



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

Regular Board Meeting

AGENDA

Monday, June 16, 2025, 6:30 p.m.

Tolmie Boardroom, 556 Boleskine Road

Broadcasted via YouTube

<https://bit.ly/3czx8bA>

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 June 16, 2025 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the May 26, 2025 Regular Board Meeting Minutes

Recommended Motion:
That the May 26, 2025 Regular Board Meeting minutes be approved.

A.4. Business Arising from the Minutes

A.5. District Celebrations

- a. Elementary – City Track Record Breakers
b. Esquimalt High School – Schulich Scholarship Recipient

A.6. Community Presentations

- a. BC Aviation Museum – Coco Cunningham

B. CORRESPONDENCE

C. OFFICIAL TRUSTEE REPORT

C.1. Monthly Report

C.2. Ad Hoc Committees Annual Review

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the dissolution of the Music Equity Ad Hoc Committee, the Equity Ad Hoc Committee, and the Climate Action Plan Implementation Ad Hoc Committee.

C.3. Extension of 2020-2025 Strategic Plan Until 2027-2028

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the extension of the 2020-2025 Strategic Plan until 2027-2028.

D. BOARD COMMITTEE REPORTS

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Monthly Report
- b. *Public Interest Disclosure Act*: Annual Report for the Greater Victoria School District (SD61) Fiscal Year 2025
- c. Revised Policy 5147 Inclusive Education: Supporting Every Learner

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves revised Policy 5147 Inclusive Education: Supporting Every Learner,

AND FURTHER,

that Policy 5148 – Alternatives to the Integrated Classroom is abandoned.

- d. 2025-2026 Board of Education Meeting Dates

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the 2025-2026 Board of Education meeting dates.

e. School Calendar 2027-2028

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the following 2027/2028 school calendar:

2027/2028 School Calendar*

School Opening September 7, 2027

First non-instructional day September 20, 2027

National Day for Truth and Reconciliation September 30, 2027

Thanksgiving October 11, 2027

Second non-instructional day October 22, 2027

(Province wide)

Remembrance Day November 11, 2027

Third non-instructional day November 26, 2027

Schools close for Winter vacation December 17, 2027

Schools re-open after Winter vacation January 4, 2028

Fourth non-instructional day February 18, 2028

Family Day February 21, 2028

Schools close for Spring vacation March 17, 2028

Schools re-open after Spring vacation April 3, 2028

Good Friday April 14, 2028

Easter Monday April 17, 2028

Fifth non-instructional day May 19, 2028

Victoria Day May 22, 2028

Administrative Day and School Closing June 30, 2028

* Sixth non-instructional day to be chosen by each school

E.2. Secretary-Treasurer's Report

a. 2026-2027 Annual Five-Year Capital Plan

i. Major Capital Programs

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the proposed Five-Year Capital Plan (Major Capital Programs) for 2026-2027, as provided on the Five-Year Capital Plan Summary for 2026-2027, for submission to the Ministry of Education and Child Care.

ii. Minor Capital Programs

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2026-2027, as provided on the Five-Year Capital Plan Summary for 2026-2027, for submission to the Ministry of Education and Child Care.

b. Spectrum Artificial Turf Field Update

- c. Monthly Financial Report: May 2025
- d. Monthly Budget Change Report: May 2025
- e. Quarterly Facilities Operations and Capital Project Update: June 2025

F. QUESTION PERIOD (15 minutes total)

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

- G.1. Record of Special In-Camera of Education Meeting – May 20, 2025**
- G.2. Record of In-Camera Board of Education Meeting – May 26, 2025**
- G.3. Record of Special In-Camera Board of Education Meeting – May 26, 2025**
- G.4. Record of Special In-Camera Board of Education Meeting – May 26, 2025**

H. NEW BUSINESS/NOTICE OF MOTIONS

- H.1. New Business**
- H.2. Notice of Motions**

I. ADJOURNMENT

Recommended Motion:
That the Official Trustee adjourn the meeting.



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

Regular Board Meeting

MINUTES

Tolmie Boardroom, 556 Boleskine Road

Monday, May 26, 2025, 6:30 p.m.

Official Trustee: Sherri Bell

Administration: Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer, Tom Aerts, Associate Superintendent, Sean Powell, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Marni Vistisen-Harwood, Director of Facilities Services, Jeff Davis, Director of International Education, Mike Knudson, Director of Human Resource Services, Sarah Winkler, VPVA, Josh Barks, Acting District Principal of Information Technology

Songhees Nation: Anevay Quocksister, Student Success Manager

Partners: Trina Legge, CUPE 382, Natanis Christensen, CUPE 947, Ilana Hampton, 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 May 26, 2025 agenda be approved.

A.3. Approval of the Minutes

a. Approval of the April 29, 2025 Regular Board Meeting Minutes

The Official Trustee passed the following motion:

That the April 29, 2025 Regular Board Meeting minutes be approved.

A.4. Business Arising from the Minutes

None.

A.5. District Celebrations

a. Representative Advisory Council of Students

Official Trustee Bell introduced the Representative Advisory Council of Students.

Superintendent Whitten expressed appreciation to the students for their contributions throughout the 2024–2025 school year, which included participating in monthly meetings. Highlights of their efforts included organizing a student-led Equity, Diversity, and Inclusion Forum, as well as hosting a student-led Wellness Fair. In recognition of their service, the District presented certificates to each of the students who held positions on the Council during the school year.

Students provided meaningful highlights from the past year.

A.6. Community Presentations

None.

B. CORRESPONDENCE

None.

C. OFFICIAL TRUSTEE REPORT

Official Trustee Bell provided a verbal report:

- Official Trustee Bell celebrated the signing of the Local Education Agreement (LEA) with the Songhees Nation. Gratitude was extended to Dr. Shelly Wilton, Director of Indigenous Education, for her role in facilitating this significant milestone. Official Trustee Bell emphasized the importance of the LEA and its effective implementation and noted that its success will be vital for the District.
- Official Trustee Bell attended the recent VCPAC meeting, which included the election of the new Executive Committee. Appreciation was expressed for the service and contributions of the outgoing President, Braden Hutchinson. Official Trustee Bell also shared enthusiasm for working with the newly elected VCPAC Executive moving forward.
- Partners of School District No. 61 convened to discuss the topic of Trustee Electoral Areas. The District has received letters from local First Nations and municipalities expressing their interest in engaging in dialogue and exploring potential options for reform.
- Official Trustee Bell attended a celebration where ten District schools came together to showcase literacy initiatives. The event provided a platform for teachers to share success stories and engage in collaboration.

- Official Trustee Bell thanked all of those who organized and attended the Professional Development Day - Indigenous Story Telling.

D. BOARD COMMITTEE REPORTS

D.1. Audit Sub-Committee

- 2024-2025 Audit Planning Report

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the 2024-2025 Audit Planning Report as presented to the Audit Sub-Committee.

- March 2025 Quarterly Financial Report

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) accepts the March 2025 Quarterly Financial Report as presented to the Audit Sub-Committee.

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- Monthly Report

Superintendent Whitten provided the report for information.

E.2. Secretary-Treasurer's Report

- Monthly Financial Report: April 2025

Secretary-Treasurer Stride provided the report for information.

- Monthly Budget Change Report: April 2025

Secretary-Treasurer Stride provided the report for information.

F. QUESTION PERIOD

Question:

On behalf of players and parents of Spectrum Thunder Football: could an update please be provided on the turf project?

Answer:

Associate Superintendent Aerts provided an update on the project. The Spectrum Turf Committee continues to work on raising the necessary funds to complete the project. At this time, no work has been scheduled as the required funds have not been raised.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of Special In-Camera Board of Education Meeting – April 24, 2025

G.2. Record of In-Camera Board of Education Meeting – April 29, 2025

G.3. Braefoot Elementary - Lease Agreement - Conseil scolaire francophone de la Colombie-Britannique (CSF)

The School District has extended and amended the lease agreement with Conseil scolaire francophone de la Colombie-Britannique (CSF) for a portion of the land at Braefoot Elementary located on Harrop Road while the new École Beausoleil is under development.

H. NEW BUSINESS/NOTICE OF MOTION

H.1. New Business

None.

H.2. Notice of Motions

None.

I. ADJOURNMENT

The Official Trustee adjourned the meeting at 7:04 p.m.

Official Trustee

Secretary-Treasurer

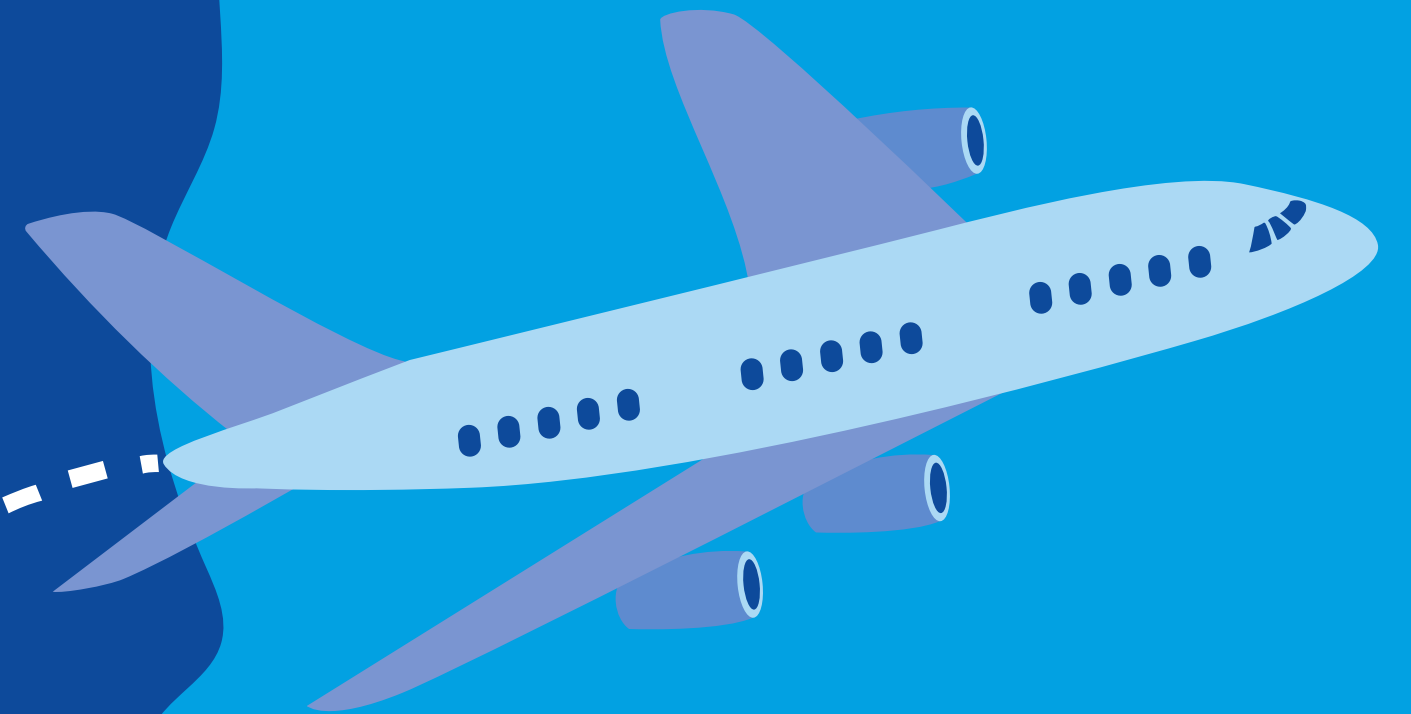
BC Aviation Museum



Education and
Programing

who are we?

- we are a non-profit museum that aims to highlight the history of aviation in BC AND ITS FUTURE
- Our museum is a volunteer organization
- we have artifacts, books, and many more educational resources for teachers and schools



why are we here?

- The BC Aviation museum wants to be an education destination for schools in Greater Victoria!
- Our museum aims to provide educational programming that follows curriculum and can be an ideal spot for field trips and educational activities



want to learn more?

email me!

cococunningham@bcam.net

check out our website!

bcam.net

come visit us!

1910 norseman road, north saanich



Board Memo

Date: June 16, 2025

Subject: Ad Hoc Committees Annual Review

Background

As per Bylaw 9140 an Ad Hoc Committee shall be an advisory committee established for a temporary purpose to deal with a specific issue. The Ad Hoc Committee shall report to the Board of Education, within the time prescribed and within its terms of reference, with recommendation for action, which may include a recommendation for policy change. During the 2024-2025 school year the following Ad Hoc Committees were established: Music Equity Ad Hoc Board Committee, Equity Ad Hoc Committee and Climate Action Plan Implementation Ad Hoc Committee.

Introduction

The work of the Music Equity Ad Hoc Committee was concluded on April 23, 2025. At the meeting on April 23, it was decided that moving forward the Superintendent or designate will meet 2 – 3 times per year with GVTA elementary strings teachers to discuss the equitable distribution of the staffing FTE for the following school year, the redistribution of any unused elementary strings FTE, safe travel to elementary strings programs and equitable and accessible opportunities for all students. In addition, the Superintendent or designate will meet 2-3 times per year with GVTA middle school music teachers to discuss the equitable distribution of middle school music FTE, access to middle school music programs and opportunities for all students.

The work of the Equity Ad Hoc Committee is ongoing and as such will transition to a working group to better align with Bylaw 9140 and facilitate for a multi-year Equity work plan.

The work of the Climate Action Plan Implementation Review Committee is also ongoing and as a result will transition to a working group to better align with Bylaw 9140 and facilitate ongoing work connected to the Climate Action Plan.

Recommended Motion

That the Official Trustee of School District No. 61 (Greater Victoria) approves the dissolution of the Music Equity Ad Hoc Board Committee, the Equity Ad Hoc Committee, and the Climate Action Plan Implementation Ad Hoc Committee.

Board Memo

Date: June 16, 2025

Subject: Extension of 2020-2025 Strategic Plan Until 2027-2028

Background

This memo outlines the rationale for extending the 2020-2025 Strategic Plan until 2027-2028. The extension is supported by members of the Partners of School District 61 primarily due to the unprecedented impact of the COVID-19 pandemic and the upcoming transition to a new Board in November 2026.

Introduction

The Partners of School District 61 met on April 23, and May 22, 2025 and discussed the 2020-2025 Strategic Plan. The conversation included a discussion on the merits of beginning the development of a new Strategic Plan, adjusting the 2020-2025 Strategic Plan, or extending the 2020-2025 Strategic Plan. Participants at the table emphasized the importance of a stable educational framework during the transition to a new Board and supported the extension of the plan to maintain a focus on the current goals. Over the two meetings, feedback from Rightsholders, educational leaders and partners was acknowledged and assisted in the decision to extend the 2020-2025 Strategic Plan.

Key rationale for extending the 2020-2025 Strategic Plan included:

Impact of COVID-19

The COVID-19 pandemic has significantly disrupted the School District's ability to implement the Strategic Plan as originally scheduled.

Key initiatives and projects were delayed or paused due to:

- **School impacts and remote learning:** These required immediate attention and resources, diverting focus from long-term strategic goals.
- **Health and safety protocols:** Implementing these protocols demanded substantial time and effort, impacting our capacity to work on strategic initiatives.

Timing of the new Board

The new Board of Education will be inaugurated in November 2026.

Extending the Strategic Plan until 2027-2028 allows for:

- **Continuity:** Ensuring that the current Board can complete ongoing initiatives without interruption.
- **Transition:** Providing the new Board with adequate time to familiarize themselves with the existing plan and make informed decisions about future directions.

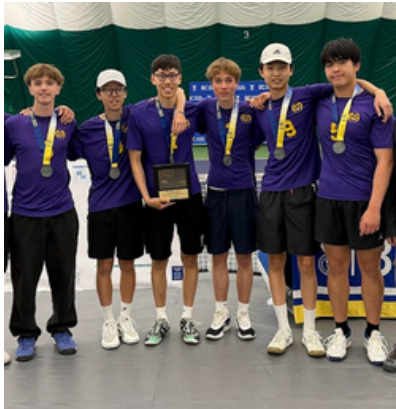
Conclusion

Extending the 2020-2025 Strategic Plan until 2027-2028 is a necessary step to accommodate the disruptions caused by COVID-19 and to ensure a smooth transition to the new Board. This extension will allow the School District to continue working towards strategic goals with the stability and continuity required for success and allow the new Board to settle into its role and have the time necessary to design the process for the development of the next Strategic Plan.

Recommended Motion

That the Official Trustee of School District No. 61 (Greater Victoria) approves the extension of the 2020-2025 Strategic Plan until 2027-2028.

News from School District No. 61



May 27 - Saanich's Mount Doug Rams rally for silver at AA boys tennis provincials

- [Black Press](#)



May 28 - Deaf and Hard of Hearing Beach Day

- [Black Press](#)
- [CTV](#)
- [Chek News](#)
- [CBC News](#)



May 30 - Spectrum Celebrates 50th Anniversary

- [Times Colonist](#)



May 31 - Spectrum Sr Girls Soccer Wins Provincials

- [Black Press](#)
- [Times Colonist](#)



Jun 2 - Torquay Elementary Named Top Ten CBC Music Challenge

- [YouTube](#)
- [CBC Top Ten](#)
- [CBC Winners](#)



June 17 - Esquimalt High Student Awarded \$100,000 Schulich Leader Scholarship

End of Year Events and Celebrations

May/June - Elementary, Middle, and Secondary Track Finals



May 27 - Metis Fiddle Orchestra Finale



June 5 - Indigenous Grad Ceremony



June - Grad Ceremonies



May/June - Dance Performances



June - Yearbook Club Appreciation



June - Staff Transitions and Retirement Celebrations



Graduating Student Features



Esquimalt: Sasha Zandieh and Napier Levins

- [Black Press](#)



Mt Doug: Sofia Jones, Tristan Greenwell, and, Conor Poulin

- [Black Press](#)



Oak Bay: Justin Scott and Evie Faber

- [Black Press](#)



Spectrum: Niyati Agarwal

- [Black Press](#)



Reynolds: Joe Harris

- [Black Press](#)



Vic High: Molly Descantes

- [Black Press](#)



Lambrick Park: Yuto Loo

- [Black Press](#)

Congratulations / Gratitude

Congratulations to all those graduating this year. Thank you for contributing to your school communities!

Many thanks and well wishes to those who are retiring . Thank you for your years of service to the District.

Thank you to all staff for providing rich learning opportunities throughout the school year.

Upcoming

June - Pride Month and National Indigenous History Month

June 21 - National Indigenous Peoples' Day

June 26 - Last Day of Classes

June 27 - School Closing Day

July 6 - Pride Parade

Public Interest Disclosure Act: Annual Report for the Greater Victoria School District (SD61) Fiscal Year 2025

BC's *Public Interest Disclosure Act* (PIDA) provides a safe, legally protected way for current BC public sector employees (**including school districts as of December 1, 2023**) to report serious or systemic issues of wrongdoing to their supervisor, a designated officer for the district, or to the Ombudsperson. PIDA prohibits people from retaliating against employees who speak up about potential wrongdoing in the public sector. PIDA is also sometimes referred to as the "Whistleblower" Act.

PIDA Definition: 7(1)(a) a serious act or omission that, if proven, would constitute an offence under an enactment of British Columbia or Canada.

More information about what constitutes wrongdoing is available online at
<https://bcombudsperson.ca/public-interest-disclosure/what-is-wrongdoing/>

Report

	2025
Section 38(1) Disclosures of wrongdoing in respect of SD61	0
Section 38 (2) Number of Disclosures received, including referrals of disclosures: and the number acted on:	0
Not acted on:	0
Number of investigations commenced as a result of a disclosure:	0
In the case of an investigation that results in a finding of wrongdoing	
(i) A description of wrongdoing,	0
(ii) Any recommendations, including those made by the Ombudsperson, and	0
(iii) Any corrective action taken in relation to the wrongdoing or the reasons why no corrective action was taken;	0
Any other information prescribed by regulation	0

Attestation

I certify that the above report is true and correct.



Deb Whitten
Superintendent of Schools

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 Associate Superintendent

Tom Aerts – Associate Superintendent

To: The Board of Education

From: Tom Aerts, Associate Superintendent

Date: June 16th, 2025

RE: Revised Policy 5147 - Inclusive Education: Supporting Every Learner

Background:

In alignment with our collective goal of creating equitable, inclusive and supportive learning environments for all students and as part of the Equity Ad Hoc Committee's ongoing efforts this year, the committee has undertaken a review of some of the existing school district Policies. Attached to this memo is the updated Policy 5147 – Inclusive Education: Supporting Every Learner. This Policy would replace both current policies, 5147 Inclusion of Students and 5148 Alternatives to the Integrated Classroom.

Rationale:

British Columbia promotes an inclusive education system where students with disabilities and diverse abilities are fully participating members of a community of learners. This updated Policy reaffirms our district's shared values and commitment to equity, dignity, and belonging for every student. It includes updates that reflect current provincial guidance, including language modernization, and current District practice.

Key Policy Highlights:

- Every student is welcomed and embraced as part of their catchment school learning community.
- Supports are tailored to ensure equitable access to rich, authentic educational experiences.
- In rare and extenuating circumstances, a process exists for temporary alternative placements, always with the goal of returning to the catchment school or an inclusive setting as soon as possible.
- Decisions are made collaboratively, with school staff, district teams, and parents/guardians, and when appropriate with the student working together throughout the process.

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.

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves revised Policy 5147 Inclusive Education: Supporting Every Learner

AND FURTHER,

that Policy 5148 – Alternatives to the Integrated Classroom is abandoned.

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



POLICY 5147

INCLUSION OF STUDENTS WITH SPECIAL NEEDS

Rationale:

In accordance with:

- a) current legislation indicating that unless the educational needs of a handicapped student indicate that the educational program should be provided otherwise, a Board shall provide a student with an educational program in classrooms where that student is integrated with other students who do not have handicaps, and
- b) the professional direction of making each educational environment more enabling for students with special needs, and
- c) the District's intention to provide equitable levels of service to students with special needs, regardless of setting,

all students will be welcomed in their catchment area schools. When the School-based Team becomes concerned that the student's personalized goals are not being met, the team, in consultation with parents will explore, plan and implement student program changes that will result in achievement of the policy goal.

Policy Statement:

The Board of Trustees is committed to the rights of all students to have an educational program that will maximize the opportunity for students to achieve their personalized learning goals. Specific student support/special education services will be provided in all schools in order to facilitate inclusion. Additional and/or alternative services will be provided, as resources permit, when the inclusive setting cannot provide the optimum opportunity for students to achieve the outlined goals.

Greater Victoria School District

Adopted: October 25, 1993

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



*The Greater Victoria School District is committed to
each student's success in learning within
a responsive and safe environment.*

POLICY 5148

ALTERNATIVES TO THE INTEGRATED CLASSROOM

The Board recognizes that a student with special needs should be placed in a setting other than a regular school classroom with age and grade peers only after the School and District have made all reasonable efforts to integrate the student, and it is clear that a combination of education in regular classes and supplementary support cannot meet their educational or social need; or there is clear evidence that partial or full placement in another setting is the most appropriate option after considering the educational needs of the student and of others.

When an alternative to a regular school class with age and grade peers is necessary, then placement in an alternate setting is to be done as part of a plan that is regularly reviewed and updated in consultation with parents and the school-based team with a view to returning the student to a regular school classroom as soon as it is feasible.

Greater Victoria School District

Approved: September 24, 2001

Revised: March 11, 2019

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POLICY 5147

~~INCLUSION OF STUDENTS WITH SPECIAL NEEDS~~

INCLUSIVE EDUCATION: SUPPORTING EVERY LEARNER

Rationale:

In accordance with:

- ~~a) current legislation indicating that unless the educational needs of a handicapped student indicate that the educational program should be provided otherwise, a Board shall provide a student with an educational program in classrooms where that student is integrated with other students who do not have handicaps, and~~
- ~~b) the professional direction of making each educational environment more enabling for students with special needs, and~~
- ~~c) the District's intention to provide equitable levels of service to students with special needs, regardless of setting,~~

~~all students will be welcomed in their catchment area schools. When the School-based Team becomes concerned that the student's personalized goals are not being met, the team, in consultation with parents will explore, plan and implement student program changes that will result in achievement of the policy goal.~~

British Columbia promotes an inclusive education system in which students with disabilities or diverse abilities are fully participating members of a community of learners. Inclusion describes the principle that all students are entitled to equitable access to learning, achievement and the pursuit of excellence in all aspects of their educational programs. The practice of inclusion is not necessarily synonymous with full integration in regular classrooms and goes beyond placement to include meaningful participation and the promotion of interaction with others.

In British Columbia, a Board of Education must provide a student who has disabilities or diverse abilities with an educational program in a classroom where the student is integrated with other students who do not have disabilities or diverse

abilities. To be successful, multiple layers of support must be provided within the classroom and school. Supports will reflect cultural safety through the purposeful planning and the development of an individual education plan, differentiation of classroom curriculum, instruction and assessment, the use of alternative or assistive technology, support from other adults and peers in the school, and strong home-school partnerships. The emphasis on educating students with disabilities or diverse abilities in neighborhood classrooms with their age and grade peers, however, does not preclude the appropriate use of different settings for specified time periods when the student's education programming determines this additional support is required.

Policy Statement:

~~The Board of Trustees is committed to the rights of all students to have an educational program that will maximize the opportunity for students to achieve their personalized learning goals. Specific student support/special education services will be provided in all schools in order to facilitate inclusion. Additional and/or alternative services will be provided, as resources permit, when the inclusive setting cannot provide the optimum opportunity for students to achieve the outlined goals.~~

The Greater Victoria School District promotes an inclusive and culturally responsive learning environment where the many ways in which diversity is expressed in classrooms and throughout school communities are celebrated. Every student is welcomed and embraced as part of their catchment school learning community. Supports are provided to students in their catchment school, so they have equitable access to rich and authentic educational experiences and have meaningful opportunities to participate and achieve.

In extenuating circumstances, after all reasonable efforts have been made to support the student in their catchment school, a process can be initiated to provide education and focused collaborative supports in a temporary alternative setting. This personalized planning and placement always aims for a transition back to the catchment school or another school as soon as possible. The process includes ongoing review, discussion and decision-making in collaboration with parents/guardians, the catchment school-based team, District staff, and when appropriate with the student.



*The Greater Victoria School District is committed to
each student's success in learning within
a responsive and safe environment.*

Greater Victoria School District

Adopted: October 25, 1993

Revised: June 16, 2025

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POLICY 5148

ALTERNATIVES TO THE INTEGRATED CLASSROOM

The Board recognizes that a student with special needs should be placed in a setting other than a regular school classroom with age and grade peers only after the School and District have made all reasonable efforts to integrate the student, and it is clear that a combination of education in regular classes and supplementary support cannot meet their educational or social need; or there is clear evidence that partial or full placement in another setting is the most appropriate option after considering the educational needs of the student and of others.

When an alternative to a regular school class with age and grade peers is necessary, then placement in an alternate setting is to be done as part of a plan that is regularly reviewed and updated in consultation with parents and the school-based team with a view to returning the student to a regular school classroom as soon as it is feasible.

Greater Victoria School District

Approved: September 24, 2001

Revised: March 11, 2019

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POLICY 5147

INCLUSIVE EDUCATION: SUPPORTING EVERY LEARNER

Rationale:

British Columbia promotes an inclusive education system in which students with disabilities or diverse abilities are fully participating members of a community of learners. Inclusion describes the principle that all students are entitled to equitable access to learning, achievement and the pursuit of excellence in all aspects of their educational programs. The practice of inclusion is not necessarily synonymous with full integration in regular classrooms and goes beyond placement to include meaningful participation and the promotion of interaction with others.

In British Columbia, a Board of Education must provide a student who has disabilities or diverse abilities with an educational program in a classroom where the student is integrated with other students who do not have disabilities or diverse abilities. To be successful, multiple layers of support must be provided within the classroom and school. Supports will reflect cultural safety through the purposeful planning and the development of an individual education plan, differentiation of classroom curriculum, instruction and assessment, the use of alternative or assistive technology, support from other adults and peers in the school, and strong home-school partnerships. The emphasis on educating students with disabilities or diverse abilities in neighborhood classrooms with their age and grade peers, however, does not preclude the appropriate use of different settings for specified time periods when the student's education programming determines this additional support is required.

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The Greater Victoria School District promotes an inclusive and culturally responsive learning environment where the many ways in which diversity is expressed in classrooms and throughout school communities are celebrated. Every student is welcomed and embraced as part of their catchment school learning community. Supports are provided to students in their catchment school, so they have equitable access to rich and authentic educational experiences and have meaningful opportunities to participate and achieve.



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In extenuating circumstances, after all reasonable efforts have been made to support the student in their catchment school, a process can be initiated to provide education and focused collaborative supports in a temporary alternative setting. This personalized planning and placement always aims for a transition back to the catchment school or another school as soon as possible. The process includes ongoing review, discussion and decision-making in collaboration with parents/guardians, the catchment school-based team, District staff, and when appropriate with the student.

Greater Victoria School District

Adopted: October 25, 1993

Revised: June 16, 2025

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

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4162 Fax (250) 475-4112

Deb Whitten – Superintendent

TO: The Board of Education

FROM: Deb Whitten, Superintendent of Schools

RE: 2025-2026 Board of Education Meeting Dates

DATE: June 16, 2025

The 2025-2026 Regular Open meetings of the Board will be held in-person at the School Board Office, 556 Boleskine Road, commencing at 6:30 p.m. on the following dates:

2025-2026 Regular Open Meetings of the Board
Monday, September 15, 2025
Monday, October 6, 2025
Monday, November 24, 2025
Monday, December 8, 2025
Monday, January 19, 2026
Monday, February 23, 2026
Monday, March 9, 2026
Monday, April 20, 2026
Monday, May 25, 2026
Monday, June 15, 2026

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approves the 2025-2026 Board of Education meeting dates.

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 Associate Superintendent

Tom Aerts – Associate Superintendent

To: The Board of Education

From: Tom Aerts, Associate Superintendent

Date: June 16, 2025

RE: School Calendar 2027-2028

Background:

Following consultations with CUPE 382, CUPE 947, the GVTA, VCPAC, VPVPA, and School Districts 62 and 63, a draft calendar was created for the 2027/28 school year. The draft calendar was published on our district website for 30 days to provide an opportunity for parents and representatives of the employees to provide comments to the Board with respect to the proposed school calendar.

Our goal is to align this calendar as closely as possible with our neighboring districts, Sooke and Saanich, while ensuring ample notice for community members. Ultimately, we will establish a three-year calendar extending through the 2027/28 school year.

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve the following 2027/2028 school calendar:

2027/2028 School Calendar*

School Opening September 7, 2027

First non-instructional day September 20, 2027

National Day for Truth and Reconciliation September 30, 2027

Thanksgiving October 11, 2027

Second non-instructional day October 22, 2027 (Province wide)

Remembrance Day November 11, 2027

Third non-instructional day November 26, 2027

Schools close for Winter vacation December 17, 2027

Schools re-open after Winter vacation January 4, 2028

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.

Fourth non-instructional day February 18, 2028
Family Day February 21, 2028
Schools close for Spring vacation March 17, 2028
Schools re-open after Spring vacation April 3, 2028
Good Friday April 14, 2028
Easter Monday April 17, 2028
Fifth non-instructional day May 19, 2028
Victoria Day May 22, 2028
Administrative Day and School Closing June 30, 2028
* Sixth non-instructional day to be chosen by each school

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



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: June 16, 2025
RE: **2026-2027 Annual Five-Year Capital Plan**

Annual Five-Year Capital Plan

The District is required to annually prepare and submit to the Ministry a five-year capital plan. The Ministry expects that the capital plan will reflect a strategy for balancing the supply of existing facilities against both current and projected enrolment demands. There is also an expectation that the capital plan will reflect the replacement or rejuvenation of existing facilities, including seismic upgrades and building envelope remediation.

The five-year capital plan includes both major and minor capital programs. The deadline for submission of the capital plan is as follows:

- Major Capital Programs (EXP, SMP) – June 30, 2025
- Minor Capital Programs (CNCP, PEP, SEP) – September 30, 2025
- Minor Capital Program (FIP) – October 1, 2025

The staggered deadlines allow for additional flexibility and time to plan over the summer; however, the District will be submitting both major and minor capital programs by June 30, 2025.

Major Capital Programs

Planning for major capital programs is over a five-year period. Major capital programs in the draft submission include:

- School Expansion Program (EXP) – increase capacity of existing school (includes additions)
- Seismic Mitigation Program (SMP) – seismically upgrade or replace existing school to mitigate seismic risk

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.

The **Major Capital Plan Submission** includes the following requests totalling **\$221,124,629**:

School Expansion Program (EXP) - Additions:

Reynolds Secondary	31,141,526
Cedar Hill Middle	15,002,449
	\$46,143,975

Seismic Mitigation Program (SMP):

Shoreline Middle	\$72,659,075
Reynolds Secondary	45,127,941
Northridge Elementary	20,758,807
Victoria West Elementary	12,180,187
Richmond Elementary	18,331,638
McKenzie Elementary	5,923,006
	\$174,980,654

Details for each of these projects can be located in the attached Final 2026-2027 Major Capital Submission Summary.

Minor Capital Programs

Planning for minor capital programs is over a one-year period. Minor capital programs in the draft submission include:

- Carbon Neutral Capital Program (CNCP) – energy-efficiency projects that lower carbon emissions
- Playground Equipment Program (PEP) – new or replacement universally accessible playgrounds
- School Enhancement Program (SEP) – renovate or upgrade buildings to help extend the life
- Food Infrastructure Program (FIP) – one-time capital costs for Feeding Futures Food Program

The **Minor Capital Plan Submission** includes the following requests totalling **\$5,910,000**:

Carbon Neutral Capital Program (CNCP):

Torquay Elementary	Electrical	\$500,000
Uplands Elementary	HVAC	700,000
Strawberry Vale Elementary	HVAC	500,000
Arbutus Middle	Energy	400,000
Lambrick Park Secondary	HVAC	700,000
		\$2,800,000

Playground Equipment Program (PEP):

Craigflower Elementary	Replacement	\$195,000
Victoria West Elementary	Replacement	195,000
Oaklands Elementary	Replacement	195,000
		\$585,000

School Enhancement Program (SEP):

South Park Elementary	Roofing	\$750,000
Central – various sites	Plumbing	200,000
Victoria High	HVAC	700,000
Central Middle	Electrical	250,000
Spectrum Secondary	Interior Construction	400,000
		\$2,300,000

Food Infrastructure Program (FIP):

Colquitz – various sites	Food Infrastructure	\$225,000
		\$225,000

Details for each of these projects can be located in the attached Draft 2026-2027 Minor Capital (CNCP, PEP, SEP) Submission Summary for a total of \$5,685,000 and Draft 2026-2027 Minor Capital (FIP) Submission Summary for a total of \$225,000.

Child Care Capital Planning

There are no requests for either minor or major capital projects for Child Care for 2026-2027.

Recommended Motions:**Major Capital Programs**

That the Official Trustee of School District No. 61 (Greater Victoria) approves the proposed Five-Year Capital Plan (Major Capital Programs) for 2026-2027, as provided on the Five-Year Capital Plan Summary for 2026-2027, for submission to the Ministry of Education and Child Care.

Minor Capital Programs

That the Board of Education of School District No. 61 (Greater Victoria) approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2026-2027, as provided on the Five-Year Capital Plan Summary for 2026-2027, for submission to the Ministry of Education and Child Care.

Supporting Documents

Final 2026-2027 Major Capital Plan Submission Summary
 Draft 2026-2027 Minor Capital (CNCP, PEP, SEP) Submission Summary
 Draft 2026-2027 Minor Capital (FIP) Submission Summary

Submission Summary

Submission Summary:	Major 2026/2027 2025-06-30 MAIN - K12
Submission Type:	Capital Plan
School District:	Greater Victoria (SD61)
Open Date:	2025-04-07
Close Date:	2025-06-30
Submission Status:	Draft

Submission Category	Sum Total Project Cost
Addition	\$46,143,975
Seismic	\$174,980,654
Total	\$221,124,629

ADDITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	156365	Reynolds Secondary	Addition	300 seat addition to meet secondary enrolment pressure.	\$31,141,526
2	160410	Cedar Hill Middle	Addition	4 classroom addition to meet middle school enrolment pressure.	\$15,002,449
				Submission Category Total:	\$46,143,975
SEISMIC					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	160418	Shoreline Middle	Full Replacement	Replace Shoreline Middle with a new facility.	\$72,659,075
2	150443	Reynolds Secondary	Partial Replacement	Seismic Upgrade of 6 H1 Blocks	\$45,127,941
3	150419	Northridge Elementary	Upgrade	Seismic Upgrade of 4 H1 Blocks	\$20,758,807
4	150473	Victoria West Elementary	Upgrade	Seismic Upgrade of 3 H1 Blocks	\$12,180,187
5	150444	Richmond Elementary	Upgrade	Seismic Upgrade of 3 H1 Blocks	\$18,331,638
6	150409	Mckenzie Elementary	Upgrade	Seismic Upgrade of 1 H1 Block, 1 H2 Block and 1 H3 Block.	\$5,923,006
				Submission Category Total:	\$174,980,654

Submission Summary

Submission Summary:	Minor 2026/2027 2025-09-30 MAIN - K12
Submission Type:	Capital Plan
School District:	Greater Victoria (SD61)
Open Date:	2025-04-07
Close Date:	2025-09-30
Submission Status:	Draft

Submission Category	Sum Total Funding Requested
CNCP	\$2,800,000
SEP	\$2,300,000
PEP	\$585,000
Total	\$5,685,000

CNCP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	168648	Torquay Elementary	Electrical (CNCP)	Six air handling units are at end of life and need replacing.	\$500,000
2	160412	Uplands Elementary	HVAC (CNCP)	Boiler replacement with energy efficient condensing boilers and DDC installation.	\$700,000
3	168676	Strawberry Vale Elementary	HVAC (CNCP)	Single boiler nearing end of life and needs replacement.	\$500,000
4	168688	Arbutus Global Middle School	Energy (CNCP)	Replace pneumatic heating valves and thermostats.	\$400,000
5	151404	Lambrick Park Secondary	HVAC (CNCP)	Replace existing boilers with new energy efficient units. New units will decrease GHG and save on energy. Current boilers are the oldest in the SD.	\$700,000
Submission Category Total:					\$2,800,000
PEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	168611	Craigflower Elementary	Replacement (PEP)	Craigflower has an aged wooden play structure that should be removed. The school and community will benefit from an accessible playgrounds for years to come.	\$195,000
2	152033	Victoria West Elementary	Replacement (PEP)	Vic West has a diverse community of needs and the students and community will benefit from an accessible playground. The school does not have an accessible playground on site and has one play space that is located down a long non-accessible pathway to the field below.	\$195,000
3	168649	Oaklands Elementary	Replacement (PEP)	Oaklands has a diverse selection of playground structure that are in various states of needing repairs and replacement. The school community has varied needs that will benefit from an accessible playground.	\$195,000
Submission Category Total:					\$585,000

Submission Summary

SD Category Rank	Project Number	Facility/Site	Project Type	SEP	
				Project Description	Total Funding Requested
1	164563	South Park Family School	Roofing (SEP)	Phase 4 - Roof and terracotta and finial replacement for Heritage roof.	\$750,000
2	168747	Central Middle School	Plumbing (SEP)	Sprinkler head replacement at various sites.	\$200,000
3	168609	Victoria High School	HVAC (SEP)	Woodshop dust collector upgrade	\$700,000
4	168742	Central Middle School	Electrical (SEP)	Replace access points and switches at the following sites - Spectrum, Lansdowne North, Central, Gordon Head, Willows, Cloverdale, Campus View, and Mt.Doug.	\$250,000
5	151686	Spectrum Community School	Interior Construction (SEP)	Gym floor replacements. The current gym floors are in need of replacement as they have had some water damage. The replacement will be safer for the occupants while improving occupant comfort and reduce overall maintenance.	\$400,000
				Submission Category Total:	\$2,300,000

Submission Summary

Submission Summary:	Minor 2026/2027 2025-10-01 FIP
Submission Type:	Capital Plan
School District:	Greater Victoria (SD61)
Open Date:	2025-04-07
Close Date:	2025-10-01
Submission Status:	Draft

Submission Category	Sum Total Funding Requested
SEP	\$225,000
Total	\$225,000

SEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	168868	Colquitz Middle School	Food Infrastructure (SEP)	Kitchen expansions due to the increased needs to Colquitz, Northridge, Glanford, Reynolds, SJ Burnside, and Esquimalt.	\$225,000
Submission Category Total:					\$225,000

MONTHLY FINANCIAL REPORT - OPERATING REVENUES - May 2025

	2024-2025						2023-2024				
	Budget	May 2025	YTD	Available	%		Budget	May 2024	YTD	Available	%
602 CE/HL OTHER FEES	200	110	590	(390)	-195%	!!	50	0	40	10	20%
605 CE/HL REGISTRATION FEES	10,100	1,750	12,985	(2,885)	-29%	!!	7,300	760	9,360	(2,060)	-28%
621 MINISTRY BLOCK FUNDING	235,798,018	23,665,302	211,270,890	24,527,128	10%	!!	222,323,877	22,307,027	199,288,610	23,035,267	10%
629 OTHER MIN OF ED GRANTS	4,854,111	983,548	4,648,999	205,112	4%	!!	6,022,939	1,128,299	5,806,319	216,620	4%
641 REVENUE -OTHER PROV MINISTRIES	252,749	0	225,729	27,020	11%	!!	289,983	0	247,118	42,865	15%
642 REVENUE -OTHER SCHOOL DISTRICTS	2,240	500	2,240	0	0%	!!	500	500	500	0	0%
644 CE/HL COURSE FEES	3,500	550	2,050	1,450	41%	!!	8,500	560	3,410	5,090	60%
645 REVENUE-CAFETERIA	265,053	27,373	264,429	624	0%	!!	224,554	27,675	224,526	28	0%
647 OFFSHORE STUDENTS TUITION FEES	15,928,547	33,834	16,110,851	(182,304)	-1%	!!	16,378,362	(5,841)	16,553,481	(175,119)	-1%
648 LOCAL EDUCATION AGREEMENTS	795,694	0	596,771	198,923	25%	!!	925,099	0	705,179	219,920	24%
649 MISC FEES & REVENUE	2,274,549	540,087	2,014,266	260,283	11%	!!	1,952,235	371,199	1,798,814	153,421	8%
651 COMMUNITY USE OF FACILITIES	2,527,507	184,189	2,449,894	77,613	3%	!!	1,932,549	114,283	1,686,984	245,565	13%
652 COMMUNITY USE OF FIELDS	120,000	26,618	143,984	(23,984)	-20%	!!	82,857	25,110	87,317	(4,460)	-5%
653 COMMUNITY USE OF THEATRE	148,608	24,764	143,173	5,435	4%	!!	72,235	21,554	139,426	(67,191)	-93%
654 PARKING FEES	31,970	2,813	32,751	(781)	-2%	!!	35,878	3,797	22,480	13,398	37%
655 RENTALS LIAB INS REVENUE	10,183	(110)	10,183	0	0%	!!	6,361	568	7,127	(766)	-12%
659 OTHER RENTALS & LEASES	899,180	59,811	518,274	380,906	42%	!!	796,900	62,575	766,041	30,860	4%
661 INTEREST	15,720	2,401	24,300	(8,580)	-55%	!!	74,447	4,241	56,864	17,583	24%
669 INVESTMENT REVENUE	1,665,410	146,512	1,608,292	57,118	3%	!!	2,067,004	222,858	1,936,250	130,754	6%
671 SURPLUS FROM PRIOR YEAR	6,317,792	0	9,060,318	(2,742,526)	-43%	!!	6,224,545	0	6,841,658	(617,113)	-10%
GRAND TOTAL	271,921,131	25,700,053	249,140,968	22,780,163	8%		259,426,175	24,285,165	236,181,503	23,244,672	9%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - May 2025

	2024-2025							2023-2024						
	Budget	May 2025	YTD	Encumbrances	Total Exp	Available	% !!	Budget	May 2024	YTD	Encumbrances	Total Exp	Available	%
SALARIES														
111 CERTIFICATED TEACHERS	112,451,899	11,194,433	100,443,255		100,443,255	12,008,644	11%	107,805,398	10,862,734	97,242,277		97,242,277	10,563,121	10%
112 P&VP SALARIES	14,734,188	1,267,092	13,527,947		13,527,947	1,206,241	8%	14,454,646	1,219,721	13,288,756		13,288,756	1,165,890	8%
114 ALLIED SPECIALISTS	2,174,555	230,529	1,961,753		1,961,753	212,802	10%	2,113,172	196,404	1,761,095		1,761,095	352,077	17%
115 DEPARTMENT HEAD ALLOWANCES	302,830	30,099	271,683		271,683	31,147	10%	292,727	28,931	262,512		262,512	30,215	10%
120 EXEMPT STAFF (CERT)	1,235,773	127,805	1,116,098		1,116,098	119,675	10%	1,100,838	156,047	1,035,640		1,035,640	65,198	6%
121 EXEMPT STAFF (NON-CERT)	4,153,956	468,343	3,850,528		3,850,528	303,428	7%	3,992,795	448,259	3,644,768		3,644,768	348,027	9%
122 CUSTODIANS	2,142,852	164,461	1,930,886		1,930,886	211,966	10%	1,988,643	176,898	1,785,073		1,785,073	203,570	10%
123 JANITORS	4,312,045	322,872	3,826,712		3,826,712	485,333	11%	4,163,953	315,661	3,693,460		3,693,460	470,493	11%
125 FOREPERSONS	603,994	43,430	508,398		508,398	95,596	16%	619,901	42,656	559,854		559,854	60,047	10%
126 TRADES/LABOURERS	4,393,464	346,507	3,626,337		3,626,337	767,127	17%	4,295,183	331,486	3,632,616		3,632,616	662,567	15%
131 SCHOOL ASSISTANT SALARIES	23,339,505	3,280,926	20,241,633		20,241,633	3,097,872	13%	21,372,666	2,825,811	17,926,430		17,926,430	3,446,236	16%
142 CLERICAL SALARIES	10,371,016	1,251,154	9,107,357		9,107,357	1,263,659	12%	9,941,355	1,207,705	8,736,817		8,736,817	1,204,538	12%
161 TTOC SALARIES	12,137,598	1,183,532	11,651,651		11,651,651	485,947	4%	11,774,318	1,127,036	10,382,693		10,382,693	1,391,625	12%
165 RELIEF LABOUR	576,370	70,030	576,906		576,906	(536)	0%	543,391	53,035	462,245		462,245	81,146	15%
166 382 EXTRA STAFF SALARIES	518,341	(614)	461,594		461,594	56,747	11%	411,200	13,305	293,002		293,002	118,198	29%
167 SCHOOL ASSIST RELIEF	938,128	178,094	926,752		926,752	11,376	1%	928,522	220,606	948,886		948,886	(20,364)	-2%
168 CASUAL CLERICAL SALARIES	80,808	2,980	45,478		45,478	35,330	44%	103,092	8,679	60,248		60,248	42,845	42%
170 FRENCH LANGUAGE ASSISTANT	0	0	0		0	0	0%	28,700	2,769	28,851		28,851	(151)	-1%
191 TRUSTEES INDEMNITY	244,145	18,750	225,395		225,395	18,750	8%	249,260	21,143	228,117		228,117	21,143	8%
199 RECOVERIES	(111,155)	(11,116)	(103,926)		(103,926)	(7,229)	7%	(138,111)	(13,313)	(139,184)		(139,184)	1,073	-1%
TOTAL -- SALARIES	194,600,312	20,169,307	174,196,435	0	174,196,435	20,403,877	10%	186,041,649	19,245,574	165,834,153	0	165,834,153	20,207,496	11%
BENEFITS														
211 TEACHER BENEFITS	28,091,070	3,339,831	24,951,616		24,951,616	3,139,454	11%	26,648,784	3,192,003	23,857,596		23,857,596	2,791,188	10%
212 P&VP BENEFITS	3,027,088	314,570	2,803,801		2,803,801	223,287	7%	3,024,482	300,888	2,705,704		2,705,704	318,778	11%
214 ALLIED SPECIALISTS BENEFITS	544,850	66,130	491,651		491,651	53,199	10%	458,559	56,736	411,934		411,934	46,625	10%
215 DEPT HEAD ALLOWANCE BENEFITS	75,663	8,745	66,542		66,542	9,121	12%	71,718	8,210	62,252		62,252	9,466	13%
218 EMPLOYEE FUTURE BENEFITS EXPENSE	436,067	1,040	(158,503)		(158,503)	594,570	136%	448,142	1,038	(133,996)		(133,996)	582,138	130%
220 EXEMPT (CERT) - BENEFITS	233,799	25,809	210,535		210,535	23,264	10%	209,160	31,761	201,357		201,357	7,803	4%
221 EXEMPT (N-CERT) BENEFITS	780,576	95,384	712,961		712,961	67,615	9%	778,592	92,610	681,413		681,413	97,179	12%
222 CUSTODIAN BENEFITS	492,659	41,172	486,747		486,747	5,912	1%	443,427	35,474	423,445		423,445	19,982	5%
223 JANITOR BENEFITS	991,273	83,068	982,798		982,798	8,475	1%	928,127	79,067	922,473		922,473	5,654	1%
225 FOREPERSONS BENEFITS	138,863	10,731	117,983		117,983	20,880	15%	135,946	9,347	113,485		113,485	22,461	17%
226 TRADES/LABOURER BENEFITS	1,009,621	86,382	878,622		878,622	130,999	13%	952,394	69,469	794,689		794,689	157,705	17%
231 SCHOOL ASSISTANT BENEFITS	5,938,330	802,302	5,209,684		5,209,684	728,646	12%	5,372,539	713,518	4,674,227		4,674,227	698,312	13%
242 CLERICAL BENEFITS	2,653,717	314,633	2,417,531		2,417,531	236,186	9%	2,488,906	296,272	2,279,675		2,279,675	209,231	8%
261 TTOC BENEFITS	2,549,170	288,509	2,608,752		2,608,752	(59,582)	-2%	2,324,214	271,401	2,274,777		2,274,777	49,437	2%
265 RELIEF LABOUR BENEFITS	65,707	8,799	75,165		75,165	(9,458)	-14%	58,856	6,789	56,847		56,847	2,009	3%
266 382 EXTRA STAFF BENEFITS	65,252	(194)	59,301		59,301	5,951	9%	43,850	3,361	33,137		33,137	10,713	24%
267 RELIEF ASSISTANT BENEFITS	107,846	20,425	108,917		108,917	(1,071)	-1%	102,200	26,399	111,991		111,991	(9,791)	-10%
268 CASUAL CLERICAL BENEFITS	9,170	349	6,063		6,063	3,107	34%	11,538	985	7,820		7,820	3,718	32%
270 FLA BENEFITS	0	0	0		0	0	0%	3,186	310	3,049		3,049	137	4%
291 TRUSTEE BENEFITS	19,775	1,490	18,958		18,958	817	4%	18,445	1,722	18,218		18,218	227	1%
TOTAL -- BENEFITS	47,230,496	5,509,178	42,049,124	0	42,049,124	5,181,373	11%	44,523,065	5,197,357	39,500,094	0	39,500,094	5,022,971	11%
SERVICES & SUPPLIES														
311 AUDIT	33,630	0	0		0	33,630	100%	28,448	0	4,572		4,572	23,876	84%
312 LEGAL	784,238	131,761	717,695		717,695	66,543	8%	425,000	79,124	377,910		377,910	47,090	11%
323 SOFTWARE MAINTENANCE	1,378,120	16,231	1,430,311		1,430,311	(52,191)	-4%	1,184,331	14,633	1,150,313	59,344	1,209,657	(25,326)	-2%
324 HARDWARE MAINTENANCE	120,070	0	50,248		50,248	69,822	58%	118,130	0	100,058		100,058	18,072	15%
331 CONTRACTED TRANSPORTATION	1,182,189	3,100	750,095	435,445	1,185,541	(3,352)	0%	949,569	101,839	736,256	316,002	1,052,259	(102,690)	-11%
332 TRANSPORTATION ASSISTANCE	40,676	3,055	35,723		35,723	4,953	12%	41,537	3,965	33,571		33,571	7,966	19%
334 SCHOOL JOURNEYS	113,499	9,561	62,137		62,137	51,362	45%	104,328	8,893	141,082		141,082	(36,754)	-35%
341 PRO-D & TRAVEL	1,162,368	73,580	781,023	3,961	781,345	381,023	33%	999,424	51,817	622,739	1,152	376,685	376,685	38%
342 TRAVEL MILEAGE	4,602	949	7,219		7,219	(2,617)	-57%	6,595	2,327	11,209		11,209	(4,614)	-70%
343 LOCAL MILEAGE	72,748	6,765	53,294		53,294	19,454	27%	69,537	6,559	53,137		53,137	16,400	24%
364 LEASES	62,851	5,894	49,896		49,896	12,955	21%	21,851	2,905	24,894		24,894	(3,043)	-14%
371 MEMBERSHIP FEES	142,620	136	142,611		142,611	9	0%	130,841	5,785	135,297		135,297	(4,456)	-3%
391 PREMIUMS	634,389	(9,790)	623,534		623,534	10,855	2%	535,970	(8,470)	526,232		526,232	9,738	2%
399 SERVICES RECOVERY	(960)	0	(16,263)		(16,263)	15,303	-1594%	0	0	(10,793)		(10,793)	10,793	0%

MONTHLY FINANCIAL REPORT - OPERATING EXPENDITURES - May 2025

	2024-2025							2023-2024						
	Budget	May 2025	YTD	Encumbrances	Total Exp	Available	% !!	Budget	May 2024	YTD	Encumbrances	Total Exp	Available	%
421 VISA EXPENSE	23,900	1,727	26,321		26,321	(2,421)	-10% !!	17,630	5,869	35,210		35,210	(17,580)	-100%
422 BANK SERVICE CHARGES	73,902	6,014	62,737		62,737	11,165	15% !!	204,555	16,844	185,352		185,352	19,203	9%
431 LAND TELEPHONE	173,500	14,672	158,395		158,395	15,105	9% !!	167,400	17,585	154,188		154,188	13,212	8%
438 CELL PHONES	204,960	15,281	179,638		179,638	25,322	12% !!	206,981	16,454	182,687		182,687	24,294	12%
439 DIGITAL SERVICES RECOVERY	845,987	0	0		0	845,987	100% !!	843,350	0	843,350		843,350	0	0%
441 POSTAGE	33,340	1,352	18,643		18,643	14,697	44% !!	39,764	778	25,182		25,182	14,582	37%
444 COURIER SERVICE	19,946	2,670	20,219		20,219	(273)	-1% !!	16,902	1,200	18,714		18,714	(1,812)	-11%
445 ADVERTISING	118,690	4	111,942		111,942	6,748	6% !!	114,187	1,008	85,104		85,104	29,083	25%
446 PHOTOCOPYING	252,860	24,415	260,107		260,107	(7,247)	-3% !!	265,474	24,061	248,761		248,761	16,713	6%
447 PRINTING SERVICES	23,455	1,604	24,179		24,179	(724)	-3% !!	10,038	1,766	5,711		5,711	4,327	43%
448 AGENT FEE	1,531,620	8,531	1,434,383		1,434,383	97,237	6% !!	1,414,010	42,568	1,595,925		1,595,925	(181,915)	-13%
450 GRANTS	114,148	0	46,312		46,312	67,836	59% !!	69,890	23,670	69,889		69,889	1	0%
451 CULTURAL ENRICHMENT	7,800	0	0		0	7,800	100% !!	0	0	0		0	0	0%
452 HONORARIA	23,145	8,650	25,170		25,170	(2,025)	-9% !!	13,237	12,600	24,725		24,725	(11,488)	-87%
453 SCHOLARSHIPS	23,610	0	6,500		6,500	17,110	72% !!	27,209	(500)	11,200		11,200	16,009	59%
457 GIFT / GIFT CERTIFICATES	1,534	40	848		848	686	45% !!	1,770	94	1,601		1,601	169	10%
460 LICENCES	24,710	0	20,682		20,682	4,028	16% !!	24,709	0	24,709		24,709	0	0%
462 SECURITY	95,000	10,979	89,868	14,935	104,803	(9,803)	-10% !!	84,000	4,166	83,111	2,362	85,473	(1,473)	-2%
467 FLEET TELEMATICS	29,500	4,099	36,438	727	37,165	(7,665)	-26% !!	24,500	632	13,079		13,079	11,421	47%
469 MISCELLANEOUS SERVICES	3,848,408	265,872	2,931,618	399,774	3,331,393	517,015	13% !!	3,369,070	186,293	2,866,638	303,335	3,169,972	199,098	6%
481 PORTABLE MOVES	60,000	0	5,861		5,861	54,139	90% !!	(5,000)	0	(5,000)		(5,000)	0	0%
499 COST RECOVERIES	0	0	0		0	0	0% !!	0	0	(3,343)		(3,343)	3,343	0%
501 CAFETERIA FOOD	344,033	27,171	276,816		276,816	67,217	20% !!	308,353	27,710	276,035		276,035	32,318	10%
503 WOOD	5,079	26	9,292		9,292	(4,213)	-83% !!	9,073	174	14,659		14,659	(5,586)	-62%
504 METAL	2,923	2,027	2,897		2,897	26	1% !!	2,206	494	2,924		2,924	(718)	-33%
505 APPLIED TECHNOLOGY SUPPLIES	453	0	452		452	1	0% !!	0	0	0		0	0	0%
508 AUTOMOTIVE	0	297	297		297	(297)	0% !!	0	0	0		0	0	0%
511 ADMINISTRATIVE SUPPLIES	328,518	39,649	347,814		347,814	(19,296)	-6% !!	381,820	33,046	266,726		266,726	115,094	30%
512 COPY/PRINTER SUPPLIES	212,404	26,547	222,908		222,908	(10,504)	-5% !!	209,250	24,362	208,851		208,851	399	0%
514 JANITORIAL SUPPLIES	562,000	36,549	627,347		627,347	(65,347)	-12% !!	562,000	69,527	628,274	1,101	628,274	(66,274)	-12%
515 VEHICLE SUPPLIES	160,275	5,658	150,843		150,843	9,432	6% !!	104,650	18,772	130,261		130,261	(25,611)	-24%
516 MEDICAL SUPPLIES	3,737	774	3,035		3,035	702	19% !!	3,005	862	4,455		4,455	(1,450)	-48%
517 TIRE PURCHASES	33,000	2,685	24,858		24,858	8,142	25% !!	25,000	5,014	31,400		31,400	(6,400)	-26%
518 VEHICLE FUEL PURCHASES	180,534	22,420	196,137		196,137	(15,603)	-9% !!	180,534	23,650	206,419		206,419	(25,885)	-14%
519 INSTRUCTIONAL SUPPLIES	8,007,000	393,238	2,818,050	234,470	3,052,520	4,954,480	62% !!	7,281,508	251,591	2,641,624	73,775	2,715,399	4,566,109	63%
520 BOOKS & GUIDES	395,401	34,593	251,187		251,187	144,214	36% !!	564,510	25,511	305,190		305,190	259,320	46%
525 MAGAZINES & PERIODICALS	3,024	36	3,624		3,624	(600)	-20% !!	3,009	155	2,740		2,740	269	9%
530 AUDIO VISUAL MATERIALS	278	0	277		277	1	0% !!	110	0	176		176	(66)	-60%
534 SOFTWARE	21,895	8	24,384		24,384	(2,489)	-11% !!	18,007	(31)	14,800		14,800	3,207	18%
541 LIGHT & POWER	1,528,000	114,314	1,205,403		1,205,403	322,597	21% !!	1,579,000	121,462	1,277,386		1,277,386	301,614	19%
551 GAS	1,342,000	140,129	1,165,024		1,165,024	176,976	13% !!	1,760,000	80,496	993,143		993,143	766,857	44%
552 OIL	39,250	0	31,759		31,759	7,491	19% !!	59,200	0	46,037		46,037	13,163	22%
561 WATER	533,000	45,519	481,426		481,426	51,574	10% !!	592,700	25,649	510,848		510,848	81,852	14%
562 SEWER USER CHARGE	310,000	39,932	285,736		285,736	24,264	8% !!	314,000	23,254	256,346		256,346	57,654	18%
563 STORMWATER	116,170	0	116,170		116,170	0	0% !!	105,000	0	91,312		91,312	13,688	13%
572 GARBAGE DISPOSAL	200,000	23,202	201,257		201,257	(1,257)	-1% !!	183,500	19,683	157,310		157,310	26,190	14%
581 FURNITURE & EQUIP PURCH	620,575	50,879	604,430	99,614	604,043	16,532	3% !!	879,159	89,902	752,666	102,821	855,486	23,673	3%
582 VEHICLE PURCHASES	65,000	0	33,915		33,915	31,085	48% !!	65,000	0	1,635		1,635	63,365	97%
590 COMPUTER PURCHASES	2,213,597	179,089	1,430,949	639,359	2,070,308	143,289	6% !!	2,198,102	329,846	2,089,671		2,089,671	108,431	5%
594 RECONCILIATION ADJUSTMENTS	0	331	(3,244)		(3,244)	3,244	0% !!	0	978	9,374		9,374	(9,374)	0%
595 INTERFUND TRANSFER	40,875	0	0		0	40,875	100% !!	0	0	0		0	0	0%
599 SUPPLIES RECOVERIES	(439,753)	(65,302)	(462,104)		(462,104)	22,351	-5% !!	(52,472)	332	(77,929)		(77,929)	25,457	-49%
TOTAL -- SERVICES & SUPPLIES	30,090,323	1,726,921	20,094,682	1,828,286	21,922,968	8,167,355	27% !!	28,861,461	1,796,905	21,213,348	859,893	22,073,241	6,788,220	24%
GRAND TOTAL	271,921,131	27,405,406	236,340,241	1,828,286	238,168,527	33,752,604	12% !!	259,426,175	26,239,837	226,547,595	859,893	227,407,488	32,018,687	12%

2024-2025 Budget Change Report: May 2025 - Operating

	Revenue	Expenses
2024-2025 Amended Annual Budget - Operating (Board Approved Feb 25-25)	\$ 264,486,750	\$ 266,400,066
Amended Surplus Appropriation (Board Approved February 26-24)		
Budgeted Prior Year Surplus Appropriation	1,913,316	-
	1,913,316	-
	266,400,066	266,400,066
Changes - subsequent to Amended Budget		
Misc Donations and Revenues to February 28	28,149	28,149
South Island Partnership Grants	20,500	20,500
Misc Donations and Revenues to March 31	36,252	36,252
BC Hydro Commercial Energy Manager Program additional funding	10,000	10,000
February 2025 Inclusive Education Enrolment Growth	506,470	506,470
February 2025 New Refugee & ELL Enrolment Growth	127,646	127,646
February 2025 Continuing Education Enrolment Decline	(17,686)	-
February 2025 Distributed Learning Enrolment Decline	(12,324)	-
February 2025 Pathways & Partnerships Enrolment Decline	(4,458)	-
Labour Settlement Funding for Teachers' Professional Development	158,289	-
ELC Pathway Project	7,500	7,500
Misc Donations and Revenues to April 30	15,095	15,095
Reduced SkilledTradesBC Funding	(33,900)	(33,900)
Additional Facilities Custodial Rental Revenue	202,765	84,696
Additional Facilities Rental Liability Insurance Revenue	1,311	-
Misc Donations and Revenues to May 31	55,355	55,355
Total Changes:	1,100,964	857,763
2024-2025 Amended Budget - Operating to May 31, 2025	\$ 267,501,030	\$ 267,257,829
Unrestricted Operating Surplus (Contingency)		
District (Board Approved Sep 23-24)	\$ 1,000,000	
0.40% of previous year's operating expense	\$ 1,000,000	

2024-2025 Budget Change Report: May 2025 - Special Purpose

National School Food Program
2024/2025 Grant

Revenue	Expenses
86,275	86,275
86,275	86,275

2024-2025 Budget Change Report: May 2025 - Capital

	Revenue	Expenses
Local Capital		
Interest Income to May 31	39,892	-
	39,892	-
Ministry of Education and Child Care Restricted		
Interest Income to May 31	250,183	-
	250,183	-



FACILITIES SERVICES

491 CECILIA AVENUE, VICTORIA, BRITISH COLUMBIA V8T 4T4
PHONE (250) 920-3400 FAX (250) 920-3461

Quarterly Update June 16, 2025

Maintenance Services | Minor Capital | Major Capital | Operations
Transportation | Networks / Communication / Security | Climate / Energy Management

QUARTERLY VANDALISM

Type	Quantity	Notes
Tagging - Graffiti	50	Both internal and external graffiti
Windows	10	Full window replacements at various sites
Internal Damage - General	7	Toilet paper/soap dispensers, drywall damage, motion sensor and locker door removed and toilet stall door damaged
External Damage	17	Debris in lock, damaged door window, nature playground vandalized and broken sprinkler heads. 13 work orders were submitted because of vandalism to locks (both interior and exterior locks).

BUILDING MAINTENANCE SERVICES

- **Work Orders** – 1,653 work orders completed.
- **South Park** – Annex shoring design complete and team working on funding and implementation.
- **Gordon Head** – Exterior painting underway with completion this summer.
- **Central** – Interior painting 95% completed with gym to be completed over the summer months.
- **Arbutus** – Exterior painting underway.
- **Spectrum Foods Kitchen** – Cabinetry complete and installation over summer months.
- **District Repairs / Replacements**
 - Ongoing door repairs, windows, cabinet mounting, and shelving requests.
 - Ongoing heating work orders, mechanical repairs, and sheet metal (gutter install repair). Team is working to turn off boilers.
 - Team is working to complete all the SPP projects.

ACCESSIBILITY PROJECTS

- **Colquitz** – Inclusive room nearing completion. Converted portion of gym change room to inclusive room with sink, hallway access, lighting, track and window.
- **Oaklands** – Inclusive room nearing completion. Converted washroom and storage area to accommodate hospital bed with track and sink and hallway access.

- **Esquimalt** – Bathroom renovation to accommodate change table. Project to occur over the summer months.

MINOR CAPITAL

- **Lambrick Park Building Upgrade** – Project nearing completion. Waiting on installation and arrival of gym doors.
- **Foods Program** – Millwork being completed on multiple sites. Preparation for work to be completed this summer.
- **Vic High Outdoor Washroom** – Finishing stages for mechanical/electrical. Interior and exterior paint has been completed.
- **Sundance-Bank** – Permit for portable received. Portable has been moved on site, and civil and electrical nearing completion.
- **South Park** – Scaffolding erected and slate roof installation underway.
- **Upcoming DDC Upgrades** – The following schools are receiving DDC upgrades: Mount Doug, Margaret Jenkins, Shoreline, Strawberry Vale and Vic West.

CHILDCARE UPDATE

- **McKenzie** – Waiting on occupancy.
- **Vic High** – Interior drywall underway followed by installation of flooring and cabinetry.
- **Esquimalt** – Building permit pending.
- **Tolmie** – Boarding and mudding to be completed this week in preparation to start interior painting and finishing for all trades.
- **Glanford** – Site has been excavated, screw piles installed as per Geotech, and working on foundation walls.
- **Uplands** – In the final building permit review stage.
- **Strawberry Vale** – In the final building permit review stage.

OPERATIONS

Custodial

- Completion of all Middle schools to the new Ecolab dispenser and chemicals. Inventory control in place for reduction of chemical spending, e.g. transfer of chemicals from Middle schools to Elementary schools for use.
- Ordered and received 600 plastic totes for teacher, Principal and Vice-Principal moves.

Rentals

- April was busy with elections being held at 17 of our sites over 5 days including the long weekend.
- Total of 2,000.50 rental hours from March – May (Internal 138.5 hours and External 1862.00 hours).

Cartage

- Cartage completed 1,461 pick-up and delivery work orders with 1,000 X 5 books delivery at 75.59% of the work orders.

TRANSPORTATION, and GROUNDS

Transportation

- 197 regular and 125 inclusive students have registered for bussing for the 2025/26 school year.
- Inclusive bus routes will be built and reviewed by our contractor prior to July 31, 2025.
- School District dump truck with major transmission failure will be taken to auction.
- Our skid steer (Bobcat) with major electrical failure, main distribution box failure, and parts no longer available, will be taken to auction.
- Both boom trucks out for service due to major repairs required.

Grounds

- Six returning students have been hired for the spring/summer grounds crew.
- Team is preparing to complete summer maintenance on all fields and playgrounds throughout the district and are currently finishing all the school funded projects.

NETWORKS, COMMUNICATION, INFRASTRUCTURE and SECURITY DEPARTMENT

- Cloverdale Elementary is now on the FOB system.
- Networks has started terminating cables at Cedar Hill Middle School.
- Security upgrades were completed at Vic West, Lansdowne North, Tolmie, and Campus View, including lockdown buttons at the schools.
- Security cameras were added to Frank Hobbs and Colquitz to help reduce targeted areas and the system at Vic High was expanded to provide complete coverage.
- New projection systems were installed in the gyms of Lansdowne, Spectrum, James Bay, and Torquay.
- Networks continues to work with IT to replace legacy switches and access points throughout the district.
- Aged-out Smart Board projectors were upgraded to new TEC packages at View Royal (2) and Mount Doug (1).
- The phone system at Victor was upgraded.
- PA upgrades were completed at Tillicum, Frank Hobbs, and Victor, and all 3 received new, or additional, outdoor speakers for improved safety.
- Spectrum and Vic High have had their interior doors rekeyed to the new district key policy, with Reynolds underway.
- 128 FOB requests were processed between March 31 and June 10.

CLIMATE and ENERGY

2024/25 LED lighting upgrades completed

- Estimated 359,000 kWh annual electrical savings, equates to over \$40,000 in electricity savings per year.
- \$50,000 in rebates collected.

2025/26 LED lighting upgrades applications completed

- Central Middle School, Spectrum Large Gym and Lambrick Park Math wing.
- Estimated 159,000 kWh annual savings to be generated.

Continuous optimization of building

- Over 200,000 kWh annual savings created for 2024/25 year.
- 6 buildings will be investigated for the 2025/26 year. Estimated savings of 205,000 annual kWh (electricity and natural gas).

2025/26 Energy Wise Network Campaign

- Planning underway for 2025/26 school year.

Lambrick Park Gym HRV Pneumatic to electric controls upgrade now operational

- Annual Electrical savings 49,000 kWh.
- Return on investment less than one year.

2024 Climate Change Accountability Report

- Completed and can be found on the [district website](#).

MAJOR CAPITAL

Cedar Hill Middle School Seismic School Replacement

- This project includes the construction of a new Cedar Hill Middle School on the field adjacent to the existing building, which will be demolished once construction is completed.
- The schedule is currently on track, with the building anticipated to receive an occupancy permit on August 6, in readiness for the start of classes in September 2025. Total project completion (including demolition of existing school, landscaping, geothermal loop etc.) is anticipated by June 2026.
- Work currently underway includes painting (final coat), door and door hardware installation, millwork installation, electrical/mechanical finishing and exterior hardscaping work.
- Of the total project budget of \$45,394,542 there is \$15,698,477 remaining. The project is anticipated to be completed within budget.
- There is a \$4.6M risk reserve being held by the Ministry for this project. There are no newly identified risks this period. Possible implementation and impacts of US tariffs are being monitored.

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer

The Board of Education discussed the following matters:

- Administration

General decisions made by the Board:

- Administration

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

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

The Board of Education discussed the following matters:

- Administration
- Facilities

General decisions made by the Board:

- Administration
- Facilities

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer

The Board of Education discussed the following matters:

- Personnel

General decisions made by the Board:

- Personnel

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer

The Board of Education discussed the following matters:

- Administration

General decisions made by the Board:

- Administration