



The Board of Education of School District No. 61 (Greater Victoria)
Special Open Board Meeting
AGENDA
Broadcasted via YouTube <https://bit.ly/3czx8bA>
Thursday, November 14, 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 November 14, 2024 agenda be approved.

A.3. Community Presentations (5 minutes per presentation)

B. CORRESPONDENCE

C. DISTRICT LEADERSHIP TEAM REPORTS

C.1. Secretary-Treasurer's Report

a. Student Device Ratios Update

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) approve the purchase of up to 700 Chromebooks to bring all schools to at least the Board-approved student device ratio of 4:1 at Elementary schools and 3:1 at Middle and Secondary schools.

D. QUESTION PERIOD (15 minutes total)

E. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

F. NEW BUSINESS/NOTICE OF MOTIONS

G. ADJOURNMENT

Recommended Motion:

That the meeting be adjourned.

Office of the Secretary-Treasurer

Katrina Stride – Secretary-Treasurer

TO: The Board of Education

FROM: Katrina Stride, Secretary-Treasurer

DATE: November 14, 2024

RE: **Student Device Ratios Update**

Background

The Information Technology for Learning (ITL) Department provided an update on *Student Devices in Greater Victoria School District* at the Regular Board meeting on September 23, 2024 and at the Operations Policy and Planning Committee meeting on October 7, 2024. This memo serves as an update to current work involving student device inventory and a proposal for funding to meet the recently-adopted Board motion for student device ratios.

Update on Current State, Proposed Funding, and Timelines for Completion

- ITL staff undertook an assessment of student device inventory at all schools which was completed on October 25, 2024. Collectively, the school district manages approximately 5,000 Chromebooks (4,968 counted) and approximately 2,500 iPads (2,467 counted) that are actively being used in schools. Devices are not uniformly distributed amongst schools due to varying budgets, equity of distribution during one-time funding events (e.g. COVID), individual school priorities, and methods of funding, among others.
- Upon completion of the inventory count, the following needs were identified to meet Board-defined student device funding ratios:
 - Elementary: 155 Chromebooks and 18 iPads (no additional cost to iPads; there is adequate inventory on hand)
 - Middle: 290 Chromebooks
 - Secondary: 228 Chromebooks
 - Total: 700 Chromebooks at a cost of ~ \$290,000. This includes a marginal buffer to maintain a small inventory for devices out of service due to damage (~ 27 devices at a cost of ~\$10,000).
- This funding proposal assumes a student:device ratio of 4:1 at Elementary, where iPads are provisioned based on K-2 enrollment and Chromebooks provisioned based on grades 3-5 enrollment, and a 3:1 ratio with Chromebooks at Middle and Secondary levels. Further, it is acknowledged that if the proposal is approved, some schools will remain at a healthier ratio in the short term (next 1-4 years).

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- It is not a viable option to consider the redistribution of devices from schools with a healthy ratio to those that are not meeting current funded ratios.
- Historical context:
 - For the 2024-2025 school year, the ITL department proposed a budget of \$666,900 for a student device refresh.
 - The Board approved a budget of \$66,256.
 - A ratio-based funding model was passed by Board motion, funding Elementary schools at 4:1 and Middle and Secondary schools at 3:1.
 - The funding model identified a need to assess school inventory with a ratio-based approach.
 - The ITL asset management data indicated a close alignment to Board-funded ratios when factoring in legacy devices being retired in the Summer of 2024. Actual counts showed a discrepancy between recorded inventory and actual devices in use at schools. Likely causes of the discrepancy are inadequate retrieval of devices post-COVID for devices that were provisioned for remote learning, and unrealized theft, loss, and irreparable damage that went unreported spanning eight school years.
 - Student devices were not removed from schools in order to lower the student device ratio to the Board-funded ratio. Only student devices that posed a security risk were removed from schools.
- Future work pertaining to this request:
 - Future student device work involves improving inventory and asset management tools and processes along with providing annual reporting of student device inventory at each school to better track ratios. A physical student device inventory count will be planned to occur annually.
- Pending approval, scheduled deployment of new devices is updated to be completed by December 31, 2024. This timeline has shifted by one month to accommodate Board-level conversations.

Recommended Motion

In order to have new student devices in schools by the end of the calendar year, the following motion is recommended:

That the Board of Education of School District No. 61 (Greater Victoria) approve the purchase of up to 700 Chromebooks to bring all schools to at least the Board-approved student device ratio of 4:1 at Elementary schools and 3:1 at Middle and Secondary schools.

Supporting Documents

Student Devices – Current Ratio and Devices Needed to Meet Board-Approved Ratio

Greater Victoria School District
Student Devices - Current Ratio and Devices Needed to Meet Board-Approved Ratio
Elementary 4:1 and Middle/Secondary 3:1
November 2024

School	Current Ratio (iPads, if applicable) - K-2	Current Ratio (Chromebooks, if applicable) - 3-12	Devices Needed to Meet Ratio (iPads, if applicable)	Devices Needed to Meet Ratio (Chromebooks)
Elementary				
Strawberry Vale	2.8	10.4		21
Torquay	2.4	10.2		27
View Royal	1.3	8.9		22
Macaulay	2.3	7.1		28
Quadra	3.7	7.1		26
Sir James Douglas	2.9	5.8		16
Marigold	3.7	4.8		7
Doncaster	4.6	4.2	7	3
Campus View	2.4	4.2		2
Cloverdale	2.7	4.1		1
Northridge	1.9	4.1		1
South Park	1.9	4.1		1
McKenzie	4.6	3.2	4	
Oaklands	4.6	2.7	7	
Sundance-Bank	3.8	3.5		
Braefoot	1.3	3.4		
Willows	1.8	3.4		
Craigflower	2.2	3.1		
Frank Hobbs	1.4	3.1		
Rogers	1.6	2.9		
Victoria West	2.7	2.7		
Margaret Jenkins	3.2	2.6		
Tillicum	2.6	2.6		
Hillcrest	1.9	2.4		
George Jay	2.4	2.3		
Eagle View	2.6	2		
Lake Hill	3.5	2		
James Bay	1.5	1.7		
Middle				
Cedar Hill		5.3		82
Lansdowne		5.2		109
Arbutus		4.6		51
Glanford		4.3		37

Greater Victoria School District
Student Devices - Current Ratio and Devices Needed to Meet Board-Approved Ratio
Elementary 4:1 and Middle/Secondary 3:1
November 2024

School	Current Ratio (iPads, if applicable) - K-2	Current Ratio (Chromebooks, if applicable) - 3-12	Devices Needed to Meet Ratio (iPads, if applicable)	Devices Needed to Meet Ratio (Chromebooks)
Gordon Head		3.3		10
Rockheights		3		1
Central		2.9		
Colquitz		2.6		
Monterey		2		
Shoreline		1.7		
Secondary				
Lambrick Park		4.1		54
Victoria		3.7		66
Oak Bay		3.3		42
Spectrum		3.3		34
Reynolds		3.2		20
Esquimalt		3.1		12
Mount Douglas		2.7		
Total			18 (on hand)	673