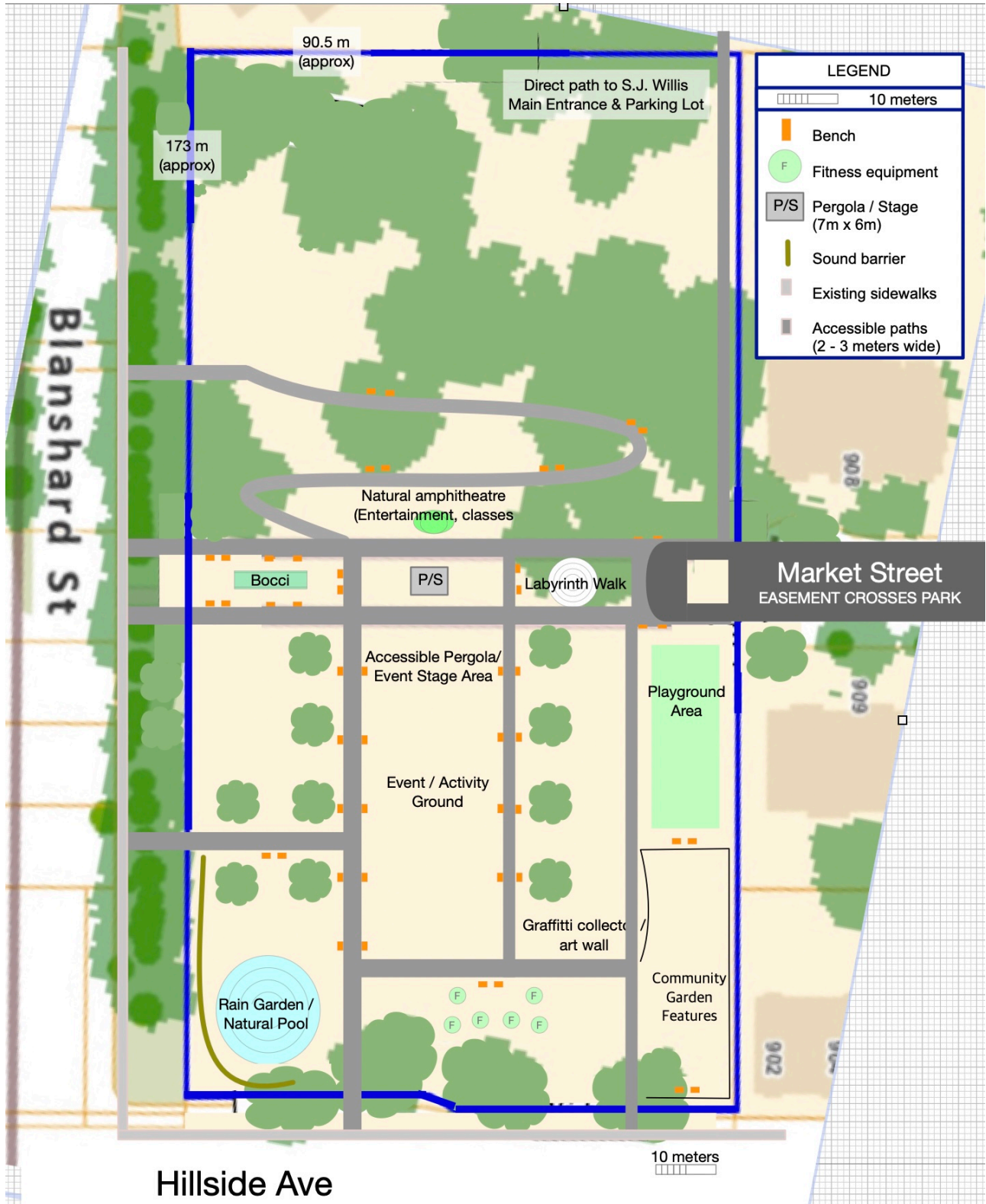
COST

A School Board/City of Victoria partnership should minimize costs, especially since the field is currently unused and level – ready for development. The provincial government could also be approached to support the park. Benches could be named in honour of seniors/elders to help pay for special initiatives such as flower and tree containers, a rain shelter, and outdoor artwork.

For more information, contact:

Terry Dance-Bennink, tmdance@shaw.ca, 250-220-6834, Wellesley Current Events Group

Anne Duggan, anne.l.duggan@gmail.com, Wellesley Current Events Group





Sent via email

October 17, 2022

Board of Education
School District No. 61 (Greater Victoria)
556 Boleskine Road
Victoria BC V8Z 1E8

Dear Trustees,

As Justice Hardwick's ruling clearly states the Board overstepped their authority, teachers are glad that Trustees Diane McNally and Rob Paynter have been reinstated to the Board and are able to continue with their duties.

The GVTA shares VCPAC's concerns regarding the Board's actions, budget decisions, and land disposal. In addition, an apology to Trustees McNally and Paynter is in order and overdue. We echo the concerns of VCPAC regarding the amount of money spent on court hearings and appeals, money that is sorely needed in our schools. For this reason, we oppose the district filing an appeal or pursuing further legal action.

It is the GVTA's hope that the Board reconsider the Lansdowne land sale. The sale of this land is extremely short sighted. It may help pay the bills in the short term but once this land is gone, it will be gone....it will be very challenging to acquire property for future builds. Not only could this become problematic for future expansion it will also impact communities near these schools. Local sports teams, leagues, and members of the public use the fields on a regular basis. Field rentals to community groups is a source of revenue for the district. Removing these spaces from the community will negatively impact them and the district's rental revenue. A reconsideration of this proposal would be greatly appreciated.

Sincerely,

Ilda Turcotte
President, Greater Victoria Teachers' Association

cc Tracy Humphries, CUPE Local 947 Jane Massy, CUPE Local 382 Brian Whin-Yates, Chief Rob Thomas, Esquimalt Nation; Chief Ron Sam, Songhees Nation; Caitlin Bird, Métis Nation of Greater Victoria; Ron Rice, Urban Peoples House Indigenous Advisory

By email: *brucea@bcpsea.bc.ca*

September 8, 2022

Bruce Anderson, CEO
British Columbia Public School Employers' Association
300 – 2889 E 12th Avenue
Vancouver, BC V5M 4T5

Dear Bruce,

Subject: BCPSEA delay in collective bargaining

On behalf of the 49,000 members of the British Columbia Teachers' Federation (BCTF), I am writing to express our significant concern with the delay in collective bargaining brought on by a lack of available dates from British Columbia Public School Employers' Association (BCPSEA).

We are committed to working with BCSPEA at the table to achieve negotiated agreement. However, BCPSEA does not seem to have been allocated adequate time to prepare or given the required direction and flexibility to keep up with these important negotiations.

By the end of last June, all issues had been tabled and canvassed. The parties agreed to schedule August 16–18 at the table to maintain momentum in these very critical negotiations.

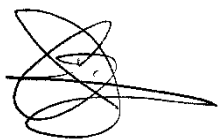
Six weeks later, on August 16, BCPSEA's team indicated that they needed additional time to finalize and get approval from Public Sector Employers' Council (PSEC) on proposals that they intended to table that week. On August 18, the two sides exchanged new salary proposals, and at the end of the day, BCPSEA's team stated they were not available again until September 26.

BC teachers, our students, and school communities need certainty, and we believe the government, PSEC, and BCPSEA should be doing more to ensure negotiations do not stall. It is imperative that we find solutions to our members' challenging working conditions and the cost-of-living crisis that is worsening existing problems with recruitment, retention, and the ongoing teacher shortage.

Another five-week delay to the table is unacceptable. We expect BCPSEA to demonstrate a strong commitment to bargaining by prioritizing availability and coming to the table prepared to reach a deal.

The BCTF is ready and willing to be at the table, and requests that PSEC and BCPSEA review their calendars to set additional bargaining dates.

Yours truly,

A handwritten signature in black ink, appearing to read 'Clint Johnston', with a long horizontal stroke extending to the right.

Clint Johnston
President

pc: The Honourable John Horgan, Premier of British Columbia
Honourable Jennifer Whiteside, Minister of Education and Child Care
Honourable Harry Bains, Minister of Labour
School Boards Chairs

CJ/ds:tfeu

November 2022

November 14: Non-Instructional Day

November 1: Inaugural Meeting of the Board of Education

November 7-8: BCPSEA Symposium

Strategic Direction and Context

- Elect Board Chair and Vice-Chair, BCPSEA Rep., BCSTA Rep. (Meeting Format Update Zoom/in-person)
- 2023-2024 Budget Update

System Planning and Performance Monitoring

- FESL
- Capital Projects Update
- Operations Report
- 2022-2023 Monthly Financial Summary
- IT4L Update

External Compliance and Accountability

- Approve September 2022 Quarterly Financial Report through Audit Committee

Engagement with Stakeholders and Public Recognition Events

- Board Members Attend Remembrance Day Ceremonies in the Community

Advocacy for Public Education and Provincial Liaison

- Attend BCPSEA Regional Meetings
- Attend BCPSEA Fall Symposium



The Board of Education of School District No. 61 (Greater Victoria)
Education Policy and Directions Committee Meeting
REGULAR MINUTES
Monday, October 3, 2022, 7:00 p.m.

Trustees Present: Tom Ferris (Chair), Elaine Leonard, Ann Whiteaker, Jordan Watters, Ryan Painter, Nicole Duncan, Rob Paynter, Diane McNally

Trustee Regrets: Angie Hentze

Administration: Deb Whitten, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Sean Powell, District Principal, Nadine Naughton, Principal, Andy Canty, Director, Information Technology for Learning, Kelly Gorman, Recorder

Partners: Jane Massy, CUPE 947, Lena Palmero, GVTA, Tracy Humphreys, VCPAC

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:02pm

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

Moved by Trustee Duncan

Add:

B.1. Oasis Presentation, Terry Dance-Bennink and Anne Duggan

That the October 3, 2022 agenda be approved, as amended.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Painter

That the September 12, 2022 Education Policy and Directions Committee meeting minutes, be approved.

For: Whiteaker, Watters, Hentze, Leonard, Painter, Ferris, Duncan

Abstain: McNally, Paynter

Motion Carried (7 to 2)

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

- B.1.** Terry Dance-Bennink and Anne Duggan presented to the Board on the benefits of having a senior friendly park offering intergenerational activities on the site of the SJ Willis campus.

Trustees provided thanks and questions of clarification were asked.

C. NEW BUSINESS

C.1. Introduction of Student Representative

None.

C.2. District Principal Powell and Principal Naughton presented:

School Goals – Connections to Framework for Enhancing Student Learning.

Trustees provided thanks and questions of clarification were asked.

Moved by Trustee Whiteaker

That the Board of Education of School District No. 61 (Greater Victoria) adjourn the meeting and refer C.3. Policy Role of Chair and Vice-Chair and C.4. Policy 8110 Role of Board to the November 14, 2022 Education Policy and Directions Committee meeting.

For: Whiteaker, McNally, Paynter, Duncan

Against: Ferris, Painter, Leonard, Watters

Motion Defeated (4 to 4)

C.3. Policy XXXX, Role of Chair and Vice-Chair

Moved by Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) approve Policy XXXX *Role of Chair and Vice-Chair* as presented.

Moved by Trustee Paynter

That Policy XXXX, Role of Chair and Vice-Chair be renamed Bylaw XXXX Role of Chair and Vice-Chair.

Trustees discussed the motion.

Trustee Paynter withdrew the motion.

Moved by Trustee McNally

1. RATIONALE

The Chairperson ~~is a servant of the Board who's function is to ensure orderly conduct of the meeting and is primarily responsible for safeguarding the integrity of the Board's governance processes.~~ The Chairperson is the Board's **official** spokesperson **on matters that the Board has confirmed a position through Policy or deliberation.** ~~and represents the Board in the community.~~ More specifically, the Chairperson shall:

For: McNally, Duncan, Paynter, Whitaker

Against: Leonard, Ferris, Watters, Painter

Motion Defeated (4 to 4)

Moved by Trustee Paynter

1. RATIONALE

The Chairperson provides Board leadership and is primarily responsible for safeguarding the integrity of the Board's governance processes. The Chairperson is the Board's spokesperson and represents the Board in the community. **The authority of the Chair does not exceed that of an individual Trustee.** More specifically, the Chairperson shall:

Motion Carried Unanimously

Moved by Trustee Duncan

2. POLICY

2.1.Meetings

ii. Ensure that Board meetings are conducted in accordance with the *School Act Part 6 – Boards of Education* **Board bylaws and policies.** ~~and remain focused on Board governance matters.~~

For: McNally, Duncan, Paynter, Whitaker, Ferris, Painter

Against: Leonard

Motion Carried (6 to 1)

Moved by Trustee Paynter

2.1 iii. Ensure that Roberts Rules of Order are followed and in all meetings of the Board of Trustees, procedures shall be governed by Robert's Rules of Order, **except where provisions of the bylaws of the Board or the School Act may conflict, in which case the latter shall prevail.**

For: Paynter, Whiteaker, Duncan, Ferris

Against: Leonard, Watters, Painter

Abstain: McNally

Motion Carried (4 to 3)

Moved by Trustee Paynter

2.1 iv. Ensure the Board adheres to ~~its Governance Policies and Meeting Procedures~~ **bylaws and policies.**

For: Ferris, Duncan, McNally, Paynter, Whiteaker

Against: Leonard, Watters, Painter

Motion Carried (5 to 3)

Moved by Trustee McNally

2.1 v. Act as an ex-officio member of all committees appointed by the Board, **with voice but no vote.**

Trustee Watters referenced bylaw 9130 #3. The Chair of the Board shall be an ex-officio member of both Committees, with voting rights.

Moved by Trustee Duncan

2.1 v. Act as an ex-officio member of all **standing** committees appointed by the Board.

For: Paynter, Whiteaker, Duncan, Ferris, Painter, McNally

Against: Leonard, Ferris

Motion Carried (6 to 2)

Moved by Trustee Whiteaker

That the Education Policy and Directions Committee adjourn the meeting at 9:00p.m.

For: Whiteaker, McNally, Duncan, Paynter

Against: Ferris, Leonard, Watters, Painter

Motion Defeated (4 to 4)

Moved by Trustee Paynter

2.2 i. Prior to each Board meeting confer with the Vice-Chair, Secretary-Treasurer and Superintendent to develop the Board Agenda ~~in a manner that is consistent~~ with **consideration of** the Board's Annual Work Plan.

Motion Carried Unanimously

Moved By Trustee Paynter

ii. ~~Encourage all Trustees present to vote on all Agenda items.~~

For: Paynter, McNally, Ferris

Against: Leonard, Duncan, Whiteaker, Watters, Painter

Motion Defeated (3 to 5)

Moved by Trustee Duncan

ii. ~~Encourage all Trustees present to vote on all Agenda items.~~ **Ensure that all Trustees have an opportunity to vote on all agenda items.**

For: Duncan, Ferris, McNally, Painter, Whiteaker, Watters

Against: Leonard

Motion Carried (6 to 1)

Move by Trustee Paynter

2.3 ii. Insert “and the Board” after Superintendent.

Trustees discussed the motion.

Trustee Paynter withdrew the motion.

Moved by Trustee Leonard

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve Policy XXXX Role of Chair and Vice-Chair as presented.*” be referred to the October 24, 2022 Board Meeting.

For: Leonard, Ferris, Watters, Painter

Against: McNally, Duncan, Paynter, Whiteaker

Motion Defeated (4 to 4)

C.4. Policy 8110 Role of Board

Moved By Trustee Leonard

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve Policy 8110 Role of Board as presented*” be referred to the October 24, 2022 Board Meeting.

For: Leonard, Ferris, Watters, Painter

Against: McNally, Duncan, Paynter, Whiteaker

Motion Defeated (4 to 4)

D. NOTICE OF MOTION

None

E. GENERAL ANNOUNCEMENTS

None

F. ADJOURNMENT

Moved by Trustee Painter

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:10 p.m.

Chair

Secretary-Treasurer



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

Operations Policy and Planning Committee Meeting

REGULAR MINUTES

Monday, October 17, 2022, 7:00 p.m.

Trustees Present: Elaine Leonard (Chair), Tom Ferris, Angie Hentze, Ann Whiteaker, Ryan Painter, Nicole Duncan, Diane McNally, Rob Paynter

Trustee Regrets: Jordan Watters

Administration: Deb Whitten, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Jim Vair, Director of Human Resources, Tammy Sherstobitoff, District Principal Human Resources, Andy Canty, Director, Information Technology for Learning, Mora Cunningham, Manager of Major Capital Projects, Sarah Winker, VPVPA, Kelly Gorman, Recorder

Partners: Winona Waldron, GVTA, Jane Massy, CUPE 947, Tracy Humphreys, VCPAC

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:00 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 Duncan

Remove E.5 and E.6 from the agenda.

Motion Carried Unanimously

Moved by Trustee Ferris

That the October 17, 2022 agenda be approved with the following amendment:

Move F.1. and F.2. to E.1. and E.2. and renumber accordingly.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Painter

That the September 20, 2022 Operations Policy and Planning Committee meeting minutes, be approved.

For: Leonard, Ferris, Hentze, Whiteaker, Painter, Duncan

Abstain: McNally and Paynter

Motion Carried (6 to 2)

A.4. Business Arising from Minutes

Trustee Duncan

A.4. Requested an update on the aviation program. Deputy Superintendent Caldwell stated that the aviation program at Mount Douglas Secondary school began receiving students September 2022.

D.1.b. Student and Family Affordability Fund, when will the Board see a plan? Superintendent Whitten anticipates that within the next two weeks an update will be provided to the Board.

F.1. Would like the Monthly Financial Report for June 2022 added to a future meeting.

B. PRESENTATIONS TO THE COMMITTEE

C. SUPERINTENDENT'S REPORT

- C.1.** Superintendent Whitten introduced Jules Dawkins from Esquimalt High School.

D. PERSONNEL ITEMS

- D.1.** District Principal Human Resources Sherstobitoff provided the Human Resources Update.

Trustees had questions of clarification and provided thanks for the report.

- D.2.** Director of Human Resources Vair provided the Occupational Health and Safety Annual Report.

Trustees had questions of clarification and provided thanks for the report.

E. FINANCE AND LEGAL AFFAIRS

E.1. Operations Update: September 2022

Director of Facilities Services Vistisen-Harwood provided an update.

Trustees had questions of clarification.

E.2. Victoria High School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided an update.

E.3. Monthly Financial Report: September 2022

Secretary-Treasurer Morris provided the report for information.

Questions of clarification were asked. Trustee Paynter to send staff questions relative to the report.

E.4. 2022-2023 Budget Change Report

Secretary-Treasurer Morris provided the report for information.

Questions of clarification were asked.

Moved by Trustee Leonard

That the Board of Education of School District No. 61 (Greater Victoria) recess for five minutes.

Motion Carried Unanimously

Meeting recessed at 9:00 p.m.

The meeting reconvened at 9:05 p.m.

E.5. 2022-2023 Enrolment, Capacity & Funding Update

Secretary-Treasurer Morris provided the report for information.

Enrolment

The District has increased 212 FTE students from last year.

1478 indigenous students are enrolled in the District.

Functional Capacity

Elementary 90% capacity utilization

Middle 86% capacity utilization

Secondary 92% capacity utilization

District 88% capacity utilization

Funding

\$3.3 million higher operating grant than previous year. Enrolment is up 19.116 FTE from the preliminary budget at which time the Board took a 164 FTE enrolment increase risk to balance the 22-23 preliminary budget.

Questions of clarification were asked.

E.6. Crossing Guard Implementation Update

Secretary-Treasurer Morris provided the report for information.

Staff recommend that the Board advocate for funding going forward.

F. FACILITIES PLANNING

F.1. [Cedar Hill Middle School Replacement Project Engagement Report March 3, 2022](#)

Reports provided for information.

F.2. [Cedar Hill Middle School Replacement Project Engagement Report June 27, 2022](#)

Reports provided for information.

Trustees had questions of clarification and provided thanks for the report.

F.3. Long Range Facilities Plan Process

Secretary-Treasurer Morris presented the memo and proposed process timeline.

Moved by Trustee Ferris

That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan Process 2024 to 2030 as presented.

Moved by Trustee Whiteaker

That the motion “*That the Board of Education of School District No. 61 (Greater Victoria) approve the Long Range Facilities Plan Process 2024 to 2030 as presented.*” be tabled to the November 21, 2022 Operations Policy and Planning Committee meeting.

For: Hentze, McNally, Duncan, Paynter, Whiteaker

Against: Leonard, Ferris, Painter

Motion Carried (5 to 3)

Trustee Duncan requested the District Facilities Plan Ad Hoc Committee reconvene to report on the recommendations in the existing Long Term Facilities Plan.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

H. NEW BUSINESS

H.1. Bylaw 9360 Item #5 - General Meeting of the Board, Trustee Leonard

Moved by Trustee Leonard

Trustees discussed the motion.

That the Board of Education of School District No. 61 (Greater Victoria) A special meeting will be called upon less than the normal 48 hours (**two business days**) notice, in writing or by telephone, with such meeting being deemed to have been properly convened if a majority of trustees agree to waive the normal 48 hours (**two business days**) of written notice.

For: Leonard, Ferris, Painter, Hentze

Against: McNally, Duncan, Paynter, Whiteaker

Motion Defeated(4 to 4)

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

K. ADJOURNMENT

Moved by Trustee Painter

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 10:27 p.m.

Chair

Secretary-Treasurer

DRAFT

Office of the Superintendent

Deb Whitten – Superintendent

TO: The Board of Education
FROM: Deb Whitten, Superintendent of Schools
RE: Superintendent's Report
DATE: October 24, 2022

Please see below the opportunities the Superintendent has been involved with during the month of October aligned to the Strategic Plan:

Goal 1: Create an inclusive and culturally responsive learning environment that will support and improve all learners' personal and academic success.

- Partners' Meeting – September 27, 2022
- Representative Advisory Committee of Students' Meeting – October 3, 2022, continued school visits with student representatives and their respective Principals / Vice-Principals
- Administrator Meeting – October 6, 2022

Goal 2: Create a culturally responsive learning environment that will support Indigenous learners' personal and academic success.

- Regular individual meetings with Esquimalt Nation; Songhees Nation; Urban Indigenous Peoples' House Advisory (UPHIA); and the Métis Nation of Greater Victoria.
- Regular meetings with the Four Houses.
- Meet bi-weekly with the Director of Indigenous Education.
- Local Education Agreement Training Session – October 24, 2022

Goal 3: Create an inclusive and culturally responsive learning environment that will support learners' physical and mental well-being.

- Attended Songhees Powwow – National Day for Truth and Reconciliation, September 30, 2022
- Zoom meetings with the Ministry of Education.
- Climate Action Committee Meetings – October 6, 2022
- All Superintendents' Meeting (Ministry of Education and Child Care) – October 28, 2022

Gratitude: The Superintendent would like to thank the following:

- Trustees Tom Ferris and Elaine Leonard for their dedication to the District, Students and Staff for the past 28 years, which is approximately 580,000 (20,000 x 28) students!
- Trustees Angie Hentze, Ryan Painter, Jordan Watters and Ann Whiteaker for their support and dedication to the District, Students, and Staff.
- Congratulations to Tina Horwood on being awarded the Extra Curricular Leadership Award at the Premier's Awards for Excellence in Education on October 14, 2022.

- Facilities and Rentals for their assistance with the Municipal Election and ensuring all went smoothly on October 15, 2022.
- District Principals David Hovis and Sean Powell and Teacher Jen Barber for a successful launch of the Welcome Centre.

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

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4162 Fax (250) 475-4112

Deb Whitten –Superintendent

TO: The Board of Education

FROM: Deb Whitten, Superintendent of Schools

RE: REVISED 2022-2023 Board of Education & Standing Committee Meeting Dates

DATE: October 24, 2022

| Education Policy and Directions @ 7:00pm | Operations Policy and Planning Committee @ 7:00pm | Board of Education @ 7:30pm |
|---|--|--|
| Monday, Sept. 12/22 | Monday, Sept. 19/22 | Monday, Sept. 26/22 |
| Monday, Oct. 3/22 | Monday, Oct. 17/22 | Monday, Oct. 24/22 |
| | | Wednesday, November 9, 2022 Inaugural Board Meeting – Swearing in of new Trustees |
| Monday, Nov. 14/22 | Monday, Nov. 21/22 | Monday, Nov. 28/22 |
| Monday, Dec. 5/22 (combined with OPPS) | Monday, Dec. 5/22 (combined with Ed) | Monday, Dec. 12/22 |
| Monday, Jan. 9/23 | Monday, Jan. 16/23 | Monday, Jan. 30/23 |
| Monday, Feb. 6/23 | Monday, Feb. 13/23 | Monday, Feb. 27/23 |
| Monday, Mar. 6/23 (combined with OPPS) | Monday, Mar. 6/23 (combined with Ed) | Monday, Mar. 13/23 |
| Monday, Apr. 3/23 | Monday, Apr. 17/23 | Monday, Apr. 24/23 |
| Monday, May 1/23 | Monday, May 8/23 | Monday, May 29/23 |
| Monday, June 5/23 | Monday, June 12/23 | Monday, June 19/23 |

Recommended Motion: *That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2022-2023 Board of Education and Standing Committee meeting dates.*



Seismic Replacement Design Update

KMBR Architects Planners Inc. is committed to the process of decolonization, and reconciliation with First Nations and Urban Indigenous communities.

We recognize that we live and work on the unceded territories of the Coast Salish Peoples including the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Sel̓íl̓wítulh (Tsleil-Waututh) Nations.

We also wish to acknowledge that Cedar Hill Middle School is located in the traditional territories of the Esquimalt and Songhees Nations, and express gratitude for the opportunity to work and learn in their territories.

Visioning

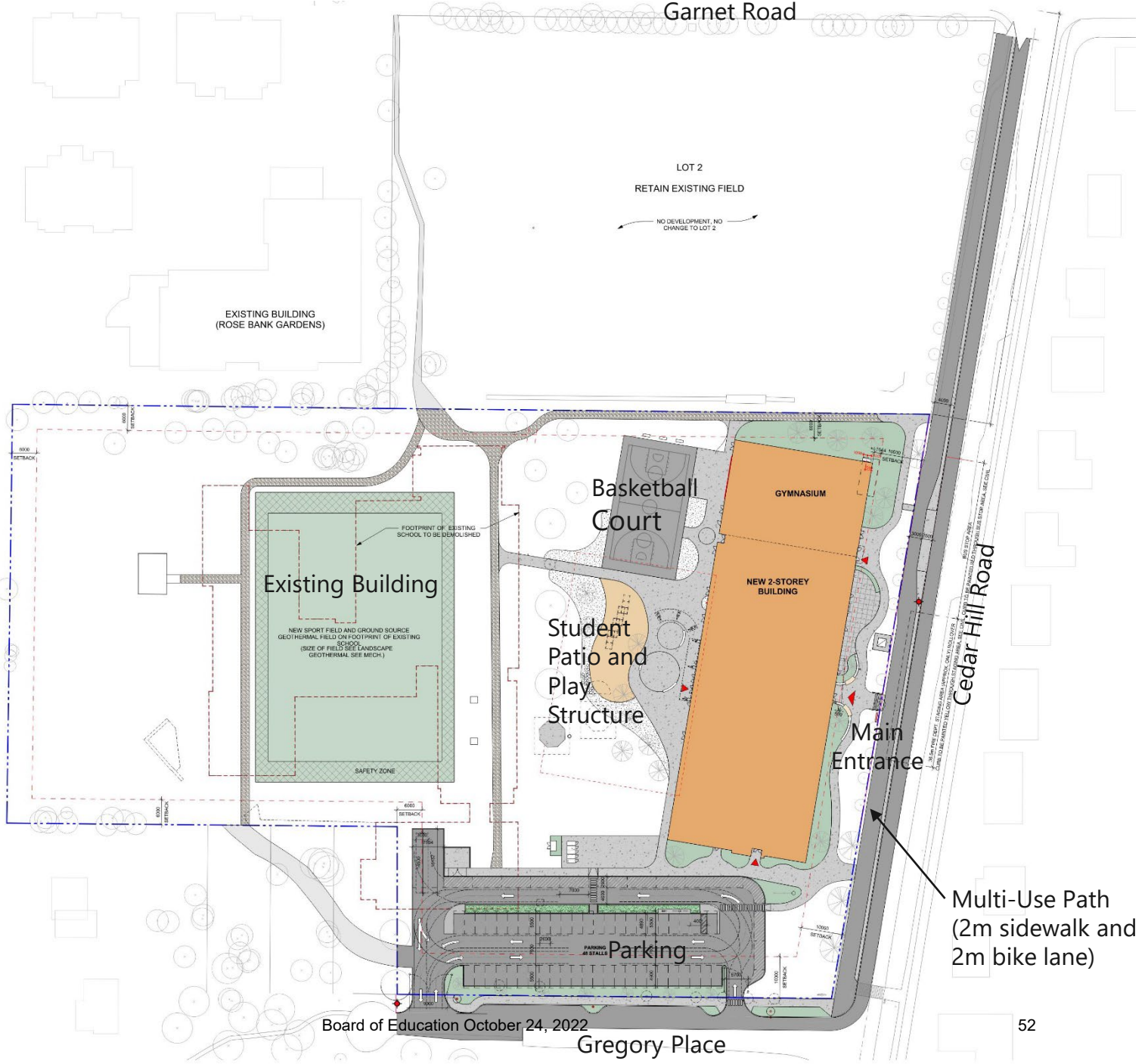
Design Drivers –

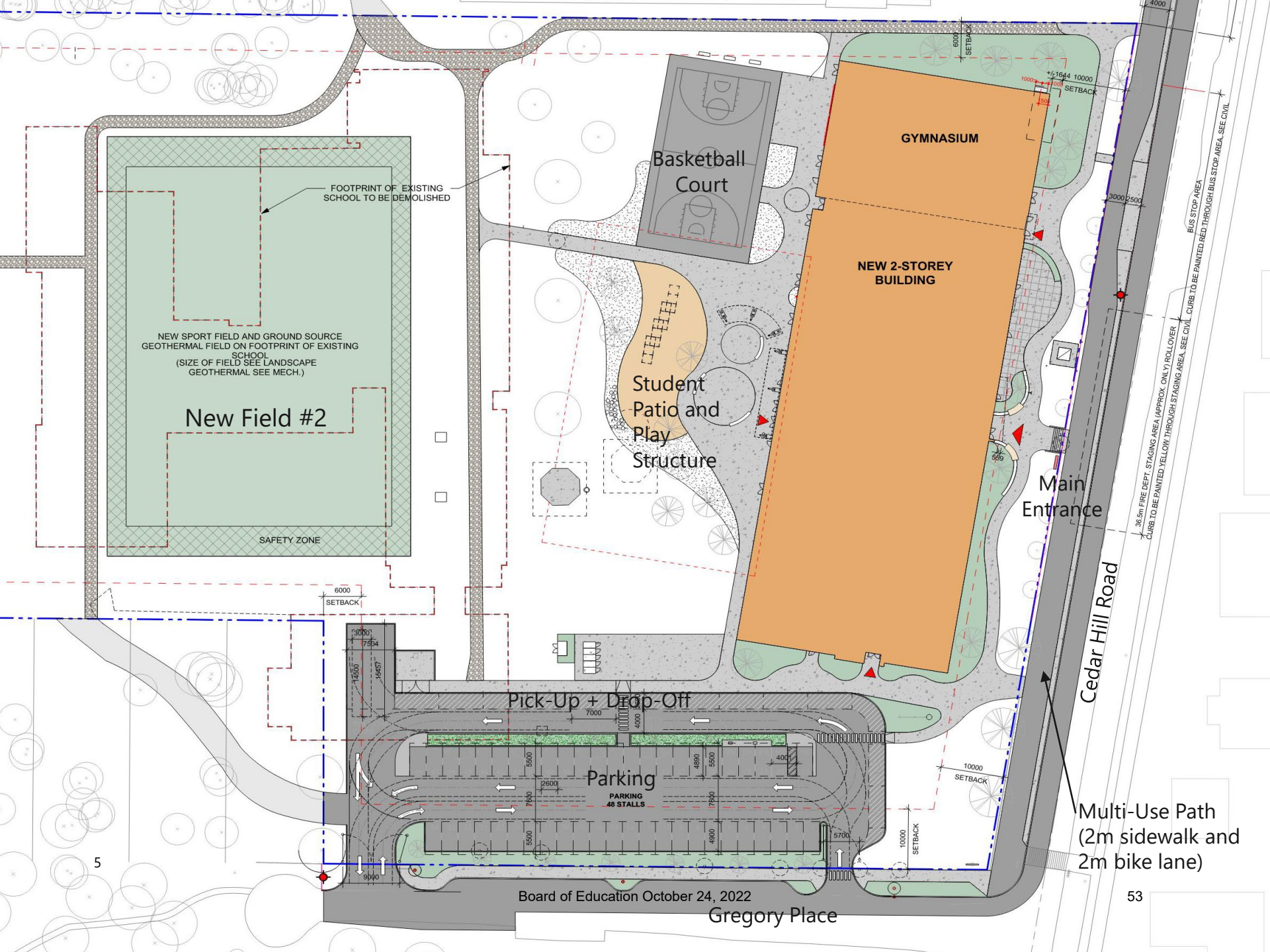
Project priorities identified through consultation with staff, students, School District, neighbours, feeder schools, and the public.



Board of Education October 24, 2022







New Field #2

Basketball Court

GYMNASIUM

NEW 2-STOREY BUILDING

Student
Patio and
Play
Structure

Main
Entrance

Pick-Up + Drop-Off

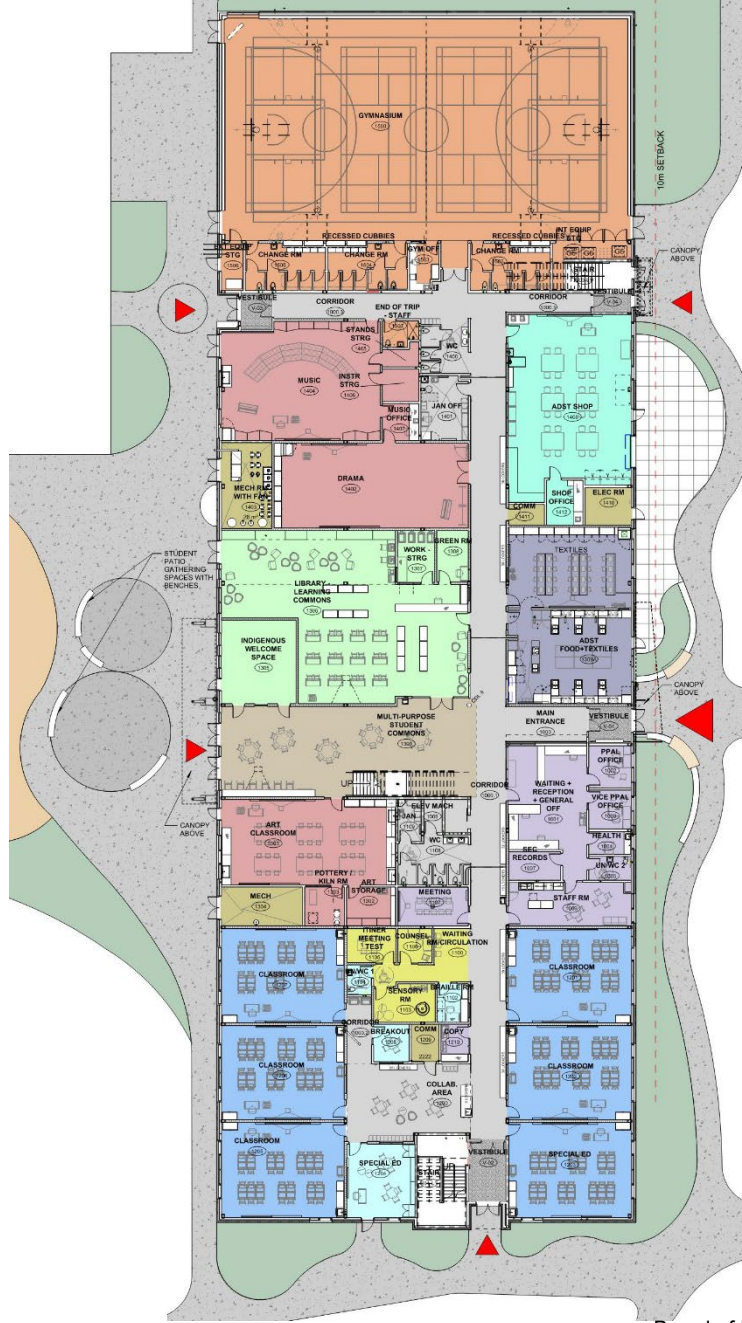
Parking
PARKING
48 STALLS

Multi-Use Path
(2m sidewalk and
2m bike lane)

Cedar Hill Road

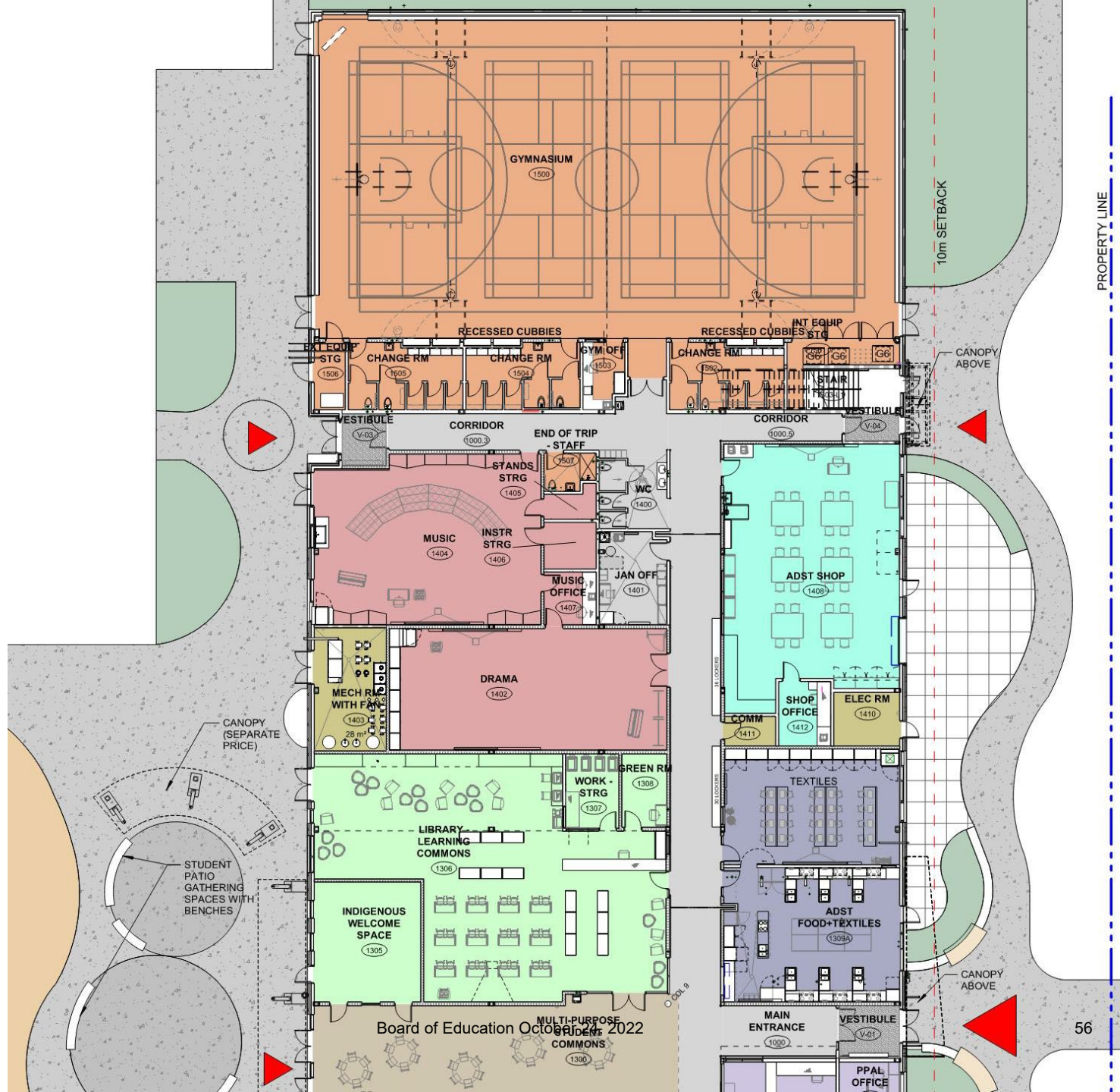
Gregory Place

Board of Education October 24, 2022

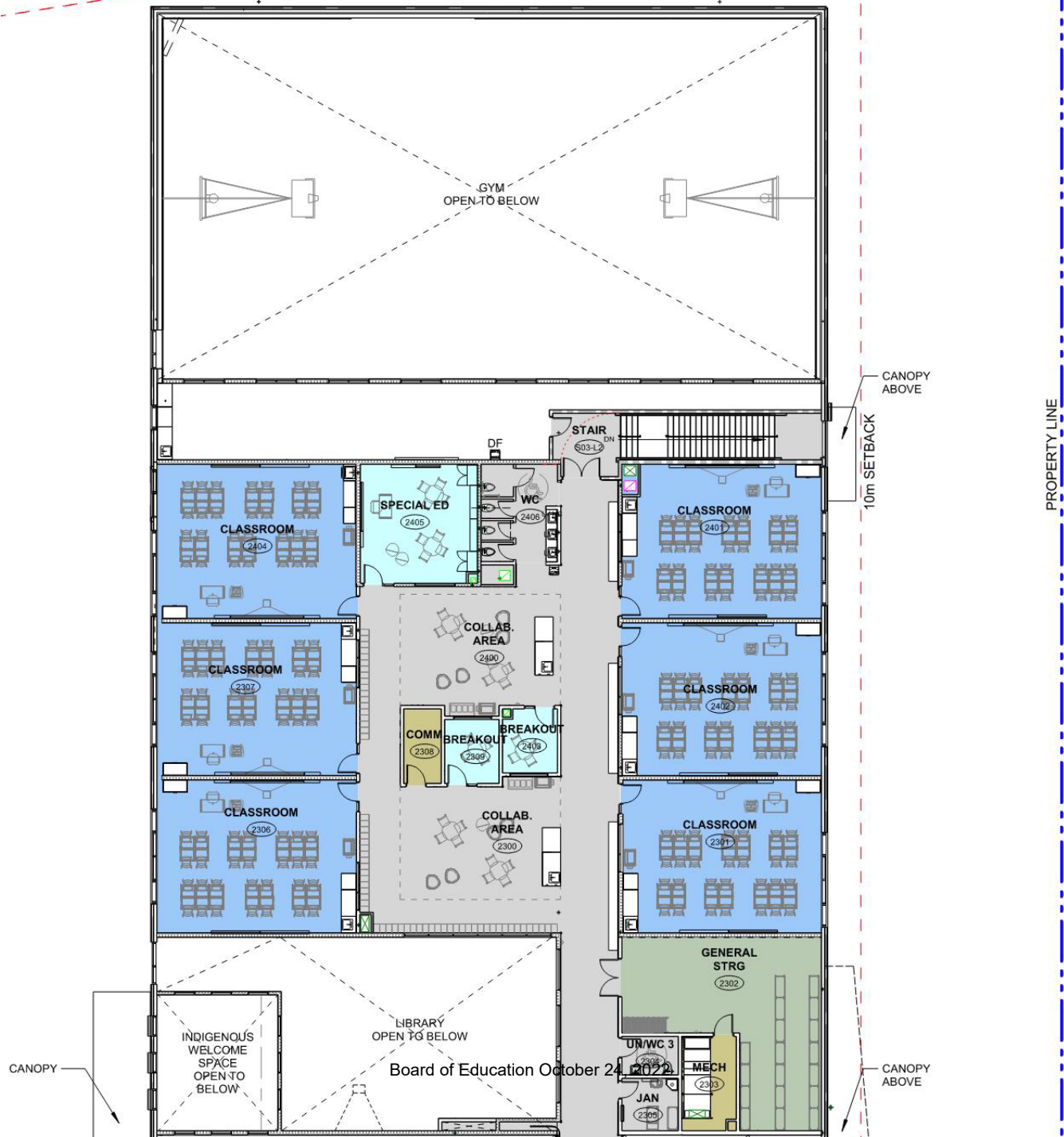


floor plan – level 1







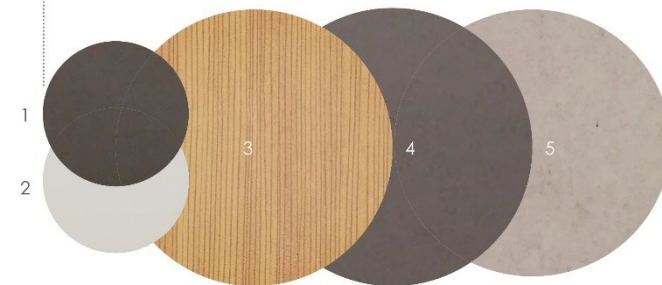


Board of Education October 24, 2022



EXTERIOR FINISHES / MATERIALS:

- 1 - CHARCOAL METAL CLADDING + PREFINISHED METAL FASCIA
- 2 - LIGHT GREY METAL CLADDING + PREFINISHED FASCIA
- 3 - PREFINISHED METAL SOFFIT (WOOD LOOK)
- 4 - MEDIUM GREY FIBER CEMENT CLADDING
- 5 - LIGHT-MEDIUM GREY CONCRETE MASONRY



CLADDING

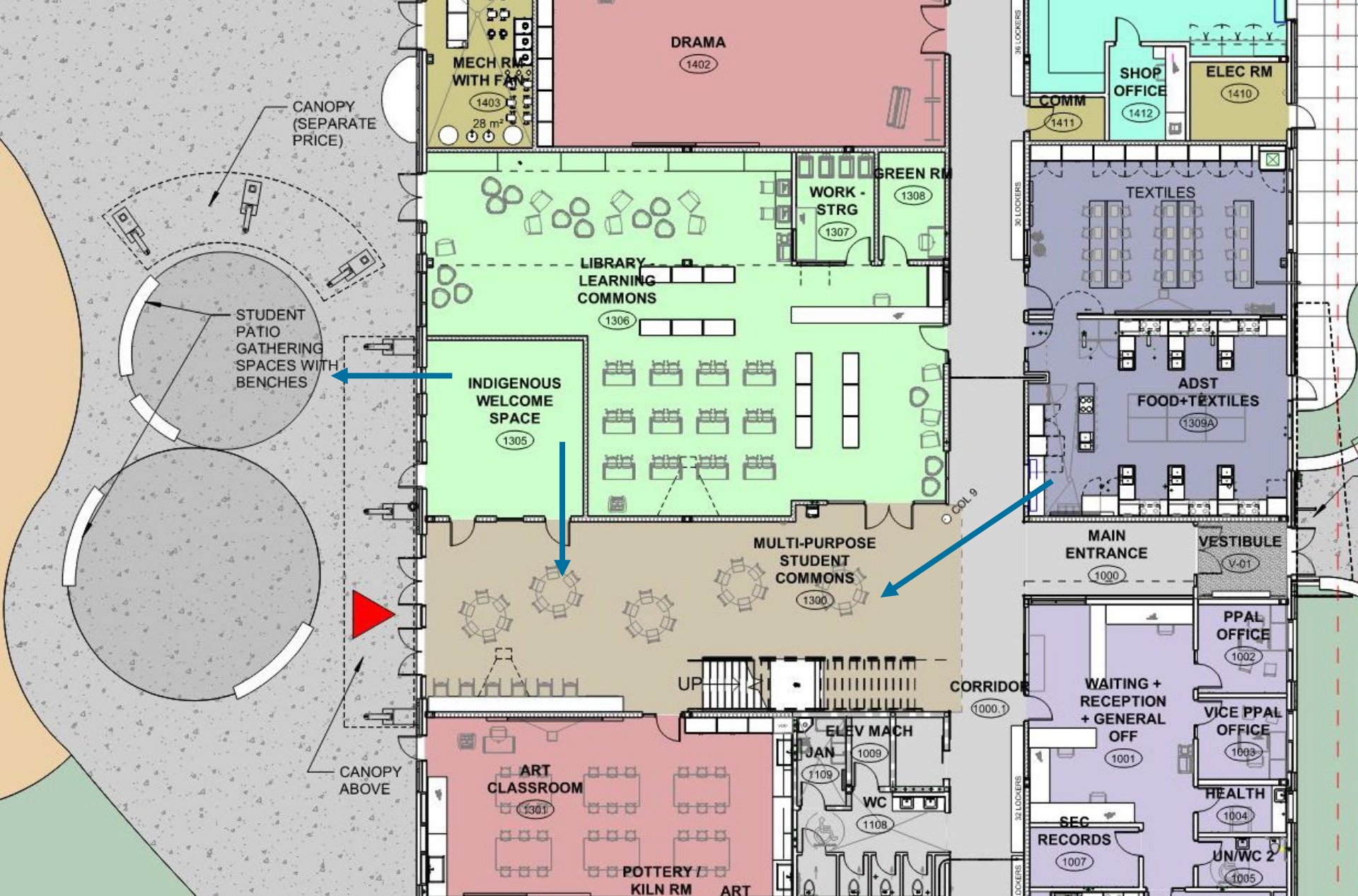


Student Commons



Indigenous Welcome
Space

Library
Learning Commons



Interiors



Board of Education October 24, 2022











Energy Reduction Strategy

On track to achieve the Net Zero by Design target, with the following systems:

- Heat Recovery Exchangers
- Geothermal Field
- Hydronic System Heat Recovery paired with Geo Field
- Air Source Heat Pump to supplement the heating system
- Air Handling Units
- Photovoltaic Panels on the roof
(100kWh current, 261kWh future)

Energy model shows that energy consumption is lower by 22% compared to baseline model.

Reduction of GHG vs baseline model is about 90%.



QUESTIONS ?

Office of the Secretary-Treasurer

Kim Morris - Secretary Treasurer

TO: Board of Education

FROM: Kim Morris

RE: Monthly Report

DATE: October 24, 2022

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

➤ **Trustee Elections**

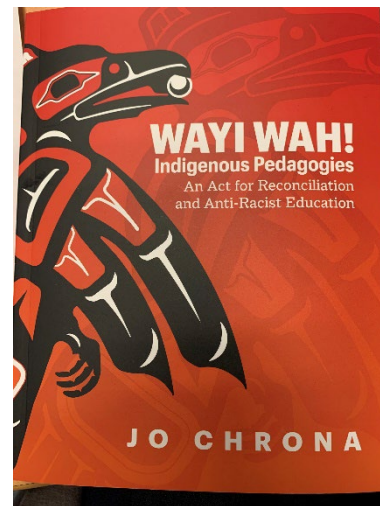
On October 15, a new Board of Education was elected. The inaugural meeting of the new board has been re-scheduled to November 9 in the Tolmie Boardroom. Many thanks to our Chief Elections Officer, Joan Axford, Lisa McPhail, Communications Manager and Superintendent Whitten for election night duties that lasted until 2:44 am as the last of the municipalities reported in. As staff we work some long hours, but 2:44 am was a first for all of us!

➤ **Indigenous Learning**

Many staff, students and trustees from all over the district attended the Songhees Nation pow-wow at the Royal Athletic Park on September 30th. It was both a celebration in that a pow-wow had not occurred in twenty years, but also a somber time to reflect on the history we own and share in the treatment of Indigenous peoples and work we have to do on the path to Truth and Reconciliation. This was a powerful opportunity I was humbled and thankful to have had.



Wayi Wah! by Jo Chrona is a book recommendation that I know many staff have taken up. I hope you have the opportunity to read the book soon and am happy to pass along my copy when I am finished.



➤ School Visits

With more in person meetings occurring and things returning to some normalcy, school visits have resumed this year. To date I've visited with Principals and Vice-Principals from:

- Arbutus Middle School
- Victoria High School
- Reynolds Secondary School
- Rogers Elementary School
- George Jay Elementary School
- Willows Elementary School
- Monterey Middle School

Discussions are rich and challenge our thinking around the Principal Vice-Principal role on the ground in schools. It's wonderful to see students and staff as they drop into the office to see our administration teams throughout the day, a busy job indeed.

In addition to the initiatives above:

- Continue to serve as BCASBO representative on provincial Ministry Funding Equity Committee and K-12 SOGI Collaborative Committees
- Bi-weekly Vic High construction project meetings with Facilities staff and the Principal
- Bi-weekly Facilities and Superintendent meetings
- Weekly Senior Leadership Team meetings
- Monthly Student Representative Council meetings
- Ministry meetings as requested
- Weekly Chair Superintendent meetings for agenda setting
- Meeting with VCPAC President Humphreys and Superintendent Whitten

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
RE: Spectrum Turf Project
DATE: October 24, 2022

Background:

In October 2022 the Board carried the following resolution:

That the Board of Education of School District No. 61 (Greater Victoria) support in principle for a period of up to two years, the proposed artificial turf field project at Spectrum Community School, at no cost to the Board; AND THAT Staff be directed to update the Board once funding has been secured by the STAR Committee.

The original memo to the Board is attached as further background.

Issue:

The STAR Committee continues to meet, fundraise and develop plans for an all weather artificial turf field at Spectrum Community School. The groups has not yet reached their fundraising goal and is requesting more time. The District and the Vancouver Island Soccer League continue to meet relative to the terms of a Joint Use Agreement but have also not concluded negotiations as of this date.

Recommendation:

That the Board of Education of School District No. 61 (Greater Victoria) extend its support in principle until October 2023, the proposed artificial turf field project at Spectrum Community School, at no cost to the Board;

AND FURTHER

That Staff be directed to update the Board once funding has been secured by the STAR Committee.

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.

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

TO: Board of Education

FROM: Trustee Ryan Painter

RE: Spectrum Artificial Turf Field Project

DATE: October 19, 2020

Background:

As my colleagues will know, The STAR Project (Spectrum Turf and Rink) has come before the Board at various iterations of the business case development process. Below are the motions that have come before the Board and been approved (with action items taken in **bold**):

December 17, 2018 – The Board approved the following motion:

*That the Board of Education of School District No.61 (Greater Victoria) approve a feasibility study for an all-weather turf field and “pop-up” ice rink at the Spectrum Community School site by the school’s STAR Committee at no cost to the Board. **(The Board voted in favour of approving a feasibility study for an all-weather turf field and pop-up ice-rink at Spectrum Community School.)***

June 24, 2019 – The Board approved the following motion:

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to instruct staff to participate in the development of a formal business plan for the Spectrum Turf and Rink (STAR) Project. To be developed with the STAR Committee, SD61, and community partners.

March 9, 2020 – The Board approved the following motion:

*That the Board of Education write a letter to Saanich Parks and Recreation: 1. supporting the STAR Working Committee’s task of consulting neighbours and partners in its business case research for the proposed project at Spectrum Community School; AND FURTHER; 1. requesting Saanich Parks and Rec consider the proposed project in its feasibility study, recognizing the Board’s commitment to the project is not decided. **(A letter was written to Mayor and Council on April 23, 2020)***

Rationale

The STAR Committee has gone as far as it can without an official 'agreement in principle' from the Board. They have Saanich's documented support; they have community sports clubs engaged and ready to commit financially. Two of these stakeholders hope to secure a grant that will cover a significant portion of the project if awarded. The committee has also consulted the community in and around Spectrum Community School with favourable conclusions. They have considered, consulted, and gained the support of the Songhees Nation and other indigenous groups who would benefit from a turf at Spectrum. The traditional territories of the Songhees which the turf would be placed on is owned by the School District. An 'agreement in principle' will directly address the Truth and Reconciliation Commission's Calls to Action while also supporting and strengthening SD61's Strategic Plan Goal 2. It would legitimize stakeholders' grant application and

greatly increase the chance of success. Additionally, the willingness to receive letters of intent to commit will help community groups proceed in good faith on their commitment to the project and begin working to fulfill financial requirements of the project.

Alignment to Strategic Plan:

This project aligns with Goal 2 (Strategy 1 and 2) and 3 (Strategy 1, 3, and 4)

| Goal 1 | Goal 2 | Goal 3 |
|--|--|--|
| Create an inclusive and culturally responsive learning environment that will support and improve all learners' personal and academic success. | Create a culturally responsive learning environment that will support Indigenous learners' personal and academic success. | Create an inclusive and culturally responsive learning environment that will support all learners' physical and mental well-being. |
| Strategy 1: Develop and support high quality learning opportunities through the implementation of curriculum in order to improve student achievement. | Strategy 1: Critically examine personal and systemic biases, attitudes, beliefs, values and practices to increase student and staff understanding and appreciation of Indigenous worldviews, histories and perspectives. | Strategy 1: Continue to provide professional learning opportunities to all staff in K-12 to further support implementation of social emotional learning, physical literacy and mental health literacy that improves outcomes for students and classrooms. |
| Strategy 2: Engage and collaborate with students, families and staff to provide an inclusive learning environment that will enhance and support student learning, identities and well-being. | Strategy 2: Engage and collaborate with local Nations, Indigenous educators, Indigenous community leaders, Elders and families to enhance Indigenous student learning and well-being and identity. | Strategy 2: Work in collaboration with Ministry of Children & Family Development to provide joint educational planning and support for children and youth in care that helps develop the child's personality, talents and mental and physical abilities to the fullest for current and future success. |
| Strategy 3: Address the inequity of outcomes for diverse learners in literacy, numeracy, engagement and completion rates. | Strategy 3: Address the inequity of outcomes for Indigenous learners in literacy, numeracy, attendance and graduation rates. | Strategy 3: Engage and collaborate with families to encourage awareness of and engagement in physical literacy and mental health literacy that improves outcomes for students in classrooms and at home. |
| | | Strategy 4: Address the inequity of opportunity for all learners to maximize physical health and mental well-being. |

and under the following categories:

- Advocacy
- Community Engagement

Recommendation:

That the Board of Education of School District No. 61 (Greater Victoria) support in principle for a period of up to two years, the proposed artificial turf field project at Spectrum Community School, at no cost to the Board; AND THAT Staff be directed to update the Board once funding has been secured by the STAR Committee.

Colquitz Middle School Electric Bus Compound Project Video Surveillance

Deployment Plan

Policy 3517.3 Security Video Surveillance at School Sites (and corresponding Regulation 3517.3)

October 24, 2022

1. DEPLOYMENT PROPOSAL FOR COLQUITZ MIDDLE SCHOOL

The compound behind and west of Colquitz Middle School is currently being used to hold District Grounds materials. It is secured, large and is intended to hold the District's six school buses. Parking of the buses will require coverage by non-monitored CCTV for the following reasons:

- a) Semi-secluded location of the bus compound
- b) High value off the buses
- c) Safety: four of the buses are electric and will be charging overnight. Tampering with the buses or the electrical supply can cause injury and make buses unsafe to transport students until investigations can occur
- d) Security

2. CONSULTATION PACKUP TO STAKEHOLDER GROUPS

- A description of the problem that video surveillance deployment is proposed to control.
- A copy of the District Video Surveillance Policy.
- Details of alternatives tried or considered and why they were, or are, considered to be ineffective.
- The location(s) being proposed for the surveillance cameras.
- The length of time to be deployed, the reasons for the time frame selected and the date that the deployment will come up for review.

3. COMMUNICATION AWARENESS EFFORTS/PUBLIC ENGAGEMENT

To inform the community about the upcoming deployment of cameras, letters with background details and a map containing the placement of the cameras were shared with the school community and surrounding neighbours. The School Principal emailed the letter to all families, and 350 letters were hand-delivered to neighbours in the surrounding community. The letter extended the opportunity for families and members of the public to participate in an information session on Tuesday, October 18, 2022, to learn more and provide feedback. Recipients also had the opportunity to provide written submissions over a two-week period to the District at community@sd61.bc.ca. All information was also posted on the front page of the District's website.

- One form was submitted to the school with support for the cameras

One email was received by community@sd61.bc.ca with no concerns with the cameras. *All input provided is attached.*

- No members of the community attended the information session held on October 18, 2022. Attendees at the meeting were:
 - Topher MacIntosh, Principal, Colquitz Middle School
 - Eric Fischer, Manager of Transportation
 - Lisa McPhail, Manager of Communication & Community Engagement
 - Marni Vistisen-Harwood, Director of Facilities Services
 - Kim Morris, Secretary-Treasurer

4. EVIDENCE OF ALTERNATIVES TRIED & RESULTS

None

5. EVIDENCE OF ALTERNATIVES CONSIDERED BUT NOT ACTIONED & WHY OR N/A

Given the reasons stated above for the rationale for CCTV, and mainly due to the value of the asset and the safety of the infrastructure, no alternatives have been tried at this time.

CCTV is being considered at this time as a preventative measure and not a reaction to something that has already occurred.

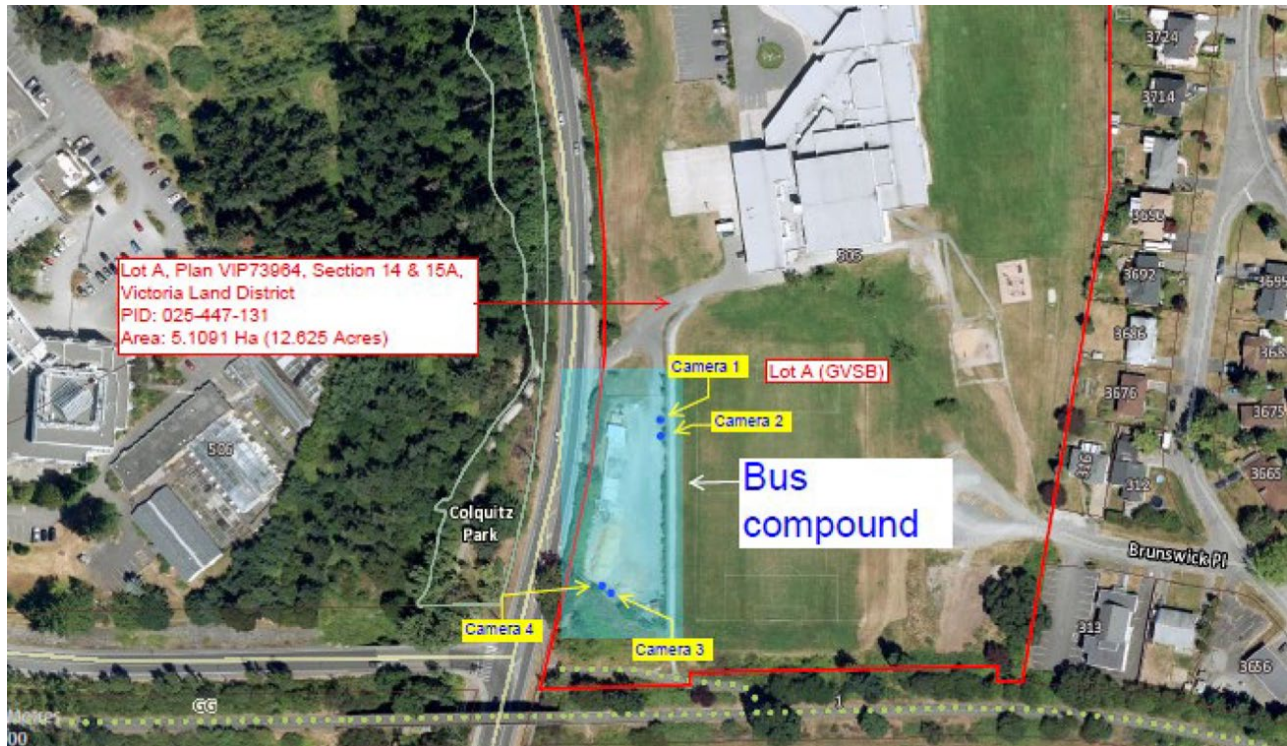
6. ACTIONS BEING CONTEMPLATED

Video surveillance

7. PHYSICAL DEPLOYMENT PLAN

A bus compound has been built on the southwest corner of the Colquitz Middle School property near Burnside Road to house the Greater Victoria School District's six school buses: four new electric buses and two gas buses.

The compound will be secured but to help deter and/or identify any vandalism to the buses or electrical equipment we will be installing four (4) CCTV cameras. These cameras will be pointing at specific spots within the compound. The field of view remains strictly within the compound and does not film children, employees or neighbours. The sole purpose is to secure the area as described above. *See map below.*



From: [Community Engagement](#)
To: [Tara Knight](#)
Subject: FW: Bus Compound Cameras
Date: Wednesday, October 19, 2022 2:11:20 PM

Lisa McPhail
Manager, Communications & Community Engagement
Greater Victoria School District No. 61
Office: 250.475.4103
Cell: 778.679.5049
www.sd61.bc.ca | @sd61schools

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.

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, October 4, 2022 8:44 PM
To: Community Engagement <Community@sd61.bc.ca>
Subject: Bus Compound Cameras

CAUTION: External email. DO NOT click links or open attachments unless you are confident about the source.

Do you have any concerns about this installation? NO Do you have any questions or comments about this installation? NO

[REDACTED]
CMS Gr Parent

October 4, 2022

Dear Neighbours:

RE: Colquitz Middle School Bus Compound Cameras

A bus compound has been built on the southwest corner of the Colquitz Middle School property near Burnside Road to house the Greater Victoria School District's six school buses: four new electric buses and two gas buses.

The compound will be secured but to help deter and/or identify any vandalism to the buses or electrical equipment we will be installing four (4) CCTV cameras. These cameras will be pointing at specific spots within the compound. The field of view remains strictly within the compound and does not film children, employees or neighbours. The sole purpose is to secure the area as described above.

Monitoring will only occur if there is an incident. If an incident takes place Greater Victoria School District Facilities staff will search the recording based on the date the incident took place to try to identify what happened. If evidence is shown on the recording a copy may be given to local police to follow up.

No one will have access to the recordings except for one manager at Facilities. The recordings are password protected.

The School District is hosting an online information session for neighbours and families to learn more and ask questions. We invite you to attend the online meeting on **Tuesday, October 18, 2022 from 6:30-7:30 p.m.**

To join the meeting: https://bit.ly/Colquitz_BusConsultation

Please note, the meeting link is also available on the front page of the District website: www.sd61.bc.ca

To share your input, please fill out the form below and return it to the Principal at the school or email the form below to community@sd61.bc.ca. All input must be submitted by **Thursday, October 20, 2022 at 4 p.m.** Approval of video surveillance will be considered by the Board of Education at its regular board meeting on Monday, October 24, 2022.

Our policy and regulation on video surveillance at school sites (3517.3) can be found here:

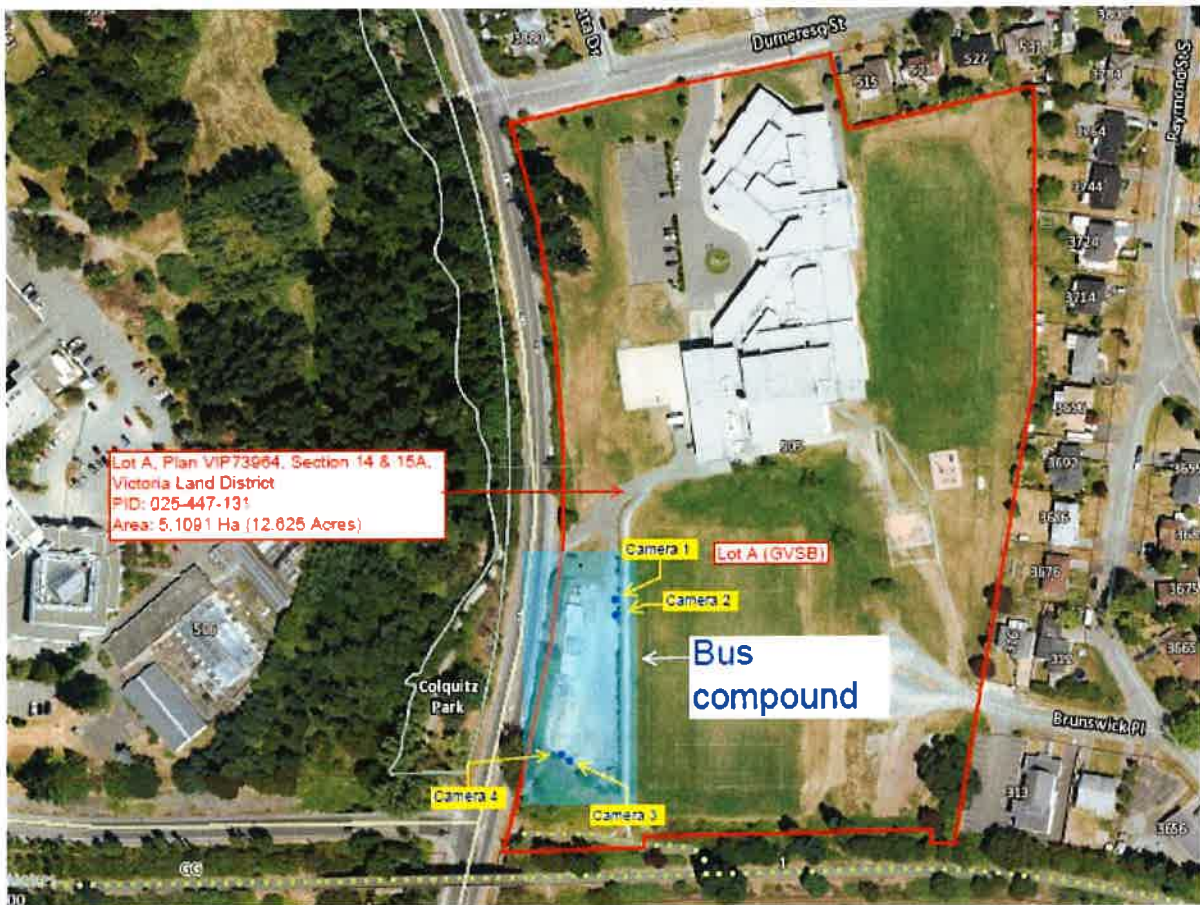
<https://www.sd61.bc.ca/board-of-education/policiesregulations/>

Thank you,

Marni Vistisen-Harwood
Director of Facilities Services
Greater Victoria School District No. 61

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



Share Your Input: Colquitz Middle School Bus Compound Cameras

Please complete the question form below and return it to the School Principal or email it to community@sd61.bc.ca by **Thursday, October 20, 2022 at 4 p.m.**

Do you have any concerns about this installation? If yes, please specify below:

NO.

Do you have any questions or comments about this installation?

NO. WE AGREE WITH IT FOR SAFE COMMUNITIES.
 SUSAN HENDRICKS & MARTIN MACDONALD
 3861 RAYMOND ST. S. VICTORIA
 V8Z 4K4,

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



Colquitz Middle School Electric Bus Compound Project Video Surveillance

Date: October 18, 2022
Presented to: Colquitz School Community
Presented by: Kim Morris, Secretary-Treasurer

Traditional Acknowledgement

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.

Introductions

Purpose of Tonight

- Gather any feedback neighbours and learning community have about video surveillance
- Understand any concerns
- Inform the community

Issue

The Colquitz school site is:

- Currently being used to hold District grounds materials
- Secured, large and is intended to hold the District's six school buses
- Required to have coverage by non-monitored CCTV for the following reasons:
 - Semi-secluded location of the bus compound
 - Value off the buses
 - Safety: four of the buses are electric and will be charging overnight. Tampering with the buses or the electrical supply can cause injury and make buses unsafe to transport students until investigations can occur
 - Security.

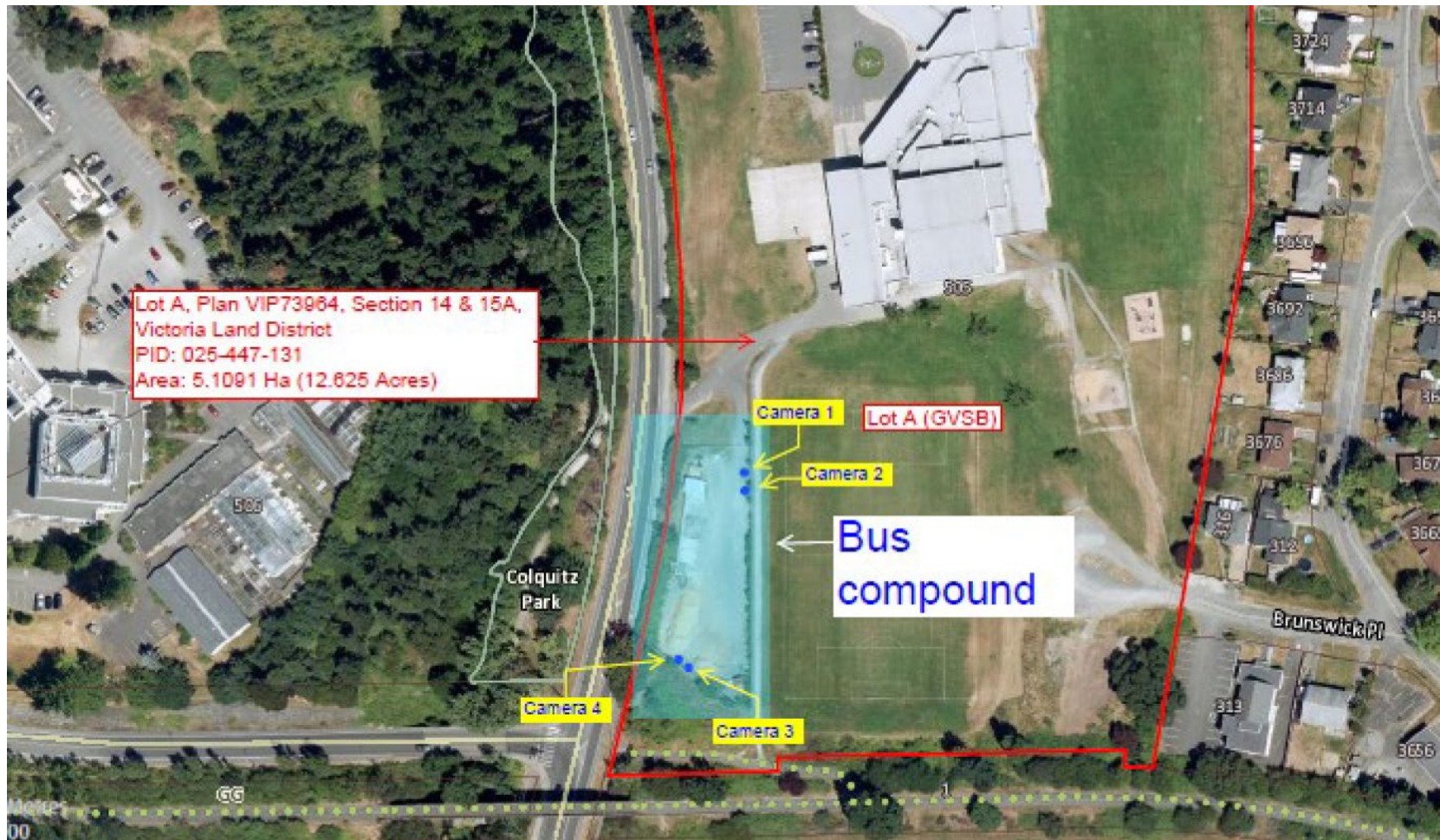
Policy

- POLICY 3517.3
 - SECURITY – VIDEO SURVEILLANCE AT SCHOOL SITES
 - <https://www.sd61.bc.ca/our-district/documents/name/policy-3517-3-security-oco-video-surveillance-at-school-sites/>
-
- REGULATION 3517.3
 - SECURITY – VIDEO SURVEILLANCE AT SCHOOL SITES
 - <https://www.sd61.bc.ca/our-district/documents/name/regulation-3517-3-security-oco-video-surveillance-at-school-sites/>

Alternatives

- Given the reasons stated above for the rationale for CCTV, and mainly due to the value of the asset and the safety of the infrastructure, no alternatives have been tried at this time.
- CCTV is being considered at this time as a preventative measure and not a reaction to something that has already occurred.
- Alternatives to CCTV could be:
 - Security patrol
 - Fencing
 - Police patrol

Location



Duration

- Length of time to be deployed
 - Permanent
- Reasons for the time frame selected
 - Bussing is an on-going service in SD61 and not a project with a finite completion date
- Date the deployment will come up for review:
 - A review of the effectiveness will occur every six (6) months SD61 Transportation Staff.
 - Cameras will be active from Dusk to Dawn and will not be accessed UNLESS there has been an incident.
 - Any footage will be restricted to SD61's Director of Facilities Services and Capital Project Manager.

Questions?

- Timeline: reporting to the Board October 24, 2022
- Email community@sd61.bc.ca
- Deadline: Thursday, October 20, 2022 4 pm.

Thank You



Privacy Impact Assessment

[CCTV Video Surveillance S.D. 61]

Why do I need to do a PIA?

Section 69(5.3) of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) requires the head of a public body to conduct a privacy impact assessment (PIA) in accordance with the directions of the minister responsible for FOIPPA. Public bodies should contact the privacy office(r) for their public body to determine internal policies for review and sign-off of the PIA. Public bodies may submit PIAs to the Office of the Information and Privacy Commissioner for BC (OIPC) for review and comment.

If you have any questions about this PIA template or FOIPPA generally, you may contact the Office of the Chief Information Officer (OCIO) at the Privacy and Access Helpline (250 356-1851). Please see our [PIA Guidelines](#) for question-specific guidance on completing a PIA.

What if my initiative does not include personal information?

Public bodies still need to complete Part 1 of the PIA and submit it along with the signatures pages to their privacy office(r) even if it is thought that no personal information is involved. This ensures that the initiative has been accurately assessed.

Part 1 – General

| | | | |
|----------------------------|---|--------|-----|
| Name of Department/Branch: | K-12 Education, School District 61 (Greater Victoria) | | |
| PIA Drafter: | Chuck Morris-Director of Facilities Services | | |
| Email: | cmorris@sd61.bc.ca | Phone: | 522 |
| Program Manager: | Chuck Morris | | |
| Email: | cmorris@sd61.bc.ca | Phone: | 522 |

In the following questions, delete the descriptive text and replace it with your own.

1. Description of the Initiative

This initiative is to develop a Privacy Impact Statement reflecting the potential requirement for video surveillance from time to time in the school district.

2. Scope of this PIA

This PIA covers the background and rationale for the request to use video surveillance from time to time. Working alongside this PIA is another Document called 'Deployment Proposal' that will cover all other less intrusive alternatives already tried and identify consultation with the staff at the facility in question and immediate neighborhood. Included will be camera locations, hours of operation and area under surveillance. In addition signage shall be posted, location where it shall be posted and include district contact information.



Privacy Impact Assessment

[CCTV Video Surveillance S.D. 61]

3. Related Privacy Impact Assessments

This PIA along with our Deployment Proposal will work in tandem. This PIA is solely related to the use of video surveillance as and when deemed appropriate

4. Elements of Information or Data

Potential placement of video equipment has all been external, running from dusk to dawn and field of view strictly along building facades without leaving the property; without impinging on any neighboring residences or business. The only elements of data would be those who may be caught vandalizing the section of the building that was under surveillance. If legible, the information would be passed on to police. There is no monitoring. Access strictly prompted by an incident. Two people are the only ones having access; the Director of Facilities Services and our Manager of Communications and Security.

If personal information is involved in your initiative, please continue to the next page to complete your PIA.

If no personal information is involved, please submit Parts 1, 6, and 7 to your privacy office(r). They will guide you through the completion of your PIA.



Privacy Impact Assessment

[CCTV Video Surveillance S.D. 61]

Part 2 – Protection of Personal Information

In the following questions, delete the descriptive text and replace it with your own.

5. Storage or Access outside Canada

Recorded Information is kept within the school district on a secure server or secure device at a school. Any existing systems (at a school or elsewhere will be brought into compliance with this document, if some may be non-compliant). None of the recorded information resides anywhere else. If anything goes wrong our own Technician (designated) is responsible to effect repairs. The Technician is an employee of SD 61.

6. Data-linking Initiative*

In FOIPPA, "data linking" and "data-linking initiative" are strictly defined. Answer the following questions to determine whether your initiative qualifies as a "data-linking initiative" under the Act. If you answer "yes" to all 3 questions, your initiative may be a data linking initiative and you must comply with specific requirements under the Act related to data-linking initiatives.

- | | |
|---|----|
| 1. Personal information from one database is linked or combined with personal information from another database; | NO |
| 2. The purpose for the linkage is different from those for which the personal information in each database was originally obtained or compiled; | NO |
| 3. The data linking is occurring between either (1) two or more public bodies or (2) one or more public bodies and one or more agencies. | NO |

If you have answered "yes" to all three questions, please contact your privacy office(r) to discuss the requirements of a data-linking initiative.



Privacy Impact Assessment

[CCTV Video Surveillance S.D. 61]

7. Common or Integrated Program or Activity*

In FOIPPA, “common or integrated program or activity” is strictly defined. Answer the following questions to determine whether your initiative qualifies as “a common or integrated program or activity” under the Act. If you answer “yes” to all 3 of these questions, you must comply with requirements under the Act for common or integrated programs and activities.

| | |
|--|----|
| 1. This initiative involves a program or activity that provides a service (or services); | NO |
| 2. Those services are provided through: (a) a public body and at least one other public body or agency working collaboratively to provide that service; or (b) one public body working on behalf of one or more other public bodies or agencies; | NO |
| 3. The common or integrated program/activity is confirmed by written documentation that meets the requirements set out in the FOIPP regulation. | NO |
| Please check this box if this program involves a common or integrated program or activity based on your answers to the three questions above. | |

8. Personal Information Flow Diagram and/or Personal Information Flow Table

Both a flow diagram and a table must be included if the PIA is related to a common or integrated program or activity or a data-linking initiative. (See Appendix A)

| Personal Information Flow Table | | | |
|---------------------------------|--|------------------|-------------------|
| | Description/Purpose | Type | FOIPPA Authority |
| 1. | Email received from staff, parent, public or police | Collection | 26(c), 27(2) |
| 2. | Email client back requesting more information | Disclosure | 33.1(7) |
| 3. | Viewing review authorized under FOIPPA. Review logged and filed. | Disclosure & Use | 33.2(c) and 32(a) |
| 4. | School Act Authorization | Collection | 74.01 |



Privacy Impact Assessment

[CCTV Video Surveillance S.D. 61]

| | | | |
|---|-----------------|------------|--------|
| 5 | School District | Collection | 26(a) |
| 6 | School District | Regulation | 3517.3 |
| | | | |
| | | | |

9. Risk Mitigation Table

| Risk Mitigation Table | | | | |
|-----------------------|---|---|------------|--------|
| | Risk | Mitigation Strategy | Likelihood | Impact |
| 1. | Employees will not have access. | Systems tightly controlled and managed. Password protected. Specific personal oversee and control security of systems. | Low | High |
| 2. | Request from Parent / Public / Staff / Police requests for viewing | Implementation of identification verification procedures through voice and in person methods | Low | High |
| 3. | Personal information is compromised when transferred to the requestor | Information will not be sent electronically. Will be in person or to the police, on disc if required | Low | High |
| 4. | Personal information from video surveillance sent electronically | Regulations developed to inform requestor nothing will be sent electronically. Must be in person in controlled setting. | Medium | Medium |

Part 3 – Security of Personal Information

If this PIA involves an information system, or if it is otherwise deemed necessary to do so, please consult with your public body's privacy office(r) and/or security personnel when filling out this section. They will also be able to tell you whether you will need to complete a separate security assessment for this initiative.

10. Please describe the physical security measures related to the initiative (if applicable).

Buildings key card or PIN access, room – lockset, Device password protected, access by one or two staff only and log records as well knowledge of location of device very limited

11. Please describe the technical security measures related to the initiative (if applicable).



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Firewalls if device allows for it, encryption where possible,

12. Does your branch/department rely on any security policies?

We are in the middle of developing new Policy, Regulations and an audit review of any pre-existing Video systems (Jan.2021) that may fall outside of these initiatives.

Further information may be gained from :

Mr. Chuck Morris, CTech

Director of Facilities Services

School district No. 61 (Greater Victoria)

S.22

13. Please describe any access controls and/or ways in which you will limit or restrict unauthorized changes (such as additions or deletions) to personal information.

All Video recordings have limited access. All systems are password protected, allowing only the school designate, or district designate access. Once inside a record of who accessed the device is logged. Our new Policy, Regulations and hierarchical structure will be the guiding principles everyone must follow. Each system is set to over write over a short period of time (7 days maximum). Each access must be logged with time in and out, why the access occurred and must contain a readable signature.

14. Please describe how you track who has access to the personal information.

These are Video clips of events that take place. For exterior video there is very likely no staff or students recorded as most of these recordings would tape from dusk to dawn.

Inside systems are currently undergoing an audit to ensure compliance with new policy and regulations (January-April-2021). Strict enforcement of guidelines and reviews will identify deviations. Access shall not happen unless there is an incident on a given time and day only. As mentioned previously, very limited number of people have access. Password protected access into device. Log maintenance reviews take place. These can be upgraded at any time we discover better methods for protection.

With these being video as described earlier, there should be very little personal information recorded. As always we shall treat these as if there is any number of private information taped and treat it as such

Part 4 – Accuracy/Correction/Retention of Personal Information

15. How is an individual's information updated or corrected? If information is not updated or corrected (for physical, procedural or other reasons) please explain how it will be annotated? If



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personal information will be disclosed to others, how will the public body notify them of the update, correction or annotation?

With the video surveillance, nothing will be updated or corrected. Personal information shall not be disclosed to others unless it is a police matter. Then it will be signed for by the officer of that police force. If viewing is asked for by a parent as an example, if, after review by the District a Third party was recorded as well, we cannot authorize viewing.

16. Does your initiative use personal information to make decisions that directly affect an individual(s)? If yes, please explain.

The video recordings would only identify an individual committing an offence against school district property. That individual could be identified to police or to the school if a student. In that respect (if a student-and not a criminal offence committed) the School Administration would meet privately with the individual and likely his/her parents. If no one other than the student is in the footage, the parents may wish to see the clip.

17. If you answered "yes" to question 17, please explain the efforts that will be made to ensure that the personal information is accurate and complete.

Our only source would be collected video footage from our owned devices. If you answered "yes" to question 17, do you have a records retention and/or disposition schedule that will ensure that personal information is kept for at least one year after it is used in making a decision directly affecting an individual?

Recordings shall be over-written usually every 7 days. Records are not kept unless footage is required as evidence for police. If we are required to retain footage from a specific incident it shall be kept locked away in a safe on site.

Part 5 – Further Information

18. Does the initiative involve systematic disclosures of personal information? If yes, please explain.

For example: your department has a regular exchange of personal information (both collection and disclosure) with the federal government in order to provide services to your clients.

Please check this box if the related Information Sharing Agreement (ISA) is attached. If you require assistance completing an ISA, please contact your privacy office(r).

NO



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19. Does the program involve access to personally identifiable information for research or statistical purposes? If yes, please explain.

For example: your public body will be disclosing information to PhD students so that they can conduct research.

Please check this box if the related Research Agreement (RA) is attached. If you require assistance completing an RA please contact your privacy office(r).

NO

20. Will a personal information bank (PIB) result from this initiative? If yes, please list the legislatively required descriptors listed in section 69 (6) of FOIPPA. Under this same section, this information is required to be published in a public directory.

A Personal Information Bank will NOT be kept from this initiative.

Please ensure Parts 6 and 7 are attached to your submitted PIA.



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Privacy Impact Assessment for Non-Ministry Public Bodies

[CCTV Video Surveillance S.D. 61]

PIA#[assigned by your privacy office(r)]

Part 7 – Program Area Signatures

Chuck Morris (Director Facilities)
Program/Department Manager

Signature

21.01.13
Date

Arch Fraser

Contact Responsible for Systems Maintenance and/or Security (Signature not required unless they have been involved in this PIA.)

Signature

21.01.13
Date

Kim MORRIS

Head of Public Body, or designate


Signature

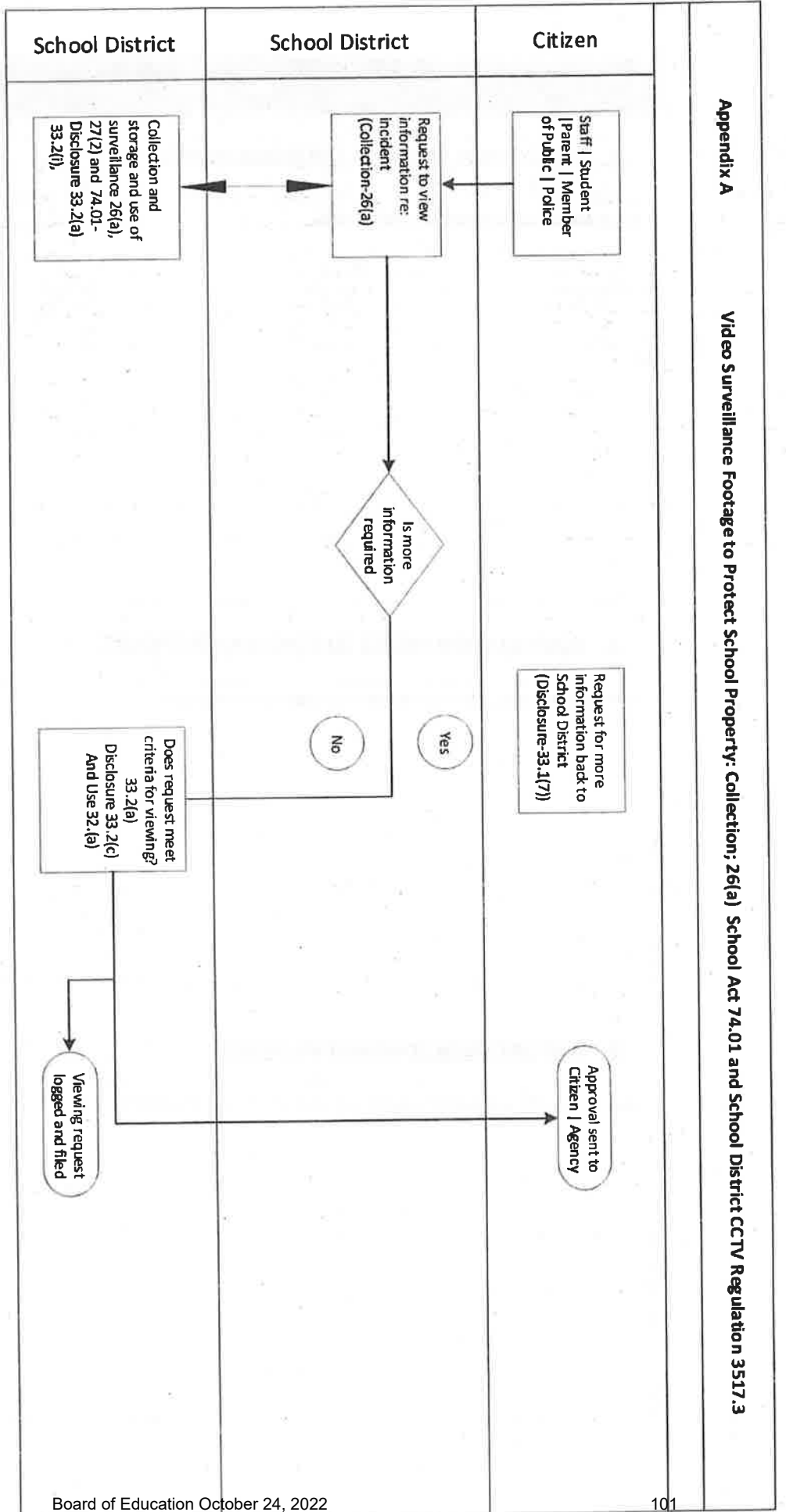
21.01.13.
Date

A final copy of this PIA (with all signatures) must be kept on record.

If you have any questions, please contact your public body's privacy office(r) or call the OCIO's Privacy and Access Helpline at 250 356-1851.

Appendix A

Video Surveillance Footage to Protect School Property: Collection, 26(a) School Act 74.01 and School District CCTV Regulation 3517.3



1. DEPLOYMENT PROPOSAL FOR (School Name):

(Clear and concise Reasons for Deployment)

2. CONSULTATION PACKUP TO STAKEHOLDER GROUPS

(What did the Pack up Consist of and is Documentation attached)

3. SUPPORT FROM STAKEHOLDER GROUPS

(Was there sufficient level of support and what was it and from whom)

4. EVIDENCE OF ALTERNATIVES TRIED & RESULTS

(List ALL options tried and Results of Efforts)

5. EVIDENCE OF ALTERNATIVES CONSIDERED BUT NOT ACTIONED & WHY OR N/A

(Evidence of Alternatives Considered but not Tried and Why or N/A)

6. ACTIONS BEING CONTEMPLATED

(Actions, if Any That are being Contemplated to Deal with the Problems or Issues)

7. PHYSICAL DEPLOYMENT PLAN

(Please layout Below, the Physical Deployment Plan)

8. LENGTH of TIME FOR DEPLOYMENT and REVIEW DATE

(Indicate Length of Time for Deployment and Reasons for the Time Frame. Include Review Date)

SECTION 72 REPORT

Present:

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

Administration:

Deb Whitten, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Jim Vair, Director of Human Resources Services, Lisa McPhail, Manager of Communications, Marni Vistisen-Harwood, Director of Facilities Services, Kelly Gorman, Recorder, Caroline Manders, Recorder

The Board of Education discussed the following matter:

- Personnel, Property and Legal

SECTION 72 REPORT

Present:

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

Administration:

Deb Whitten, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent

The Board of Education discussed the following matter:

- Legal

SECTION 72 REPORT

Present:

Trustees Elaine Leonard, Jordan Watters, Nicole Duncan, Ann Whiteaker, Diane McNally, Rob Paynter

Administration:

Deb Whitten, Superintendent of Schools, Kim Morris, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent

The Board of Education discussed the following matter:

- Legal