



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

Regular Board Meeting

AGENDA

Broadcasted via YouTube <https://bit.ly/3czx8bA>

Monday, October 28, 2024, 7:30 p.m.

A. COMMENCEMENT OF MEETING

This meeting is being audio and video recorded. The video can be viewed on the District website.

A.1. Acknowledgement of Traditional Territories

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

A.2. Approval of the Agenda

Recommended Motion:

That the October 28, 2024 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the September 23, 2024 Regular Board Minutes

Recommended Motion:

That the September 23, 2024 Regular Board minutes be approved.

- b. Approval of the October 1, 2024 Special Open Board Minutes

Recommended Motion:

That the October 1, 2024 Special Open Board minutes be approved.

- c. Approval of the October 10, 2024 Special Open Board Minutes

Recommended Motion:

That the October 10, 2024 Special Open Board minutes be approved.

B.4. Business Arising from the Minutes

A.5. District Presentations

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

- a. **Sundance-Bank Elementary – Emma Hillian**

B. CORRESPONDENCE

C. TRUSTEE REPORTS

C.1. Chair's Report

- a. Chair's Report

C.2. Trustees' Reports (2 minutes per verbal presentation)

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the October 7, 2024 meeting – information only
- b. Recommended motion from the October 7, 2024 meeting:

Subject to further revisions to be made by Associate Superintendent Aerts, the following motion was recommended:

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept a revised Regulation 6163.1 Learning Resources.

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the October 21, 2024 meeting – information only

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Monthly Report

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

- b. 2024-2025 Elementary School Plans

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2024-2025 Elementary School Plans as presented.

- c. Equity Ad Hoc Committee Terms of Reference

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Terms of Reference for the Equity Ad Hoc Committee.

- d. Trustee Questions

E.2. Secretary-Treasurer's Report

a. Monthly Report

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer's report as presented.

b. Poll Vote Results

c. 2024-2025 Enrolment Update

d. 2025-2026 Budget Development Process

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2025-2026 Budget Development Process.

F. QUESTION PERIOD (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of Special In-Camera Board of Education Meeting – September 19, 2024

G.2. Record of In-Camera Board of Education Meeting – September 23, 2024

G.3. Record of Special In-Camera Board of Education Meeting - October 1, 2024

G.4. Record of Special In-Camera Board of Education Meeting – October 10, 2024

G.5. Record of Special In-Camera Board of Education Meeting – October 21, 2024

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

H.2. Notice of Motions

I. ADJOURNMENT

Recommended Motion:

That the meeting be adjourned.

Note: This meeting is being audio and video recorded. The video can be viewed on the District website.



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

Regular Board Meeting

MINUTES

Monday, September 23, 2024, 7:30 p.m.

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

Trustee Regrets: Natalie Baillaut, Angela Carmichael, Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Josh Barks, Acting District Principal, Information Technology, Sarah Winkler, VPVPA

Songhees Nation: Anevay Belliveau, Education Team

Partners: Shawna Abbott, CUPE 947, Carolyn Howe, GVTA, Carlene Nex, VCPAC

A. COMMENCEMENT OF MEETING

This meeting began at 7:30 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 Paynter

Seconded by Trustee Mahbobi

Amendment

Add B.3. Correspondence from VCPAC

That the September 23, 2024 agenda be approved as amended.

Motion Carried Unanimously

Amendment

Moved by Trustee Paynter
Seconded by Trustee Kwan

That the motion “*That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent:*

1. *To propose amendments to Policy 110 (Equity), Policy 5147 (Inclusion of Students with Special Needs) and any other relevant policy to ensure that each state that the educational opportunities, student experiences and student supports across schools and programs of choice will not be substantially different, as demonstrated by both key performance indicators and the direct experiences of those within schools, including students, parents, teachers and support staff; and*
2. *To establish a Working Committee prior to the end of November 2024 of Rightsholders and educational partners, pursuant to Policy 9210 (The Development of Policy), with the mandate to review and make recommendations regarding the proposed amendments, which will be then forwarded to the Education Policy and Directions Committee on December 2, 2024; and*
3. *To report to the Working Committee and the Education Policy and Directions Committee on December 2, 2024 via a written report, which relevant data are currently tracked within the school district's systems, and which data should be tracked with policy and/or regulation changes by the Board of Education of School District No. 61; and*
4. *To work with School District Rightsholders and educational partners to draft and bring forward amendments to the Equity Ad Hoc Committee Terms of Reference to ensure the successful implementation of School District No. 61 policies as they relate to equity and inclusion;*

AND FURTHER

That the Board continues to advocate to the Province for additional resources and supports to ensure the successful implementation of the Equity and Inclusion Policies.” be added to the agenda under New Business.

For (5): Trustees David, Duncan, Kwan, Mahbobi and Paynter
Against (1): Trustee Gagnon

Motion Carried (5 to 1)

That the September 23, 2024 agenda be approved as amended.

Motion Carried Unanimously

A.3. Approval of the Minutes

- a. Approval of the June 17, 2024 Regular Board Minutes

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the June 17, 2024 Regular Board minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from the Minutes

None.

A.5. 2023-2024 Audit Findings Report, Lenora Lee, KPMG, Auditors Presentation

Lenora Lee from KPMG, the District's external auditor, presented the 2023-2024 Audit Findings Report for information and provided highlights. Lenora Lee reported a clean audit and unqualified opinion on the District's financial statements, and congratulated the Financial Services Team on having no adjustments required.

Trustees asked questions of clarification and thanked Lenora Lee for the report.

A.6. District Presentations

- a. Josh Barks, Acting District Principal, Information Technology for Learning presented on student devices.

Trustees and Partners had questions of clarification.

A.7. Community Presentations

None.

B. CORRESPONDENCE

B.1. June 21, 2024, Victoria High School Stadium Renewal to Katrina Stride

B.2. August 1, 2024, Town of View Royal to Katrina Stride

B.3. September 22, 2024, VCPAC letter to the Board of Education

Trustees, Partners and Staff discussed the letter.

C. TRUSTEE REPORTS

C.1. Chair's Report

- a. Chair's Report

Chair Duncan presented her report for information.

- b. September 18, 2024, Additional Funding Letter

Chair Duncan outlined the letter sent to the Ministry from the Board of Education for additional funding.

- c. September 18, 2024, Board of Education Statement

Chair Duncan outlined the Board of Education statement made in response to the ministerial order.

C.2. Trustees' Reports

None.

D. BOARD COMMITTEE REPORTS

D.1. Education Policy and Directions Committee

- a. Draft minutes from the September 9, 2024 meeting – information only

D.2. Operations Policy and Planning Committee

- a. Draft minutes from the September 16, 2024 meeting – information only
- b. Recommended motions from the September 16, 2024 meeting:

Moved by Trustee Gagnon
Seconded 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

Trustees discussed the motion.

Moved by Trustee Kwan
Seconded by Trustee Paynter

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

D.3. Audit Sub-Committee Report

- a. 2023-2024 Financial Year End

Secretary-Treasurer Stride thanked Associate Secretary-Treasurer Lutner and all finance staff for the clean audit and presented the motions to the Board.

Trustees had questions of clarification.

Moved by Trustee Kwan
Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) approve the appropriation of \$9,060,318 of the operating surplus as follows: 1) internally restricted \$8,060,318, and 2) unrestricted (contingency) \$1,000,000.

Motion Carried Unanimously

Moved by Trustee Kwan
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the Audited Financial Statements of School District No. 61 (Greater Victoria) for the year ended June 30, 2024; AND FURTHER that the Board Chair, the Superintendent and the Secretary-Treasurer be authorized to affix their signatures to the statements, where applicable, on behalf of the Board.

Motion Carried Unanimously

Trustees discussed the motion.

Moved by Trustee David
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the Financial Statement Discussion and Analysis Report for the year ended June 30, 2024.

Motion Carried Unanimously

Moved by Trustee Kwan
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the schedules as required by the Financial Information Act for the period July 1, 2023 to June 30, 2024; AND FURTHER that the approved schedules be posted to the District website.

Motion Carried Unanimously

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

a. Monthly Report

Superintendent Whitten provided the report for information.

Trustees had questions of clarification.

Moved by Trustee Mahbobi
Seconded by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's report as presented.

Motion Carried Unanimously

b. Enhancing Student Learning Annual Report 2024-2025

Superintendent Whitten provided an update on the report.

Trustees had questions of clarification.

Moved by Trustee Mahbobi
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the Enhancing Student Learning Annual Report 2024-2025, as presented.

Motion Carried Unanimously

- c. Elementary Strings and Middle School Music Equity Ad Hoc Committee Terms of Reference

Superintendent Whitten provided the draft Terms of Reference for approval.

Trustees had questions of clarification.

Moved by Trustee Kwan

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve the Terms of Reference for the Elementary and Middle Music Equity Ad Hoc Committee.

Motion Carried Unanimously

- d. Trustee Questions

Trustees had questions of clarification on the topics of Elementary Strings Hubs, Indigenous Education, and programs at Craigflower Elementary.

E.2. Secretary-Treasurer's Report

- a. Monthly Report

Secretary-Treasurer Stride provided the report for information.

Moved by Trustee Mahbobi

Seconded by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer's report as presented.

Motion Carried Unanimously

- b. 2025-2026 Budget Development Process

Secretary-Treasurer Stride provided the 2025-2026 Budget Development Process for consideration and feedback.

Trustees and Partners had questions of clarification.

- c. 1211 Gladstone – Statutory Right-of-Way for FortisBC Energy

Secretary-Treasurer Stride provided an outline of the Statutory Right-of-Way for FortisBC Energy.

Trustees had questions of clarification.

Chair Duncan reflected that the meeting was nearing 10:30 p.m. and recommended a motion to extend the meeting past 10:30 p.m.

Moved by Trustee Kwan
Seconded by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria)
extend the meeting past 10:30p.m.

For (2): Trustees Duncan and Kwan
Against (4): Trustees David, Gagnon, Mahbobi, Paynter

Motion Failed (2 to 4)

Remaining items E.2.c. to H, were referred to a Special Board of Education meeting on a date to be determined by the Board of Education.

F. ADJOURNMENT

The meeting adjourned at 10:22 p.m.

Moved by Trustee Mahbobi
Seconded by Trustee Gagnon

That the meeting be adjourned.

For (5): Trustees David, Duncan, Gagnon, Mahbobi and Paynter
Against (1): Trustee Kwan

Motion Carried (5 to 1)

Chair

Secretary-Treasurer



**The Board of Education of School District No. 61 (Greater Victoria)
Special Open Board Meeting
MINUTES**

Tuesday, October 1, 2024, 7:30 p.m.

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

Trustee Regrets: Natalie Baillaut, Angela Carmichael, Mavis David

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

Partners: Shawna Abbott, CUPE 947, Carolyn Howe, GVTA, Braden Hutchins, VCPAC

A. COMMENCEMENT OF MEETING

This meeting began at 7:30 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 October 1, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Community Presentations

None.

B. CORRESPONDENCE

B.1. September 22, 2024 VCPAC Letter to the Board of Education

C. TRUSTEE REPORTS

C.1. Chair's Report

a. Chair's Report

None.

D. DISTRICT LEADERSHIP TEAM REPORTS

D.1. Secretary-Treasurer's Report

a. 1211 Gladstone – Statutory Right-of-Way for FortisBC Energy

Secretary-Treasurer Stride provided rationale for the Statutory Right-of-Way to FortisBC Energy.

Trustees had questions of clarification.

Moved by Trustee Mahbobi

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) approve granting a Statutory Right-of-Way to FortisBC Energy in respect of civil infrastructure associated with the distribution of gas by FortisBC Energy and related works on such portion of the Property shown in bold outline on Explanatory Plan EPP140972 on the Caledonia Redevelopment property beside Victoria High School legally described as PID: 031-731- 848, Lot A, Sections 50 and 53 Spring Ridge, Victoria City, District Plan EPP88

For (5): Trustees Duncan, Gagnon, Mahbobi, McNally and Paynter

Against (1): Trustee Kwan

Motion Carried (5 to 1)

Moved by Trustee Mahbobi

Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01

For (5): Trustees Duncan, Gagnon, Mahbobi, McNally and Paynter

Against (1): Trustee Kwan

Motion Failed (5 to 1)

Motion had to be unanimously passed to be carried

Moved by Trustee Gagnon

Seconded by Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01, being a bylaw to grant a Statutory Right-of-Way to FortisBC Energy on such portion of the Property shown in bold outline on Explanatory Plan EPP140972 on the Caledonia Redevelopment property beside Victoria High School legally described as PID: 031-731-848, Lot A, Sections 50 and 53 Spring Ridge, Victoria City, District Plan EPP88786 in respect of civil infrastructure associated with the distribution of gas by FortisBC Energy and related works:

Read a first time this 1st day of October, 2024;

For (5): Trustees Duncan, Gagnon, Mahbobi, McNally and Paynter

Against (1): Trustee Kwan

Motion Carried (5 to 1)

Moved by Trustee Mahbobi
Seconded by Trustee Gagnon

That the Board of Education of School District No. 61 (Greater Victoria) Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01, being a bylaw to grant a Statutory Right-of-Way to FortisBC Energy on such portion of the Property shown in bold outline on Explanatory Plan EPP140972 on the Caledonia Redevelopment property beside Victoria High School legally described as PID: 031-731-848, Lot A, Sections 50 and 53 Spring Ridge, Victoria City, District Plan EPP88786 in respect of civil infrastructure associated with the distribution of gas by FortisBC Energy and related works:

Read a second time this 1st day of October, 2024;

For (5): Trustees Duncan, Gagnon, Mahbobi, McNally and Paynter
Against (1): Trustee Kwan

Motion Carried (5 to 1)

E. QUESTION PERIOD

Q: Could you please outline how the District met the requirements under Section 82 of the School Act specifically with respect to 82(6) stating "*A board must publish a schedule of the fees to be charged and deposits required and must make the schedule available to students and to children registered under section 13 and to the parents of those students and children before the beginning of the school year*"?

A: Secretary-Treasurer Stride stated that the District meets the requirements under Section 82 of the School Act at the school level. For example, schools send summer mail outs to home, give handouts to students to take home, email newsletters to parents/caregivers, post on the school website or use school cash online. Given this is the first year of implementation of value-based pricing, the District has been receiving questions from parents/caregivers and is creating an FAQ for Principals and Vice-Principals to share with parents/caregivers.

Q: Why has this board not listened to principals, administrators, counsellors, teachers, students and parents for the past year about our concerns over students and their safety after this board removed the School Police Liaison Officers?

A: Chair Duncan stated that everyone is entitled to their view. Chair Duncan reminded folks that there were various perspectives and views on the matter. The Board reached its decision after a multi-year review. The individual partners around our table are empowered to speak on behalf of their members. Although the issue can be polarizing, at the same time, Chair Duncan asked that folks respect the representatives of each of our partners around our table, and their right to express their members position if any, and respect the Board's authority and our mandate to make these difficult decisions on important matters.

Q: Can the board elaborate on details regarding the "Worrisome Online Behaviour Reports" (WOB) program with the monthly reports it is receiving?

A: Acting Associate Superintendent Powell, the Safe Schools Coordinator, stated that the WOB reports come once a month. They are online reports that are received by the Safe Schools Coordinator for students in SD61. They are reviewed by the District Counsellor

who connects to the school where the students attend. More often than not, those students already have a wrap-around support team working with them.

F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

- F.1. Record of In-Camera Board of Education Meeting** – June 17, 2024
- F.2. Record of Special In-Camera Board of Education Meeting** - June 17, 2024
- F.3. Record of Special In-Camera Board of Education Meeting** - June 25, 2024
- F.4. Record of Special In-Camera Board of Education Meeting** – July 3, 2024
- F.5. Record of Special In-Camera Board of Education Meeting** – August 12, 2024
- F.6. Record of Special In-Camera Board of Education Meeting** – August 14, 2024
- F.7. Record of Special In-Camera Board of Education Meeting** – September 16, 2024
- F.8. Record of Special In-Camera Board of Education Meeting** – September 19, 2024

Moved by Trustee Duncan

Seconded by Trustee David

That the Board of Education of School District No.61 (Greater Victoria) direct the Superintendent to work with the Board Chair to respond to the 19 August 2024 letter from Minister Singh; AND FURTHER to send a written invitation to the Victoria & Esquimalt Police, Oak Bay Police, Saanich Police, and the RCMP (and their respective Boards) to meet with the Greater Victoria School District to discuss the safety plan as outlined in the Ministerial Order M339.

Motion Carried Unanimously

G. NEW BUSINESS/NOTICE OF MOTIONS

G.1. New Business

a. Equity and Inclusion Policies

Chair Duncan recommended to move into a Committee of the Whole to allow Trustees and Partners to have a more fulsome discussion and the opportunity to speak without restrictions.

Moved by Trustee McNally

Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) move from a Regular Board meeting into a Committee of the Whole meeting.

Motion Carried Unanimously

A lengthy discussion between Trustees, Partners, and Staff ensued pertaining to the equity and inclusion motion.

Moved by Trustee Kwan

Seconded by Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) move out of Committee of the Whole and back into a Regular Board of Education meeting.

Motion Carried Unanimously

Moved by Trustee Kwan

Seconded by Trustee Mahbobi

Trustees and Partners discussed the motion.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Equity Ad Hoc Committee to review and make recommendations to the Board of Education with respect to: Policy 110, Policy 5147 and other relevant policies or initiatives; and provide recommendations about what qualitative and quantitative data could inform our work; with the objective of ensuring equitable and inclusive student supports, learning outcomes and experiences for all students; make recommendations regarding possible changes to the Equity Ad Hoc terms of reference;

AND FURTHER report back to the Education Policy and Directions Standing Committee on 2 December 2024.

Motion Carried Unanimously

b. Freedom of Information Requests to Police Departments

Moved by Trustee Paynter

Seconded by Trustee McNally

Trustee Paynter provided rationale for the motion. Trustees discussed the motion.

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to submit formal requests for information under the Freedom of Information and Protection of Privacy Act to Police Departments and Police Boards serving the SD61 school community that have not yet responded to requests for the following information:

- A. any and all data pertaining to gang recruitment or other criminal activity involving youth, between 2015 to date
- B. any and all data pertaining to police call outs to each SD61 school (broken down by each school) within each Police Department's jurisdiction, between 2015 to date
- C. a copy of any and all Police policies and procedures related to vulnerable populations (including Youth).

Amendment

Moved by Trustee Paynter

Seconded by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to submit formal requests for information under the Freedom of Information and Protection of Privacy Act to Police Departments and Police Boards serving the SD61 school community that have not yet responded to requests for the following information:

- A. any and all ~~data~~ **records** pertaining to gang recruitment or other criminal activity involving youth, between 2015 to date
- B. any and all ~~data~~ **records** pertaining to police call outs to each SD61 school (broken down by each school) within each Police Department's jurisdiction, between 2015 to date
- C. a copy of any and all Police policies and procedures related to vulnerable populations (including Youth).

Motion Carried Unanimously

Moved by Trustee Paynter
Seconded by Trustee McNally

That the Board of Education of School District No. 61 (Greater Victoria) direct the Chair to submit formal requests for information under the Freedom of Information and Protection of Privacy Act to Police Departments and Police Boards serving the SD61 school community that have not yet responded to requests for the following information:

- A. any and all records pertaining to gang recruitment or other criminal activity involving youth, between 2015 to date
- B. any and all records pertaining to police call outs to each SD61 school (broken down by each school) within each Police Department's jurisdiction, between 2015 to date
- C. a copy of any and all Police policies and procedures related to vulnerable populations (including Youth).

Motion Carried Unanimously

G.2. Notice of Motions

None.

H. ADJOURNMENT

The meeting adjourned at 9:34 p.m.

Moved by Trustee McNally
Seconded by Trustee Mahbobi

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer



The Board of Education of School District No. 61 (Greater Victoria)
Special Open Board Meeting
MINUTES

Thursday, October 10, 2024, 7:00 p.m

Trustees Present: Nicole Duncan, Board Chair, Karin Kwan, Vice-Chair, Natalie Baillaut, Emily Mahbobi, Rob Paynter

Trustee Regrets: Angela Carmichael, Mavis David, Derek Gagnon, Diane McNally

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Vicki Roberts, VPVPA

Partners: Carolyn Howe, GVTA

A. COMMENCEMENT OF MEETING

This meeting began at 7:00 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 Kwan

Seconded by Trustee Mahbobi

That the October 10, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Community Presentations

None.

B. CORRESPONDENCE

None.

C. DISTRICT LEADERSHIP TEAM REPORTS

C.1. Secretary-Treasurer's Report

- a. Lansdowne Middle School North – Disposal Bylaw for Road Dedications and Statutory Right-of-Way

Secretary Treasurer Stride provided rationale for the motions that approve the Disposal Bylaw for Road Dedications and Statutory Right-of-Way.

Trustees had questions of clarification.

Moved by Trustee Kwan

Seconded by Trustee Baillaut

That the Board of Education of School District No. 61 (Greater Victoria) approve granting to the District of Saanich three (3) Road Dedications as shown on Explanatory Plan EPP135794 in respect of the property legally described as Parcel Identifier: 005-852-862, Lot A, Section 27, Victoria District, Plan 6679; and a Statutory Right-of-Way over that part of the property legally described as Lot 1, Section 27, Victoria District, Plan EPP135794 shown outlined in bold on Plan EPP136016.

Motion Carried Unanimously

Moved by Trustee Mahbobi

Seconded by Trustee Baillaut

That the Board of Education of School District No. 61 (Greater Victoria) agree to give all three readings of the Lansdowne Middle School North Disposal (Road Dedications and Statutory Right-of-Way) of Real Property Bylaw 25-02.

Motion Carried Unanimously

Moved by Trustee Kwan

Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) Lansdowne Middle School North Disposal (Road Dedications and Statutory Right-of-Way) of Real Property Bylaw 25-02, being a bylaw to grant the following Road Dedications and Statutory Right-of-Way to the District of Saanich:

- 1) Three (3) Road Dedications as shown on Explanatory Plan EPP135794 in respect of the property legally described as Parcel Identifier: 005-852-862, Lot A, Section 27, Victoria District, Plan 6679;
- 2) Statutory Right-of-Way over that part of the property legally described as Lot 1, Section 27, Victoria District, Plan EPP135794 shown outlined in bold on Plan EPP136016.

Read a first time this 10th day of October, 2024;

Motion Carried Unanimously

Moved by Trustee Mahbobi

Seconded by Trustee Baillaut

That the Board of Education of School District No. 61 (Greater Victoria) Lansdowne Middle School North Disposal (Road Dedications and Statutory Right-of-Way) of Real Property Bylaw 25-02, being a bylaw to grant the following Road Dedications and Statutory Right-of-Way to the District of Saanich:

- 1) Three (3) Road Dedications as shown on Explanatory Plan EPP135794 in respect of the property legally described as Parcel Identifier: 005-852-862, Lot A, Section 27, Victoria District, Plan 6679;

2) Statutory Right-of-Way over that part of the property legally described as Lot 1, Section 27, Victoria District, Plan EPP135794 shown outlined in bold on Plan EPP136016.

Read a second time this 10th day of October, 2024;

Motion Carried Unanimously

Moved by Trustee Baillaut

Seconded by Trustee Mahbobi

That the Board of Education of School District No. 61 (Greater Victoria) Lansdowne Middle School North Disposal (Road Dedications and Statutory Right-of-Way) of Real Property Bylaw 25-02, being a bylaw to grant the following Road Dedications and Statutory Right-of-Way to the District of Saanich:

1) Three (3) Road Dedications as shown on Explanatory Plan EPP135794 in respect of the property legally described as Parcel Identifier: 005-852-862, Lot A, Section 27, Victoria District, Plan 6679;

2) Statutory Right-of-Way over that part of the property legally described as Lot 1, Section 27, Victoria District, Plan EPP135794 shown outlined in bold on Plan EPP136016.

Read a third time, passed and adopted this 10th day of October, 2024;

and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

Motion Carried Unanimously

D. QUESTION PERIOD

None.

E. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

F. NEW BUSINESS/NOTICE OF MOTIONS

None.

G. ADJOURNMENT

The meeting adjourned at 7:35 p.m.

Moved by Trustee Baillaut

Seconded by Trustee Mahbobi

That the meeting be adjourned.

Motion Carried Unanimously

Chair

Secretary-Treasurer

Nowhere to Play: Sundance Bank School Doesn't Have a Gym

By Emma Hillian



‘I want those kids out of the gym’: Parents concerned as busy Victoria school uses gym as classroom

**By Jordan Cunningham for Chek News
Oct. 10, 2024**

<https://cheknews.ca/i-want-those-kids-out-of-the-gym-parents-concerned-as-busy-victoria-school-uses-gym-as-classroom-1218474/>



1. Physical Activity Means Running not Stretching

A. The importance of physical activity, specifically running games to support social, emotional and physical wellbeing. My daughter's class sometimes does a yoga video in the classroom. While I appreciate the Teacher's efforts, it's not the equivalent of an hour of tag in a gym and has almost no socializing involved.

B. Students perform better Academically with increased physical activity

C. "Most of the 60 minutes or more per day should be either moderate- or **vigorous**-intensity aerobic physical activity"

Center for Disease Control and Prevention

<https://www.cdc.gov/healthyschools/physicalactivity/facts.htm>

2. Is a School a School Without a Gym?

A. What schools in the district have a gym? Every single one but ours.

B. Article out of New Brunswick says that K-8 Schools need more physical education to combat obesity and quotes a psychologist who says 30 minutes of exercise per day should be a baseline.

“More physical education coming for K-8 schools this year”



Sounds Great-not at Sundancel



<https://www.cbc.ca/news/canada/new-brunswick/more-physical-education-1.7325928>

Sounds Great-not at Sundancel

Psychology & Architecture

3. Psychological implications of being in architecturally designed spaces. Ex: The benefit of being in a gym with a high ceiling vs. over usage of confined classrooms.



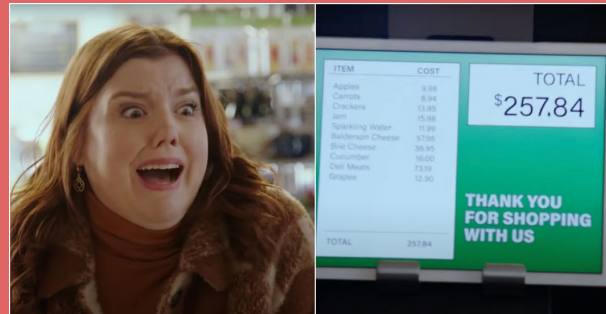
4. Got Mail?

A. Lack of communication to parents. One e-mail was sent by the Principal. The City and School district have not offered anything in the way of communication. Was this an attempt to avoid conflict?



5. We Live in a Class Based Society

B. While some families can access extracurricular sports classes, this is not an option for everyone so the lowest-income families/families with one working parent are impacted the most by this.



Hockey

Racquet Sports

Skating

Softball

Youth Programs

Financial Assistance

Rates

Registration

Active Living Guide

Access & Inclusion

S

SOCCERTRON (6-12 YRS) #197108 ⓘ

07-Sep-2024 - 26-Oct-2024 (8 Sessions)

Every Sat

Age: 6 to 12 y 11m

9:00 am - 10:00 am

Oak Bay Recreation Centre - Indoor Sports Field

Disco Envoies Inc.

\$184.00

Book Now

10 spot(s) left

KARATE WITH THE BROTHERS - HENDERSON (4-7 YRS) #15616 ⓘ

08-Sep-2024 - 27-Oct-2024 (8 Sessions)

Every Sun

Age: 4 to 7 y 11m

11:00 am - 12:05 pm

Henderson Recreation Centre - Gymnasium

Karate Brothers

\$157.00

Book Now

25 spot(s) left

KARATE WITH THE BROTHERS - HENDERSON

08-Sep-2024 - 27-Oct-2024 (8 Sessions)

Every Sun

Age: 8 to 15 y 11m

12:00 pm - 1:00 pm

Henderson Recreation Centre - Gymnasium

Karate Brothers

\$208.00

Book Now

20 spot(s) left

INTRODUCTION TO BADMINTON #301

14-Sep-2024 - 20-Oct-2024 (6 Sessions)

Every Wed

Age: 10 to 14 y 11m

4:15 pm - 5:00 pm

Henderson Recreation Centre - Gymnasium

FULL - Waiting Available

\$70.00

Book Now

0 spot(s) left

SOCCERTRON (5-6 YRS)

08-Sep-2024 - 27-Oct-2024 (8 Sessions)

Every Sat

Age: 5 to 6 y 11m

9:00 am - 10:00 am

Oak Bay Recreation Centre - Indoor Sports Field

Disco Envoies Inc.

\$92.00

Book Now

10 spot(s) left

Board of Education Meeting October 28, 2024

27

\$184.00

\$208.00

\$208.00

6. Plan B?

A. Where do we go from here? What is the plan B if no solutions are put forward in a timely manner? We have the first of many atmospheric rivers this week. November is right around the corner.



7. My Clothes Are Going Out of Style

A. In Korea I saw a 7-11 built in 48 hours and open for business. We are used to inaction in Canada. This needs to change.



Board of Education

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4106 Fax (250) 475-4112

Chair: Nicole Duncan Vice-Chair: Karin Kwan
Trustees: Natalie Baillaut, Angela Carmichael, Mavis David,
Derek Gagnon, Emily Mahbobi,
Diane McNally, Rob Paynter

TO: Board of Education
FROM: Trustee Duncan
RE: Chair's Report
DATE: October 28, 2024

Activities on behalf of the Board:

1. Weekly Chair/Superintendent agenda planning meetings to set the agendas for our meetings.
2. Bi-weekly check-in/signing meeting with Superintendent and Secretary-Treasurer.
3. Correspondence on behalf of the Board.
4. Data Night, Tolmie Board Room, 2 October 2024.
5. SD61 meeting with police services, 8 October 2024.
6. BCSTA Board Chair's Call, 24 October 2024.
7. BCSTA Provincial Council, 25 & 26 October 2024
8. Policy Sub Committee
9. Climate Action Plan Implementation Review Committee

Acknowledgement: **Cyber Security Awareness Month** (Cyber Month) is an internationally recognized public awareness campaign held each October to help the public learn more about the importance of cyber security. This year's theme is "**Generation Cyber Safe: Because online security knows no age**". The campaign helps Canadians stay secure online by teaching simple steps to protect ourselves and our devices. You can find Cyber Security Awareness Month information and resources via the following url:

<https://www.getcybersafe.gc.ca/en/cyber-security-awareness-month>

Reminders: BCSTA Child Care Working Group Invitation- expression of interest from Trustees due.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

One *Learning* Community



**The Board of Education of School District No. 61 (Greater Victoria)
Education Policy and Directions Committee Meeting
MINUTES**

Monday, October 7, 2024, 7:00 p.m.

Trustees Present: **Education Policy and Directions members:** Emily Mahbobi (Chair), Natalie Baillaut, Mavis David, Nicole Duncan (Ex Officio), Diane McNally

Operations Policy and Planning members: Karin Kwan, Rob Paynter

Trustee Regrets: Angela Carmichael, Derek Gagnon

Administration: Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Tina Pierik, VPVPA

Partners: Ilana Hampton, GVTA, Tara Knight, CUPE 947, Nyssa Temmel, VCPAC

A. COMMENCEMENT OF MEETING

A.1. Acknowledgement of Traditional Territories

Chair Mahbobi 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 McNally

That the October 7, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee David

That the June 3, 2024 Education Policy and Directions Committee meeting minutes, be approved.

Motion Carried Unanimously

Moved by Trustee McNally

That the September 9, 2024 Education Policy and Directions Committee meeting minutes, be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. NEW BUSINESS

- C.1.** District Principal Inclusive Learning McCartney, District Principal Naughton and Vice Principal Jessie Moore presented on Inclusive Learning in the District.

Trustees had questions of clarification.

- C.2.** Superintendent Whitten provided the outline for the Student Achievement and Data Presentations for 2024-2025.

- C.3.** District Principal David Hovis presented on the kindergarten to Grade 5 Literacy Plan for the District. Quadra Elementary presented a school literacy story featuring insight from Staff, including Early Literacy Collaboration Teacher Lisa Mulvihill, Learning Support Teacher Allison Derrick, and Vice Principal Jeanne Humphries.

Trustees and Partners had questions of clarification.

- C.4.** Superintendent Whitten provided the Anaphylaxis Aggregate Report for the 2023-2024 school year.

Partners had questions of clarification.

- C.5.** Superintendent Whitten provided the Parent Education Fund for the 2024-2025 school year.

Trustees had questions of clarification.

- C.6.** Associate Superintendent Aerts presented Draft Regulation 6163.1, *Learning Resources*.

Subject to further revisions to be made by Associate Superintendent Aerts, the following motion was recommended.

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) accept a revised Regulation 6163.1 Learning Resources.

Motion Carried Unanimously

D. NOTICE OF MOTION

None.

E. GENERAL ANNOUNCEMENTS

None.

F. ADJOURNMENT

Education Policy and Directions Committee Meeting October 7, 2024

2

Moved by Trustee David

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 9:48 p.m.

DRAFT

Office of the Associate Superintendent

Tom Aerts – Associate Superintendent

To: Board of Education Meeting

From: Tom Aerts, Associate Superintendent

Date: Oct 28th, 2024

RE: Regulation 6163.1 – Learning Resources

Background

At the January 29, 2024 Board of Education meeting the Board unanimously approved the following motion:

“That the Board of Education of School District No. 61 (Greater Victoria) approve revised Policy 6163.1 Learning Resources, as amended,

AND FURTHER,

Direct the Superintendent to prepare the corresponding Learning Resources Administrative Regulation for review by the Board of Education in April 2024.”

At the May 6, 2024 Education Policy and Directions Committee meeting the committee unanimously approved the following motion:

“That the Board of Education of School District No. 61 (Greater Victoria) refer the draft Regulation 6163.1. Learning Resources to the Superintendent for review and bring back a revised draft to the June 3, 2024 Education Policy and Directions Committee meeting.”

At the June 3, 2024 Education Policy and Directions Committee meeting the committee had suggestions for revisions to be brought forward to the September 9, 2024 Education Policy and Directions Committee meeting.

This item was not able to be covered at the September 9th, 2024 Education Policy and Directions Committee meeting and was added to the October 7th, 2024 Education Policy and Directions meeting

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

where the Board stated subject to further revisions to be made by Associate Superintendent Aerts, the following motion was recommended

“That the Board of Education of School District No. 61 (Greater Victoria) accept a revised Regulation 6163.1 Learning Resources.”

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) accept a revised Regulation 6163.1 Learning Resources.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

One *Learning* Community



REGULATION 6163.1

LEARNING RESOURCES

Learning resources are defined as any materials – print or digital – that support students in their development of big ideas, curricular competencies, and core competencies as outlined in BC curriculum. The district distinguishes between two types of learning resources: Recommended Learning Resources for Classroom Use and Library Learning Commons Resources.

~~I~~ — RESOURCES PLAN

~~— Each school will develop a plan for a broad school-wide approach for the use of learning resources.~~

~~— THE PLAN WILL:~~

- ~~— 1. reflect an intentional change from single text-based instruction to resource-based instruction;~~
- ~~— 2. include an outline of the process by which all learning resources in the school are selected, ordered, received, catalogued, processed, housed, circulated and maintained;~~
- ~~— 3. include the application of resource management and resource acquisition software (library automation) with the idea of maximizing access to information;~~
- ~~— 4. be congruent with the District's and School's Technology Plan.~~

~~II~~ I EVALUATION AND SELECTION OF LEARNING RESOURCES

1. In the process of selecting All learning resources, prioritization will be given to a wide variety of educationally appropriate materials, with a range of teaching and learning styles. ~~which are consistent with the~~

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

~~educational goals of the Ministry and relevant to the objectives of a particular course and appropriate to the learner's age level and learning style are acceptable for use in this school district.~~

- ~~2. Each school's learning resource collection will reflect the variety of formats recommended by the Ministry of Education.~~

2. Recommended Learning Resources for Classroom Use

- a) The Ministry of Education and Child Care Learning Resource Policy (July 1, 2017) specifies that school boards hold the sole responsibility for determining how learning resources are selected for use in their local classrooms.
- b) In the Greater Victoria School District, Recommended Learning Resources for Classroom Use are selected, reviewed, and approved by district educators following the district's approval process using a defined set of district criteria, as outlined in Policy 6163.1 *Learning Resources* 3.8 Criteria for the Evaluation of Learning Resources.

3.8 Criteria for the Evaluation of Learning Resources

- 3.8.1 Be age and developmentally appropriate.
- 3.8.2 Be evaluated for relevance, accuracy, reliability, and bias.
- 3.8.3 Reflect cultural responsiveness, safety, and societal diversity.
- 3.8.4 Be universally available to all and selected with consideration to cost.
- 3.8.5 Minimize student exposure to advertising and marketing; and
- 3.8.6 Comply with the current Canadian Copyright Act, and current Greater Victoria School District licensing agreements.

These recommended resources are typically materials suitable for student use but may also include information primarily intended for teacher use. Criteria used to evaluate resources reflect Ministry of Education and Child Care expectations. This includes ensuring access to learning resources that are inclusive, equitable, age appropriate, and diverse.

- c) The Board supports the use of resources evaluated by the First Nations Education Steering Committee (FNESC) and Focused Education Resources.
- d) In the case of a review of a fiction or non-fiction resource with listed cautions, rather than immediately placing the resources in circulation, the district may choose to conduct its own review.
- e) Although the ministry no longer conducts evaluation processes to recommend learning resources, the Board continues to support the use of learning resources specified in educational guides, or that the Board considers are appropriate per Policy 6163.1 *Learning Resources*.

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

For certain courses or grades, the ministry may still recommend the use of specific learning resources from time to time.

f) Further, access to learning resources needs to be equitably available to all, with no cost as a barrier to knowledge.

3. Library Learning Commons Resources

- a) Library Learning Commons resources refer to print and digital resources that support recreational reading and complement the curriculum.
- b) To ensure equitable access to information, quality reading materials, technology, and learning opportunities for all members of the school community, teacher-librarians select, evaluate, and curate resources as per Policy 6163.1 *Learning Resources* that are current, comprehensive, culturally relevant, and responsive to the needs of all learners. Relevant, curated collections support student engagement, create valuable learning opportunities, and demonstrate respect for the diversity of the school community.

3 4. Where a choice exists, **priority** should be **given to local and/or Canadian content for** all types of learning resource material, print, and non-print. ~~in origin, and be obtained from Canadian sources and reflect Canadian cultural values.~~

5. When selecting learning resources that promote an understanding of and appreciation for the history, language, and culture of Indigenous peoples in British Columbia and have a primarily local focus priority will be given to materials from the Esquimalt and Songhees First Nations in whose territories the Board operates schools.

4. ~~Schools may purchase non-recommended materials. However, resources selected that are not on the Ministry's recommended list require the completion of the **Ministry In-depth Evaluation Form** (Appendix A). Evaluations are not required for single copy purchases of print materials, e.g., a single book to be used for reference or recreational reading.~~

5. ~~Any software or hardware purchased by a school should have the potential for expansion within the school, and connectivity to other schools in the catchment area. i.e. sharing information sources within a school and within the District.~~

6. ~~The Principal or designate is responsible for evaluating the suitability of any material or service produced by a community agency and used as a resource in a particular school. **The Superintendent or designate and**~~

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

principals have general responsibility for ensuring that the approved criteria are known and appropriately applied.

7. A member of the School Services Department and/or a designated specialist area teacher recommended by School Services Department, will be responsible for the evaluation of materials and services used by more than one school in the District and produced by a community agency.

8. The criteria used on page 21 of the Ministry document Selection and Challenge of Learning Resources will be used by this District to evaluate resource materials and services produced by community agencies.

III II CHALLENGE REQUEST FOR RECONSIDERATION OF LEARNING RESOURCES

1. If any learning resource used in a school is challenged on the grounds that it is inappropriate, the following procedures will apply:

1. A member of the school community has the right to voice concerns regarding the use of a specific learning resource. A member of the school community is defined as a student, staff member, or caregiver of a student affiliated with the school where the learning resource is located.
2. Concerns will be considered based on the principles for selecting and evaluating resources as presented in Policy 6163.1 *Learning Resources* and through a reconsideration procedure as outlined in Regulation 6163.1 *Learning Resources*.
3. The individual requesting reconsideration of a learning resource must demonstrate how the resource in question fails to comply with the guidelines presented in Policy 6163.1 *Learning Resources*.
4. The reconsideration procedure involves two stages: District and Board (See Appendix A – Request for Reconsideration of a Learning Resource Flow Chart and Appendix B – Request for Reconsideration of a Learning Resource Form).

a. Stage 1 –District Level

2. i. Upon receiving a complaint request for reconsideration, the teacher, teacher-librarian and/or Pprincipal will endeavour to resolve the issue informally. Regardless of the outcome, a written

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

report must be kept on file in the Principal's office. If no informal resolution is achieved at the school level, the principal will provide the complainant requestor with a Request for Reconsideration of a Learning Resource Form ~~an Inquiry into Suitability of a Learning Resource Form (Appendix B)~~ ~~TO BE COMPLETED AND RETURNED TO THE PRINCIPAL AND~~ to be completed and returned to the principal and forwarded to the Superintendent or designate.

ii. Upon receipt of the ~~Inquiry into the Suitability of a Learning Resource~~, Request for Reconsideration of a Learning Resource Form the Superintendent and the Principal or designate will call a meeting of the ~~Learning Resources Consultative~~ District Ad Hoc Learning Resources Review Committee (the Committee).

iii. The Committee will be comprised of:

- Superintendent or designate (Chair of committee)
- 1 district administrator (with expertise related to the area for reconsideration)
- 1 school-based principal or vice principal from the Victoria Principal and Vice Principal Association (VPVPA) assigned to the school level where the learning resource is being reconsidered. This individual will not be from the school where the request for reconsideration of the learning resource is occurring.
- 2 teacher representatives as selected by the Greater Victoria Teachers Association (GVTA) with relevant expertise (of which at least one member will be a teacher-librarian). These individuals will not be from the school where the request for reconsideration of the learning resource is occurring.

iv. The person challenging the use of a learning resource shall not be a member of the formal reconsideration committee.

v. The committee shall meet as soon as possible upon receipt of the request for reconsideration form.

vi. The committee shall review the challenged resource and determine whether it conforms to the principles outlined in the District's Policy 6163.1 on Learning Resources.

- vii. The committee may consult with persons or resources it deems appropriate for its consideration.
- viii. The committee shall prepare a written report with background information and their decision for the Superintendent of Schools. (Appendix C – Outcome of Request for Reconsideration of a Learning Resource)
- ix. The requestor, the principal and the Board shall be informed in writing of the outcome of the committee's ~~final~~ decision. The written decision will include information about the Stage 2 Board Level appeal process and the deadline for appeal to the Board.

b. Stage 2 –Board Level

- i. If the requestor is not satisfied with the decision of the Committee they may appeal that decision to the Board of Education (the Board).
- ii. The requestor must notify the Chair of the Committee within 10 working days of receiving the outcome of their request for reconsideration of their desire to appeal the decision.
- iii. Upon receiving the notification of request to appeal the decision the Chair of the Committee will notify the Board of the request and arrange an appeal meeting as soon as reasonably possible.
- iv. The Board will be provided with the following:
 - i. The completed Request for Reconsideration of a Learning Resource Form
 - ii. The completed Outcome of Request for Reconsideration of a Learning Resource Form
 - iii. Any other relevant information that was gathered during the District Level process.
- v. The Board shall review the challenged resource, the provided information from the Committee and determine whether it conforms to the principles outlined in the District's Policy 6163.1 on Learning Resources.

- vi. The Board shall notify the requestor and Superintendent of their final decision in writing.
 - vii. The Superintendent or designate shall notify the school of the final decision.
 - viii. This concludes and finalizes the Request for Reconsideration process. The learning resource shall not be subject to further challenges or reviews.
5. Every effort will be made to complete Stage One and Stage Two within 40 working days of the initial request for reconsidering a learning resource. During this reconsideration process the school principal will be the contact to explain the process to the requestor in Stage One, and the Superintendent or designate will be the contact in Stage Two.
 6. In all cases where there is a request for reconsideration of a learning resource, no changes to the use of the learning resource will be made until the request for reconsideration process is complete.

~~5. This committee will review the challenged material in the context of the evaluation criteria outlined by the Ministry document, Selection and Challenge of Learning Resources; consult with others if necessary, and then confer with the complainant. If the issue is resolved, the matter will be considered closed.~~

~~6. Should no mutually acceptable solution be accomplished, the Committee's recommendations as well as the Inquiry into Suitability of a Learning Resource Form will be forwarded to the Superintendent, or designate, who will submit them to the board of School Trustees for the final decision.~~

~~IV INSTRUCTIONAL PROGRAMS~~

~~* Regulations are under development.~~

~~V DISTRICT COORDINATION OF LEARNING RESOURCES~~

- ~~1. Information Services is responsible for coordinating:

 - ~~a) hot line or technical support from commercial vendors;~~
 - ~~b) access to and accounts for various information sources.~~~~

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

- ~~_____ c) The training necessary to efficiently operate resource management, telecommunications and computer assisted curriculum software. This training may be provided by commercial vendors or knowledgeable District staff.~~
- ~~_____ 2. District resource centre is responsible for:~~
 - ~~_____ a) purchase and showcasing the newly recommended materials;~~
 - ~~_____ b) providing materials not commonly purchased by a school (for reasons of cost).~~
- ~~_____ 3. Purchasing Services is responsible for~~
 - ~~_____ a) negotiating special District pricing and service for bulk purchasing of learning resource materials.~~
- ~~4. The Superintendent will maintain a coordinating committee of representatives called the Learning Resources Consultative Committee who will meet as needed to:~~
 - ~~_____ a) recommend to the District Leadership Team the annual disbursement of funds from the Ministry's Learning Resources Trust Fund, the Credit Allocation Plan and the District Technology budget;~~
 - ~~_____ b) support and encourage the development of resource services and resource-based instructional techniques within District schools;~~
 - ~~_____ c) coordinate any pilot learning resources project between or among District schools.~~
 - ~~_____ d) facilitate a satisfactory conclusion to a challenged material.~~
 - ~~_____ e) This committee will have representation from:~~
 - ~~_____ VAA – Elementary & Secondary~~
 - ~~_____ GVT A Elementary & Secondary~~
 - ~~_____ GVT LA Elementary & Secondary~~
 - ~~_____ VCPAC Elementary & Secondary~~
 - ~~_____ SSCC~~
 - ~~_____ Trustee~~

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

_____~~ASA~~
_____~~District School Services Department~~
_____~~District Information Services Department~~
_____~~CUPE~~

_____~~f) The Committee will be chaired by either the Superintendent or designate.~~

REFERENCES: Policy 6163.1 Learning Resources

Greater Victoria School District

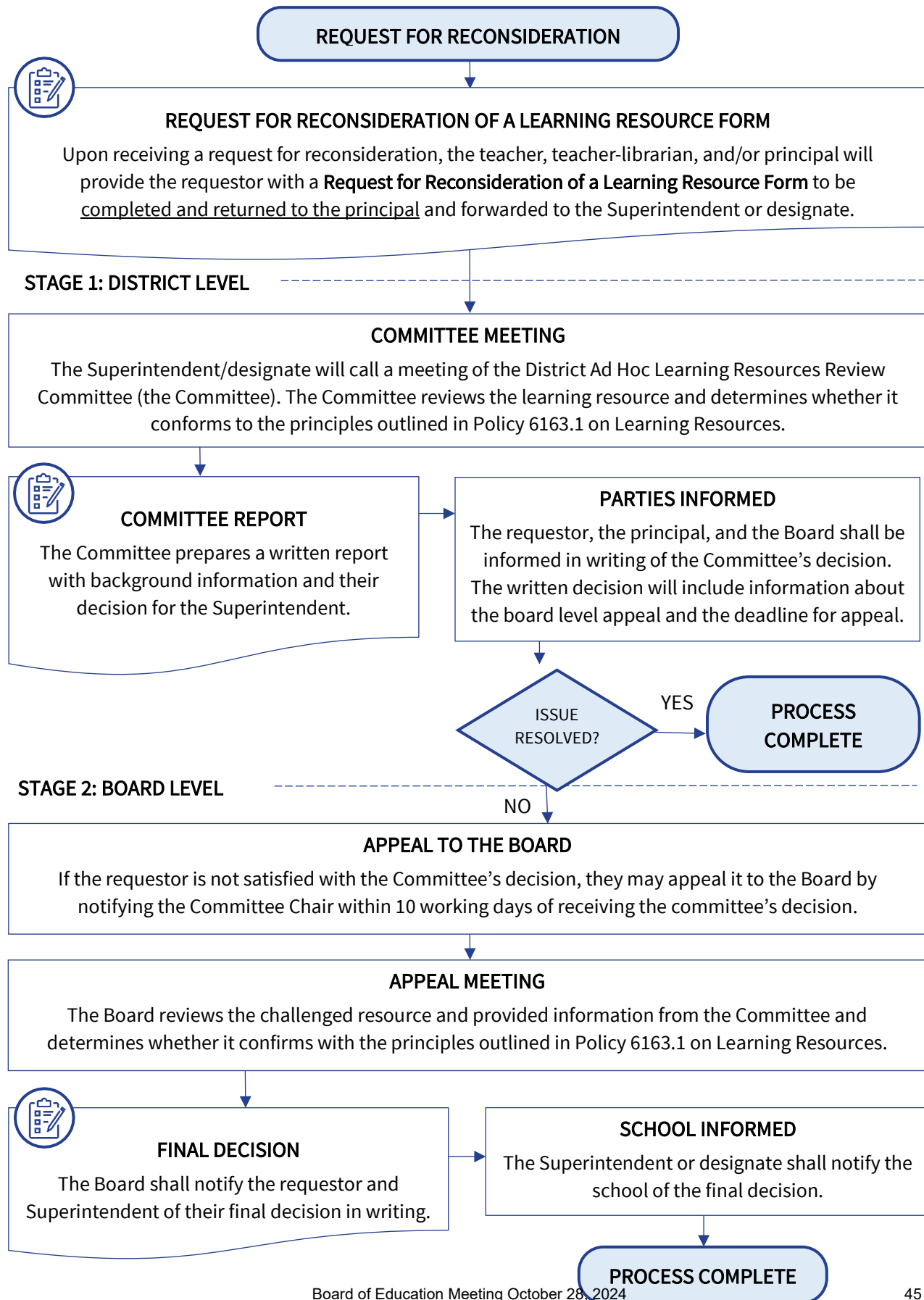
Approved: February 1982

Suspended: March 9, 1992

Re-named and revised: February 27, 1995

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.

Appendix A: Request for Reconsideration of a Learning Resource Flow Chart



APPENDIX B: REQUEST FOR RECONSIDERATION OF A LEARNING RESOURCE FORM

(Please attach additional pages if more space is needed for any section)

REQUESTOR			
Name:		Date Submitted:	
Telephone:		Address:	
Email:			
School:			
Role of Requestor: Staff Member Parent/Caregiver Student			

RESOURCE			
Complete this area for books.			
Title:		Publisher:	
Author:		Copyright Date:	
Context of Usage: Classroom Resource Library Resource Other: _____			
Complete this area for audio-visual or virtual resources.			
Title/Name:			Type of Resource (✓)
Method of Access: Website Streaming Service DVD Other: _____			Audio-Visual
Date Accessed:			Research Database
Context of Usage: Classroom Library Other: _____			Other: _____

1. Have you reviewed the entire resource? Yes No

2. Have you read reviews of this resource by professionals? Yes No

(if so please specify the source(s) of review(s) and attached photocopies if available) _____

REGULATION 6163.1 Learning Resources

3. What are your objection(s) to the resource? Please be specific and cite pages or sections.

(a) page(s) _____ Specific Objection: _____

b) page(s): _____ Specific Objection: _____

(c) page(s) _____ Specific Objection: _____

4. What do you think is the theme or purpose of the resource?

5. What impact do you believe this resource would have on students?

6. In what ways do you believe this learning resource does not comply with the rationale and the criteria for the evaluation and selection of a learning resource as outlined in Policy 6163.1?

3.8 Criteria for the Evaluation of Learning Resources

Learning Resources will:

- 3.3.1 Be age and developmentally appropriate.
- 3.3.2 Be evaluated for relevance, accuracy, reliability, and bias.
- 3.3.3 Reflect cultural responsiveness, safety, and societal diversity.
- 3.3.4 Be universally available to all and selected with consideration to cost.
- 3.3.5 Minimize student exposure to advertising and marketing; and
- 3.3.6 Comply with the current Canadian Copyright Act, and current Greater Victoria School District licensing agreements.

3.9 Procedures for Selection of Learning Resources

- 3.9.1 Responsibility for selecting and issuing learning resources in accordance with the criteria approved herein rests with the appropriate educational staff employed by the District.

- 3.9.2 The Superintendent or designate and principals have general responsibility for ensuring that the approved criteria are known and appropriately applied.

Each principal is responsible for having a process in place where all educational staff have the opportunity for input into the selection of learning resources in accordance with this Policy and the associated Regulation 6163.1

- 3.9.3 In selecting learning resources, district and school educational staff will evaluate available resources and curriculum needs and will consult reputable digital resources, professional journals, catalogues, and periodicals. Whenever possible, the actual resource will be examined.
- 3.9.4 Gift materials learning resources shall be judged by the criteria outlined above and shall be accepted or rejected by those criteria.
- 3.9.5 Selection is an ongoing process which includes the removal of materials learning resources which are no longer appropriate according to the approved criteria for the selection of learning resources, and other criteria specific to the ongoing reconsideration of learning resources currently in use such as age, damage and relevance.
- 3.9.6 Concerns about the use of learning resources will be addressed based on the principles and evaluation criteria for selecting and using resources as presented in this Policy and using a reconsideration procedure outlined in Regulation 6163.1

7. In many cases, the impact of the resource will vary according to how it is presented and interpreted in the classroom. Have you discussed this resource with any of the following:

The classroom teacher?	Yes	No
The teacher librarian?	Yes	No
The principal?	Yes	No

REGULATION 6163.1 Learning Resources

8. Additional Considerations:

Signed: _____ Date: _____

Appendix C: Outcome of Request for Reconsideration of a Learning Resource

Committee Chair (Stage 1) is to complete this form at the conclusion of the process. The completed form will be submitted to the Superintendent of Schools.

Requestor's Name:	Date Submitted:		
Telephone:	Address:		
School:			
Email:			
Role of Requestor:	Staff Member	Parent/Caregiver	Student

Type of Resource: _____

Title of Resource: _____

Author(s): _____

Publisher and Year: _____

Context of Usage: Classroom Resource Library Resource Other: _____

Reconsideration STAGE 1: (District level)

Stage 1 Meeting Date(s): _____

Stage 1 Meeting Location (school): _____

Stage 1 Meeting Representatives (name(s) and position(s):

Stage 1 Decision:

- ☐ No change to the status of the resource
- ☐ Withdraw permanently
- ☐ Withdraw temporarily (Indicate time period)
- ☐ Restrict use (Provide details)

Rationale for decision:

When submitting this form:

- ✓ attach the original “Request for Reconsideration of a Learning Resource” form.
- ✓ attach any other documents that were provided during the review process.



The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee Meeting
MEETING MINUTES
Monday, October 21, 2024, 7:00 p.m.

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

Education Policy and Directions member: Diane McNally

Trustee Regrets: Derek Gagnon

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

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 Kwan

That the October 21, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

That the September 16, 2024 Operations Policy and Planning Committee meeting minutes be approved.

Amendment

Moved by Trustee Kwan

That the spelling error in the motion under H.1. Greater Victoria Foundation for Learning be corrected to say including.

That the Board of Education of Greater Victoria (School District No. 61) direct the Superintendent to establish an advisory committee, included~~ing~~ 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

Moved by Trustee Kwan

That the September 16, 2024 Operations Policy and Planning Committee meeting minutes be approved as amended.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. SUPERINTENDENT'S REPORT

C.1. Superintendent Whitten presented an outline of the two-stage approach to upgrading to boardroom layout as well as boardroom technology.

Trustees and Partners discussed the boardroom renovations and had questions of clarification.

D. PERSONNEL ITEMS

D.1. Director of Human Resource Services Knudson provided the Occupational Health and Safety Annual Report.

Trustees and Partners discussed the annual report and had questions of clarification.

E. FINANCE AND LEGAL AFFAIRS

E.1. 2025-2026 Budget Development Process

Secretary-Treasurer Stride presented the proposed 2025-2026 Budget Development Process.

Trustees and Partners discussed the budget development process, provided feedback, and had questions of clarification.

Subject to potential revisions to be made by Secretary-Treasurer Stride based on feedback received in the meeting, the Committee requested that the 2025-2026 Budget Development Process be brought to the October 28, 2024 Board Meeting for the Board to make its recommendations.

E.2. Student Device Ratios Update

Secretary-Treasurer Stride provided an update on student device ratios.

Discussion ensued with Trustees and Partners asking questions of clarification.

E.3. Crossing Guard Services – District of Saanich

Secretary-Treasurer Stride provided an update on crossing guard services provided by the school district at schools within the District of Saanich.

Trustees had questions of clarification.

E.4. Monthly Financial Report

Secretary-Treasurer Stride provided the September 2024 Monthly Financial Report for information.

E.5. Budget Change Report

Secretary-Treasurer Stride provided the September 2024 Budget Change Report for information.

F. FACILITIES PLANNING

F.1. School Access

Director of Facilities Services Vistisen-Harwood provided an update on school access.

F.2. Sundance-Bank Elementary Learning Studio Update

Director of Facilities Services Vistisen-Harwood provided an update on Sundance-Bank Elementary learning studio.

Trustees had questions of clarification.

F.3. Operations Update: October 2024

Director of Facilities Services Vistisen-Harwood provided the Operations update for October 2024.

Trustees had questions of clarification.

F.4. 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. Crossing Guard Requirement – Trustee Paynter

Trustee Paynter withdrew the motion concerning crossing guards given that the District of Saanich had not received the initial letter that the Board of Education sent to them.

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 10:04 p.m.

DRAFT

TO: The Board of Education
FROM: Deb Whitten, Superintendent of Schools
RE: Superintendent's Report
DATE: October 28, 2024

Central Middle School Lockdown – October 21, 2024

On Monday, October 21, 2024, an individual in distress entered Central Middle School and entered a classroom in which students had just returned from recess to eat their lunch. A student phoned 9-1-1 to assist. The Victoria Police responded to the incident, initiating a Lockdown protocol. The Lockdown was lifted 11 minutes later. The school district counselor and other staff were on site to provide support. Please see the attached letters which were sent to the families of the students directly affected, and a letter sent to the Central Middle School community.

Upgrade to Boardroom Technology

In the past, the boardroom in the Tolmie building has been used for meetings involving district staff and community members. However, the physical layout, inflexible table structures, lack of ventilation and aging carpets have necessitated the use of non-district spaces for meetings, professional learning opportunities and other district-related needs.

Post-pandemic meeting spaces require technology and seating that facilitates all participants to be seen and heard regardless of whether they are in the room or participating through an online application.

Explorations into changing the physical design and the technology have occurred and the purpose of the attached memo is to provide the Board with an update on the plans moving forward.

District Updates:

Please see below the Student Achievement and related opportunities the Superintendent has been involved with during the month of October aligned to the Strategic Plan:

Goal 1: Create an inclusive and culturally responsive learning environment that will support and improve all learners' personal and academic success.

- Data Night – Part 1: October 2, 2024
- Principals and Vice Principals Leadership Development meeting: October 3, 2024 – Topic: Investigations
- Administrators' Meeting – October 3, 2024: Universal Design for Learning, Professional Growth Plan, School Goals
- School Visits –October 11 and 23, 2024: Central Middle School
- Elementary Principals/Vice-Principals' Meeting – October 10, 2024 focusing on Literacy

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

- Representative Advisory council of Students – October 21, 2024 at Esquimalt High School, Topics included conversations regarding planning for a Wellness Fair, an Anti-Racism Student Forum, and Policy 5131.4.
- Monthly Meeting with VPVPA President and Vice-President – October 23, 2024
- Music Equity Ad Hoc Committee Meeting – October 29, 2024
- Monthly Meeting with the Director of International Student Education

Goal 2: Create a culturally responsive learning environment that will support Indigenous learners' personal and academic success.

- Attended Songhees Pancake Breakfast – September 16, 2024
- Esquimalt Nation and Songhees Nation Bi-Monthly Local Education Agreements Implementation Meetings – October 22, 2024
- Songhees Nation Local Education Agreements (LEA) Writing – October 23, 2024
- Bi-weekly Meeting with the Director of Indigenous Education

Goal 3: Create an inclusive and culturally responsive learning environment that will support learners' physical and mental well-being.

- BC School Superintendents Association Island Chapter Victoria Meeting
- BCSSA Zoom Meeting – Artificial Intelligence in Schools

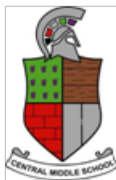
Gratitude: The Superintendent would like to thank the following:

- Culinary Class at Esquimalt High School for preparing a delicious meal for the Representative Advisory council of Students on October 21.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) receive the Superintendent's Report, as presented

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.



ÉCOLE INTERMÉDIAIRE
CENTRAL
MIDDLE SCHOOL

Principal: Tina Pierik
Vice-Principal: Dave Shortreed

1280 Fort Street, Victoria, BC V8V 3L2
Telephone: 250-386-3591 Fax: 250-361-1403
Email: central@sd61.bc.ca

October 21, 2024.

Dear Central Middle School Parents,

Early this afternoon, a community member in distress entered our school and found their way into a classroom occupied by your child and other students on their lunch break. The person in distress was seeking help and had shut the door behind them upon entering the room. A student within the classroom phoned 9-1-1 to assist.

When the incident occurred, I was nearby, and a student alerted me to the closed classroom. I recognized the situation and soon became aware that a community member was inside the room. Within minutes, I was able to persuade them to exit the classroom and into our empty school library, separating them from students and staff.

Victoria Police responded to the incident, initiating a Lockdown protocol. Students and staff responded accordingly and quickly. The Lockdown was lifted 11 minutes later. We thank our police partners for their expertise and quick response to provide support to the individual and ensure the safety of our school.

The school district Critical Incident Response team is on site to assist students who need support.

In the interest of privacy and personal safety, it is requested that our learning community refrain from posting or sharing any photos or video taken of the incident, and any posts that have already been made be removed promptly.

Please visit the District's website for more information on emergency protocols and to understand what a "Lockdown" procedure entails: <https://www.sd61.bc.ca/parent-student-resources/emergency-drills-and-protocols/>

If you have any further questions, please contact the school office at 250-386-3591.

Sincerely,

Tina Pierik

Principal



ÉCOLE INTERMÉDIAIRE
CENTRAL
MIDDLE SCHOOL

Principal: Tina Pierik
Vice-Principal: Dave Shortreed
1280 Fort Street, Victoria, BC V8V 3L2
Telephone: 250-386-3591 Fax: 250-361-1403
Email: central@sd61.bc.ca

October 21, 2024

Dear Central Middle School Parents,

Early this afternoon during our lunch period, a community member in distress entered our school and found their way into a classroom. The person in distress was seeking help and a student phoned 9-1-1 to assist. The community member was quickly encouraged to exit the classroom by staff and was provided a separate space away from others.

Victoria Police responded to the incident, initiating a Lockdown protocol. Students and staff responded accordingly and quickly. The Lockdown was lifted 11 minutes later. We thank our police partners for their expertise and quick response to provide support to the individual and ensure the safety of our school.

The school district Critical Incident Response Team is on-site to assist students who need support.

In the interest of privacy and personal safety, it is requested that our learning community refrain from posting or sharing any photos or video taken of the incident, and any posts that have already been made be removed promptly.

Please visit the District's website for more information on emergency protocols and to understand what a "Lockdown" procedure entails: <https://www.sd61.bc.ca/parent-student-resources/emergency-drills-and-protocols/>

If you have any further questions, please contact the school office at 250-386-3591.

Sincerely,

Tina Pierik

Principal

Office of the Superintendent

Deb Whitten – Superintendent

To: The Board of Education
From: Deb Whitten, Superintendent of Schools
Date: October 28, 2024
RE: Upgrade to Boardroom Technology

Background

In the past, the boardroom in the Tolmie building has been used for meetings involving district staff and community members. However, the physical layout, inflexible table structures, lack of ventilation and aging carpets have necessitated the use of non-district spaces for meetings, professional learning opportunities and other district-related needs. The inability to utilize the space effectively and efficiently has resulted in an increase in costs related to renting non-district spaces and a decrease in potential rental revenue by not having a suitable meeting and learning space. Improvements made to the boardroom would allow the district to save human and financial resources by reducing employee travel times and reducing the cost of utilizing meeting spaces outside of the district.

The current layout and technology available in the boardroom significantly limit opportunities to offer an accessible and inclusive physical design or access to effective technology needed when hosting meetings. Post-pandemic meeting spaces require technology and seating that facilitates all participants to be seen and heard regardless of whether they are in the room or participating through an online application.

Explorations into changing the physical design and the technology have occurred and the purpose of the memo is to provide the Board with an update on the plans moving forward.

Stage 1:

Change the physical space by removing the fixed tables and replacing them with flexibly designed tables that allow for a myriad of accessible seating and table design options based on the type of meeting or learning event, number of participants, or need for group work; fixing the windows allowing for appropriate ventilation; and removing the carpet.

1) **Removal of the Fixed Tables and Carpet – Cost up to \$52,000.**

- **Scenario 1:** \$52,000 if the underlying hardwood floor is not salvageable, potentially requiring full replacement of the floor and subfloor. This work will include: removing the fixed tables, purchasing new flexible use tables, repairing the floor and upgrading/adding electrical outlets. This will be done in order of operations listed previously so that the room can be used to host culturally responsive, accessible and inclusive meetings.
- **Scenario 2:** costs are reduced if the underlying hardwood is in good condition, requiring minor patching and refinishing of the existing floor, but will include removing the fixed tables, purchasing new flexible use tables, and upgrading electrical outlets.

The work will be done in order of operations listed previously so that the room can be used to host culturally responsive, accessible, and inclusive meetings as soon as possible.

Timeline: November 2024 – December 2024

Stage 2:

After concluding the changes to make the physical space culturally responsive, accessible and inclusive, the second stage will involve an upgrade to the audio. The upgrade would include microphones that allow for all individuals to be heard and an enhancement to the video field with new cameras that have the capability to focus on the individual speaking thereby ensuring a meeting space that is both culturally responsive and inclusive.

Cost range: Between \$27,000 - \$48,500

1. Audio and Video Upgrades – Cost between \$3500 - \$48,500

- **Scenario A:** Purchasing one or two additional OWL devices and microphones.
- **Scenario B:** Installation of 12 upgraded microphones and one new higher quality camera with speaker-tracking capability.
- **Scenario C:** Installation of 12 upgraded microphones and three new higher quality cameras with speaker-tracking capability, ensuring all participants are more clearly heard and visually captured.

2. Window Replacement – Cost \$31,900

- The boardroom windows require restoration to provide proper ventilation, as they are currently sealed shut. This work will be completed after Stage 1 and Stage 2, budget permitting.

Timeline: July 2025 – August 2025

Conclusion

Meeting in person in a culturally responsive room that has the flexibility to change based on the purpose of the learning event or meeting has many benefits including meeting requirements for accessibility, increasing participant engagement, creating stronger team connectedness, expanding opportunities for networking and collaboration, and improving meeting productivity. The Tolmie boardroom is currently an underutilized space due to the inflexibility of the physical design and the outdated technology. Based on the needs in the district to have an accessible, culturally responsive, and inclusive learning and meeting space, the senior leadership team is recommending a multi-year upgrade plan with stage 1 beginning in November 2024 and stage 2 occurring in August 2025.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

One *Learning* Community



TO: The Board of Education
FROM: Deb Whitten, Superintendent of Schools
RE: 2024-2025 School Goals (School Plans)
DATE: October 28, 2024

Purpose

As per the School Act, Division 2 – Parents, Section 8.3 School plan (1) In each school year, a board must approve a school plan for every school in the school district. (2) A board must make a school plan approved under subsection (1) available to the parents of students attending that school.

Background

The Strategic Plan 2020-2025, sets the following Goals and Strategies for the Schools/District:

Goal 1	Goal 2	Goal 3
Create an inclusive and culturally responsive learning environment that will support and improve all learners' personal and academic success.	Create a culturally responsive learning environment that will support Indigenous learners' personal and academic success.	Create an inclusive and culturally responsive learning environment that will support all learners' physical and mental well-being.
Strategy 1: Develop and support high quality learning opportunities through the implementation of curriculum in order to improve student achievement.	Strategy 1: Critically examine personal and systemic biases, attitudes, beliefs, values and practices to increase student and staff understanding and appreciation of Indigenous worldviews, histories and perspectives.	Strategy 1: Continue to provide professional learning opportunities to all staff in K-12 to further support implementation of social emotional learning, physical literacy and mental health literacy that improves outcomes for students and classrooms.
Strategy 2: Engage and collaborate with students, families and staff to provide an inclusive learning environment that will enhance and support student learning, identities and well-being.	Strategy 2: Engage and collaborate with local Nations, Indigenous educators, Indigenous community leaders, Elders and families to enhance Indigenous student learning and well-being and identity.	Strategy 2: Work in collaboration with Ministry of Children & Family Development to provide joint educational planning and support for children and youth in care that helps develop the child's personality, talents and mental and physical abilities to the fullest for current and future success.
Strategy 3: Address the inequity of outcomes for diverse learners in literacy, numeracy, engagement and completion rates.	Strategy 3: Address the inequity of outcomes for Indigenous learners in literacy, numeracy, attendance and graduation rates.	Strategy 3: Engage and collaborate with families to encourage awareness of and engagement in physical literacy and mental health literacy that improves outcomes for students in classrooms and at home.
		Strategy 4: Address the inequity of opportunity for all learners to maximize physical health and mental well-being.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Throughout the 2023-24 school year, our district focused on the process and development of school goals through a continuous improvement cycle. The continuous improvement cycle identified which actions will make the biggest impact; implementing the actions in a strategic manner; assessing the actions to determine if the actions created a positive change; and planning how, where, and when we can improve.

In this memo Elementary School Plans can be accessed [here](#). At the Board meeting on November 25, 2024, Middle School Plans will be provided and at the Board meeting December 9, 2024, Secondary School Plans will be provided.

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2024-2025 Elementary school plans as presented.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Equity Ad Hoc Board Committee Terms of Reference

Purpose:

The Equity Ad Hoc Board Committee is an ad hoc committee established by the Board for the purpose of examining the practices of the District to determine the extent to which ~~equitable~~ **justice, equity, diversity, and inclusive (JEDI) policies, practices, and culture** opportunities are being provided for students and staff.

Deliverables:

To make recommendations to the Board that foster equity within the district via:

- Support for ~~minoritized~~ **marginalized** communities **who face systemic barriers** ~~maintain the word “minoritized” instead of inserting Equity-seeking~~ **deserving** ~~group~~
- Human Resource allocations
- **Evaluation of** Programming
- The distribution of financial resources
- Provide budget recommendations to the Board annually by February
- **Training for staff**
- **Policy recommendations**

Membership:

- Two trustees
- Superintendent or designate
- Three school administrators, one each from elementary, middle and high school
- Three representatives from the Greater Victoria Teachers’ Association
- One representative from the Canadian Union of Public Employees Local382
- One representative from the Canadian Union of Public Employees Local947
- ~~One representative from the Allied Specialists’ Association~~
- One representative from the Victoria Confederation of Parent Advisory Councils
- One representative **of Indigenous ancestry, selected from the Indigenous Education Department and/or the Indigenous Education Advisory Council (IEAC)** ~~from each of the Esquimalt and Songhees Nations~~
- Two student representatives from the Representative Advisory Council of Students

Timeline:

- The Committee shall review its T.O.R. each June and make a recommendation to the Board on the continuation of the committee in the following school year.

Voting:

- It is expected that the committee will use a consensus model for decision making. When this is not possible, decisions will be made by a majority vote.
- **Quorum for voting will consist of a minimum of 7 members, of which one shall be a Trustee.**

Procedural Note:

- It is anticipated that the committee will liaise with other committees to inform the work of these committees. ~~including allocations working group.~~

- The committee will be able to seek information from district staff and outside sources as determined by the committee.
- The committee meeting times and locations will be posted on the District website.
- Meetings summaries will be posted to the district website.
- **That the committee meets in person whenever possible.**
- The public is welcome to attend meetings.

Date adopted: October 24, 2016
Revised: June 26, 2017 (by Board motion)
Revised: April 23, 2019
Revised: October 28, 2024 (by Board Motion)

DRAFT

Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4106 Fax (250) 475-4112

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: October 28, 2024

RE: **Monthly Report**

Purpose

The purpose of this report is to update the Board on some of the activities of the Secretary-Treasurer since September 23, 2024.

Activities

- Data Night
- Victoria Principals and Vice Principals Association (VPVPA) event
- Meetings with municipalities
- Meetings with community partners
- Meetings with legal counsel
- Daily and weekly Senior Leadership Team meetings
- Weekly Board Chair and Superintendent agenda-setting meetings
- Weekly Superintendent meetings
- Weekly Budget meetings
- Bi-weekly meeting with Board Chair
- Bi-weekly Facilities and Superintendent meeting
- Bi-weekly Information Technology for Learning meeting
- Monthly Standing Committee and Board meetings
- Monthly District Leadership Team meeting
- Monthly Representatives Advisory Council of Students meeting
- Monthly Cedar Hill construction project meeting with Facilities and School Principal
- Professional Development:
 - Education Law (Online) Conference 2024 – Harris & Co.
 - Conflict of Interest Information Session - BCPSEA

Recommended motion

That the Board of Education of School District No. 61 (Greater Victoria) receive the Secretary-Treasurer's Report as presented.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: The Board of Education
FROM: Katrina Stride, Secretary-Treasurer
DATE: October 28, 2024
RE: **Poll Vote Results**

Background

At the Special Open Board Meeting held on October 1, 2024, the Board carried the first two readings of the Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01. The third reading of the Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01 was addressed by poll vote for the following reason:

- This matter does not justify a special meeting of the Board

Poll Vote Results

At 9:00 a.m. on Wednesday, October 2, 2024, a poll vote was sent by email to Trustees. Trustees had until 4:00 p.m. on Thursday, October 3, 2024 to respond to the poll vote.

The results of the poll vote are as follows:

Moved by: Trustee Duncan
Seconded by: Trustee Paynter

That the Board of Education of School District No. 61 (Greater Victoria) Caledonia Gas Distribution Disposal (Right-of-Way) of Real Property Bylaw 25-01, being a bylaw to grant a Statutory Right-of-Way to FortisBC Energy on such portion of the Property shown in bold outline on Explanatory Plan EPP140972 on the Caledonia Redevelopment property beside Victoria High School legally described as PID: 031-731-848, Lot A, Sections 50 and 53 Spring Ridge, Victoria City, District Plan EPP88786 in respect of civil infrastructure associated with the distribution of gas by FortisBC Energy and related works:

Read a third time, passed and adopted this 3rd day of October, 2024;

and that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

**Motion Carried
2 Abstentions**

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: October 28, 2024

RE: **2024-2025 Enrolment Update**

Background

Baragar Systems (“Baragar”) provides the District with K-12 enrolment projections for the following school year in mid-December. Baragar is a software company that provides customized planning software for school districts, serving over 100 school districts across Canada and the United States. Using the Baragar enrolment projections, a team comprised of the District Principal of Languages, Student Support and Climate Action, the Director of Finance, Budgets and Financial Reporting, the Director, Information Technology for Learning, the Associate Secretary-Treasurer, and the Associate Superintendent review Baragar’s projections and may make changes based on local knowledge. These numbers are again reviewed by the team in early February once the kindergarten registration numbers are available.

Supplement for Unique Student Needs enrolments are prepared in January based on the knowledge of department heads and the number of incoming kindergarten students, graduating grade 12 students and any other factors which may impact enrolment. These projections are then compared to the February 1701 enrolment snapshot, to assess reasonableness.

Financial Services submits these enrolment projections to the Ministry of Education and Child Care (the “Ministry”) mid-February. The Ministry uses the enrolment projections to calculate the District’s preliminary funding, to be used in the preparation of the Annual Budget. The preliminary funding is announced mid-March each year.

The funding is recalculated in December, based on actual enrolments as at September 29th. This funding is used in the preparation of the Amended Annual Budget.

There are three other enrolment data collections during the year:

- July – this collection provides funding for Summer Learning and cross-enrolled grade 8 and 9 students. These enrolments are included in this report.
- February – this collection provides funding for Continuing Education and Distributed Learning enrolments, Inclusive Learning Enrolment Growth subsequent to September and funding for Newcomer Refugees. These enrolments are not included in this report as the actual enrolments will not be available until April 2025.

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

- May – this collection provides funding for Continuing Education and Distributed Learning enrolments. These enrolments are not included in this report as the actual enrolments will not be available until June 2025.

This report provides an enrolment update for the 2024-2025 school year, comparing the September 29, 2024 actual enrolment with the 2024-2025 projected enrolment and the September 29, 2023 (prior year) actual enrolment.

K-12 School-Aged Enrolment

As per the attached seven-year enrolment comparison, kindergarten to grade 12 school-aged enrolment has increased by 153.50 FTE or 0.8% compared to the projected enrolment and by 341.0 FTE or 1.7% compared to the prior year enrolment.

Actual kindergarten enrolments are up by 4.0 FTE compared to the projected enrolment and down by 33.0 FTE compared to the prior year enrolment. Overall, Elementary enrolments are up by 15.0 compared to the projected enrolment and down by 33.0 compared to the prior year enrolment.

Middle school-aged enrolment has increased by 26.0 FTE compared to the projected enrolment and by 147.0 FTE compared to the prior year enrolment.

Secondary school-aged enrolment has increased by 103.9 FTE compared to the projected enrolment and by 220.5 FTE compared to the prior year enrolment. Secondary enrolment has increased from projected enrolment due to an increase of 20 students and an increase of 83.9 FTE due to a change in the Headcount to FTE ratio. Students in kindergarten to grade 9 are funded as 1.0 full-time equivalent (FTE). Secondary students in grades 10 to 12 are funded based on eligible courses taken; one FTE is equal to 8 courses. On average, students in the District take more than 8 courses so the District has been funded for more FTE than the number of students enrolled. The historical ratio of headcount to FTE has been provided below.

Grade 9 to 12 Headcount to FTE Ratio					
19/20	20/21	21/22	22/23	23/24	24/25
1:1.077	1:1.091	1:1.104	1:1.097	1:1.090	1:1.103

Supplement for Unique Student Needs

The District receives funding over and above the basic per student FTE allocation for students with unique needs in recognition that some students may require additional supports and/or services to enable them to access and participate in educational programs.

	2024/25 Actual	2024/25 Projected	2023/24 Actual
Level 1 Inclusive Learning	19	17	21
Level 2 Inclusive Learning	1,086	990	991
Level 3 Inclusive Learning	485	455	448
English Language Learning	2,483	2,378	2,379
Indigenous Education	1,482	1,519	1,518
Adult Education	18.375	17.313	17.5625

Inclusive Learning enrolment has increased compared to the projected and prior year enrolments. The increase in Level 2 Inclusive Learning student enrolment is primarily due to new autism diagnoses and support needs, especially in the early years. The growth can also be attributed to the increase in overall enrolment and an increase in the number of families accessing outside supports and/or assessments.

English Language Learning student enrolment has grown by 4.0% compared to the projected and prior year enrolments. The overall growth in enrolment can be attributed to an increase in Ministry-funded international students, whose parents are in Canada on a study or work permit and immigrant permanent residents (including refugees).

The decrease in Indigenous Education student enrolment is due a large number of grade 12 students who left in June 2024, and a smaller number of kindergarten students who arrived in September 2024. The Indigenous Education department has worked in collaboration with all of the Four Houses as they moved through this year's Indigenous student enrolment, and they are aware of this year's enrolment numbers.

Funding

The recalculated Ministry funding based on the September 29, 2024 actual enrolment will be announced mid-December. The change in funding will be factored into the recalculated deficit projection when presented during the Amended Annual Budget presentation.

The Board of Education of School District No. 61 (Greater Victoria)
2024/2025 Enrolment as at September 29, 2024

	MoE Signed-off	MoE Signed-off	MoE Signed-off	MoE Signed-off	MoE Signed-off	MoE Signed-off		MoE Signed-off		
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25 Projected Enrolment	2024/25	2024/25 Actual vs 24/25 Projected Enrolment	24/25 Actual vs 24/25 Actual Enrolment
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Kindergarten - English	1,176.0	1,131.0	1,134.0	1,071.0	1,087.0	1,076.0	1,030.0	1,031.0	1.0	(45.0)
Kindergarten - French	337.0	341.0	334.0	365.0	317.0	314.0	323.0	326.0	3.0	12.0
	1,513.0	1,472.0	1,468.0	1,436.0	1,404.0	1,390.0	1,353.0	1,357.0	4.0	(33.0)
1 to 5 - English	5,771.0	5,911.0	5,704.0	5,928.0	5,972.0	6,073.0	6,100.0	6,111.0	11.0	38.0
1 to 5 - French	1,713.0	1,671.0	1,594.0	1,612.0	1,629.0	1,630.0	1,592.0	1,592.0	-	(38.0)
	7,484.0	7,582.0	7,298.0	7,540.0	7,601.0	7,703.0	7,692.0	7,703.0	11.0	-
Total Elementary	8,997.0	9,054.0	8,766.0	8,976.0	9,005.0	9,093.0	9,045.0	9,060.0	15.0	(33.0)
Middle - English	3,091.0	3,164.5	3,095.0	3,203.0	3,312.0	3,444.0	3,534.0	3,545.0	11.0	101.0
Middle - French	1,034.0	1,080.0	1,101.0	1,111.0	1,052.0	1,041.0	1,072.0	1,087.0	15.0	46.0
Total Middle	4,125.0	4,244.5	4,196.0	4,314.0	4,364.0	4,485.0	4,606.0	4,632.0	26.0	147.0
Secondary - English	5,267.2	5,129.7	5,183.2	5,317.3	5,364.6	5,575.1	5,748.6	5,748.7	0.1	173.6
Secondary - French	904.5	918.1	961.7	971.8	1,068.2	1,035.4	978.5	1,082.3	103.8	46.9
Total Secondary	6,171.7	6,047.8	6,144.9	6,289.1	6,432.8	6,610.4	6,727.0	6,830.9	103.9	220.5
Victor	16.0	14.0	13.0	18.0	19.0	18.0	11.0	15.0	4.0	(3.0)
Continuing Education	14.4	22.3	11.3	4.6	5.0	6.9	7.1	6.3	(0.9)	(0.6)
The Link	43.4	43.2	16.8	28.9	5.9	7.5	8.1	4.7	(3.4)	(2.8)
Alternative Education	140.0	222.0	204.0	164.0	168.0	161.0	165.0	174.0	9.0	13.0
Total	213.8	301.4	245.1	215.6	197.9	193.4	191.3	199.9	8.7	6.6
Total School-Age	19,507.4	19,647.7	19,351.9	19,794.7	19,999.7	20,381.8	20,569.3	20,722.8	153.5	341.0
Non-Graduated Adults	16.9	11.6	10.1	8.0	8.8	17.3	17.3	18.4	1.1	1.1
Grand Total	19,524.3	19,659.3	19,362.0	19,802.7	20,008.5	20,399.1	20,586.6	20,741.2	154.6	342.1
Note: July 2024, Feb 2025, and May 2025 counts not included								English	23.1	267.6
								French	121.8	66.9
								Other	8.7	6.6
								Adults	1.1	1.1
								Total	154.6	342.1

Office of the Secretary-Treasurer

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4106 Fax (250) 475-4112

Katrina Stride – Secretary-Treasurer

TO: The Board of Education
FROM: Katrina Stride, Secretary-Treasurer
DATE: October 28, 2024
RE: **2025-2026 Budget Development Process**

2025-2026 Annual Budget

In preparation for discussion of the development of the 2025-2026 Annual Budget, the following document has been provided for your review:

2025-2026 Budget Development Process – Draft for Discussion

2025-2026 Budget Development Process

Connections Meetings

Student Connections Meetings

Trustee representatives and members of the Senior Leadership Team meet with school administration/staff and/or students at each of the high schools, including SJ Burnside Education Centre. The purpose of the meetings is to connect with students on site at their school and engage in conversation around priorities.

Notes taken during these meetings will be provided to Trustees. A summary of the themes emerging from these meetings will be provided at a Regular Board meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- Expand the Student Connections meetings to all Middle Schools
- Share the purpose of meeting and a standard set of questions to a school-based facilitator in preparation for the meeting

Partner and VPVPA Connections Meetings

Trustees and members of Financial Services and the Senior Leadership Team meet with representatives from each of the partner groups (CUPE 382, CUPE 947, GVTA, VCPAC) and Victoria Principals and Vice Principals

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

Association (VPVPA). The purpose of the meetings is to connect in-person with partner groups and VPVPA and engage in conversation around priorities.

Notes taken during these meetings will be provided to Trustees. A summary of the themes emerging from these meetings will be provided at a Regular Board meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- None

Events

Student Symposium

During the 2024-2025 Budget Development Process, the Student Symposium was an opportunity to hear directly from students attending our middle and secondary schools. Topics presented and discussed included SOGI, Technology, Cultural Responsiveness, and Mental Health and Wellbeing. In addition, students participated in a budget simulation to determine spending prioritization under financial constraint. A report on the Student Symposium Event was provided at the Regular Board meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- Eliminate the Student Symposium Event
- Engage in discussions on important topics through alternative student forums
- Gather budget-related feedback through Student Connections meetings by expanding meetings to all Middle and Secondary Schools
- Gather budget-related feedback from students at monthly Representative Advisory Council of Students meetings

Talking Tables

During the 2024-2025 Budget Development Process, Talking Tables was a dinner event held for Rightsholders, partner groups, staff, and Trustees to engage in discussion on the topics of Culturally Responsive Learning Environments; Priority Students: Goals 1, 2 and 3; and Infrastructure (Facilities and Technology). The purpose of the event was to inform the Board by providing an opportunity to discuss important topics and obtain feedback directly from the Four Houses, partner groups, and leadership; facilitating communication within a large, diverse group; encouraging open, honest conversation and respectful dialogue; and building relationships, understanding and trust. A report on the Talking Tables Event, including notes from table facilitators, was provided at a Special Open Budget meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- Eliminate the Talking Tables event
- Capture budget-related feedback through Partner Connections meetings and Budget Updates at Board or Standing Committee meetings
- Engage with representatives of the Four Houses, partner groups, staff, students, Trustees, and the public at an in-person budget consultation meeting

Public Budget Consultation Meeting

During the 2024-2025 Budget Development Process, a public meeting was held to engage with the public on budget priorities. The purpose of the public meeting was to inform the Board by providing the public with the current context around the 2024-2025 Budget; providing an opportunity to discuss important budget topics

and obtain feedback from the public; and providing an opportunity for the public to engage directly with Trustees and District staff. A report on the Public Meeting, including transcribed notes and comment cards, was provided at a Special Open Budget meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- Expand the purpose of the budget consultation meeting to engage with representatives of the Four Houses, partner groups, staff, students, Trustees, and the public
- Schedule in early March to allow time for more feedback and advocacy prior to first Budget Bylaw readings in early April
- Schedule fewer events to encourage higher participation at one event

Communication

One of the recommendations following the 2024-2025 Budget Development Process was to enhance communication on the budget development process and provide accessible ways to participate and provide meaningful feedback.

Budget Priorities Survey

Proposed changes for the 2025-2026 Budget Development Process:

- Launch a Budget Priorities Survey at the start of the budget development process
 - Engage with the Four Houses, partner groups, staff, students, Trustees, and the public
 - Identify areas of priority for the 2025-2026 Annual Budget
 - Identify areas of exploration within the budget development process
 - Create opportunity for honest and anonymous feedback
 - Receive feedback and initiate discussion earlier in the process

Budget Development Process Feedback Survey

The Budget Development Process Feedback survey is launched following the approval of the budget in April in order to receive feedback on the various elements of the budget development process.

Proposed changes for the 2025-2026 Budget Development Process:

- Evaluate responses received in 2024-2025 to improve questions asked in 2025-2026
- Improve accessibility of the survey

Media Releases

Communication of Board Budget Highlights has been included in the 2025-2026 Budget Development Process following each public Board meeting in order for important information to be shared throughout the process.

Advisory to the Board

Budget Working Groups

The 2024-2025 Budget Development Process included the creation of three Budget Working Groups. Each of the Budget Working Groups were allocated one of the following areas of focus: Department Budgets, School-Based Budgets, and Special Purpose Fund Budgets. A summary of the meetings and recommendations of the Budget Working Groups was provided at a Regular Board meeting.

Proposed changes for the 2025-2026 Budget Development Process:

- Eliminate the Budget Working Groups
- District staff will provide both qualitative and quantitative information on areas of exploration identified in the survey and as requested by the Board
- Information will be presented at Board meetings between November and April and may expand out to include Operations Policy and Planning Committee meetings or relevant Ad Hoc Committee meetings for broader discussion
- Increases the transparency of budget discussions and considerations.

Indigenous Education Council

The 2025-2026 Budget Development Process has incorporated the monthly Indigenous Education Council (IEC) meetings to advise on grants provided under the School Act in relation to Indigenous students, and to approve plans, spending and reporting of targeted grants related to Indigenous students.

Other

Timing Considerations

- Staffing packages must be sent out to schools by Friday, April 11
- Human Resource Services and Financial Services need at least two (2) days to prepare the staffing packages prior to sending them out in order to reflect any approved budget changes, which means the latest date that the 2025-2026 Annual Budget can be approved is Wednesday, April 9
- All potential budget options should be discussed and the impacts on schools considered well in advance of budget deliberations starting on Tuesday, April 8

Recommended Motion

The following motion is recommended:

That the Board of Education of School District No. 61 (Greater Victoria) approve the 2025-2026 Budget Development Process.

**GREATER VICTORIA SCHOOL DISTRICT
2025-2026 BUDGET DEVELOPMENT PROCESS**

Date	Day of Week	Time of Day	Event Description	Attendees	Meeting Type	Location	Agenda Deadline
September 23	Monday	Evening	Budget Development Process Feedback	Open Invite	Regular Open	Zoom	September 18
October 21	Monday	Evening	Proposed Budget Development Process	Open Invite	OPPs	Zoom	October 16
October 28	Monday	Evening	Approval of Budget Development Process	Open Invite	Regular Open	Zoom	October 23
October 29	Tuesday	Daytime	Communication - Board Budget Highlights				
November 1 - 15			2025-2026 Budget Priorities	Open Invite	Survey		
November 13	Wednesday	Daytime	Indigenous Education Council (IEC)	Four Houses, Director of IED, Superintendent	Regular Monthly	In-person	
November 18	Monday	Evening	Representative Advisory Council of Student	Student Reps (Sec), Senior Leadership Team (SLT)	Regular Monthly	In-person	
November 25	Monday	Evening	2025-2026 Budget Update	Open Invite	Regular Open	Zoom	November 20
November 26	Tuesday	Daytime	Communication - Board Budget Highlights				
November-December		Daytime	Student Connections - Esquimalt High	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Lambrick Park Secondary	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Mt. Doug Secondary	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Oak Bay High	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Reynolds Secondary	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - SJ Burnside Alternative	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Spectrum Community	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Victoria High	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Arbutus Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Cedar Hill Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Central Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Colquitz Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Glanford Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Gordon Head Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Lansdowne Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Monterey Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Rockheights Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December		Daytime	Student Connections - Shoreline Middle	Students, Board Chair, Trustee, PVP, SLT	Small Group	In-person	
November-December			Partner Connections - CUPE 382	CUPE 382 Reps, Trustees, SLT, F/S	Small Group	In-person	
November-December			Partner Connections - CUPE 947	CUPE 947 Reps, Trustees, SLT, F/S	Small Group	In-person	
November-December			Partner Connections - GVTA	GVTA Reps, Trustees, SLT, F/S	Small Group	In-person	
November-December			Partner Connections - VCPAC	VCPAC Reps, Trustees, SLT, F/S	Small Group	In-person	
November-December			VPVPA Connections	VPVPA Reps, Trustees, SLT, F/S	Small Group	In-person	
December 2	Monday	Evening	Representative Advisory Council of Students	Student Reps (Sec), SLT	Regular Monthly	In-person	
December 9	Monday	Evening	2025-2026 Budget Update	Open Invite	Regular Open	Zoom	December 4
December 10	Tuesday	Daytime	Communication - Board Budget Highlights				
December 18	Wednesday	Daytime	Indigenous Education Council (IEC)	Four Houses, Director of IED, Superintendent	Regular Monthly	In-person	
December 23 - January 3			Winter Break				
January 15	Wednesday	Daytime	Indigenous Education Council (IEC)	Four Houses, Director of IED, Superintendent	Regular Monthly	In-person	
January 20	Monday	Evening	Representative Advisory Council of Students	Student Reps (Sec), SLT	Regular Monthly	In-person	
January 27	Monday	Evening	2025-2026 Budget Update	Open Invite	Regular Open	Zoom	January 22
January 28	Tuesday	Daytime	Communication - Board Budget Highlights				
February 10	Monday	Evening	Representative Advisory Council of Students	Student Reps (Sec), SLT	Regular Monthly	In-person	
February 15			2025-2026 Enrolment Estimates to Ministry				
February 19	Wednesday	Daytime	Indigenous Education Council (IEC)	Four Houses, Director of IED, Superintendent	Regular Monthly	In-person	
February 24	Monday	Evening	2024-2025 Amended Annual Budget Approval	Open Invite	Regular Open	Zoom	February 19
February 24	Monday	Evening	2025-2026 Budget Update	Open Invite	Regular Open	Zoom	February 19
February 25	Tuesday	Daytime	Communication - Board Budget Highlights				
March 3	Monday	Evening	Representative Advisory Council of Students	Student Reps (Sec), SLT	Regular Monthly	In-person	
March 4	Tuesday	Evening	Public Budget Consultation Meeting	Open Invite - Four Houses, Partners, Staff, Trustees, Public		In-person	February 28
March 10	Monday	Evening	2025-2026 Budget Update	Open Invite	Regular Open	Zoom	March 5
March 11	Tuesday	Daytime	Communication - Board Budget Highlights				
March 12	Wednesday	Daytime	Indigenous Education Council (IEC)	Four Houses, Director of IED, Superintendent	Regular Monthly	In-person	
March 14	Friday		2025-2026 Ministry Funding Announcement				
March 17 - 28			Spring Break				
April 8	Tuesday	Evening	1st or 1st and 2nd Bylaw Reading	Open Invite	Special Open	Zoom	April 4
April 9	Wednesday	Daytime	Communication - Board Budget Highlights				
April 9	Wednesday	Evening	3rd or 2nd and 3rd Bylaw Reading/BUDGET PASSED	Open Invite	Special Open	Zoom	April 8
April 10	Thursday	Daytime	Communication - Board Budget Highlights				
April 11	Friday	Daytime	Staffing Packages to Schools				
April 11 - 23	Friday	Daytime	Budget Development Process Feedback Request		Survey		
April 18 - 21			Easter Weekend				
April 28	Monday	Evening	Summary of Budget Development Process Feedback	Open Invite	Regular Open	Zoom	April 23

SECTION 72 REPORT

Present:

Trustees Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Diane McNally, Rob Paynter

Regrets:

Trustees Natalie Baillaut, Angela Carmichael, Emily Mahbobi

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

The Board of Education discussed the following matters:

- Administration
- Personnel
- Property

General decisions made by the Board:

- Administration
- Personnel
- Property

SECTION 72 REPORT

Present:

Trustees Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Natalie Baillaut, Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Mike Knudson, Director of Human Resource Services, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Administration
- Personnel
- Property

General decisions made by the Board:

- Administration
- Personnel
- Property

SECTION 72 REPORT

Present:

Trustees Mavis David, Nicole Duncan, Derek Gagnon, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Natalie Baillaut, Angela Carmichael, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Sean Powell, Acting Associate Superintendent, Mike Knudson, Director of Human Resource Services, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Administration
- Personnel

General decisions made by the Board:

- Administration
- Personnel

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Nicole Duncan, Karin Kwan, Emily Mahbobi, Rob Paynter

Regrets:

Trustees Angela Carmichael, Mavis David, Derek Gagnon, Diane McNally

Administration:

Deb Whitten, Superintendent of Schools, Katrina Stride, Secretary-Treasurer, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property

SECTION 72 REPORT

Present:

Trustees Natalie Baillaut, Mavis David, Nicole Duncan, Karin Kwan, Emily Mahbobi, Diane McNally, Rob Paynter

Regrets:

Trustees Angela Carmichael, Derek Gagnon

Administration:

Katrina Stride, Secretary-Treasurer, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services

The Board of Education discussed the following matters:

- Property

General decisions made by the Board:

- Property