



**The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee
MEETING MINUTES
Monday, May 13, 2024, 7:00 p.m.**

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

Education Policy and Directions members: Natalie Baillaut, Mavis David, Emily Mahbobi

Trustee Regrets: Angela Carmichael, Derek Gagnon, Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Josh Barks, District Vice-Principal, Information Technology for Learning, Brian Leslie, Energy Manager, Marni Vistisen-Harwood, Director of Facilities Services, Jeff Davis, Director of International Education, Karen Higginbotham, VPVPA

Partners: Shawna Abbott, CUPE 947, Cindy Romphf, GVTA, Nyssa Temmel, VCPAC, Darren Reed, CUPE 382

A. COMMENCEMENT OF MEETING

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 Paynter

That the May 13, 2024 agenda be approved.

Amendment

Moved by Trustee Kwan

Move items F.3. and F.4 to C.1 and C.2.

Motion Carried Unanimously

That the May 13, 2024 agenda be approved, as amended.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

That the April 22, 2024 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. Energy Manager Reports

C.1. 2023 Climate Change Accountability Report

Energy Manager Leslie provided the annual report for information.

Trustees had questions of clarification.

C.2. 2023 Carbon Neutral Action Report

Energy Manager Leslie provided the annual report for information.

Trustees had questions of clarification.

D. SUPERINTENDENT'S REPORT

D.1. Superintendent Whitten introduced Director of International Education Davis who provided the International Student Program Update.

Trustees had questions of clarification.

D.2. Superintendent Whitten provided for review the Climate Action Plan Implementation Ad Hoc Committee Draft Terms of Reference.

Trustees had questions of clarification.

Superintendent Whitten advised that a revised Draft Terms of Reference will be provided at the June 10, 2024 Operations Policy and Planning Committee meeting.

- D.3.** Superintendent Whitten provided the following Policies, Regulations and Administrative Regulations for review.

Policy/Regulation 5131.4 Substance Abuse

Draft Policy/Regulation 5131.4 Substance Use

Administrative Regulation 5131.4 Substance Use

Policy/Regulation 5131.5 Smoking

Administrative Regulation 5131.5 – Tobacco and Vapour Products Free Environment.

Partners and Trustees had questions of clarification.

E. PERSONNEL ITEMS

None.

F. FINANCE AND LEGAL AFFAIRS

- F.1.** Associate Superintendent Aerts presented the Middle and Secondary Enrollment Report.

F.2. Monthly Financial Report: April 2024

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

F.3. Budget Change Report: April 2024

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

F.4. Audit Sub-Committee Report

a. 2023-2024 Audit Planning Report

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

Moved by Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2023-2024 Audit Planning Report as presented to the Audit Sub-Committee.

Motion Carried Unanimously

b. March 2024 Quarterly Financial Report

Secretary-Treasurer Stride provided the report for information.

Trustees had questions of clarification.

Moved by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) accept the March 2024 Quarterly Financial Report as presented to the Audit Sub-Committee.

Motion Carried Unanimously

G. FACILITIES PLANNING

G.1. Operations Update: May 2024

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

Partners and Trustees had questions of clarification.

G.2. Cedar Hill Middle School Seismic Project Update

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

Trustees had questions of clarification.

G.3. 2025-2026 Annual Five Year Capital Plan Draft

Secretary-Treasurer Stride and Director of Facilities Services Vistisen-Harwood provided the draft report for information.

Trustees had questions of clarification.

H. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

I. NEW BUSINESS

I.1. Solar Panels

Chair Duncan provided rationale for the motion.

Partners, Trustees and staff discussed the motion.

Moved by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to work with the District's Manager of Energy to provide the Board of Education with a report detailing the cost/benefit and feasibility of investing in solar panels at Mount Douglas Secondary and Victoria High School.

Amendment

Moved by Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to work with the District's Manager of Energy to provide the Board of Education with a report detailing the cost/benefit and feasibility of investing in solar panels at **SD 61 Schools**. ~~Mount Douglas Secondary and Victoria High School.~~

Motion Carried Unanimously

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to work with the District's Manager of Energy to provide the Board of Education with a report detailing the cost/benefit and feasibility of investing in solar panels at SD 61 Schools.

Motion Carried Unanimously

J. NOTICE OF MOTION

None.

K. GENERAL ANNOUNCEMENTS

None.

L. ADJOURNMENT

Moved by Trustee Kwan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:22 p.m.