



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

**Operations Policy and Planning Committee**

**MEETING MINUTES**

**Monday, September 16, 2024, 7:00 p.m.**

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

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Julie Lutner, Associate Secretary-Treasurer, Connor McCoy, VPVPA

Partners: Cindy Romphf, GVTA, Nyssa Temmel, VCPAC

**A. COMMENCEMENT OF MEETING**

**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 September 16, 2024 agenda be approved.

**Motion Carried Unanimously**

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

**Moved by** Trustee Kwan

That the June 10, 2024 Operations Policy and Planning Committee meeting minutes be approved.

**Motion Carried Unanimously**

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

Trustee Duncan asked staff when the first Climate Action Plan Implementation Ad Hoc Committee meeting will take place.

Acting Associate Superintendent Powell stated that the meeting will take place in October 2024.

**B. PRESENTATIONS TO THE COMMITTEE**

None.

**C. SUPERINTENDENT'S REPORT**

**C.1.** Superintendent Whitten provided the draft Enhancing Student Learning Report (ESLR) 2024-2025 and spoke specifically to student achievement in the District.

Partners and Trustees had questions of clarification as well as suggested revisions for the report.

**D. PERSONNEL ITEMS**

None.

**E. FINANCE AND LEGAL AFFAIRS**

**E.1. Willows Elementary Child Care Update**

Secretary-Treasurer Stride provided an update on Willows Elementary School child care.

Trustees had questions of clarification.

**E.2. Multi-Year Financial Plan 2024-2027**

Secretary-Treasurer Stride provided the Multi-Year Financial plan 2024-2027.

Partners and Trustees had questions of clarification.

**Moved by** Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) accept the Multi-Year Financial Plan 2024-2027.

**Motion Carried Unanimously**

**E.3. Monthly Financial Reports:**

- a. Secretary-Treasurer Stride provided the June 2024 Monthly Financial Report for information.
- b. Secretary-Treasurer Stride provided the July 2024 Monthly Financial Report for information.
- c. Secretary-Treasurer Stride provided the August 2024 Monthly Financial Report for information.

**E.4. Budget Change Reports:**

- a. Secretary-Treasurer Stride provided the June 2024 Budget Change Report for information.
- b. Secretary-Treasurer Stride provided the August 2024 Budget Change Report for information.

**F. FACILITIES PLANNING**

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

Director of Facilities Services Vistisen-Harwood provided the Operations Policy and Planning Committee Meeting September 16, 2024

Operations update for September 2024.

Trustees thanked Director of Facilities Services Vistisen-Harwood and all facilities staff for their hard work throughout the summer.

Trustees had questions of clarification.

**F.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. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

None.

**H. NEW BUSINESS**

**H.1. Greater Victoria Foundation for Learning – Trustee Kwan**

Trustee Kwan provided rationale for the motion.

Partners, Trustees, and staff discussed the motion.

**Moved by** Trustee Kwan

That the Board of Education of Greater Victoria (School District No. 61) direct the Superintendent to establish an advisory committee, which should include (but not be limited to) Board and Finance Department member representation, to evaluate and provide recommendations to the Board on improving the use of the Greater Victoria Foundation for Learning.

AND FURTHER

That the advisory committee explore options for consulting with or hiring a grant writer, including defining the specific role, responsibilities, and time commitment, and include these recommendations in their report to the Board.

**Amendment**

**Moved by** Trustee Kwan

That the Board of Education of Greater Victoria (School District No. 61) direct the Superintendent to establish an advisory committee, including but not limited to Board, Finance Department member representation and education partners to evaluate how the Greater Victoria Foundation can be utilized moving forward.

AND FURTHER

Provide recommendations to the Board of Education.

**Motion Carried Unanimously**

**H.2. District of Saanich Crossing Guard Funding – Trustee Paynter**

Trustee Paynter provided rationale for the motion.

Trustees discussed the motion.

**Moved by** Trustee Paynter

That the Board of Education of Greater Victoria (School District No. 61) direct the chair to write to District of Saanich Mayor and Council expressing our concern regarding the formula employed to calculate crossing guard requirements, further advising them of the precise date the funding currently provided for crossing guards will end and finally to implore them to address this shortfall on behalf of student safety.

**Amendment**

That the motion "*That the Board of Education of Greater Victoria (School District No. 61) direct the chair to write to District of Saanich Mayor and Council expressing our concern regarding the formula employed to calculate crossing guard requirements, further advising them of the precise date the funding currently provided for crossing guards will end and finally to implore them to address this shortfall on behalf of student safety.*" be referred to the October 21, 2024 Operations Policy and Planning Committee meeting.

**Motion Carried Unanimously**

**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 9:43 p.m.