



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

Operations Policy and Planning Committee

REGULAR MINUTES

Monday, September 18, 2023, 7:00 p.m.

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

Education Policy and Directions members: Emily Mahbobi, Mavis David

Trustee Regrets: Natalie Baillaut, Derek Gagnon, Diane McNally

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

Partners: Cindy Romphf, GVTA, Karen Higginbotham, VPVPA, Rachel McClellan, VCPAC, Jane Massy, CUPE 947

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 September 18, 2023 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

That the June 12, 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. Cathy Peters, an educator on anti-human trafficking, presented on human trafficking in BC.

C. SUPERINTENDENT'S REPORT

C.1. Director of Information Technology for Learning Canty presented the draft Administrative Regulations associated with approved Policy 1161 Freedom of Information and Protection of Privacy as part of the District's Privacy Management Program.

- a. Draft Administrative Regulation 1161.2 Privacy Management Program
- b. Draft Administrative Regulation 1161.3 Privacy Impact Assessments
- c. Draft Administrative Regulation 1161.4 Critical Incident and Privacy Breach

Trustees had questions of clarification.

VCPAC recommended the term '*special needs*' be replaced using Ministry standard language '*students with disabilities and diverse abilities*'.

Moved by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Policy Sub-Committee to review draft administrative regulations 1161.2 Privacy Management Program, 1161.3 Privacy Impact Assessments and 1161.4 Critical Incident and Privacy Breach.

Motion Carried Unanimously

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Associate Superintendent Aerts and Vice-Principal Henry presented information on the Feeding Futures School Food Program.

Trustees had questions of clarification.

E.2. Monthly Financial Reports:

a. June 2023

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

b. July 2023

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

c. August 2023

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

E.3. Budget Change Report: August 2023

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

Trustees had questions of clarification.

F. FACILITIES PLANNING

F.1. Operations Update: August 2023

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

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

H.1. Trustee Duncan presented the draft Climate Action Plan.

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) adopt the draft Climate Action Plan and annually review progress toward implementation of the Climate Action Plan.

Motion Carried Unanimously

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 8:35 p.m.