



**The Board of Education of School District No. 61 (Greater Victoria)**  
**Operations Policy and Planning Committee Meeting**  
**REGULAR MINUTES**  
**Monday, January 22, 2024, 7:00 p.m.**

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

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

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, Julie Lutner, Associate Secretary-Treasurer, Tina Pierik, VPVPA

Partners: Cindy Romphf, GVTA, Jane Massy, CUPE 947

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**A. COMMENCEMENT OF MEETING**

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

**A.1. Acknowledgement of Traditional Territories**

Chair Gagnon 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 January 22, 2024 agenda be approved.

**Motion Carried Unanimously**

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

**Moved by** Trustee Duncan

That the December 4, 2023 Combined Education Policy and Directions Committee and Operations Policy and Planning Committee meeting minutes as they pertain to Operations Policy and Planning Committee, be approved.

**Motion Carried Unanimously**

**A.4. Business Arising from Minutes**

None.

**B. PRESENTATIONS TO THE COMMITTEE**

**Staff**

Director of Information Technology Canty provided an annual update on the Information Technology for Learning Department.

Trustees and partners had questions of clarification.

**C. SUPERINTENDENT'S REPORT**

None.

**D. PERSONNEL ITEMS**

None.

**E. FINANCE AND LEGAL AFFAIRS**

**E.1. Monthly Financial Report: December 2023**

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

**E.2. Budget Change Report: December 2023**

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

**F. FACILITIES PLANNING**

**F.1. Operations Update: January 2024**

Director of Facilities Services Vistisen-Harwood provided the Operations Update for January 2024.

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 November 2023.

Trustees had questions of clarification.

**F.3. Cedar Hill Middle School Seismic Project Update**

Director of Facilities Services Vistisen-Harwood provided the Cedar Hill Middle School Seismic Project Update for November 2023.

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 8:15 p.m.