



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

REGULAR MINUTES

Via Zoom

Monday, April 24, 2023, 7:30 p.m.

Trustees Present: Nicole Duncan, Board Chair, Karin Kwan, Vice-Chair, Angela Carmichael, Natalie Baillaut, Derek Gagnon, Rob Paynter, Emily Mahbobi, Mavis David

Trustee Regrets: Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Andy Canty, Director of Information Technology

Partners: Ilda Turcotte, GVTA, Sarah Winkler, VPVPA, Jeanette Alexander, ASA, Lisa Gunderson, VCPAC

A. COMMENCEMENT OF MEETING

This meeting began at 7:35 p.m.

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 Gagnon
Seconded by Trustee Kwan

That the April 24, 2023 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

a. Approval of the March 13, 2023 Regular Board Minutes

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the March 13, 2023 Regular Board minutes be approved.

Motion Carried Unanimously

b. Approval of the March 14, 2023 Special Board Budget Minutes

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the March 14, 2023 Special Board Budget minutes be approved.

Motion Carried Unanimously

c. Approval of the April 4, 2023 Special Board Budget Minutes

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the April 4, 2023 Special Board Budget minutes be approved.

Motion Carried Unanimously

d. Approval of the April 6, 2023 Special Board Budget Minutes

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the April 6, 2023 Special Board Budget minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from the Minutes

Trustee Duncan requested an update on the work plan for the mental health and professional development budget that was allocated through the Budget process. Deputy Superintendent Caldwell replied that staff will be reporting back to the Board at the June 5, 2023 Education Policy and Directions Committee meeting.

A.5. Student Achievement

None

A.6. District Presentations

None

A.7. Community Presentations (5 minutes per presentation)

- a. Sergeant Jody Pavesic presented on the school police liaison officer program in the Greater Victoria School District.
- b. Mia Golden presented on the school police liaison officer program in the Greater Victoria School District.
- c. Mark Jenkins presented on the school police liaison officer program in the Greater Victoria School District.

B. CORRESPONDENCE

- B.1. March 23, 2023, Chief Del Manak to SD61 Trustees, School Police Liaison Officers**
- B.2. March 17, 2023, Mary Kelly to SD61 Trustees, School Police Liaison Officers**
- B.3. April 3, 2023, Minister of Education and Child Care to Chair Duncan, Response to March 10, 2023 letter**
- B.4. April 20, 2023, Tillicum Elementary School PAC, School Police Liaison Officers**
- B.5. April 20, 2023, Tillicum Elementary School Staff Committee, School Police Liaison Officers**
- B.6. April 17, 2023, Saanich Police, School Police Liaison Officers**
- B.7. April 21, 2023, VPVPA, School Police Liaison Officers**
- B.8. April 21, 2023, Teachers from Tillicum Elementary School, School Police Liaison Officers**

C. TRUSTEE REPORTS

C.1. Chair's Report

d. Chair's Report

Chair Duncan presented the report and provided highlights.

Moved by Trustee Duncan
Seconded by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) add the following items to the Board Work Plan:

- i. Each December conduct an annual review of Appeal Bylaw 9331.1 which aligns with the Board's obligation to review both the Appeal Bylaw and the associated feedback forms.
- ii. Each May review Ad Hoc Committees that may need to be concluded via Board motion.
- iii. Each June Trustees will provide the Board with a report pertaining to their work on Ad Hoc Committees during the year.

Motion Carried

For (7) : Trustees Kwan, Carmichael, Baillaut, Gagnon, Paynter, Mahbobi, Duncan

Abstain (1) : Trustee David

- e. May Board Work Plan
The plan was provided.

C.2. Trustees' Reports

None

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the April 3, 2023 meeting – information only

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the April 17, 2023 meeting – information only
- b. Recommended motions from the April 17, 2023 meeting:

Moved by Trustee Kwan

Seconded by Trustee Carmichael

That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Sub Committee to recommend a policy and regulation on international student enrollment with particular reference to the Surrey School District policy and regulation;
AND FURTHER

Present the recommendations to the Education Policy and Directions Standing Committee in June 2023.

Motion Carried Unanimously

Moved by Trustee Kwan

Seconded by Trustee Carmichael

That the Board of Education of School District No. 61 (Greater Victoria) direct the Board Chair to write to the Minister of Education and Child Care, Minister of Finance and Premier advocating for additional funding.

Motion Carried Unanimously

D.3. Budget Advisory Committee

- a. Budget Advisory Committee March 9, 2023 Minutes were provided for information.

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Monthly Report
Superintendent Whitten provided the report for information.

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Moved by Trustee Baillaut
Seconded by Trustee Gagnon

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

Motion Carried Unanimously

b. 2023-2024 / 2024-2025 School Calendar

Moved by Trustee Kwan
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2023/2024 and 2024/2025 school calendars.

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

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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

c. 2023-2024 Special Academy Fees

Associate Superintendent Aerts informed the Board that the motion is in accordance with Section 82.1 of the School Act, a Board may charge a student enrolled in a specialty academy fee relating to the direct costs incurred by the Board in providing the specialty academy that is in addition to the costs of providing a standard educational program.

Trustees had questions of clarification.

Moved by Trustee Gagnon
Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) makes available to the public, via the District website, the schedules of fees that have been approved by the Parents' Advisory Council for the school where the Board proposes to offer specialty academies.

Motion Carried

For (7) : Trustees Carmichael, Baillaut, Gagnon, Paynter, Mahbobi, Duncan, David

Abstain (1) : Trustee Kwan

d. Trustee Questions

Trustee Duncan requested information from staff about the process for safe handling of any unknown substance found on school grounds by staff or children in the school district. This comment is in relation to the Nanaimo school district where children found fentanyl on school grounds and brought it home. Deputy Superintendent Caldwell provided an update for Trustees.

E.2. Secretary-Treasurer's Report

a. Monthly Report

Secretary-Treasurer Stride provided the report for information.

Moved by Trustee Kwan
Seconded by Trustee Carmichael

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

Motion Carried Unanimously

b. 2023-2024 Capital Plan Bylaw

Secretary-Treasurer Stride provided rationale for the motion.

Questions of clarification were asked.

Moved by Trustee Kwan

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve Capital Bylaw No. 2023/24-CPSD61-01 Capital Plan 2023/24.

WHEREAS in accordance with Section 142 of the *School Act*, the Board of Education of School District No. 61 (Greater Victoria) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with Section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 9, 2023, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Bylaw No. 2023/24-CPSD61-01.

Read a first time this 24th day of April, 2023;

Motion Carried Unanimously

Moved by Trustee Baillaut
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve Capital Bylaw No. 2023/24-CPSD61-01 Capital Plan 2023/24.

WHEREAS in accordance with Section 142 of the *School Act*, the Board of Education of School District No. 61 (Greater Victoria) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with Section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (e) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (f) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (g) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (h) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 3. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 9, 2023, is hereby adopted.
- 4. This Capital Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Bylaw No. 2023/24-CPSD61-01.

Read a second time this 24th day of April, 2023.

Motion Carried Unanimously

Moved by Trustee Gagnon
Seconded by Trustee Carmichael

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of School District No. 61 (Greater Victoria) Capital Bylaw No. 2023/24-CPSD61-01 at the April 24, 2023 Board meeting.

Motion Carried Unanimously

Moved by Trustee Gagnon
Seconded by Trustee Mahbobi

Board of Education Meeting April 24, 2023

That the Board of Education of School District No. 61 (Greater Victoria) approve Capital Bylaw No. 2023/24-CPSD61-01 Capital Plan 2023/24.

WHEREAS in accordance with Section 142 of the *School Act*, the Board of Education of School District No. 61 (Greater Victoria) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with Section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (i) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (j) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (k) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (l) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

5. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 9, 2023, is hereby adopted.

6. This Capital Bylaw may be cited as School District No. 61 (Greater Victoria) Capital Bylaw No. 2023/24-CPSD61-01.

Read a third time this 24th day of April, 2023, and finally passed and adopted the 24th day of April, 2023.

Motion Carried Unanimously

c. 2023-2024 Annual Facility Grant (AFG) Expenditure Plan Submission

Secretary-Treasurer Stride provided a memo on the 2023-2024 Annual Facility Grant (AFG) Expenditure Plan submission to the Ministry of Education and Child Care. The AFG is intended for annual facility projects required to maintain facility assets through their anticipated economic life and to prevent premature deterioration of these assets.

Questions of clarification were asked.

F. QUESTION PERIOD

- Q. The ICA does great work in our community but why was there no public consultation for the ICA facility at Vic High? Further still why was the space allocated without a user agreement in place as stated at this meeting?
- A. Staff will report back to the individual who asked the question.
- Q. Information about NLC's from the BC Parks and Recreation Association says that the tracks qualify for NLC money. Vic High's track and field qualified for the same NLC funding that was used for the ICA building. Some of the funding was used for Vic High's turf field. This leads me to: Why wasn't all of it used for Vic High's track and field plans (the track previously voted for at the Open House held at Vic High) refurbish the track and memorial stadium?
- A. Staff will report back to the individual who asked the question.
- Q. From this side, it looks like the district told Vic High Alumni they had no money for Vic High's track and field when they actually had 4.6 million in NLC funding. The ICA is a very reputable organization and does a lot of good in our community however if I understand it correctly it looks like the ICA has been pulled into the financial mismanagement of Vic High unfortunately.
- A. Staff will report back to the individual who asked the question.
- Q. I understand the Fernwood neighborhood resource group (Fernwood NRG) has been receiving regular reports about the seismic upgrade and only after my pushing for information about these updates. Where was the catchment consultation on Fernwood NRG's involvement? Do I understand correctly that Fernwood NRG will gain access to Vic High school grounds as well?
- A. Staff will report back to the individual who asked the question.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

Moved by Trustee Kwan

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) amend the following Section 72 Reports:

G.2. Record of In-Camera Board of Education Meeting – March 13, 2023

Replace the item *Strategic plan* with the item *Budget*

G.7 Record of Special In-Camera Board of Education Meeting – April 4, 2023

Replace the item *Strategic plan* with the item *Budget*

G.8. Record of Special In-Camera Board of Education Meeting – April 5, 2023

Replace the item *Strategic plan* with the item *Budget*

G.9 Record of Special In-Camera Board of Education Meeting – April 17, 2023

Replace the item *Strategic plan* with the item *Property*

Motion Carried Unanimously

- G.1. Record of Special In-Camera Board of Education Meeting** – March 10, 2023
- G.2. Record of In-Camera Board of Education Meeting** – March 13, 2023
- G.3. Record of Special In-Camera Board of Education Meeting** – March 13, 2023
- G.4. Record of Special In-Camera Board of Education Meeting** – March 16, 2023
- G.5. Record of Special In-Camera Board of Education Meeting** – March 16, 2023
- G.6. Record of Special In-Camera Board of Education Meeting** – March 23, 2023
- G.7. Record of Special In-Camera Board of Education Meeting** – April 4, 2023
- G.8. Record of Special In-Camera Board of Education Meeting** – April 5, 2023
- G.9. Record of Special In-Camera Board of Education Meeting** – April 17, 2023
- G.10.** The motion “*That the Board of Education of School District No. 61 (Greater Victoria) rescind the April 6, 2023 motion adopted by the Board which terminated the District’s membership in the BCSTA (British Columbia School Trustees Association) at the earliest possible opportunity.*” was passed at the In-Camera Board of Education meeting on April 24, 2023.

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

H.2. Notice of Motions

I. ADJOURNMENT

The meeting adjourned at 9:00 p.m.

Moved by Trustee Kwan

Seconded by Trustee Baillaut

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer