



**The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee Meeting
MEETING MINUTES
Monday, November 18, 2024, 7:00 p.m.**

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

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

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

A. COMMENCEMENT OF MEETING

The meeting began at 7:00 p.m.

A.1. Acknowledgement of Traditional Territories

Chair Gagnon recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories we live, we learn, and we do our work.

A.2. Approval of the Agenda

Moved by Trustee Kwan

That the November 18, 2024 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

That the October 21, 2024 Operations Policy and Planning Committee meeting minutes be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

Trustee Kwan inquired whether the District of Saanich had provided a response to the crossing guard letter sent by the Board.

Secretary-Treasurer Stride advised that she had not Received a response.

B. PRESENTATIONS TO THE COMMITTEE

Staff

B.1. Acting Director of Information Technology Person presented the Information Technology for Learning Department update.

Trustees and Partners provided comments and observations for consideration.

C. SUPERINTENDENT'S REPORT

C.1. Superintendent Whitten presented Elementary School Data for information.

Trustees and Partners had questions of clarification and discussed the data from the memo. Superintendent Whitten offered to define the various acronyms used for designations and confirm percentage calculations. It was determined that next steps will include review with the Inclusive Education Department and the Equity Ad Hoc Committee.

C.2. Privacy Management Program – Administrative Regulations Review

Secretary-Treasurer Stride provided an update on the Privacy Management Program as well as rationale for the motion.

Trustees had questions of clarification.

Moved by Trustee Kwan

That the Board of Education of School District No. 61 (Greater Victoria) accept revised Administrative Regulation 1161.4 *Critical Incident and Privacy Breach*.

Motion Carried Unanimously

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Audit Sub-Committee Report

Secretary-Treasurer Stride provided the report for information.

Moved by Trustee Duncan

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

Motion Carried Unanimously

E.2. Monthly Financial Report: October 2024

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

Trustees had questions of clarification.

E.3. Budget Change Report: October 2024

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

Trustees had questions of clarification.

F. FACILITIES PLANNING

F.1. Operations Update: November 2024

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

Trustees and partners had questions of clarification.

F.2. Cedar Hill Middle School Seismic Project Update

Director of Facilities Services Vistisen-Harwood provided the Cedar Hill Middle school seismic project update.

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

H.1. Update Regulations 1330 *Community Use of Schools and Grounds* and 1325 *Partnership*

Trustee Duncan provided rationale for the motion.

Trustees and Partners discussed the motion.

Moved by Trustee Duncan

That the Board of Education of School District No. 61 (Greater Victoria) direct the Superintendent to update Regulation 1330 Community Use of Schools and Grounds and Regulation 1325 Partnership to require that a business case is prepared and presented to the Board of Education for consideration and approval prior to the school district entering into negotiations regarding potential joint use agreements or other partnerships with external parties regarding the use of schools and grounds;

AND FURTHER

provide the Board of Education any additional recommendations regarding updates needed to Regulations 1330 and 1325.

Motion Carried Unanimously

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

Trustee Duncan informed the Committee that Human Rights Commissioner Kasari Govender will be making a presentation to the Board at the Regular Board meeting on Monday, November 25, 2024.

K. ADJOURNMENT

Moved by Trustee Duncan

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 8:25 p.m.