



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

REGULAR MINUTES

Monday, May 8, 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: Nicole Duncan (ex officio)

Trustee Regrets: Diane McNally, Mavis David, Angela Carmichael, Natalie Baillaut, 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 of Information Technology for Learning, Brian Leslie, Energy Manager Facilities Services

Partners: 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 Gagnon

That the May 8, 2023 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Duncan

Amendment

F.3. after the word 30 seconds add “and whether there is a backlog of water filters that needs to be replaced.”

Add Trustee Duncan to the Education Policy and Directions committee as an “ex officio” member of the committee.

That the April 17, 2023 Operations Policy and Planning Committee meeting minutes be approved, as amended.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. SUPERINTENDENT'S REPORT

None.

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Middle and Secondary Enrollment Report 2023-2024

Associate Superintendent Aerts presented the middle and secondary enrollment report.

Trustees had questions of clarification.

E.2. Monthly Financial Report: April 2023

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

E.3. Budget Change Report: April 2023

Secretary-Treasurer Stride provided the April 2023 Budget Change Report.

Trustees had questions of clarification.

E.4. Privacy Management Program

Director Information Technology for Learning Canty provided the Draft Policy and Regulations for the Privacy Management Program.

Trustees had questions of clarification.

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) refer revised Policy 1161 to the Policy Sub Committee and provide an update at the June 12, 2023 Operations Policy and Planning Committee meeting.

Motion Carried Unanimously

F. FACILITIES PLANNING

F.1. Operations Update: May 2023

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

Trustees had questions of clarification.

F.2. Victoria High School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided the Victoria High School Seismic Project Update for May 2023.

Trustees had questions of clarification.

F.3. Energy Manager Report

Energy Manager Facilities Services Leslie presented the annual energy manager report.

Trustees had questions of clarification.

F.4. 2022 Carbon Neutral Action Report

Energy Manager Facilities Services Leslie presented the 2022 Carbon Neutral Action Report.

Trustees had questions of clarification.

F.5. 2024-2025 Annual Five Year Capital Plan Draft

Director of Facilities Services Vistisen-Harwood provided the draft 2024-2025 Annual Five Year Capital Plan.

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

None.

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

Moved by Trustee Kwan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:50 p.m.

Chair

Secretary-Treasurer