



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

Regular Board Meeting

AGENDA

Broadcasted via YouTube

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

Monday, November 28, 2022, 7:30 p.m.

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 November 28, 2022 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the October 24, 2022 Regular Board Minutes

Recommended Motion:
That the October 24, 2022 Regular Board minutes be approved.

- b. Approval of the November 9, 2022 Inaugural Board Minutes

Recommended Motion:
That the November 9, 2022 Inaugural 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)

- a. Paula Marchese – Advocacy for Music In Schools (AMIS)

B. CORRESPONDENCE

B.1. November 14, 2022, Colin Savage to SD61 Trustees, Cedar Hill Middle School

B.2. November 17, 2022, GVTA to SD61 Trustees, Music Survey

C. TRUSTEE REPORTS

C.1. Chair's Report

- b. Chair's Report
- c. December Board Work Plan

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

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the November 14, 2022 meeting – information only

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the November 21, 2022 meeting - Information only
- b. Approved Motions

Recommended Motion:

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

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to respond to the letters received by the Board from VCPAC dated October 12, 2022 and GVTA dated October 17, 2022.

D.3. Audit Committee

- a. Audit Committee Report – October 31, 2022 Meeting

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept the September 2022 Quarterly Financial Report as presented to the Audit Committee.

D.4. Budget Advisory Committee

- a. Budget Advisory Committee DRAFT November 10, 2022 Minutes

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Student Recognition Alana Liu
- 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. Trustee Questions

E.2. Secretary-Treasurer's Report

- a. Monthly Report

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer's report 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** – October 24, 2022
- G.2. Record of In-Camera Board of Education Meeting** – November 3, 2022
- G.3. Record of In-Camera Board of Education Meeting** – November 14, 2022

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

- a. Trustee Kwan - Custodial

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to identify the cost to increase custodial levels to the previous year, 2021-22, and provide recommendations to the Board on using funds coming out of revised budget allocations toward custodial deficits.

- b. Trustee McNally - Cedar Hill Middle School

Recommended Motion:

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

- a) postpone the motion for approval of the architect's plan for the Cedar Hill new build,
- b) halt any further work of any kind on this project until the Board votes to resume further work, and
- c) provide the Board with detailed plans, timeline and costing for a seismic refit if the existing building.

H.2. Notice of Motions

I. ADJOURNMENT

Recommended Motion:

That the meeting be adjourned.



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

REGULAR MINUTES

Via Zoom

Monday, October 24, 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, Katrina Stride, Associate Secretary-Treasurer, Brenna O'Connor, VPVPA, Andy Canty, Director of Information Technology

Partners: Ilda Turcotte, GVTA, Tracy Humphreys, VCPAC

A. COMMENCEMENT OF MEETING

The meeting began at 7:32 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 Watters

Seconded by Trustee Leonard

That the October 24, 2022 agenda be approved, with the following additions:

- C.2.c. Trustee Watters
- C.2.d. Trustee Whiteaker
- C.2.e. Trustee Duncan
- E.2.a. Cedar Hill Middle School Design Presentation - KMBR Architect moved to
- B. Cedar Hill Middle School Design Presentation - KMBR Architect and renumber the agenda accordingly.

Motion Carried Unanimously

A.3. Approval of the Minutes

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

Moved by Trustee Leonard
Seconded by Trustee Ferris

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

Motion Carried Unanimously

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

Moved by Trustee Ferris
Seconded by Trustee Watters

That the October 3, 2022 Special Board minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from the Minutes

None

A.5. Student Achievement

None

A.6. District Presentations

None

A.7. Community Presentations

None

B. Cedar Hill Middle School Design Presentation - KMBR Architect

Kate Lemon and Stephane Chan, KMBR architects from presented the seismic replacement design update for Cedar Hill Middle School. Project priorities were identified through consultation with staff, students, District, neighbours, feeder schools, and the public. The presentation provided a thorough review of the proposed school design concepts.

C. CORRESPONDENCE

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

Trustee McNally requested the questions posed by VCPAC in its October 12, 2022 letter be addressed in a public meeting.

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

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

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

D. TRUSTEE REPORTS

D.1. Chair's Report

a. Trustee Recognition

Chair Painter answered three outstanding questions in response to questions from the public.

1. The Board will not be filing an appeal to the Judicial review.
2. The Board continues to meet with legal counsel to review the Judicial Review.
3. The Minister of Education and Child Care has signed off on the land sale at Lansdowne Middle School, South Campus.

Chair Painter recognized fellow Trustees that served on the 2018-2022 Board.

b. November Board Work Plan

Presented for information.

D.2. Trustees' Reports

- a. Trustee Ferris provided thanks to all Trustees, staff and School District No. 61, Greater Victoria community for 26 years of serving as a Trustee.
- b. Trustee Leonard thanked Trustees, staff and School District No. 61, Greater Victoria community for 26 years of serving as a Trustee.
- c. Trustee Watters thanked Trustees, staff and School District No. 61, Greater Victoria community for 8 years of serving as a Trustee.
- d. Trustee Whiteaker thanked Trustees, staff and School District No. 61, Greater Victoria community for 8 years of serving as a Trustee.
- e. Trustee Duncan provided a verbal report.

E. BOARD COMMITTEE REPORTS

E.1. Education Policy and Directions Committee

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

E.2. Operations Policy and Planning Committee

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

F. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Superintendent Whitten provided thanks to Chair Painter for his work this past year as Chair of the Board of Education of School District No. 61 (Greater Victoria) and for his service as Trustee during the 2018-2022 term.
- b. Monthly Report

Superintendent Whitten provided the report for information.

Moved by Trustee Leonard

Seconded by Trustee Ferris

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

Motion Carried Unanimously

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

Moved by Trustee Ferris

Seconded by Trustee Leonard

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

d. Trustee Questions

None

E.2. Secretary-Treasurer's Report

a. Monthly Report

Secretary-Treasurer Morris provided the report for information.

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. Spectrum Turf and Rink (STAR) Project

Secretary-Treasurer Morris recommended that the Board of Education extend the timeline for the project for one year.

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.

Moved by Trustee Ferris
Seconded by Trustee Leonard

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.

Motion Carried Unanimously

c. Colquitz Bus Compound Video Surveillance Deployment Plan

Secretary-Treasurer Morris presented the surveillance deployment plan and recommended approval of installation of cameras at Colquitz Bus compound.

Trustees had questions of clarification.

Moved by Trustee Leonard
Seconded by Trustee Whiteaker

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.

Motion Carried Unanimously

F. QUESTION PERIOD

None

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

None

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

The meeting adjourned at 8:40 p.m.

Moved by Trustee Ferris
Seconded by Trustee Leonard

That the meeting be adjourned.

Motion Carried Unanimously

Secretary-Treasurer

Chair

DRAFT



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

Inaugural Board Meeting

Wednesday, November 9, 2022 @ 7:00 p.m.
Tolmie Boardroom, 556 Boleskine Road

INAUGURAL BOARD MEETING MINUTES

Present:

Trustees: Angela Carmichael, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally

Administration: Deb Whitten, Superintendent of Schools; Harold Caldwell, Deputy Superintendent, Katrina Stride, Acting Secretary-Treasurer; Tom Aerts, Associate Superintendent; Shelly Niemi, Director of Indigenous Education; Lisa McPhail, Communications and Community Engagement Manager

Regrets: Trustee Natalie Baillaut and Rob Paynter

The meeting was called to order at 7:00pm.

1. Territorial Acknowledgement and Welcome

Chief Rob Thomas, Esquimalt Nation delivered the Territorial Acknowledgement and Welcome via Zoom.

Superintendent Deb Whitten thanked the Reynolds Secondary School Jazz Quartet for their performance during the reception prior to the meeting and were presented with gifts of appreciation.

2. Introduction of George Jay Drum Circle

Superintendent Whitten introduced the George Jay Elementary School students' Drum Circle.

3. George Jay Elementary Drum Circle

The students performed a selection of Indigenous music. Superintendent Whitten thanked the students for their performance and were presented with gifts of appreciation.

4. Call to Order

Acting Secretary-Treasurer Katrina Stride called the meeting to order at 7:17pm.

5. Trustee Election Report

Acting Secretary Treasurer Stride reported that local Municipal Elections were held on October 15, 2022 and that there were 30 candidates who ran in the election. The nine Trustees elected to the Board of Education for the term of office to expire in the Fall of 2026 are: Natalie Baillaut, Angela Carmichael, Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Diane McNally and Rob Paynter.

6. Swearing-In Ceremony - Oath of Office

Acting Secretary-Treasurer Stride introduced City of Victoria Clerk, Curt Kingsley, who administered the Oath of Office to the Trustees in accordance with the *School Act*. The newly elected Trustees made their declaration by affirming the Oath individually and affixing their signatures as required. Trustee Natalie Baillaut and Trustee Rob Paynter made arrangements for their Oaths of Office to be completed within the time period outlined in the *School Act*.

7. Appointment of Scrutineers

Acting Secretary-Treasurer Stride introduced the Scrutineers, Deputy Superintendent Harold Caldwell and Associate Superintendent Tom Aerts.

8. Election of Chair

Acting Secretary-Treasurer Stride called for nominations of Chair of the Board of Education for the term of one year ending in November 2023. Nomination was received for Nicole Duncan, who accepted the nomination, and was declared Chair of the Board of Education by acclamation.

Acting Secretary-Treasurer Stride invited Chair Duncan to preside over the remainder of the meeting.

9. Election of Vice-Chair

Chair Duncan called for nominations for the Vice-Chair of the Board of Education for the term of one year ending November 2023. Nomination was received for Trustee Karin Kwan, who accepted the nomination, and was declared Vice-Chair of the Board of Education by acclamation.

10. Election of the British Columbia Public School Employers' Association Representative

Chair Duncan called for nominations for the British Columbia Public School Employers' Association (BCPSEA) Representative for the term of one year ending November 2023. Nominations were received for Trustees Carmichael, Gagnon and McNally. Trustees Carmichael and Gagnon accepted the nomination, Trustee McNally declined the nomination. A ballot vote was taken and Trustee Carmichael was declared the BCPSEA representative.

11. Election of the British Columbia School Trustees Association Provincial Councilor

Chair Duncan called for nominations for the British Columbia School Trustees Association (BCSTA) Provincial Councilor for the term of one year ending November 2023. Nominations were received for Trustees David, Gagnon and Mahbobi, who accepted the nomination. A ballot vote was taken and Trustee David was declared the BCSTA Provincial Councilor.

12. Motion to Destroy Ballots

It was moved by Trustee McNally and seconded by Trustee Mahbobi:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to destroy the ballots.

Motion Carried Unanimously

13. Adjournment

It was moved by Trustee Kwan and seconded by Trustee Mahbobi:

That the meeting be adjourned.

Motion Carried Unanimously

The meeting adjourned at 7:43pm.

Chair

Acting Secretary-Treasurer

DRAFT

Colin Savage
#1 – 938 Boulderwood Rise
Victoria, BC
V8Y 3H5

Board of Trustees
School District #61
556 Boleskine Road, Victoria, BC
V8Z 1E8

November 14, 2022

Dear School Board Trustees,

On June 29th, I had the opportunity to attend an open house at Cedar Hill Middle School to view the proposed plans for a new school. I am a Red Seal Millwright with 15 years of experience in the sawmill, plywood, mining and oil industries. In the last decade, I have worked in my trade. Also, I am currently a Technology Education teacher in School District #61.

In my opinion, the proposal for a new Cedar Hill Middle School is fraught with problems. First, and foremost, the proposed project will not adequately serve the needs of future learners. The project appears to be driven more by funding than pedagogy, which is a mistake.

- **The Structure:**

- The school will be constructed with small classrooms. Has the pandemic not taught us anything? There must be more space per student than the design calls for.
- There is inadequate storage proposed for each classroom so materials, supplies and student projects may be safely and efficiently stored.
- The school is designed with a flat roof. Victoria is not California. Roofs in this part of the world require a pitch to disperse water. School District #61 spends considerable funds on mitigating leaks on flat roofs every year.
- There is an inadequate Applied Design, Skills, and Technology (ADST) facility planned in the new proposal. It is my understanding that the cost for a dust/fume extraction system is considered prohibitive. (More about this topic follows.)
- The goal of building a “net-zero building” is laudable. However, is the proposed budget sufficient for achieving that goal? If the aim to create a net-zero building is the cause of deficiencies in funding for adequate classroom space, a technology facility with a variable volume shop-dust collector, and other amenities for learning, then the project needs to be re-evaluated.
- The design is uninspiring and does nothing to preserve the heritage appeal of the current structure.

- **Accessibility:**

- The existing school has one of the best drop off and pick up arrangements in the city. The new proposal will create congestion and reduce the safety for our young people.

- Bike lanes are good, but is it necessary to construct them in this particular case? The existing school zone traffic speed zone provides a safer environment for cyclists. Unless a better design can be developed, why construct a cycling lane at the expense of more congestion for student drop and pick up and reducing the current level of student safety and convenience for parents?
- **Inadequate Applied Design, Skills and Technology (ADST) Facility:**
 - It is proposed that the ADST Facility would be called a 'Maker Space' and will not have a dust/fume extraction system. To date, the vision for the Maker Space is undefined.
 - Has consideration been given to how a diminished ADST facility at Cedar Hill might affect crucial Tech Ed enrolment at the secondary level?
 - There is talk of introducing 'robotics' in a maker space, an activity that would be putting the cart before the horse. Students need to learn how to manipulate and apply materials to design ideas before jumping into a complex topic such as robotics. Moreover, many robotics activities involve purchasing kits with numerous small components. Will there be adequate funding to maintain the purchase of new kits and replacement parts as pieces wear out, are broken or lost?
 - Many robotics kits require learners to develop soldering skills. Without a fume extraction system, soldering would not be possible in the Maker Space.
 - Also, why are the fields of electricity and electronics not mentioned as an area of exploration? Twenty years ago, Cedar Hill Junior High had a vibrant electronics program, much of which would be relevant to middle school learners today.
 - According to **Employment and Social Development Canada**, (<https://www.canada.ca/en/employment-social-development/news/2022/01/skills-trade.html>),
"Now more than ever, as Canada recovers from the COVID-19 pandemic, skilled tradespeople are in high demand to fill well-paying jobs and build rewarding careers. The most recent projections estimate about 700,000 skilled trades workers are expected to retire between 2019 and 2028, creating an ever-growing need to recruit and train thousands more." The website goes on to provide:
"Quick facts"
 - *According to the Canadian Apprenticeship Forum, an average of around 75,000 new apprentices will need to be hired per year in the next five years in order to meet the demand for skilled journeypersons in Red Seal trades. Top trades most at risk of not meeting the demand include welder, industrial mechanic (millwright), bricklayer, boilermaker, cook and hairstylist.*
 - *Demand for construction trades is likely to remain high. According to Buildforce Canada, the industry needs to recruit 309,000 new construction workers over the next decade (2021 to 2030), driven predominantly by the expected retirement of 259,100 workers (22% of the current labour force).*
 - *The COVID-19 pandemic has had a significant impact on Canada's apprenticeship systems. Apprenticeship data from 2020 shows the largest year-over-year declines in new apprenticeship registrations and certifications since the data series began in 1991.*

- *There were 55,455 new apprenticeship registrations in 2020, a decrease of 28.5% (-22,119) from 2019.*
- *There were 26,376 apprentices who received a trade certificate in 2020, a decrease of 31.5% (-12,138) from 2019.*
- *In Canada, young women continue to be less likely to express interest in a career in the skilled trades. According to a survey done by the Organisation for Economic Co-operation and Development, only 2% of 15-year-old female students indicated that they were definitely planning to pursue a career in the skilled trades."*
- Moreover, currently WorkBC (<https://www.workbc.ca/labour-market-industry/top-demand-trades.aspx>) states that, "According to B.C.'s Labour Market Outlook: 2021 Edition, a variety of industries are expected to have thousands of job openings in the skilled apprenticeable trades over the next 10 years. These occupations require on-the-job training and in-class training as a prerequisite, and offer excellent earning potential."
- Given future needs of our young people, it would be a travesty not to provide the new school with a Technology facility where the exploration of woodworking, metal working, electricity and electronics can be conducted.
- Most teachers have an understanding of and implement elements of Bloom's Taxonomy in their classroom teaching. Benjamin Bloom recognized three domains of learning: affective, cognitive and psychomotor.
(https://uwaterloo.ca/centre-for-teaching-excellence/sites/ca.centre-for-teaching-excellence/files/uploads/files/psychomotor_domain_-_blooms_taxonomy_0.pdf).
Although ideally these domains of learning are woven through all learning endeavours, the Psychomotor Domain is addressed very effectively in the Technology Education classroom. Students design, assemble, build, reproduce, construct, dismantle, fasten, measure, fix, sketch, modify, arrange, re-design and much more to develop projects. The omission of a technology facility will reduce the ability of educators to address effectively the development of the psychomotor domain of our students.
- The **Vision Statement** presented on the SD61 website states, "***Each student with our world-class learning community has the opportunity to fulfill their potential and pursue their aspirations.***" The proposed omission of a technology facility, contrary to what is provided in other district middle schools, falls short of the district Vision Statement by denying learning opportunities for Cedar Hill students, and not rising to a "world-class" standard.

When I worked recently as a Millwright at Highland Valley Copper Mine and in the Alberta oil fields, I was struck by the number of tradespeople with white hair and the absence of young people. Future projections for the need of tradespeople, and my personal experiences as a Red Seal Tradesperson and Technology Education teacher, give me cause to completely disagree with the proposed design for the new Cedar Hill Middle school. The new build ought to be a structure intended to last decades, fully serving future young people. Moreover, a paradigm shift must occur where career paths in the trades are not considered as less important or second best to academic pursuits.

Please consider the following suggestions.

1. At this time, when funding is a serious problem, examine the possibility of retrofitting the current structure to meet new building and seismic codes, **incrementally**.
2. The current structure has more aesthetic appeal than the proposed rectangular box. Why is the building not designated as a heritage structure?
3. Ensure that the roof is metal and has a pitch to disperse water and reduce future maintenance costs.
4. Redesign the student drop off / pick up arrangement. Make access to and from the school simple and safe.
5. Ensure that the new school has a functioning Applied Design, Skills, and Technology facility similar to what is currently in place, **equipped with a suitable dust/fume extraction system**, to provide a broad spectrum of learning at Cedar Hill and prepare our young people for the future. Clearly, it is evident that the importance of a fully functioning ADST learning facility was not understood during development of the current proposal.
6. Finally, and most importantly, **let pedagogy be the main driver for the new school design**, not an original budget that is now fraught with limitations, due to the inflationary period we are currently living within, and not with the value-engineering that has caused significant losses of space, features and educationally sound details that will undermine many of the purposes of building a new school.

Thank you for taking time to read and consider my thoughts.

Sincerely,

A handwritten signature in black ink that reads "Colin J. Savage". The signature is written in a cursive, flowing style.

Colin Savage
savagino1@gmail.com

Sent via email

November 17, 2022

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

Dear Trustees,

I am writing to express our significant concerns regarding the music survey that was sent to the GVSD school community on Tuesday, November 15.

The survey is a violation of our Collective Agreement. Article A.2 clearly describes the Union as the sole and exclusive bargaining agent for the terms and conditions of employment. Article A.23 also describes the process for consulting our membership on school programming and scheduling through school Staff Committees. Surveying GVTA members directly in this way is an egregious circumvention of the Agreement between the GVTA and the GVSD.

The survey is offensive. It asks members of the school community to directly comment on both the value of music programs and the working conditions of music teachers in the District. These questions harm the people who are currently performing this work. Your teachers tell us they feel devalued and unsupported by their employer. We are hearing directly from them about the negative impact on their mental health as yet again their programs and jobs are subject to scrutiny.

We understand that the survey is a result of the motion passed at the May 30th board meeting directing the Superintendent to conduct a review of the Elementary Strings Program and complete a report with recommendations to the January Education Policy and Directions Committee. We suggest the past two years of budget consultations have provided you with ample information on which to base future music programming decisions. In addition, data regarding which schools have strings programs, the number of students participating, and the scheduling of the program is available from the district. A better use of your

resources would be to rescind the portion of the May 30th motion directing the strings review.

Sincerely,

A handwritten signature in blue ink, appearing to be 'IT', with a horizontal line extending to the right.

Ilda Turcotte

December 2022

December 1-3, 2022: BCSTA New Trustee Orientation / Trustee Academy

December 19, 2022 to January 2, 2023 – Winter Break

Strategic Direction and Context

- Trustee Committee Assignments
- 2023-2024 Budget Update

System Planning and Performance Monitoring

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

External Compliance and Accountability

- Ombudsperson Quarterly Report

Engagement with Stakeholders and Public Recognition Events

- Attend December Social Events as Invited
- Invitations to Municipalities – Board & Councils to Meet (February, March, April)

Trustee Professional Development In-Service

- Attend BCSTA Trustee Orientation and Academy



The Board of Education of School District No. 61 (Greater Victoria)
Education Policy and Directions Committee Meeting
REGULAR MINUTES
Monday, November 14, 2022, 7:00 p.m.

Trustees Present: **Education Policy and Directions members:** Emily Mahbobi (Chair), Mavis David, Angela Carmichael, Diane McNally

Operations Policy and Planning members: Nicole Duncan (Chair until vote), Karen Kwan, Derek Gagnon, Natalie Baillaut

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Acting Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Tammy Renyard, District Principal, Dr. Shelly Niemi, Director of Indigenous Education, Andy Canty, Director, Information Technology for Learning

Partners: Taily Wills, CUPE 947, Lena Palmero, GVTA, Paula Marchese, VCPAC, Brenna O'Connor, VPVPA

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:01pm

A.1. Acknowledgement of Traditional Territories

Chair Duncan 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 Kwan

That the November 14, 2022 agenda be approved.

Motion Carried Unanimously

A.3. Trustee Election

a. Election of Chair

Chair Duncan called for nominations for the position of Chair of the Education Policy and Directions Committee for the term to November 2023.

Nominations were received for Trustee McNally, Trustee Carmichael and Trustee Mahbobi.

Trustees McNally and Carmichael declined. Chair Duncan declared Trustee Mahbobi the Chair of the Education Policy and Directions Committee.

b. Motion to Destroy Election Ballots/Text Messages

Moved by Trustee McNally

That the election ballots received by text message to Deputy Superintendent Caldwell and Associate Superintendent Aerts be destroyed.

Motion Carried Unanimously

Trustee Duncan passed the gavel to Chair Mahbobi

A.4. Approval of the Minutes

Moved by Trustee Duncan

That the October 3, 2022 Education Policy and Directions Committee meeting minutes, be approved.

Motion Carried Unanimously

A.5. Business Arising from Minutes

Trustee Duncan requested the Oasis presentation from the October 3, 2022 Education Policy and Directions Committee meeting be sent to all Trustees.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. NEW BUSINESS

- C.1.** Deputy Superintendent Caldwell presented the music review memo including the engagement report and timeline to report back to the Board of Education.

Trustees had questions of clarification.

- C.2.** Deputy Superintendent Caldwell presented the Framework for Enhancing Student Learning (FESL) review memo. Director of Indigenous Education Dr. Shelly Niemi and District Principal Tammy Renyard presented on the Educated Citizen as it relates to FESL and ministry required changes.

The primary purpose of education and the three main objectives are:

1. Intellectual Development
2. Human and Social Development
3. Career Development

The Ministry of Education and Child Care's new proficiency scale was reviewed for grades K-9. The Districts new Principles of Assessment were introduced and reviewed.

September 2022 we signed the first Metis Education agreement with the Metis Nation of Greater Victoria and the Metis Nation of British Columbia it is a tri party education agreement, the first ever in Canada.

Trustees thanked staff for the presentation and had questions of clarification.

D. NOTICE OF MOTION

None.

E. GENERAL ANNOUNCEMENTS

None.

F. ADJOURNMENT

Moved by Trustee Duncan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:52 p.m.

Chair

Secretary-Treasurer

DRAFT



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

Operations Policy and Planning Committee Meeting

REGULAR MINUTES

Monday, November 21, 2022, 7:00 p.m.

Trustees Present: **Operations Policy and Planning members:** Nicole Duncan (Chair until vote), Rob Paynter (Chair), Karen Kwan, Derek Gagnon, Natalie Baillaut

Education Policy and Directions member: Angela Carmichael

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Acting Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Mora Cunningham, Manager of Capital Planning, Andy Canty, Director, Information Technology for Learning, Lisa McPhail, Manager of Communications

Partners: Shawna Abbott, CUPE 947 Vice President, Tracy Humphreys, VCPAC President, Cindy Romphf, GVTA, Sarah Winkler, VPVPA Vice President

A. COMMENCEMENT OF MEETING

A.1. Acknowledgement of Traditional Territories

Chair Duncan 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 Kwan

That the November 21, 2022 agenda be approved with the following amendments:

Add presenters B. Public Presentations Colin Savage and Mark Deleeuw.

Remove the word correspondence from the motion in H.1. under New Business.

Motion Carried Unanimously

A.3. Trustee Election

a. Election of Chair

Chair Duncan called for nominations for the position of Chair of the Operations Policy and Planning Committee for the term to November 2023.

Nominations were received for Trustee Paynter and Trustee Kwan.

Trustee Kwan declined the nomination.

Chair Duncan declared Trustee Paynter the Chair of the Operations Policy and Planning Committee.

Trustee Duncan passed the gavel to Chair Paynter

b. Motion to Destroy Election Ballots/Text Messages

Moved by Trustee Duncan

That the election ballots received by text message to Deputy Superintendent Caldwell and Associate Superintendent Aerts be destroyed.

Motion Carried Unanimously

A.4. Approval of the Minutes

Moved by Trustee Duncan

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

Motion Carried Unanimously

A.5. Business Arising from Minutes

Trustee Duncan requested at F.1. that the June 2022 Budget Change Report be added to a future meeting. The June 2022 Budget Change Report will be added to the next Budget Advisory Committee pickup.

B. PRESENTATIONS TO THE COMMITTEE

Public Presentation

- a. Cindy Romphf presented on behalf of the District Occupational Health and Safety Committee concerning custodial staffing in the District.
- b. Tracy Humphreys, VCPAC President presented on custodial staffing in the District.
- c. Colin Savage presented on the new Cedar Hill Middle School design.
- d. Mark Deleeuw presented on the new Cedar Hill Middle School design.

Staff Presentation

- a. Director of Information Technology Andy Canty presented an update on the Information Technology For Learning Department.

Trustees had questions of clarification.

C. SUPERINTENDENT'S REPORT

None.

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Monthly Financial Report: October 2022

Interim Secretary-Treasurer Stride provided the report for information.

E.2. Budget Change Report: October 2022

Interim Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

E.3. Student and Family Affordability Fund Update

Superintendent Whitten provided the update for information.

Trustees had questions of clarification.

Meeting recessed at 8:27 p.m.

The meeting reconvened at 8:32 p.m.

E.4. Cedar Hill Middle School Design Approval

Superintendent Whitten, Director of Facilities Services Vistisen-Harwood, Manager, Major Capital Projects Cunningham, Manager of Communication McPhail, Principal Trofimuk, Vice Principal Richardson, Deputy Superintendent Caldwell presented an overview of the Cedar Hill Middle School Seismic Replacement project to date, including the capital planning process, timelines, current state, funding application options, Ministry approval, enrolment, school community engagement, and design development process.

Moved by Trustee Duncan

Trustees and partner groups had questions of clarification.

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

Motion Carried Unanimously

F. FACILITIES PLANNING

F.1. Operations Update: October 2022

Director of Facilities Services Vistisen-Harwood provided an update.

Trustees had questions of clarification.

F.2. Victoria High School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided an update.

Trustees had questions of clarification.

F.3. Long-range Facilities Plan

Moved by Trustee Duncan

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 February 13, 2023 Operations Policy and Planning Committee Meeting.

Motion Carried Unanimously

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

H.1. Trustee Duncan – Response to VCPAC and GVTA Letters

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to respond to the letters received by the Board from VCPAC dated October 12, 2022 and GVTA dated October 17, 2022.

Motion Carried Unanimously

I. NOTICE OF MOTION

I.1. Trustee Kwan

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to identify the cost to increase custodial levels to the previous year, 2021-22, and provide recommendations to the Board on using funds coming out of revised budget allocations toward custodial deficits.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

Moved by Trustee Duncan

That the meeting adjourn.

Motion Carried Unanimously

Chair

Secretary-Treasurer

DRAFT

TO: Operations Policy and Planning Committee
FROM: Deb Whitten, Superintendent of Schools
DATE: November 21, 2022
RE: Cedar Hill School Replacement Project

Background:

Cedar Hill Middle School was originally built in 1931 as a Junior High School. The last addition was in 1975. The Facility Condition Index (FCI) is 0.82 and a new school's FCI is 0.0.

The Ministry of Education and Child Care provides funding to address high risk seismic school facilities in earthquake zones. The Ministry is particularly concerned with schools that are comprised of H1 blocks. The majority of Cedar Hill Middle School (5 blocks) has been identified as an H1 risk which means it has the highest risk of complete structure failure in a seismic event.

Seismic funding is provided separately from other funding and its purpose is to provide safe schools. Typically, the Ministry funds the lowest cost option which is usually a seismic upgrade. The approval for a replacement school is unusual and is indicative of the high risk associated with Cedar Hill Middle School.

In 2018, the Ministry supported a business case that explored options for seismic upgrade. Option 4: Replacement, was supported by the Ministry which means that every part of the school will be new and safe including the elimination of lead and asbestos.

The Ministry and the School District have signed an agreement outlining the approved scope, schedule and budget. The scope includes seismic replacement with a Neighbourhood Learning Centre, and a low carbon design with a capacity for 575 students. Included in the design is an ability for future expansion.

To date in the Ministry Project Approval Process, the following items have been completed:

- Supported on the Seismic Mitigation Program list created by Engineers and Geoscientists of British Columbia
- Board prioritized on the SD61 Five-Year Annual Capital Plan Submission
- Ministry supported a business case that explores options for seismic upgrade
- Ministry approved the option for seismic replacement
- Capital Project Funding Agreement including scope, schedule and budget signed by District and Ministry
- Ministry approved Conceptual Design Review Phase
- Ministry approved Schematic Design Review Phase
- Ministry approved Design Development Review Phase
- Ministry approved project to move to construction documents

The following items remain to be completed:

- Pre-tender Review Phase (Spring 2023)
- Approval to Tender (Spring 2023)
- Post Tender Access to Supplemental Items & Economic Adjustment (Summer 2023)
- Access to Risk Reserves (if required with proper substantiation)
- Project Closure (Winter 2025)

Throughout the project School District No. 61 has worked in collaboration with the architecture firm KMBR to formalize the visioning/engagement process. In addition, over the past school year there were multiple opportunities for individuals to provide input on the project including three public information sessions. All feedback from the community was provided to the Board, along with regular project updates from KMBR and the Facilities Department.

The approved design elements are built to today's Building Code Standards which provides improved mobility with an elevator in a central location as well as: four small learning neighbourhoods each with classrooms, collaboration areas, inclusive spaces and breakout rooms; 21 classrooms with sinks, natural light, technology packages, whiteboards and shelving; six exploratory spaces; four inclusive education rooms; seven breakout rooms; a braille room; counselling offices; sensory room; collaborative learning spaces; a gymnasium with inclusive changerooms; a Learning Commons; a multi-purpose area; an Indigenous Welcome space; an outside basketball court.

The new Cedar Hill Middle School will be the greenest school in the district with a net zero energy ready by design incorporating air source heat pumps, ground source heat pumps, and a geothermal field and 100kW Photovoltaic system. The design achieves a 90% reduction in Green House Gas Emissions versus a baseline model.

Active and safe transportation for staff and students has been carefully considered and the new design will include two entrances to drop off/pick up including parking spaces for waiting, additional parking on Gregory Place, safer raised curbs and a buffer between pedestrians and cars.

The new school will provide a safe, 21st Century, green learning environment while honouring the historical preservation of items from the 'old' school.

Recommended Motion:

That the Board of Education of School District No. 61 approve the design development of Cedar Hill Middle School seismic replacement major capital project for advancement to construction phase, as presented.



One *Learning* Community



Board of Education November 28, 2022

Cedar Hill Middle School Seismic Replacement Project



November 21, 2022

Operations Policy & Planning Committee

Territorial 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.



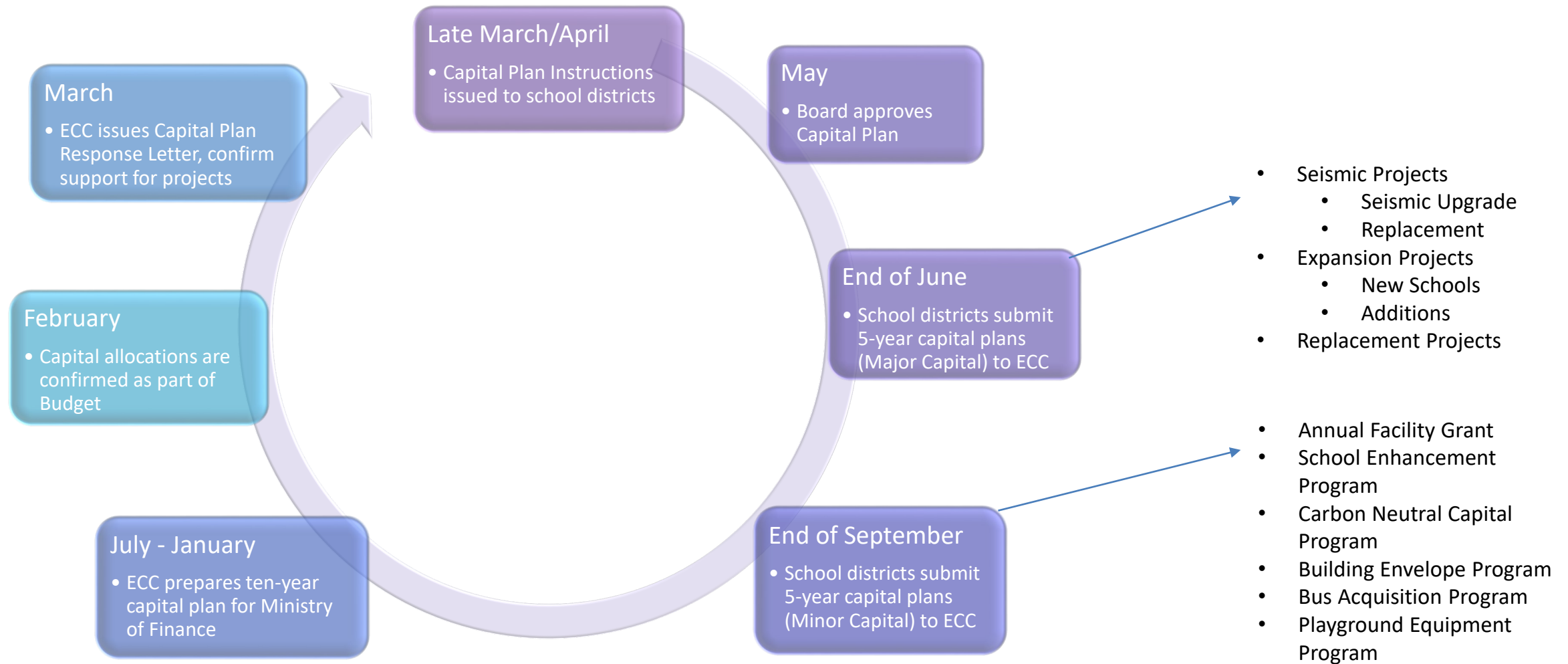
Introduction

We'll walk you through:

- Capital Planning including timelines
- Current state
- Funding application options (PDR)
- Enrolment
- Design process: phases, consultation and features of new school

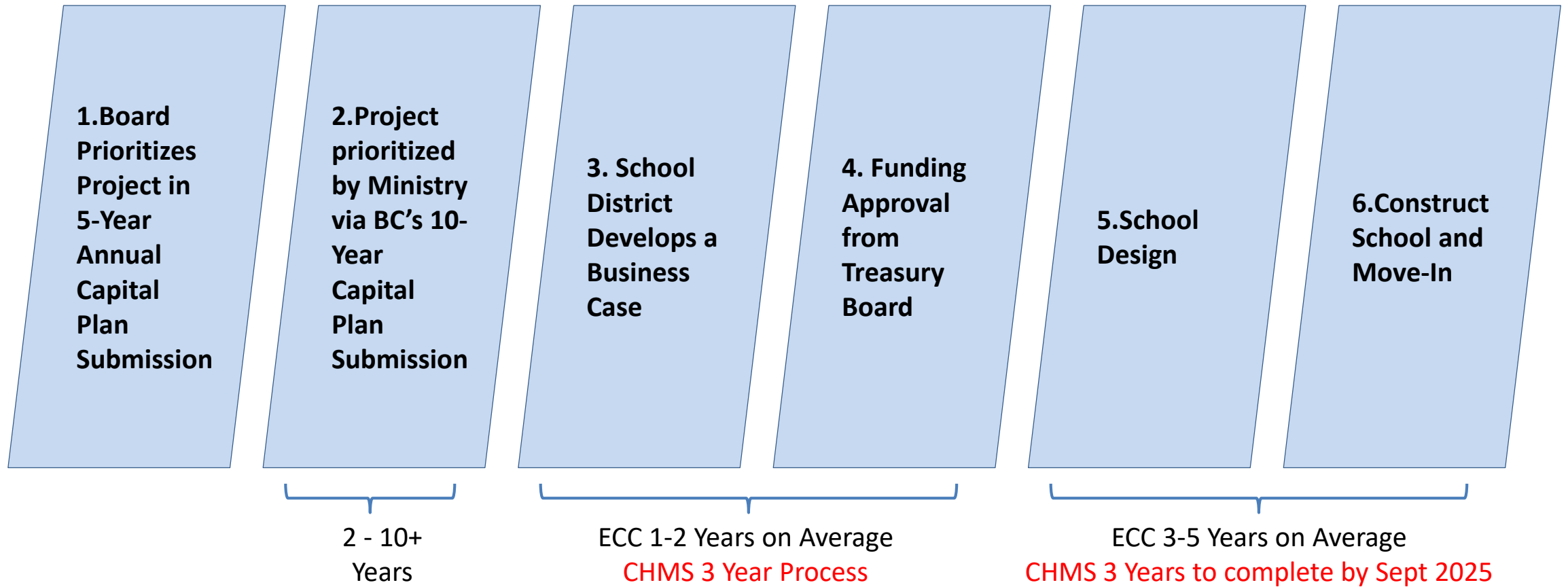
Capital Planning Process – Annual 5 - Year Plan

Annual Process with the Ministry of Education and Childcare (ECC)



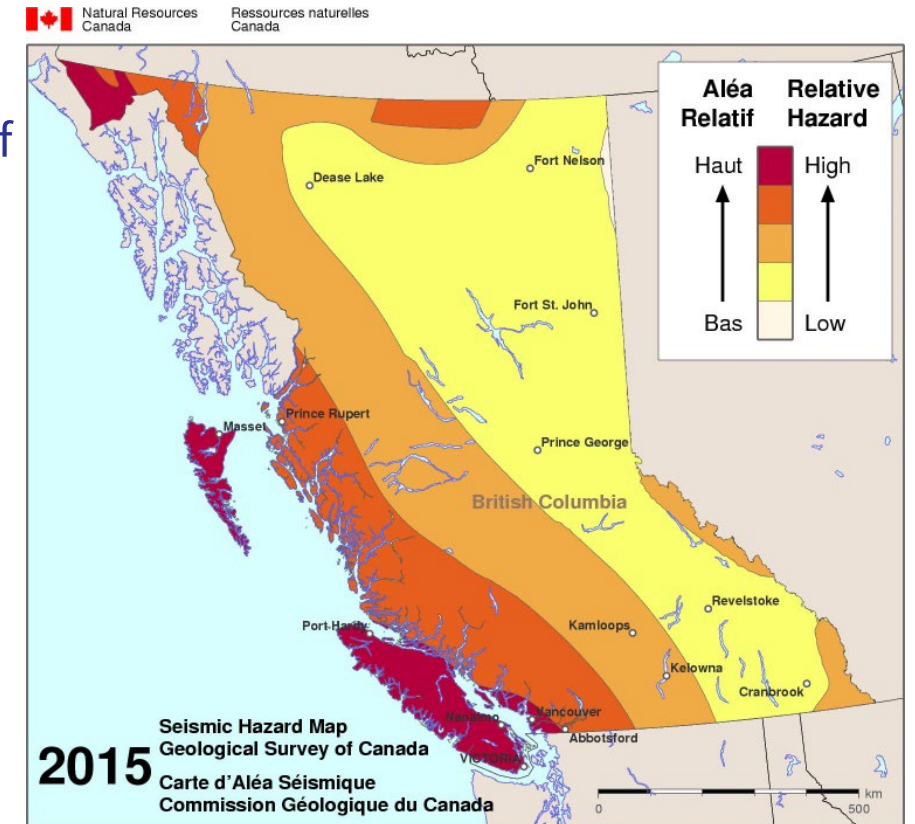
5-Year Annual Capital Planning Process

Funding Approval Process with the Ministry of ECC



Provincial Seismic Mitigation Program

- Ministry of ECC provides funding to address high risk seismic school facilities in earthquake zones
- ECC is particularly concerned with schools that are comprised of H1 blocks
 - H1: structures at highest risk of widespread damage or structural failure; not repairable after the seismic event
- Seismic funding is provided separately from other funding and its purpose is to provide safe schools
- Most often ECC funds the lowest cost option, which is usually a seismic upgrade
- Approval for a replacement school is unusual and is indicative of the high risk associated with CHMS



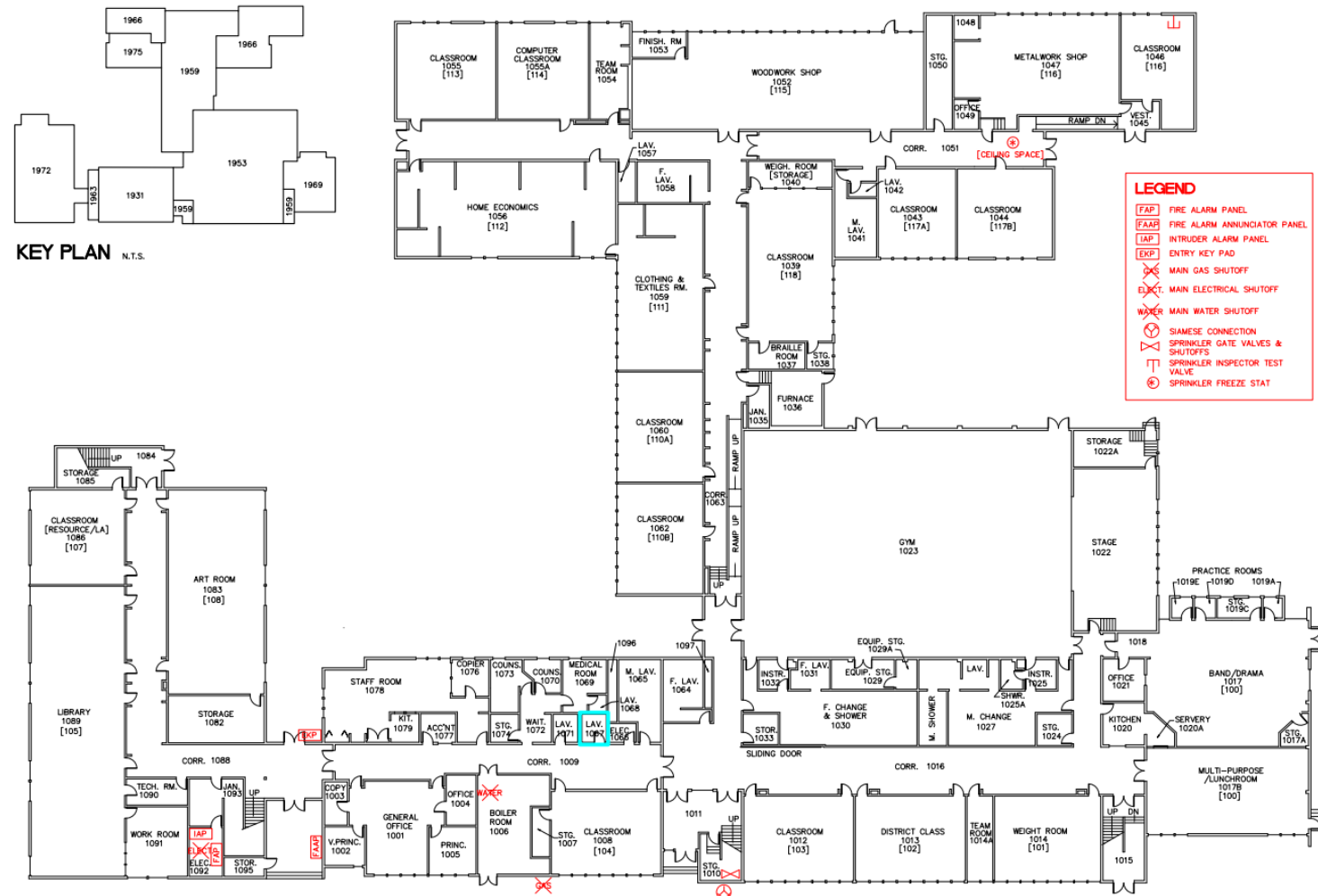
Quick Facts – Cedar Hill Middle School

Originally Built:	1931 (91 years old)
Last Addition:	1975
Number of Additions:	7
Facility Condition Index (FCI):	0.82 (the lower FCI, the better condition, a new school's FCI is 0.0)
Size:	6,681 sq. m
Deferred Maintenance:	\$10,853,236
Capacity:	575
Constructed as:	Junior High School
Seismic Rating:	5-H1 Blocks, 2-H2 and 2-H3
Heritage Status:	Recently removed from Heritage Registry

Existing Cedar Hill Middle School



Existing School Floor Plan



✓ In 2018, the Ministry supported a business case that explored options for seismic upgrade: Project Description Report (PDR)

Option 1	Option 2	Option 3	✓ Option 4
Upgrade Phased	Upgrade Not Phased	Partial Upgrade/Partial Replacement	Replacement
<ul style="list-style-type: none"> • More expensive than replacement • Only addresses seismic; end of life systems remain (roofs, windows, heating, asbestos etc.) • Higher life cycle costs (\$\$ to operate over time) • Does not address accessibility issues • Future addition is not possible 	<ul style="list-style-type: none"> • 92% of the cost of replacement • Students moved to SJ Willis during construction • Only addresses seismic; end of life systems remain (roofs, windows, heating, asbestos etc.) • Does not address accessibility issues • Higher life cycle costs (\$\$ to operate over time) • Future addition is not possible 	<ul style="list-style-type: none"> • Eliminated as viable option: <ul style="list-style-type: none"> • logistically difficult • functionally compromised learning • costs as much as replacement • 3 blocks are not seismically upgraded 	<ul style="list-style-type: none"> • Option 4 supported by the Ministry • Support is indicative of the high risk and poor condition • Every part of the school will be safe and new • Will eliminate lead and asbestos • Will be fully accessible • Can have an addition in the future • Will be our greenest school with low operating costs

Capital Project Funding Project Agreement

Ministry/District signed an agreement outlining approved Scope, Schedule and Budget

Project Scope:

Seismic replacement with NLC, and low carbon design, 375 Elementary/200 Secondary (575 capacity), grades 6 – 8 inclusive.

Project Schedule: (completion dates)

- Design Development – December 31, 2021 (New Date: November 2022)
- Construction Documents – August 31, 2022 (New Date: Winter 2023)
- Contract Award – October 31, 2022 (New Date: Spring 2023)
- Construction – October 15, 2024 (New Date: June 2025)
- Occupancy – December 31, 2024 (New Date: September 2025)
- Demolition – May 30, 2025 (New Date: Summer 2025)
- Final Completion – August 31, 2025 (New Date: November 2025, Demolition and installation of Geothermal)

Ministry Approved Budget

Ministry of Education and Childcare Contributions

• Construction	\$18,073,120
• Soft Costs	\$ 9,166,769
• Design fees, Municipal fees, Equipment, Energy Modelling, Moving	
• Supplemental Items	\$ 8,377,557
• Site Conditions, NLC funding (\$2,918,700), off-site services	
• Requires Ministry approval to access at tender award	
• Risk Items	\$ 3,622,922
• Hazardous abatement, demolition, economic adjustment, approval delays	
• Requires Ministry approval at the end of the project or once risks are fully realized and with proper documentation.	
• Economic Adjustment	<u>\$ 3,615,270</u>
• Requires Ministry approval to access at tender award.	

Ministry Total \$42,855,638

Board of Education Contribution

• Allocated to the construction budget	\$3,618,499
• Allocated to the Solar Panels	\$538,375

Board Total \$4,156,874

Total Funding Allocated to Project \$47,012,512

Why is the new school the same Capacity?

- Our current project approval is for Seismic Replacement not an Expansion project
- Expansion funding is a different Ministry funding envelope and will require a separate project request and approval
- Expansion projects are approved based on the 10-year enrollment projections provided annually in the District's capital plan
- The school must be over-enrolled to qualify
- Cedar Hill Middle School's 10-year functional enrollment projections:

2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
535	568	599	602	625	638	642	630	622	619



- In 2024, the enrollment is forecast to be 599 and continues to indicate growth until 2028
- Once over capacity SD61 can request an addition in the 5-year Annual Capital Plan
- New design includes ability for future expansion

Ministry Project Approval Processes - COMPLETE

- ✓ Supported on the Seismic Mitigation Program list created by Engineers and Geoscientists of British Columbia
- ✓ Board prioritized on the SD61 Five-Year Annual Capital Plan Submission
- ✓ Ministry supported a business case that explores options for seismic upgrade
- ✓ Ministry approved the option for seismic replacement
- ✓ Capital Project Funding Agreement including scope, schedule and budget signed by District and Ministry
- ✓ Ministry approved Conceptual Design Review Phase
- ✓ Ministry approved Schematic Design Review Phase
- ✓ Ministry approved Design Development Review Phase
- ✓ Ministry approved project to move to construction documents

Ministry Project Approval Process – TO DO

- ☐ Pre-tender Review Phase (Spring 2023)
- ☐ Approval to Tender (Spring 2023)
- ☐ Post Tender Access to Supplemental Items & Economic Adjustment (Summer 2023)
- ☐ Access to Risk Reserves (if required with proper substantiation)
- ☐ Project Closure (Winter 2025)

*Throughout the duration of the project the Manager of Major Capital provides formal monthly updates to the Ministry.

Governance Structure

- **Steering Committee**
 - Working group to establish consultation, design: Architects, Principal, Vice-Principal, Deputy Superintendent, Manager of Major Capital, Manager of Communications
 - Meets weekly and or bi-weekly
- **Core Committee**
 - Decision making body: Superintendent, Secretary-Treasurer, Director of Facilities Services
 - Meets when a critical decision needs to be made
- **Board of Education**
 - Apprised of Core Committee decisions
 - Design approval (not legislated or required but built into SD61's process)



Public Engagement Overview

- SD61 worked in collaboration with the architecture firm KMBR to formalize visioning/engagement process
- KMBR was involved in the business case and design development of the school. They also helped lead engagement opportunities for staff, students, families, etc.
- **Key considerations:**
 - Clearly defining the scope of engagement and scope of the project
 - Providing feedback mechanisms to understand the community's needs and desires
 - Developing a process to reflect interests of the learning community (within budgetary and building constraints)
 - Closing the loop with the community to build understanding of the development process, outlining opportunities or challenges that may arise



Raising Awareness

- Engagement started during conceptual design in Fall 2021.
- At each stage (pre-design, schematic design, and design development), the learning community and broader community was informed about the process and asked to provide input to inform design plans.
- Communication awareness efforts:
 - Media Releases
 - Letters/Emails to inform community, families, staff, etc.
 - Advertisements
 - District Website
 - Social Media
 - KMBR led conversations with the District of Saanich
 - Public Board Meetings/Standing Committee Meetings
 - Reports to the Board re: “What We Heard” + Design Drivers

Final open house for new Cedar Hill Middle School on Tuesday

Tuesday's event will be the public's last opportunity to weigh in on the design.

Jeff Bell
Jun 26, 2022 3:00 PM



Work on Cedar Hill Middle school, the school is expected to be completed by the end of the year.



Cedar Hill Middle School *Seismic Replacement*

The Greater Victoria School District is planning to build a new seismically safe school for Cedar Hill Middle. The current school has an H-1 seismic ranking, the highest level of priority need.

The School District is in the early stages of planning and is seeking input from the community on specific site plans and accessibility. An open house is being hosted to discuss future site developments.



Cedar Hill Open House:

Date: **Thursday, March 3, 2022**
Time: **6:00 p.m. - 8:00 p.m.**
Location: **Cedar Hill Gymnasium**

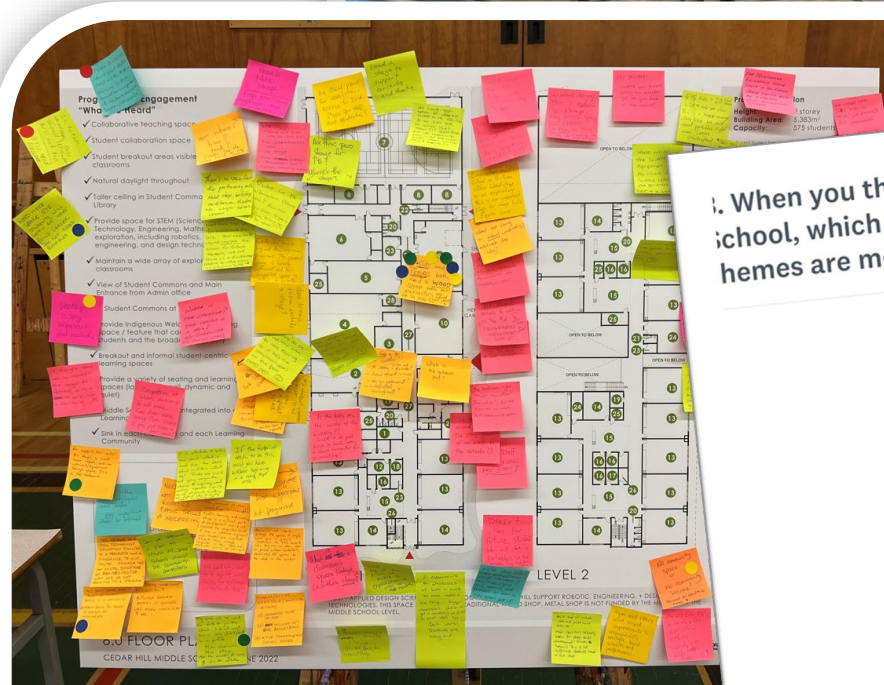
For more information, visit: www.sd61.bc.ca

One *Learning* Community

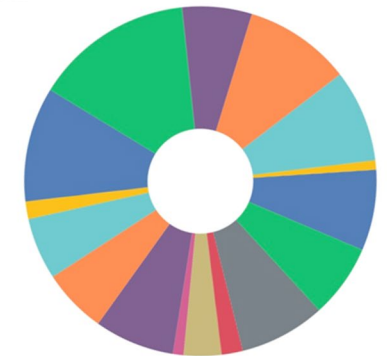


Public Engagement Tools

- Engagement Opportunities/Techniques:
 - Interactions with the Indigenous Education Department and the Four Houses
 - Online Information Session
 - Public survey
 - Email submissions
 - In-person Open Houses (x2)
 - Staff Meetings/Visioning Sessions
 - Board Meetings/Staff Committee Meetings
 - PAC Meetings
 - KMBR Programming workshops for Cedar Hill Middle staff and students and feeder schools
 - Staff tours of other new school builds for ideas and design drivers



When you think about a new Cedar Hill Middle school, which of the following learning objectives/themes are most important to you? Select your top



Who We Heard From

- **Indigenous Community**

- Indigenous Education Department and the Four Houses (Esquimalt and Songhees Nations, Metis Nation greater Victoria and Urban Indigenous Peoples House Advisory)



- **Learning Community**

- Students
- CHMS Teachers, School Staff and Administration
- CHMS Families
- Elementary Feeder Schools (Students and Families)



- **Broader Community**

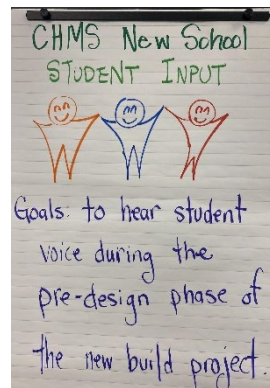
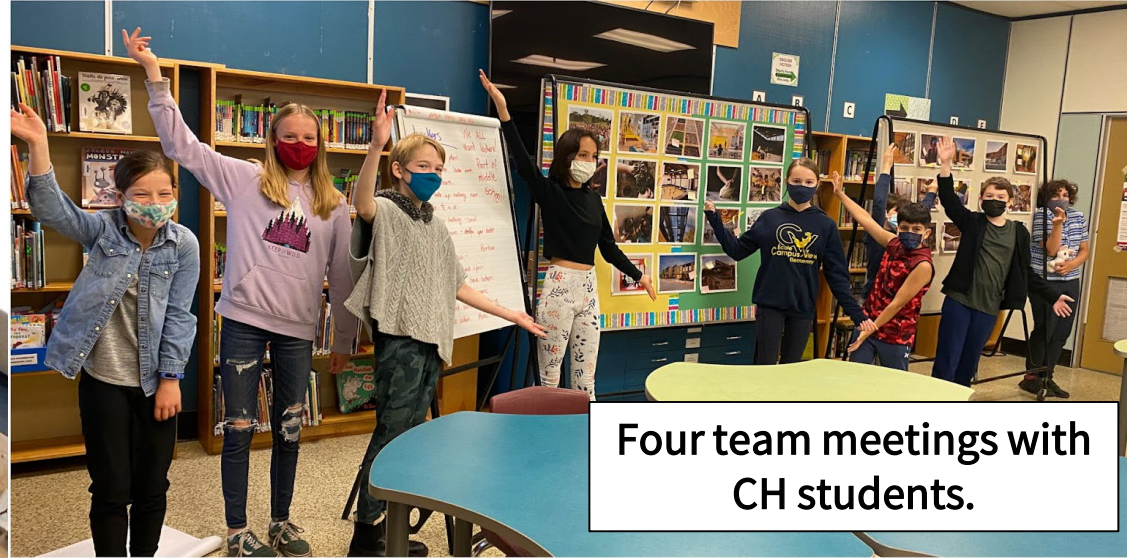
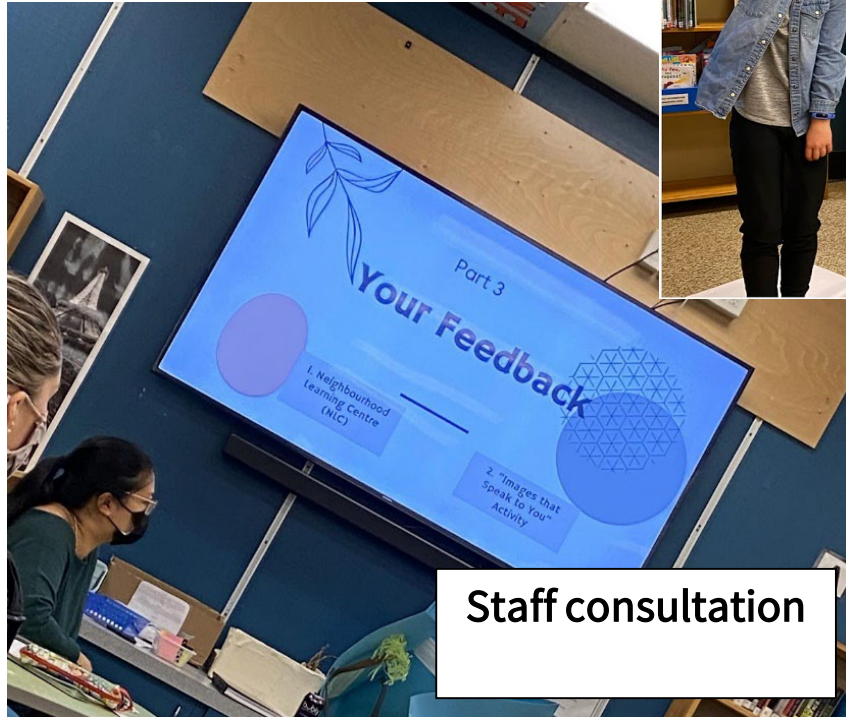
- Neighbours in the surrounding area, including Rosebank Garden Seniors Complex
- Neighbourhood Associations
- Local Organizations & Community Groups
- District of Saanich
- Alumni
- Capital Region Media



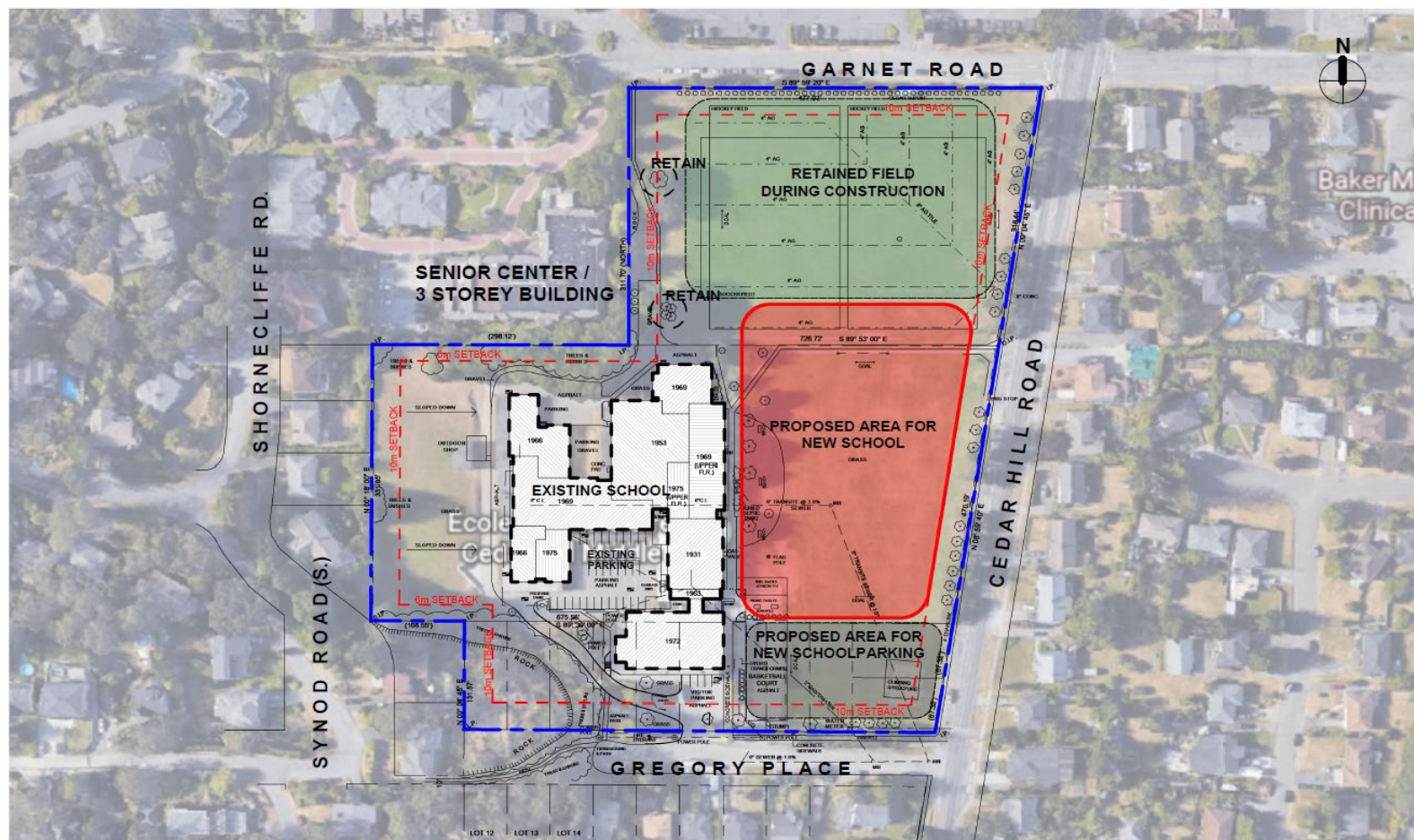
Public Engagement Timeline

Engagement Opportunities	Timeline
Public Information Session #1	November 9, 2021
Public Visioning Survey	November 9 – November 23, 2021
On-going engagement with school community - In-person staff programming sessions, student classroom exercises, PAC meetings, school tours, etc.	November – December 2021
“What We Heard” - Summary Visioning Report to Board	December 2021
On-going engagement with school community	January – June 2022
Public Open House #2	March 3, 2022
Public Open House #3	June 29, 2022
“What We Heard” - Summary Engagement Report to the Board	Fall 2022
Board and Ministry Approval of Detailed Design	November 2022

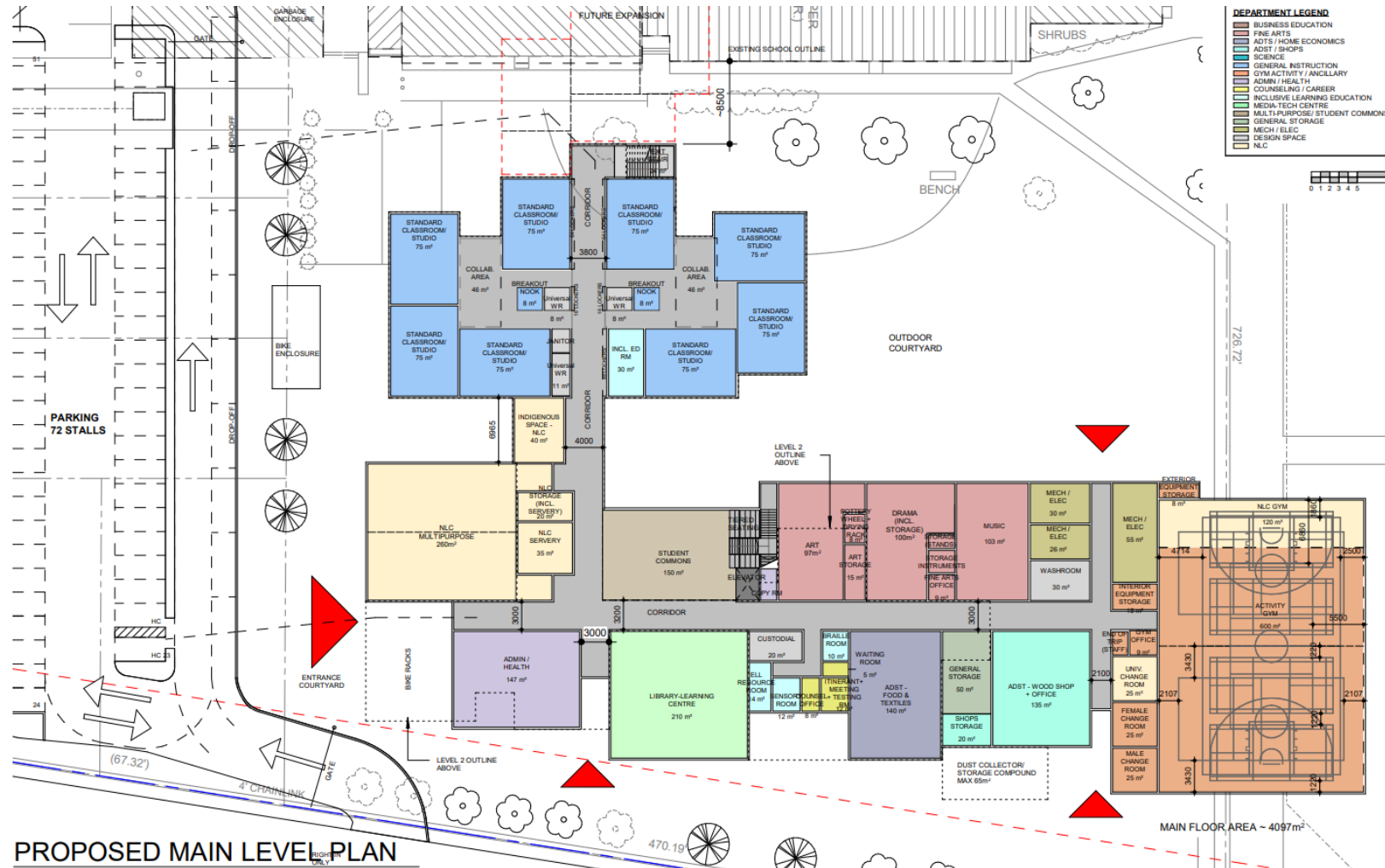
School and Staff Engagement: Admin Team



Conceptual Design Site Plan



Conceptual Design



- In February 2022, the Conceptual Design Review package was submitted to the Ministry
- The conceptual review package does not require costing from a professional Quantity Surveyor
- The Ministry comments back were as follows:
 - The NLC (yellow) as designed is too large and could present a cost pressure
 - Building shape could present a cost pressure

Schematic Design #1



- Costing from the Quantity Surveyor identified an \$11 million cost overage
- School was over the square meters approved by the Ministry
- Value engineering took place
- New schematic design submission was prepared

Schematic Design #2



Space was re-configured based on Ministry feedback and costing report

- More streamlined design and roof line

NLC Space included (Yellow)

- Indigenous Room

NLC Option during tender

- Mezzanine Gym Space

*Servery has been included in the foods room as separate Servery space and is not supported by the Ministry area standards.

Current Design

- NLC Indigenous welcoming space (classroom size)
- Exterior Basketball Court
- Moved to Rectangular Design
 - Cost Efficient (within budget)
 - Energy Efficient
 - Within Ministry Area Standards
- Gymnasium
 - Will tender the Gym Mezzanine separately and will include if budget allows
- Multi-purpose space
 - Multipurpose room, standard area
 - Servery
 - Accommodated in foods room with roll up door, fridge and cupboard space
 - Close proximity to the multi-purpose area and indigenous welcoming space

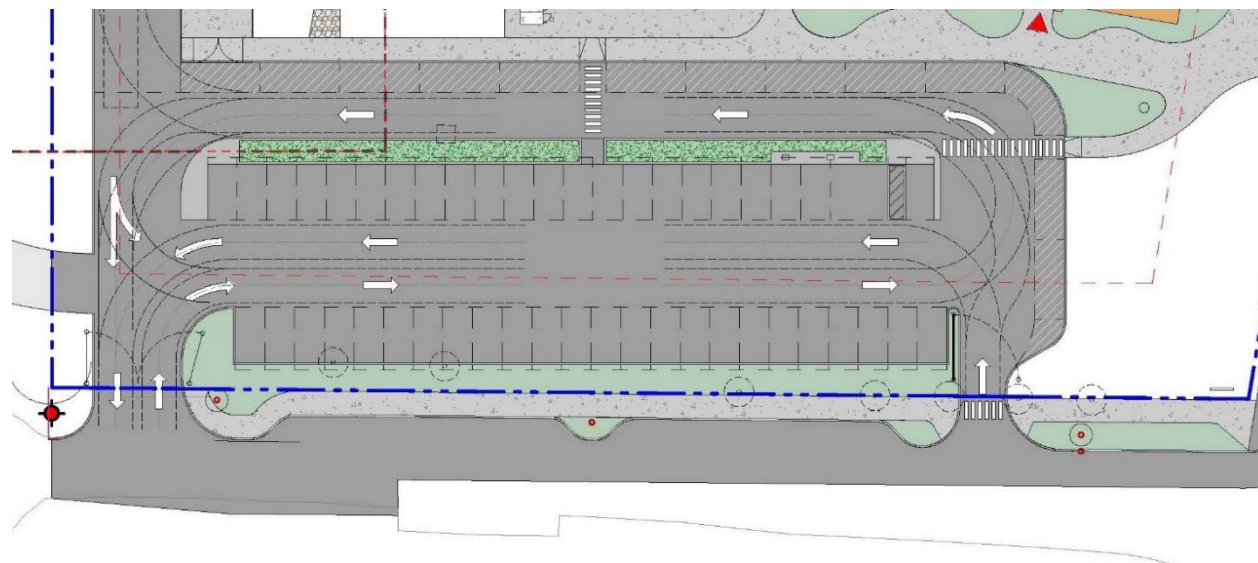


Approved Design Elements

1. Four small neighborhoods each with classrooms, collaboration area, inclusive rooms and breakout rooms
2. 21 classrooms all including sinks, windows, Technology Package, white boards and shelving
3. Six Exploratory spaces on first floor
 - Art
 - Drama
 - Music
 - Foods
 - Sewing
 - Applied Design, Skill and Technology Shop
4. Four Inclusive Education rooms
5. Seven Break-out rooms
6. Braille room
7. Counselling Offices
8. Sensory Room
9. Collaborative teaching areas outside classrooms
10. Gym with gender neutral change room
11. Art with kiln room and storage
12. Library – green room and room for chrome cart storage
13. Multi-purpose area
14. Indigenous Welcome Space (classroom) with exterior access and proximity to the foods room
15. Exterior Basketball court

Parking

- Two entrances to drop off/pick up
 - Including parent spaces for waiting
- Saanich did approve:
 - NW corner of Gregory/Cedar Hill improvements
 - Raised curbs and buffer between pedestrian and cars
 - New parking spaces on Gregory Place
- Saanich did not approve:
 - Parent drop off on Cedar Hill Road
 - Parking lot off of Cedar Hill Road



Saanich Active Transportation Plan

- Four metre multi-use pathway with a raised curb between path and roadway
- School District will build the multi-use path along the whole frontage of Cedar Hill Road
- Bike lockers or shelter
- Traffic Consultant worked with the District of Saanich and SD61 to mitigate traffic issues

One *Learn*

New Cedar Hill Middle School



1st Floor



2nd Floor

New Cedar Hill Middle School



New Cedar Hill Middle School



Energy Reduction

- Greenest in SD61
- Net Zero Energy Ready by Design
 - Air Source Heat Pumps
 - Ground Source Heat Pumps
 - Geothermal Field
 - 100kW Photovoltaic System
- 90% reduction in Green House Gas Emissions vs baseline model
- **Advances:**
 - Climate action locally & globally
 - Board's June 2019 Climate Emergency motion



Accessibility and Wayfinding

- Built to today's Building Code Standards
- Improved mobility as there will not be ramps between additions
- Braille Room and Signage
- Transition strips (tactile warning) on stairs and railings
- Elevator in a central location to decrease travel requirements between classes
- Technology Packages with capacity for voice amplification
- Sensory Room with swing potential



Old to New: Heritage, Historical Preservation

- Bench from office
- Stained glass
- Time capsule
- Student and Indigenous art



Cedar Hill Middle School Seismic Replacement

Approve Design

- New Safe School built to current building standards
- Supports for 21 Century Learning
- Advances climate action plan
- Improves accessibility
- Improves parking and provides multi-use path
- Can accommodate an addition

Important considerations if project not approved:

- Project will lose priority at Ministry level
- Project funding will be re-allocated to another school district
- Moves CHMS project back to 5-Year Annual Capital Plan as priority 1
- Ministry will not expedite/ 250 other seismic projects
- 8+ year wait for new approval and to move students into safe school
- Current school remains as Highest Seismic Risk with total failure in event of an earthquake
- Will move Sundance (priority 2) and Reynolds (priority 3) down the list of project funding requests
- Tarnishes the Ministry's confidence that SD61 can deliver future major capital projects

Design Development Approval

- Steering & Core Committee Approval
- Public Consultation
- Staff Consultation
- Ministry approved
- Board Approval

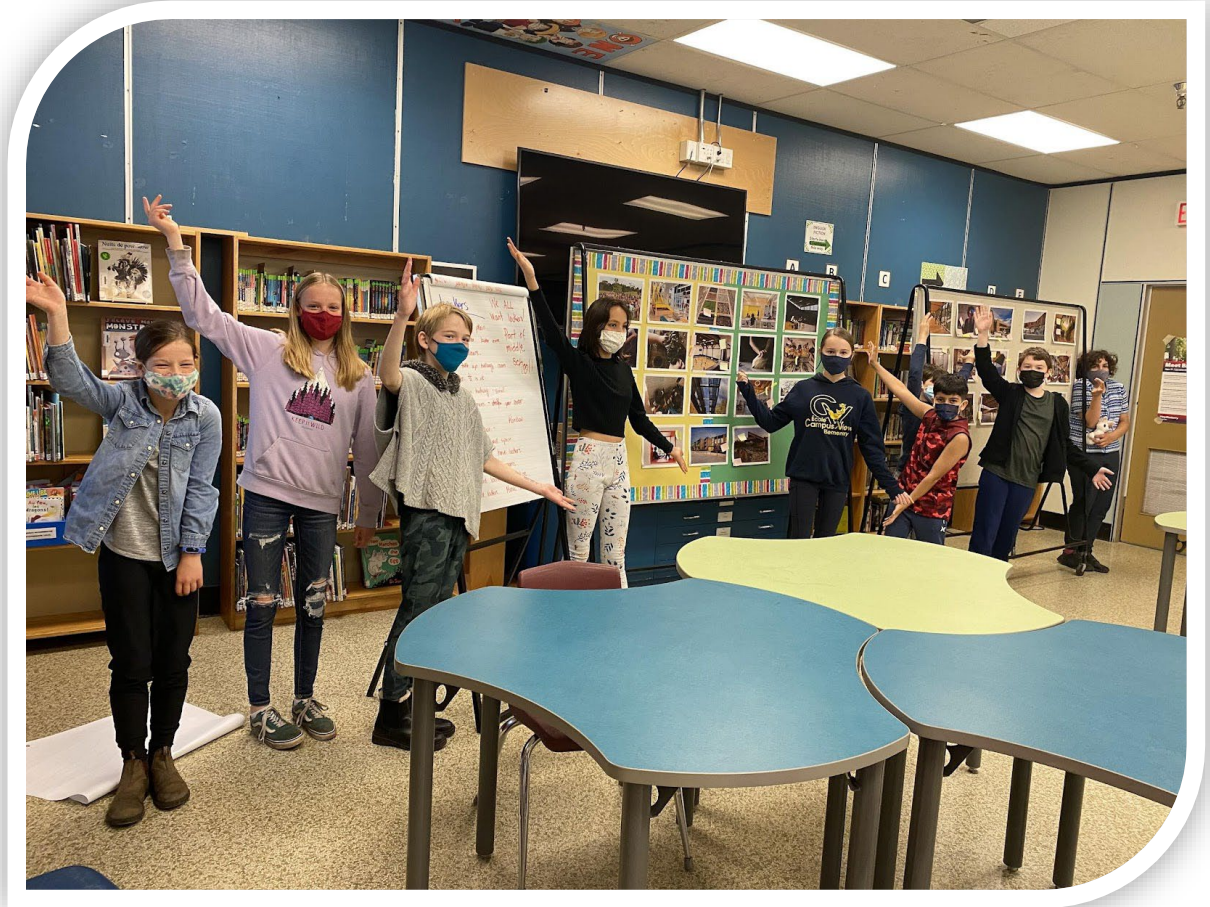
That the Board of Education of School District No. 61 approve the design development of Cedar Hill Middle School seismic replacement major capital project for advancement to construction phase, as presented.



Thank You!!

“This school needs to be very
down to earth ... we would like
the school to feel very
comfortable and calming.”

Students
Abigail Topfer & Mya Dobel





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?



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



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

TO: Board of Education
FROM: Katrina Stride, Acting Secretary-Treasurer
DATE: November 28, 2022
RE: **Audit Committee Report – October 31, 2022 Meeting**

Background:

The Audit Committee held a meeting on October 31, 2022. New business included discussion of the September 2022 Quarterly Financial Report.

There is one recommendation to the Board from the Audit Committee.

Recommendation:

September 2022 Quarterly Financial Report

Katrina Stride, Acting Secretary-Treasurer, provided highlights of the quarterly financial report for the period ending September 30, 2022. Trustees recommended that the Board accept the September 2022 Quarterly Financial Report through the Audit Committee Report.

That the Board of Education of School District No. 61 (Greater Victoria) accept the September 2022 Quarterly Financial Report as presented to the Audit Committee.
--

TO: Audit Committee

FROM: Kim Morris, Secretary-Treasurer

DATE: October 31, 2022

RE: **September 30, 2022 Quarterly Financial Report**

Background

The format of the Quarterly Financial Report is consistent with Schedule 2A “*Schedule of Operating Revenue By Source*” and Schedule 2B “*Schedule of Operating Expense by Object*” of the School District’s financial statements. The budget reflected in the financial statements is the Annual Operating Budget approved by the Board in April 2022.

The September 2022 Quarterly Financial Report uses the Annual Operating Budget which is based on estimated revenue and expenses for the year. It does not include budget related to approved surplus carry-forwards from prior years or budget adjustments made subsequent to the approval of the Annual Operating Budget. In comparison, the budget used in the Monthly Financial Report and the Monthly Budget Change Report includes budget related to approved surplus carry-forwards from prior years and budget adjustments made subsequent to the approval of the Annual Operating Budget.

The September 2022 Quarterly Financial Report shows the year-to-date actual revenue and expenditures as a percentage of the Annual Operating Budget. Actual expenditures reflect all costs for the year including those related to approved surplus carryforwards from prior years. Prior year information has been included for comparative purposes.

The December 2022 Quarterly Financial Report will be the same format as the September 2022 Quarterly Financial Report. The March 2023 Quarterly Financial Report will be updated to include the Amended Annual Operating Budget which will be approved by the Board in February 2023. The Amended Annual Operating Budget will be based on revenue and expenses calculated on actual September 30, 2022 enrolment counts, grants confirmed subsequent to the approval of the Annual Operating Budget, and budget related to approved surplus carryforwards from prior years. It will not include budget adjustments made subsequent to the approval of the Amended Annual Operating Budget.

Revenue

Ministry of Education Operating Grant as a percentage of the related budget is 11.36%, as compared to 11.35% in the prior year. Operating grant revenue is recognized as it is received.

Other Ministry of Education Grants as a percentage of the related budget is 3.39%. The amount of revenue recognized in each quarter is affected by the receipt of new grants, as well as the timing of grant payments. In the current year, Other Ministry of Education Grants includes Pay Equity and Student Transportation.

Revenue from Other Provincial Ministries in the current year is related to the After School Sport and Arts Initiative (ASSAI) grants from the Ministry of Tourism, Arts, Culture and Sport. The actual revenue related to the ASSAI grant is higher in the prior year due to a larger carry-forward amount.

Offshore Tuition Fees are fees received for the International Education (IE) Program. All Offshore Tuition Fees related to the current school year that were collected and deferred in the previous school year have been brought into revenue as of July 1, 2022. Offshore Tuition Fees as a percentage of the related budget are 77.67% compared to 103.93% in the prior year. The budget in the current year was increased by 24% over the prior year in anticipation of further recovery of international student registration. Actual Offshore Tuition Fees in the current year were less than budgeted due to lower international student registration for the first semester.

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

The Summer School program was not offered in 2021 or 2022. Instead, individual courses were offered by Distributed Learning in The Link Summer Session.

Continuing Education Fees consist of registration and course fees for Continuing Education and The Link (Distributed Learning). Continuing Education Fees as a percentage of the related budget are 24.48% compared to 2.9% in the prior year. The budget in the current year was reduced by \$22K to more closely reflect anticipated results. Actual Continuing Education Fees in the current year are comparable to the prior year.

Rentals and Leases revenue as a percentage of the related budget is 20.48% compared to 29.85% in the prior year. The budget and actuals are higher in the current year due to the addition of new out-of-school care locations (offset by building operations and maintenance costs), rental rate increases, and the return to pre-COVID booking levels for external rentals.

Investment Income as a percentage of the related budget is 72.61% as compared to 14.05% in the prior year. Actual investment income is higher in the current year as a result of higher interest rates. Interest rates applied to funds held in the Ministry's Central Deposit Program started at .95% in July 2021 and had increased to 2.20% as of July 2022. Interest rates have continued to increase and were at 3.95% by the end of September 2022.

Miscellaneous Revenue includes other grants, fees, commissions and rebates, and general donations. The amount and timing of this revenue varies each year. Revenue in the current year is higher than the prior year due to the \$213K in donations received in support of the Elementary Strings Program.

Total Operating Revenue is 16.25% of the related budget as compared to 16.71% in the prior year.

Expenditure by Object

Teacher, Educational Assistants and Substitute Salaries to date are 9.38% of the combined related budgets as compared to 9.47% in the prior year. As the school year starts in September, it is expected that 1/10th (10%) of the salaries would be incurred to date as these positions are paid over 10 months. Substitute salaries expense as a percentage of the related budget is higher in the current year due to a reduction in the current year Educational Assistant replacement budget to account for a shortage of Educational Assistants to fill vacancies.

Principals and Vice Principals, Support Staff and Other Professionals salaries are 22.96% of the combined related budgets as compared to 22.75% in the prior year. These positions are generally paid over 12 months; therefore, it is expected that salaries to date would approximate 25% of the Operating Budget. Other Professionals Salaries expense as a percentage of the current year budget is lower than the prior year due to unfilled vacancies.

Employee Benefits are at 14.54% of the related budget compared to 13.53% in the prior year.

Total Salaries and Benefits are 12.91% of the related budget as compared to 12.86% in the prior year.

Services are at 31.09% of the related budget as compared to 32.69% in the prior year. Actual expenditures on services are higher in the current year as a result of increased marketing and recruitment activity in International Education, one-time advertising costs related to the Municipal election, and timing differences in the execution of service contracts.

Student Transportation as a percentage of the related budget is at 4.84% as compared to 1.32% in the prior year. Student Transportation expenses are \$31K higher in the current year due to an increase in bussing for short-term summer camps and an upcoming student trip to Japan in International Education.

Professional Development and Travel is at 23.71% of the related budget as compared to 11.49% in the prior year. Professional Development and Travel expenses in the current year are \$125K higher than the prior year as international travel restrictions ease and in-person professional development opportunities become available. Most of the increase can be attributed to increased travel by International Education for the recruitment of international students, travel to New Zealand by the Indigenous Education Department, and a literacy summer institute for teachers organized by the District Team.

Rentals and Leases expenditures are at 25.00% which is the same as the prior year. The budget for Rentals and Leases reflects the expected cost of the operating leases on fleet vehicles for Facilities Services.

Dues and Fees are at 75.70% of the related budget as compared to 87.75% in the prior year. Actual expenses in the current year are slightly lower than the prior year due to the timing of some annual membership fees.

Insurance is at 19.96% of the related budget as compared to 9.98% in the prior year. Insurance expense is higher in the current year due to a timing difference in the payment of the Optional Property Program Insurance. This insurance was paid in September in the current year and October in the prior year.

Supplies are at 25.33% of the related budget as compared to 19.08% in the prior year. Supplies expense in the current year is up by 3% compared to the prior year with no significant variances to note.

Utilities are at 5.54% of the related budget as compared to 9.90% in the prior year. Utility costs in the first quarter of the year tend not to vary significantly due to milder weather and low building occupancy during the summer months. The costs in the current year are lower than the prior year due to the exceptionally mild weather that extended beyond the end of September.

Capital Asset Purchases are expenditures from the operating fund that will be transferred to the capital fund. There are no capital asset purchases budgeted in the operating fund in the current year. However, there are capital asset purchases in the operating fund that will be funded by prior year appropriated surplus or transferred to Local Capital. Capital asset purchases in the current year include theatre equipment; computer technology and multi-function devices; network infrastructure; furniture; portable; and vehicles and equipment for Facilities Services.

Total Services and Supplies are 26.55% of the related budget as compared to 21.83% in the prior year.

Total Operating Expenditures are 14.08% of the related budget as compared to 13.67% in the prior year. The higher percentage expended in the current year as compared to the prior year may be a result of improved efforts to spend current budget on current students.

Overall, the year-to-date results are slightly higher when compared to the prior year and reflect school district operations with some lingering impacts of the COVID-19 pandemic.

SCHOOL DISTRICT NO. 61 (GREATER VICTORIA)
QUARTERLY FINANCIAL REPORT
SEPTEMBER 30, 2022
ACTUAL AS A PERCENTAGE OF THE ANNUAL OPERATING BUDGET

	2022/2023 Annual Operating Budget	Actual September 30, 2022	Percentage of Annual Operating Budget	2021/2022 Annual Operating Budget	Actual September 30, 2021	Percentage of Annual Operating Budget
REVENUE						
Ministry of Education Operating Grant	193,593,863	21,990,821	11.36%	187,786,620	21,306,372	11.35%
Other Ministry of Education Grants	3,201,748	108,449	3.39%	3,194,956	111,337	3.48%
Other Provincial Ministries	112,750	83,852	74.37%	112,750	112,828	100.07%
Offshore Tuition Fees	15,104,719	11,731,242	77.67%	12,217,537	12,697,644	103.93%
Local Education Agreement Tuition	989,902	205,007	20.71%	966,444	257,931	26.69%
Summer School Fees	-	-	0.00%	-	-	0.00%
Continuing Education Fees	2,900	710	24.48%	25,000	725	2.90%
Rentals and Leases	2,696,572	552,188	20.48%	1,779,874	531,292	29.85%
Investment Income	368,760	267,753	72.61%	352,652	49,542	14.05%
Miscellaneous Revenue	1,249,559	738,691	59.12%	1,062,708	545,243	51.31%
Budgeted Prior Year Operating Surplus Appropriation	2,300,000			5,658,406		
Total Operating Revenue	219,620,773	35,678,713	16.25%	213,156,947	35,612,913	16.71%
EXPENDITURE BY OBJECT						
Teachers Salaries	96,707,978	9,400,141	9.72%	92,198,153	9,111,141	9.88%
Principals and Vice Principals Salaries	13,921,381	3,497,492	25.12%	14,385,816	3,515,147	24.43%
Educational Assistants Salaries	19,746,848	1,474,526	7.47%	18,641,764	1,439,095	7.72%
Support Staff Salaries	18,979,392	4,075,240	21.47%	19,273,071	3,962,967	20.56%
Other Professionals Salaries	4,830,042	1,091,209	22.59%	4,957,013	1,306,697	26.36%
Substitutes Salaries	8,675,067	868,307	10.01%	8,570,336	755,435	8.81%
Employee Benefits	37,928,774	5,515,826	14.54%	36,054,086	4,877,452	13.53%
Total Salaries and Benefits	200,789,482	25,922,741	12.91%	194,080,239	24,967,934	12.86%
Services	7,106,116	2,209,136	31.09%	6,314,984	2,064,294	32.69%
Student Transportation	901,500	43,612	4.84%	1,076,545	14,250	1.32%
Professional Development and Travel	881,322	208,928	23.71%	727,897	83,645	11.49%
Rentals and Leases	109,851	27,463	25.00%	109,851	27,463	25.00%
Dues and Fees	109,831	83,138	75.70%	105,199	92,314	87.75%
Insurance	427,403	85,321	19.96%	420,003	41,915	9.98%
Supplies	5,285,907	1,338,823	25.33%	6,493,917	1,239,128	19.08%
Utilities	4,009,361	222,028	5.54%	3,828,312	379,043	9.90%
Capital Asset Purchases	-	781,382	0.00%	-	221,993	0.00%
Total Services and Supplies	18,831,291	4,999,831	26.55%	19,076,708	4,164,045	21.83%
Total Operating Expenditure	219,620,773	30,922,572	14.08%	213,156,947	29,131,979	13.67%



**Budget Advisory Committee
MINUTES
Thursday, November 10, 2022**

In Attendance:

Board of Education:

Trustees Nicole Duncan, Karin Kwan, Angela Carmichael, Mavis David, Derek Gagnon, and Emily Mahbobi

Staff:

Deb Whitten, Superintendent

Harold Caldwell, Deputy Superintendent

Tom Aerts, Associate Superintendent

Katrina Stride, Acting Secretary-Treasurer

Julie Lutner, Director of Finance, Budgets and Financial Reporting

Marni Vistisen-Harwood, Director of Facilities Services

Connor McCoy, Past President, Greater Victoria Principals Vice-Principals Association

Gautam Khosla, Executive Member, Greater Victoria Principals Vice-Principals Association

Stakeholders:

Tracy Humphreys, VCPAC

Ilda Turcotte, GVTA

Cindy Romphf, GVTA

Taily Wills, CUPE 947

Trina Legge, CUPE 382

The meeting was called to order at 6:05 pm.

Acknowledgement

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

Election of Chair

Nominations for the Chair of the Budget Advisory Committee were received for Trustee Duncan and Trustee Gagnon. Trustee Duncan declined the nomination. Trustee Gagnon accepted the nomination. Trustee Gagnon was acclaimed as Chair of the Budget Advisory Committee.

Introductions

Committee Chair Gagnon called on all members of the Committee to introduce themselves including their name, organization, position in the organization, associated school or site, where they are from, their background, why they volunteered to participate on the Committee, and what they are hoping to offer and to gain from participation.

Values/Guiding Principles

The Committee broke into small groups to discuss the following questions regarding the values and guiding principles:

- Are they relevant in year 2? Are there any edits required?
- How will these statements help the budget process?
- How do you see the Committee's work helping to uphold these statements?

Groups reported back highlighting the following:

- Values and guiding principles are still relevant in year 2
- Values are solid
- Absolutely relevant; agree with all
- Guiding principles are relevant in year 2
 - Work as a collaborative group
- Most of the guiding principles are solid, but are we serving students to the best of our ability?
- Students not currently present
 - Revisit to include students in some way
 - Invite students and front load material so they don't have to attend full meeting
 - Student Symposium, or invite students to provide input
- Students to be at centre and drive decisions
- Students need to remain at centre of all decisions
- Keep grounded and centred with students at top
- Listening to students; how do we get them to the table?
- Why was the Indigenous voice not at the table tonight?
 - Need to invite to all meetings
- Need representation from Indigenous community
 - Hope their voices will be heard
 - Always welcome
 - Need to know wants and needs of community
- Input from Indigenous community shared with Committee
- Communication between Board and Rightsholders
- How do we better engage with Indigenous representatives at the table?
- Timelines should be good
- Timelines need to be held
- Opportunity to revisit timelines
- Aligning process with key Ministry dates, such as February enrolment and funding
- Aligning meetings re: budget items and feedback to budget advisory committee meetings
- Transparency
- Active listening versus waiting to speak
- Respectful relationships
- Detachment of voice/bias
- More data to make decisions without personal agenda
- Dates need updating
- How do we ensure that students have safe adults around at all times?
- Can students stand on their own two feet after an education from this District?
- Teach self-love
- What is the District and BC's responsibility to students, if any?

- More investment in all around health
- When students age out of school, do they have the social emotional skills to be successful?

Terms of Reference Review

The Committee broke into small groups to discuss the following questions regarding the Terms of Reference:

- Do we have the right people at the table? Are we missing anyone?
- How can the Committee function effectively under the Terms of Reference?
- If the Committee's duties and responsibilities are achieved, will you have fulfilled your personal reasons for participating on the committee? If not, why not?

Groups reported back highlighting the following:

- A lot of voices and expertise at the table
- Missing student voice; same at standing committees
- Missing student representatives
- Students not at table
- Ground-level student supports need to have a voice at table, e.g. YFC, VIHA, Inclusive Learning
- People missing; could be the way they were invited?
- Be mindful of cultural differences
- Directors from other areas
- Easy to follow
- 20,000+ reasons to participate on this committee
- Dates need to be updated
- Can any cuts be brought back in?
- Understand ramifications of choices, e.g. custodians, part of family, help students, more than just cleaning
- Don't compare to other school districts; what does SD61 want to run and what is best for SD61?
- No one wants to make cuts; cuts impact people
- Understand cuts – everything has impacts
- Board is responsible for decisions
- Morale is huge

April 2023 Deadline

The Committee discussed the importance of the April 6, 2023 deadline for budget approval.

Budget Development

The Committee received highlights of the budget development process.

Budget Orientation

The Committee received an orientation of the budget including the following highlights:

- Fund accounting
- Budget cycle
- Operating expenses; breakdown by function and object; comparison to Provincial average
- Special Purpose Funds
- Capital
- Surplus; projection versus actual; breakdown by category; history
- Reserves

- Ministry Policy
- Financial Statement Discussion and Analysis Report

Work Plan

The Committee reviewed topics of interest from last year. The following new topics were suggested for review:

- Music
- Custodial
- Mental Health
- Indigenous Learners
- Funding for Indigenous students and allocation to schools
- Student participation on Committee

Take Away

Committee members were asked to comment on their biggest takeaway from the meeting or what they planned to share with their members before the next meeting. Responses were:

- Lots of work to do
- Open and communicative
- Hopeful
- Parallel meetings to share information with members
- Plan to bring missing people to the table

Next Meeting: December 8, 2022 at 6pm via Teams

- Committee was asked about preference for virtual or in-person meetings. Consensus was to continue to alternate virtual and in-person meetings.

Adjournment

The meeting adjourned at 8:15 pm.

Office of the Superintendent

Deb Whitten – Superintendent

TO: The Board of Education
FROM: Deb Whitten, Superintendent of Schools
RE: Superintendent's Report
DATE: November 28, 2022

Please see below the opportunities the Superintendent has been involved with during the month of November 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.

- CBC Interview – On the Island with Gregor Craigie – October 31, 2022
- Inaugural Board of Education Meeting – Swearing-in of New Trustees – November 9, 2022
- 2023-2024 Budget Advisory Committee Meeting #1 – November 10, 2022
- Representative Advisory Committee of Students' Meeting – November 14, 2022, and continued school visits with student representatives and their respective Principals / Vice-Principals in November
- Elementary Principal / Vice-Principal Meeting – November 17, 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

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

- Zoom meetings with the Ministry of Education.
- Ukrainian Open House – School District's Welcome and Learning Centre – November 29, 2022

Gratitude: The Superintendent would like to thank the following:

- Chief Rob Thomas, Esquimalt Nation, for opening the Inaugural Board of Education meeting on November 9, 2022 and setting the table in a good way for students in the District.
- The Reynolds Secondary School Jazz Quartet and the Drum Circle students of George Jay Elementary School and their teachers for their performance at the Inaugural Board of Education Meeting on November 9, 2022.

- Curt Kingsley, City Clerk, City of Victoria for administering the Oath of Office to the Trustees at the Inaugural Board of Education Meeting on November 9, 2022.

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

Office of the Secretary-Treasurer

Katrina Stride – Acting Secretary-Treasurer

TO: Board of Education

FROM: Katrina Stride

RE: Monthly Report

DATE: November 28, 2022

The purpose of this memo is to update the Board on some of the activities of the Acting Secretary-Treasurer since November 9, 2022.

- Inaugural Board Meeting
- Budget Advisory Committee Meeting 1
- Weekly Senior Leadership Team meetings
- Weekly Chair Superintendent meetings for agenda setting
- Weekly Superintendent meetings
- Weekly Atrieve ERP meetings
- Bi-weekly Vic High construction project meeting with Facilities and School Principal
- Bi-weekly Human Resource Services meeting
- Bi-weekly Facilities and Superintendent meeting
- Monthly Student Representative Council meeting
- Monthly Tolmie Staff meeting
- Zero Emission Transit Fund Application meeting
- Meetings with Ministry of Education and Child Care – Capital Branch
- Meeting with Vic Hospice
- Meeting with legal counsel
- Media interview

SECTION 72 REPORT

Present:

Trustees Ryan Painter, Chair, Tom Ferris, Vice-Chair, Nicole Duncan, Angie Hentze, Elaine Leonard, Jordan Watters, 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, Marni Vistisen-Harwood, Director of Facilities Services, Andy Canty, Director of Information Technology

The Board of Education discussed the following matter:

- Personnel
- Legal
- Property

SECTION 72 REPORT

Present:

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

Administration:

Deb Whitten, Superintendent of Schools, Jim Vair, Director of Human Resources Services

The Board of Education discussed the following matter:

- Personnel

SECTION 72 REPORT

Present:

Trustees Nicole Duncan, Chair, Karen Kwan, Vice-Chair, Angela Carmichael, Derek Gagnon, Emily Mahbobi, Natalie Baillaut, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Acting Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Jim Vair, Director of Human Resources Services

The Board of Education discussed the following matter:

- Legal