



**The Board of Education of School District No. 61 (Greater Victoria)  
Regular Board Meeting  
MINUTES  
Monday, June 19, 2023, 7:30 p.m.**

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

Trustee Regrets: Diane McNally, Angela Carmichael, Natalie Baillaut

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Harold Caldwell, Deputy Superintendent, Tom Aerts, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Brian Leslie, Energy Manager, Sean Powell, District Principal, Andy Canty, Director of Information Technology

Partners: Sarah Winkler, VPVPA, Ilda Turcotte, GVTA

---

**A. COMMENCEMENT OF MEETING**

This meeting began at 7:31 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 Mahbobi  
**Seconded by** Trustee Gagnon

That the June 19, 2023 agenda be approved.

**Amendment**

**Moved by** Trustee Duncan  
**Seconded by** Trustee Kwan

Add C.2.g. Ad Hoc Committee – Trustee David

**Motion Carried Unanimously**

**Moved by** Trustee Duncan  
**Seconded by** Trustee Kwan

That the June 19, 2023 agenda be approved, as amended.

**Motion Carried Unanimously**

**A.3. Approval of the Minutes**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Mahbobi

That the May 29, 2023 Regular Board minutes be approved.

**Motion Carried Unanimously**

**A.4. Trustee Election**

- a. Election of British Columbia Public School Employers' Association Representative

Chair Duncan called for nominations for the position of British Columbia School Employers' Association (BCPSEA) Representative for the period ending November 2023.

Nominations were received for Trustees Gagnon, Paynter, Kwan and Mahbobi. Trustees Gagnon, Paynter and Mahbobi declined the nomination and Trustee Kwan accepted.

Chair Duncan declared Trustee Kwan the representative to BCPSEA by acclamation.

**Moved by** Trustee Mahbobi  
**Seconded by** Trustee Gagnon

That the election ballots/text messages be destroyed.

**Motion Carried Unanimously**

**A.5. Business Arising from the Minutes**

None.

**A.6. Community Presentations** (5 minutes per presentation)

- a. Melody Burns presented on the Low Incident Program in the District.

**B. CORRESPONDENCE**

None.

**C. TRUSTEE REPORTS**

**C.1. Chair's Report**

- a. Chair's Report

Chair Duncan presented the report for information.

- b. Acknowledgement of Director of Human Resource Services  
Chair Duncan thanked Director of Human Recourse Services Vair for his service during the 2022-2023 school year.

### **C.2. Ad Hoc Committees Annual Review**

Trustees provided their Ad Hoc Committees annual review for information.

- a. Advocacy Ad Hoc Committee – Trustee Baillaut  
French Ad Hoc Committee – Trustee Baillaut
- b. Audit Ad Hoc Committee – Trustee Kwan  
Budget Advisory Ad Hoc Committee – Trustee Kwan
- c. Budget Advisory Ad Hoc Committee – Trustee Gagnon  
Climate Action Plan Ad Hoc Committee – Trustee Gagnon  
Trustee Gagnon provided a summary of the draft Climate Action Plan.
- d. Climate Action Plan Ad Hoc Committee – Trustee Duncan  
School Police Liaison Officer Review Ad Hoc Committee – Trustee Duncan
- e. Equity Ad Hoc Committee – Trustee Mahbobi
- f. George Jay School Naming Ad Hoc Committee – Trustee Paynter
- g. Ad Hoc Committee – Trustee David

### **C.3. Trustees' Reports**

None.

## **D. BOARD COMMITTEE REPORTS**

### **D.1. Education Policy and Directions Committee**

- a. Draft minutes from the June 5, 2023 meeting – information only

### **D.2. Operations Policy and Planning Committee**

- a. Draft minutes from the June 12, 2023 meeting – information only
- b. Recommended motion from the June 12, 2023 meeting:  
By consensus, the Board moved the following four motions as a group.  
**Moved by** Trustee Gagnon  
**Seconded by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) refer new Policy 5150 Sanctuary Schools to the Policy Sub-Committee to consider the new feedback received and bring it back to the September 2023 Education Policy and Directions Committee Meeting.

That the Board of Education of School District No. 61 (Greater Victoria) refer the draft Policy XXXX International Education Enrollment to the Policy Sub-Committee for further development and consultation and bring it back to the September 2023 Education Policy and Directions Committee Meeting.

That the Board of Education of School District No. 61 (Greater Victoria) approve for submission to the Ministry of Education, the 2024-2025 Capital Plan, as it relates to Major Capital Projects.

That the Board of Education of School District No. 61 (Greater Victoria) approve for submission to the Ministry of Education, the 2024-2025 Capital Plan, as it relates to Minor Capital Projects.

### **Motion Carried Unanimously**

Director of Information Technology Canty referred revised Policy 1161 Freedom of Information and Protection of Privacy to legal counsel, and they recommended amendments to the Policy.

Trustees discussed the amendments.

### **Amendment**

**Moved by** Trustee Duncan

**Seconded by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) amend revised Policy 1161 Freedom of Information and Protection of Privacy.

### **2.0 DEFINITIONS**

2.6.

“Contractors” **refers to a service provider retained under a contract to preform services for the School District. Contractors** ~~working on behalf of the School District~~ are required to comply with FIPPA and all relevant School District policies and regulations;

2.7.

“Volunteers” **refers to community members** carrying out volunteer activities on behalf of the School District. **Volunteers** are required to comply with FIPPA and all relevant School District policies and regulations.

### **3.0 POLICY STATEMENT**

3.1

The School District and all Staff, **Contractors, and Volunteers**, shall uphold the privacy, confidentiality and appropriate use of personal information in compliance with the School Act, FIPPA and the Regulations, including by:

2-2

~~"Personal Identity Information" means any personal information of a type that is commonly used, alone or in combination with other information, to identify or purport to identify an individual;~~

**Motion Carried Unanimously**

**Moved by** Trustee Kwan  
**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 1161 Freedom of Information and Protection of Privacy, as amended.

**Motion Carried Unanimously**

**Moved by** Trustee Mahbobi  
**Seconded by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) refer draft Policy XXXX Scent Sensitive Workplace to rights holders and stakeholders for feedback and return comments and recommendations not later than the November 2023 Operations Policy and Planning Committee meeting.

**Motion Carried Unanimously**

c. Climate Change Accountability Report

Trustees had questions of clarification for Energy Manager Leslie.

**Moved by** Trustee Kwan  
**Seconded by** Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) accept the Climate Change Accountability Report.

**Motion Carried Unanimously**

**E. DISTRICT LEADERSHIP TEAM REPORTS**

**E.1. Superintendent's Report**

a. Monthly Report

Superintendent Whitten provided the report for information.

Questions of clarification were asked.

**Moved by** Trustee David  
**Seconded by** Trustee Mahbobi

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 Board of Education and Standing Committee Meeting Dates

**Moved by** Trustee Kwan  
**Seconded by** Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised 2023-2024 Board of Education and Standing Committee meeting dates.

**Motion Carried Unanimously**

- c. Trustee Questions

Trustees had questions of clarification.

## **E.2. Secretary-Treasurer's Report**

- a. Monthly Report

Secretary-Treasurer Stride provided the report for information.

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) receive the Secretary-Treasurer's report 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 – May 29, 2023**

## **H. NEW BUSINESS/NOTICE OF MOTIONS**

### **H.1. New Business**

None.

### **H.2. Notice of Motions**

None.

## **I. ADJOURNMENT**

The meeting adjourned at 8:53 p.m.

**Moved by** Trustee David  
**Seconded by** Trustee Mahbobi

That the meeting be adjourned.

**Motion Carried Unanimously**

---

Chair

---

Secretary-Treasurer