



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

Tolmie Boardroom, 556 Boleskine Road

Monday, December 8, 2025, 6:30 p.m.

Official Trustee: Sherri Bell

Administration: Tom Aerts, Deputy Superintendent, Julie Lutner, Acting Secretary-Treasurer, Sean Powell, Associate Superintendent, Marni Vistisen-Harwood, Director of Facilities Services, Josh Barks, Acting District Principal Information Technology, Jennifer Person, Acting Director of Information Technology, David Hovis, Director of Instruction, Sean McCartney, Director of Instruction, Shelly Wilton, Director of Indigenous Education, Jeff Davis, Director of International Education, Sarah Winkler, VPVPA, Vicki Roberts, VPVPA

Partners: Norm Isaac, CUPE 382, Tricia Thexton, CUPE 947

A. COMMENCEMENT OF MEETING

The 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.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) appoint Julie Lutner as Acting Secretary-Treasurer in the absence of the Secretary-Treasurer for the duration of the December 8, 2025 Regular Board Meeting.

A.2. Approval of the Agenda

The Official Trustee passed the following motion:

That the December 8, 2025 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the November 24, 2025 Regular Board Meeting Minutes

The Official Trustee passed the following motion:

That the November 24, 2025 Regular Board Meeting minutes be approved.

A.4. Business Arising from the Minutes

None.

A.5. District Celebrations

- a. Marigold Elementary School Vice Principal Brigidear's Grade 5 Strings class presented and performed.
- b. Director of International Education Davis and students shared their learning experiences from a nine-day Morioka, Japan cultural exchange.

A.6. Community Presentations

None.

B. CORRESPONDENCE

B.1. November 23, 2025 SD61 Parent Courtney Aune to Official Trustee Bell - Financial Barriers in SD61 School Sports

C. OFFICIAL TRUSTEE REPORT

C.1. Monthly Report

Official Trustee Bell provided a verbal report:

- Attended the BCSTA Trustee Academy in Vancouver
- Ongoing participation on BCSTA Policy Committee

D. BOARD COMMITTEE REPORTS

None.

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

- a. Monthly Report

The report was provided for information.

b. 2025-2026 Secondary School Goals (School Plans)

Deputy Superintendent Aerts provided the 2025-2026 Secondary School Goals (School Plans) for approval.

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) approve the 2025-2026 Secondary School Plans as presented.

c. 2025-2026 International Education Bi-Annual Report

Director of International Education Davis provided the report for information.

The Official Trustee had questions of clarification.

E.2. Secretary-Treasurer's Report

a. Monthly Financial Report: November 2025

Acting Secretary-Treasurer Lutner provided the November 2025 report for information.

b. Monthly Budget Change Report: November 2025

Acting Secretary-Treasurer Lutner provided the November 2025 report for information.

The Official Trustee had questions of clarification.

c. Quarterly Facilities Operations and Capital Project Update – December 2025

Director of Facilities Services Vistisen-Harwood provided the quarterly report for December 2025 for information.

The Official Trustee had questions of clarification.

F. QUESTION PERIOD (15 minutes total)

None.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

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

G.2. Record of Special In-Camera Board of Education Meeting – November 28, 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 7:40 p.m.

Official Trustee

Secretary-Treasurer