



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

Operations Policy and Planning Committee

REGULAR MINUTES

Monday, February 13, 2023, 7:00 p.m.

Trustees Present: **Operations Policy and Planning members:** Rob Paynter (Chair), Karin Kwan, Derek Gagnon, Nicole Duncan

Education Policy and Directions members: Angela Carmichael, Nicole Duncan

Trustee Regrets: Natalie Baillaut, Diane McNally, Mavis David, Emily Mahbobi

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Andy Canty, Director, Information Technology for Learning, Julie Lutner, Associate Secretary-Treasurer, Sean Powell, District Principal

Partners: Tracy Humphreys, VCPAC, Cindy Romphf, GVTA, Brenna O'Connor, VPVPA

A. COMMENCEMENT OF MEETING

The meeting was called to order at 7:00 p.m.

A.1. Acknowledgement of Traditional Territories

Chair Paynter 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 February 13, 2023 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Paynter

That the January 16, 2023 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

B.1. Lindsay Plumb, PAC Chair presented on behalf of Northridge PAC on the naturescape outdoor playground that was installed by the district.

Trustees and partners provided thanks for the presentation.

C. SUPERINTENDENT'S REPORT

C.1. 2023-2024 / 2024-2025 Calendars Draft – Associate Superintendent Aerts

Moved by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the posting of the following 2023/2024 and 2024/2025 school calendars on the School District's website for a period of one month:

2023/2024 School Calendar*	
School Opening	September 5, 2023
First non-instructional day	September 22, 2023
National Day for Truth and Reconciliation	October 2, 2023
Thanksgiving	October 9, 2023
Second non-instructional day (Province wide)	October 20, 2023
Remembrance Day	November 13, 2023
Third non-instructional day	November 20, 2023
Schools close for Winter vacation	December 22, 2023
Schools re-open after Winter vacation	January 8, 2024
Fourth non-instructional day	February 16, 2024
Family Day	February 19, 2024
Schools close for Spring vacation	March 15, 2024
Schools re-open after Spring vacation	April 3, 2024
Good Friday	March 29, 2024
Easter Monday	April 1, 2024
Fifth non-instructional day	May 17, 2024
Victoria Day	May 20, 2024

Administrative Day and School Closing June 28, 2024

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

2024/2025 School Calendar*

School Opening	September 3, 2024
First non-instructional day	September 23, 2024
National Day for Truth and Reconciliation	September 30, 2024
Thanksgiving	October 14, 2024
Second non-instructional day (Province wide)	October 25, 2024
Remembrance Day	November 11, 2024
Third non-instructional day	November 22, 2024
Schools close for Winter vacation	December 20, 2024
Schools re-open after Winter vacation	January 6, 2025
Fourth non-instructional day	February 14, 2025
Family Day	February 17, 2025
Schools close for Spring vacation	March 14, 2025
Schools re-open after Spring vacation	March 31, 2025
Good Friday	April 18, 2025
Easter Monday	April 21, 2025
Fifth non-instructional day	May 16, 2025
Victoria Day	May 19, 2025
Administrative Day and School Closing	June 27, 2025

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

Motion Carried Unanimously

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. 2023/2024 Enrolment

- a. Associate Superintendent Aerts presented the Kindergarten Enrolment for 2023/2024.

Trustees had questions of clarification.

- b. District Principal Powell presented the Late French Immersion Enrolment for 2023/2024.

Trustees had questions of clarification.

- c. Secretary-Treasurer Stride presented the February 15, 2023 Enrolment Estimates.

Trustees had questions of clarification.

E.2. Monthly Financial Report: January 2023

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

E.3. 2023-2024 Budget

Secretary-Treasurer Stride provided the 2023-2024 Budget update.

E.4. Audit Committee Report

Secretary-Treasurer Stride provided the report for information.

Trustees provided thanks to Secretary-Treasurer Stride and Associate Secretary-Treasurer Lutner for the report. Trustees had questions of clarification.

Moved by Trustee Duncan

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

Motion Carried Unanimously

F. FACILITIES PLANNING

F.1. Operations Update: February 2023

Director of Facilities Services Vistisen-Harwood provided the Operations Update for February 2023.

Trustees provided thanks to facilities staff for cleaning Cedar Hill Middle School quickly after it was vandalized.

F.2. Victoria High School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided the Victoria High School Seismic Project Update.

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINES

None.

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

Moved by Trustee Duncan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:28 p.m.

Chair

Secretary-Treasurer