



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

Regular Board Meeting

MINUTES

Via Zoom

Monday, March 31, 2025, 6:30 p.m.

Official Trustee:	Sherri Bell
Administration:	Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Acting Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Dr. Shelly Wilton, Director of Indigenous Education, Marni Vistisen-Harwood, Director of Facilities Services, Sarah Winkler, VPVPA
Songhees Nation:	Anevay Quocksister, Student Success Manager
Guest:	Dr. Kevin Godden, Ministry of Education and Child Care Special Advisor
Partners:	Shawna Abbott, CUPE 947, Carolyn Howe, GVTA

A. COMMENCEMENT OF MEETING

This meeting began at 6:30 p.m.

A.1. Acknowledgement of Traditional Territories

Official Trustee Bell 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

The Official Trustee passed the following motion:

That the March 31, 2025 agenda be approved.

A.3. Approval of the Minutes

The Official Trustee passed the following motion:

That the February 25, 2025 minutes be approved.

A.4. Business Arising from the Minutes

None.

A.5. District Presentations

None.

A.6. Community Presentations

None.

B. CORRESPONDENCE

B.1. March 19, 2025, Corporation of the Township of Esquimalt to the Official Trustee, Trustee Electoral Area Election Model

C. OFFICIAL TRUSTEE REPORT

C.1. Official Trustee Report

Official Trustee Bell provided a verbal report which included the following items:

- Thankful for the opportunity to meet with so many people over the past two months
- Current focus on the preparation of the 2025-2026 Annual Budget; highlighted special meetings with partners and upcoming meetings where the balanced budget will be presented and then finalized
- Spent 3 days in meetings for trustees: one day with Board Chairs, one day with the Superintendent, Secretary-Treasurer and Ministry, and one day with trustee representatives from Vancouver Island with the highlight being a tour of the new Victoria High School
- Met with the Minister of Education and Child Care to discuss the Safety Plan and provide an update
- Next Board meeting will be face-to-face with an option to access the meeting online if unable to attend in person; livestreaming on YouTube will continue

D. BOARD COMMITTEE REPORTS

D.1. Policy Sub-Committee

Secretary-Treasurer Stride stated that the Policy Sub-Committee met and reviewed Board Bylaws and Policies specific to the recent change in the composition of the Board of Education.

Education Partners provided comment on the bylaw suspensions and revisions.

The Official Trustee passed the following motion.

That the Official Trustee of School District No. 61 (Greater Victoria) agrees to give all three readings of the temporary suspension or revision of Board Bylaws specific to the change in the composition of the Board of Education at the March 31, 2025 Board meeting.

The Official Trustee passed three readings of the following bylaw:

That the following suspended Board Bylaws:

- 1) Bylaw 9130.0 Standing Committees
- 2) Bylaw 9130.1 The Education Policy and Directions Committee
- 3) Bylaw 9130.2 The Operations Policy and Planning Committee
- 4) Bylaw 9250.2 Notices of Motion
- 5) Bylaw 9360.2 Meetings of the Standing Committees

AND FURTHER,

the following revised Board Bylaws:

- 1) Bylaw 9010.0 Bylaws of the Board
- 2) Bylaw 9011.0 Poll Votes
- 3) Bylaw 9110.0 Organization
- 4) Bylaw 9130.3 Policy Sub-Committee
- 5) Bylaw 9130.4 Audit Sub-Committee
- 6) Bylaw 9140.0 Ad Hoc Committee of the Board
- 7) Bylaw 9210.0 The Development of Policy
- 8) Bylaw 9220.0 Administrative Regulations
- 9) Bylaw 9221.0 Board Administration Relationships
- 10) Bylaw 9222.0 Trustee Access to Information
- 11) Bylaw 9330.1 Appeal Process (and attachment)
- 12) Bylaw 9360.0 General Meeting of the Board
- 13) Bylaw 9360.01 Question Period During General Meetings of the Board of Education
- 14) Bylaw 9360.1 In-Camera Meetings: General Sessions
- 15) Bylaw 9368.0 Procedure

Be read a first time the 31st day of March, 2025;

Be read a second time the 31st day of March, 2025;

Be read a third time, passed and adopted the 31st day of March, 2025.

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

a. Monthly Report

Superintendent Whitten provided the report for information.

b. March 31, 2025 Safety Plan

Superintendent Whitten and Dr. Kevin Godden provided the Safety Plan.

The Official Trustee had questions of clarification.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the Safety Plan for submission to the Minister of Education and Child Care.

E.2. Secretary-Treasurer's Report

a. 2025-2026 Capital Plan Bylaw

Secretary-Treasurer Stride provided rationale for the motions.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) agrees to give all three readings of School District No. 61 (Greater Victoria) Capital Bylaw No. 2025/26-CPSD61-01 at the March 31, 2025 Board meeting.

The Official Trustee passed three readings of the following bylaw:

That the Board of Education of School District No. 61 (Greater Victoria) Capital Bylaw No. 2025/26-CPSD61-01 for the 2025/26 Annual Five-Year Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 25, 2025, be:

Read a first time this 31st day of March, 2025;

Read a second time this 31st day of March, 2025;

Read a third time, passed and adopted this 31st day of March, 2025;

And that the Secretary-Treasurer and the Official Trustee be authorized to sign, seal and execute this Bylaw on behalf of the Board.

b. Local Capital – District Contribution Cedar Hill Middle Seismic Capital Project

Secretary-Treasurer Stride provided rationale for the motion.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the allocation of \$3,618,499 from the Local Capital Reserve for the District

contribution to the Cedar Hill Middle School Seismic Capital Project as set out by the Ministry of Education and Child Care.

c. Monthly Financial Report: February 2025

Secretary-Treasurer Stride provided the report for information.

The Official Trustee had questions of clarification.

d. Monthly Budget Change Report: February 2025

Secretary-Treasurer Stride provided the report for information.

The Official Trustee had questions of clarification.

e. 2025-2026 Budget Update

i. 2025-2026 Budget Development Process

Secretary-Treasurer Stride provided the updated 2025-2026 Budget Development Process.

f. Quarterly Facilities Operations and Capital Projects Update: March 2025

Director of Facilities Vistisen-Harwood provided the report for information.

Official Trustee Bell had questions of clarification.

g. Annual Water Sampling Report

Director of Facilities Vistisen-Harwood provided the report for information.

F. QUESTION PERIOD

None.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of In-Camera Board of Education Meeting – February 25, 2025

H. NEW BUSINESS/NOTICE OF MOTIONS

H.1. New Business

None.

H.2. Notice of Motions

None.

I. ADJOURNMENT

The Official Trustee adjourned the meeting at 7:27 p.m.

Official Trustee

Secretary-Treasurer