



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

Regular Board Meeting

AGENDA

Monday, March 9, 2026, 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 March 9, 2026 agenda be approved.

A.3. Approval of the Minutes

a. Approval of the February 23, 2026 Regular Board Meeting Minutes

Recommended Motion:
That the February 23, 2026 Regular Board Meeting minutes be approved.

A.4. Business Arising from the Minutes

A.5. District Celebrations

a. School Food Sustainability Grants – Associate Superintendent Powell

A.6. Community Presentations

- B. CORRESPONDENCE**
- C. OFFICIAL TRUSTEE REPORT**
 - C.1. Monthly Report**
- D. BOARD COMMITTEE REPORTS**
- E. DISTRICT LEADERSHIP TEAM REPORTS**

- E.1. Superintendent's Report**

- a. Monthly Report
- b. Deletion of Board Policies

Recommended Motion:
 That the Official Trustee of School District No. 61 (Greater Victoria) approve the deletion of the following Board policies:

Policy 1422	Recognition of Significant Contributions to the District
Policy 3323	Purchasing Services

- E.2. Secretary-Treasurer's Report**

- a. Quarterly Facilities Operations and Capital Projects Update: March 2026

- F. QUESTION PERIOD (15 minutes total)**
- G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS**

- G.1. Record of In-Camera Board of Education Meeting – February 23, 2026**
- G.2. Record of Special In-Camera Board of Education Meeting – March 4, 2026**

- 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, February 23, 2026, 6:30 p.m.**

Official Trustee: Sherri Bell

Administration: Deb Whitten, Superintendent, Tom Aerts, Deputy Superintendent, Katrina Stride, Secretary-Treasurer, Sean Powell, Associate Superintendent, Julie Lutner, Associate Secretary-Treasurer, Hervinder Parmar, Director of Finance, Budgets and Financial Reporting, Marni Vistisen-Harwood, Director of Facilities Services, Josh Barks, Acting Director of Information Technology, Mike Knudson, Director of Human Resource Services, 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, Carolyn Howe, GVTA, Saloumeh Pourmalek, VCPAC, Ahdiyeh, Representative Advisory Council of Students

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.

A.2. Approval of the Agenda

The Official Trustee passed the following motion:

That the February 23, 2026 agenda be approved.

A.3. Approval of the Minutes

- a. Approval of the January 19, 2026 Regular Board Meeting Minutes

The Official Trustee passed the following motion:

That the January 19, 2026 Regular Board Meeting minutes be approved.

A.4. Business Arising from the Minutes

None.

A.5. District Celebrations

- a. Dr Shelly Wilton, Director of Indigenous Education, Kolette Cristante, District Vice Principal of Indigenous Education, and Michelle Newman-Bennett, Vice Principal Shoreline Middle School presented on the 3rd Annual Tri-District Lahal Tournament.

A.6. Community Presentations

- a. Jayne Imeson, parent, presented on funding for music and educational assistants in schools.
- b. Cindy Romphf, teacher from Cedar Hill Middle School, presented on the CBC Music Class Challenge.

B. CORRESPONDENCE

None.

C. OFFICAL TRUSTEE REPORT

C.1. Monthly Report

Official Trustee Bell provided a verbal report:

- Ongoing participation on BCSTA Policy Committee. The Policy Framework will be launched by end of February 2026.
- Visited Lansdowne Middle School (North and South Campuses)
- Attended Audit Sub-Committee meeting
- Attended presentation by Chief Constable Fiona Wilson, Chief of Police for the City of Victoria and Township of Esquimalt
- Attended meeting with Songhees Nation about the 2026 Trustee Election
- Facilitated the Partners of SD61 meeting with discussions on the 2026-2027 Annual Budget
- Participated in Student Connections meetings
- Attended Provincial Budget meeting with Board Chairs and Minister of Education and Child Care Beare and Minister of Infrastructure Ma
- Provided an update to the 2026-2027 Budget Development Process specific to the location and format of the public meeting on March 30, 2026

D. BOARD COMMITTEE REPORTS

D.1. Audit Sub-Committee

Secretary-Treasurer Stride provided a summary of the Audit Sub-Committee meeting held on February 9, 2026. New business included the review of the December 2025 Quarterly Financial Report and recommendations on financial reporting.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) accept the December 2025 Quarterly Financial Report.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve the financial reporting recommendations as presented to the Audit Sub-Committee to better align financial reporting with Ministry of Education and Child Care's K-12 Public Education Financial Planning and Reporting Policy and the Financial Health Working Group's recommendations included in the document Financial Governance and Accountability.

E. DISTRICT LEADERSHIP TEAM REPORTS

E.1. Superintendent's Report

a. Monthly Report

Superintendent Whitten provided the report and a mid-year update to the ESLR.

Official Trustee Bell had questions of clarification.

b. 2028-2029 School Calendar

Deputy Superintendent Aerts presented the school calendar update for information.

c. Revision and/or Deletion of Board Policies

i. Deletion of Board Policies

Superintendent Whitten provided rationale for the deletion of sixteen Board policies.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve the deletion of the following Board policies:

Policy 1311.1	Polling at Schools
Policy 1322.1	Student Participation in Public Contests and Events
Policy 1332.4	Community Use of School Facilities
Policy 1332.5	Community Use of School Facilities Lacrosse on School Grounds
Policy 2120.015	Associate Secretary-Treasurer
Policy 3313.0	School Meal Program
Policy 5130	Technology Education and Student Safety
Policy 5135.0	Student Transition
Policy 5142	Blood-Borne Diseases
Policy 6142.04	First Nations Education
Policy 6151	Class Size
Policy 6155	Variety of Schools
Policy 6161.2	Canadian Content
Policy 6162.8	District Assessment of Programs and Students
Policy 6162.9	Prior Learning Assessment: Challenge and Equivalency
Policy 6164.3	Consumption of Nutritious Foods

ii. Revised Policy 1300 Acceptable Use of Digital Technology

Acting Director of Information Technology Barks presented revised Policy 1300 Acceptable Use of Digital Technology.

Partners had questions of clarification.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve revised Policy 1300 Acceptable Use of Digital Technology.

E.2. Secretary-Treasurer's Report

a. 2025-2026 Amended Annual Budget Bylaw

Secretary-Treasurer Stride provided thanks to Julie Lutner, Associate Secretary-Treasurer, and Hervinder Parmer, Director of Finance, Budgets and Financial Reporting and the entire Financial Services team for all their work on the 2025-2026 Amended Annual Budget.

Secretary-Treasurer Stride presented the 2025-2026 Amended Annual Budget.

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) agree to give all three readings of the 2025-2026 Amended Annual Budget Bylaw at the Regular Board meeting on February 23, 2026.

The Official Trustee passed three readings of the following bylaw:

That the School District No. 61 (Greater Victoria) 2025-2026 Amended Annual Budget Bylaw in the amount of \$340,965,481 be:

Read a first time the 23rd day of February, 2026;

Read a second time the 23rd day of February, 2026;

Read a third time, passed and adopted the 23rd day of February, 2026;

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

The Official Trustee passed the following motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve \$1,307,211 of the projected unrestricted operating surplus at June 30, 2026 to be carried forward and applied towards the projected deficit for the 2026-2027 Annual Budget.

b. 2026 Water Sampling Report

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

c. 2026-2027 Budget Update

i. 2026-2027 Ministry-Funded Enrolment Projections

Secretary-Treasurer Stride provided the 2026-2027 Ministry-funded enrolment projections for information.

ii. Student Connections

Secretary-Treasurer Stride presented an overview of the Student Connections meetings held on February 12, 2026 which were attended by 85 middle and secondary school students.

d. Monthly Financial Report: January 2026

Secretary-Treasurer Stride provided the report for information. It was noted that, due to the approved financial reporting recommendations, the Monthly Financial Report and the Budget Change Report will no longer be presented in the Regular Board meeting.

F. QUESTION PERIOD

Q: Is there an update on the application to the Ministry on the extension of Cedar Hill Middle School?

A: Secretary-Treasurer Stride stated that the expansion request was included in the Five-Year Capital Plan submitted to the Ministry in June 2025, and a response is not anticipated until mid-March 2026.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G.1. Record of In-Camera Board of Education Meeting – January 19, 2026

G.2. Record of Special In-Camera Board of Education Meeting – February 18, 2026

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 8:11 p.m.

Official Trustee

Secretary-Treasurer

News from School District No. 61

Spreading Kindness for Pink Shirt Day, February 25



Board Office

George Jay Elementary



Mount Doug Secondary

Doncaster Elementary

View Royal Elementary



Reynolds Secondary

- [Times Colonist](#)

News from School District No. 61



Feb 17 - Lunar New Year Lantern Parade at Quadra Elementary



Feb 17 - Pathways & Partnerships host Guess My Job event at Northridge Elementary



Feb - Vic High celebrates Black History Month with education, literacy, dance performances, and food

Congratulations / Gratitude

Thank you to the many students and staff for their kind words, gestures, and initiatives that uplifted our learning community over the past few weeks. Your commitment to Pink Shirt Day and spreading messages of kindness and anti-bullying are greatly appreciated. Thank you for encouraging positivity and embodying what it means to be one learning community.



Thank you to all families, caregivers, and staff who have supported each other and students over the last few weeks as learning communities in BC continue to grieve the tragic events that happened in Tumbler Ridge. Supports can be found [here](#).

Upcoming

- Mar 13** - Last day of classes before Spring Break
- Mar 16-27** - Spring Break
- Mar 17** - St. Patrick's Day
- Mar 19/20** - Eid al-Fitr
- Mar 20** - March Equinox
- Mar 20** - International Francophonie Day
- Mar 21** - International Day for the Elimination of Racial Discrimination
- Mar 21** - World Down Syndrome Day
- Mar 30** - First day of classes after Spring Break

Office of the Superintendent

Deb Whitten – Superintendent

To: The Board of Education
From: Deb Whitten, Superintendent of Schools
Date: March 9, 2026
RE: **Revision and/or Deletion of Board Policies**

Background:

As a district we continue to review Board Policies and revise or delete as required. At times, some policies become obsolete or redundant due to changes within the district, with the curriculum, through the introduction of new Board policies, or changes to programming.

As per the mission and vision of the District's Strategic Plan, the Greater Victoria School District focuses on meeting the needs of all students in a safe, responsive and inclusive learning environment for students to fulfill their potential and pursue their aspirations. As a result, certain Board Policies reflect courses, initiatives or programs that no longer align with current language and practices and therefore the corresponding policy is no longer required.

The information contained in the following policies are no longer relevant within our district and as such these policies should be deleted:

- POLICY 1422 Recognition of Significant Contributions to the District
- POLICY 3323 Purchasing Services

Policy 1422, Recognition of Significant Contributions to the District was adopted in 2018. The policy is no longer relevant and will be captured in a revised Recognition of Significant Contributions to the District administrative procedure.

Policy 3323, Purchasing Services was approved in 1964 and last reviewed in 2016. The policy is no longer relevant and will be captured in a revised Purchasing Services administrative procedure.

Recommended Motion:

That the Official Trustee of School District No. 61 (Greater Victoria) approve the deletion of the following Board policy:

- POLICY 1422 Recognition of Significant Contributions to the District
POLICY 3323 Purchasing Services

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.

POLICY 1422

RECOGNITION OF SIGNIFICANT CONTRIBUTIONS TO THE DISTRICT

Adopted: May 28, 2018

Revised:

Frequency of Review:

1.0 RATIONALE

- 1.1 The Board values the significant contributions of staff, students, and community and is committed to ensuring the appropriate recognition.

2.0 DEFINITIONS

3.0 POLICY

- 3.1 The Greater Victoria School District and individual schools may formally recognize the contributions of individuals or groups but not name portions of the school.

4.0 RESPONSIBILITIES

- 4.1 **The Board of Education** is responsible to ensure compliance with the *School Act*.
- 4.2 The **Superintendent** is responsible to ensure that District policy is upheld and regulations are enforced.

5.0 REFERENCES

- i. Regulation 1422 – Recognition of Significant Contributions to the District
- ii. Policy 1421 – Naming School Sites

POLICY 3323

PURCHASING SERVICES

The Board of Education is committed to the effective use of public funds when procuring goods and services to create a safe, responsive and inclusive learning community.

The objectives of the purchasing services policy are to:

1. Maintain standards of transparency, ethics, and integrity
2. Maximize value for money, ensuring quality goods and services
3. Ensure accountability, consistency, and alignment in public-sector procurement practices
4. Commit to fair and effective competition, innovation, and continuous improvement
5. Identify sustainable and socially responsible procurement solutions
6. Provide efficient processes, flexibility, and support to the District and its suppliers

Greater Victoria School District

Adopted: June 1964

Amended: April 1970

Revised: June 20, 2016



FACILITIES SERVICES

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

Quarterly Update March 9, 2026

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

QUARTERLY VANDALISM

Type	Quantity	Notes
Tagging - Graffiti	23	Both internal and external graffiti.
Windows	7	Full window replacements at various sites - windows and glass doors.
Locks	10	Filled with glue, woodchips and staples.
Internal Damage - General	24	Ceiling tiles, holes in walls, broken toilets, items flushed down toilets, derogatory terms carved into furniture, light fixtures/plugs, kicked in vents, paper towel holders ripped off walls.
External Damage	10	Electrical outlet cover pulled off wall, locks damaged, exit doors broken, playground mats ripped up, break ins, and human excrement.

MAINTENANCE SERVICES

- **Arbutus** – Interior paint in progress. Currently working in library, classrooms, and hallways.
- **Quadra Warehouse** – Exterior siding and interior work complete after fire damage.
- **Frank Hobbs** – Interior painting underway.
- **District Ramps** – Various ramps underway or complete at Margaret Jenkins, Reynolds, Mt. Doug, and Lansdowne.
- **George Jay** – Work starting on divided classroom.
- **Hillcrest** – Outdoor classroom complete. Awaiting occupancy permit.
- **District Repairs / Replacements**
 - Ongoing door repairs, windows, cabinet mounting, flooring repairs and shelving requests.
 - Ongoing heating work orders, mechanical repairs, and sheet metal (gutter installs and repairs).
 - Review of DDC systems, followed by repairs of mechanical HVAC devices to improve comfort, air quality and efficiency in schools.
 - Completed new fire line protection (double check valve) at George Jay and Frank Hobbs. Plans in place for upgrade/installation at Macauley, Lake Hill, and Shoreline over spring break.

MINOR CAPITAL

- **Foods Program** – Millwork underway for multiple sites for June completion.
- **South Park** – Anticipate scaffolding for summer roof replacement to commence end of March or beginning of April.
- **DDC Upgrades** – Mt Doug, Margaret Jenkins, Strawberry Vale, Shoreline and Vic West have recently had replacement DDC controls systems completed. Seasonal commissioning and continued review will be done during warranty period.
- **Oak Bay Heat Pump Replacement** – Heat pump purchased. Contractor awarded to install the heat pump, add cooling to the NLC and upgrade the controls for the heating plant.
- **Mt Douglas Pneumatics Upgrade** – All valves and dampers that are currently pneumatically controlled will be replaced and tied into the DDC system. Total completion will be spring break.
- **Tolmie Annex VRF installation** – Project to install a new VRF (Variable Refrigerant Flow) system into the annex. This will provide a more efficient heating system as well as improve comfort for occupants.
- **James Bay Boiler Replacement** – Engineer has been hired for design, tender and construction phases. Boilers and pumps will be pre-purchased for installation by contractor this summer.
- **Torquay HVAC Replacement** – Roof top units and some ductwork to be replaced over summer. Engineer has been hired for design, tender and construction phases.
- **Victoria High Library Air Conditioning** – Contractor has been hired to add air conditioning to the main HRV unit serving the library, lobby and computer lab. Work to be completed over spring break.
- **Marigold Fire Panel Upgrade** – Work in progress to complete verification and panel replacement during spring break.
- **Oaklands Fire Panel Upgrade** – Work in progress to complete verification and panel replacement during spring break.

CHILDCARE UPDATE

- **Esquimalt** – Floor system is complete. Team is framing walls and prepping for arrival of trusses.
- **Glanford** – Drywall mud and tape complete. Team is installing floors.
- **Uplands** – Floor system is complete. Walls built, waiting on trusses to arrive.
- **Strawberry Vale** – Parking lot has been excavated. Temporary power installation in progress and then foundation excavation will proceed.
- **Mt. Doug OSC** – Drawings submitted for building permit review. Municipality of Saanich requesting off-site works as part of the building permit submission.
- **Campus View OSC** – Drawings submitted for building permit review.
- **Willows Childcare Addition** – Currently in redesign. Anticipated construction to start in summer.

OPERATIONS

Custodial

- Vic High new child care studios opened with custodial services provided.
- Childcare studio cleaning enhanced with use of spray bottles, microfiber cloths and upgraded chemicals.

- Staffing levels have been a challenge with seasonal illness, but reduced number of non-coverage of sites.
- Continue to work with Rentals to support after hours activities and external events throughout the District.

Rentals

- School-based rentals from December 8 to March 3 = 3,383 bookings (12,743 hours)
- Theatre rentals December 8 to March 3 = 144 events (1,076 hours)
- Weekend event hours from December 8 to March 3 = 471 events (2,734 hours)

Cartage

- Cartage completed 252 requests for disposals, moves and deliveries from December 8 to March 3 including seasonal concerts, performances and set ups.

TRANSPORTATION, and GROUNDS

Transportation

- Regular transportation registration portal is currently open
- Inclusive registration will open March 13, 2026
- Due to passenger loads, a larger school bus will be used for the Songhees/Esquimalt run starting after spring break.

Grounds

- Continuing to clean Oak Bay's turf field and surrounding areas twice a week.
- Field linings will commence the second week of spring break.
- Major work has taken place to clear drains at Margaret Jenkins, Gordon Head and Central to avoid the flooding we had this past season.
- Updated and secure WIFI Irrigation systems have been installed at 16 locations replacing less secure systems.

NETWORKS, COMMUNICATION, INFRASTRUCURE and SECURITY DEPARTMENT

- Craigflower's gym received a new projection and audio system.
- Spectrum expanded their external CTV monitoring system.
- The installation of a FOB system is underway at Sir James Douglas.
- A video announcement system that projects through all classroom TEC packages was installed at Cedar Hill.
- Security modifications to enable cellular back up underway.
- Upgrades to the security systems at Gordon Head and Margaret Jenkins were made, providing better remote access capabilities.
- Two older projector systems received upgrades at Mount Doug.
- Networks continues to work with IT to replace legacy switches and access points throughout the District.
- PA upgrades are underway at Lansdowne North, Lake Hill, Shoreline, and Hillcrest.
- Internal rekeys have been completed at Gordon Head, Arbutus, George Jay and Sir James Douglas.

- TEC packages at Marigold, Esquimalt, Mount Doug, Lambrick, SJ Burnside, Vic West, Campus View, Macaulay, Strawberry Vale, Sir James Douglas, Uplands, George Jay, Victor, South Park, Craigflower, Frank Hobbs, Shoreline, Hillcrest, Quadra, Lansdowne South, Lake Hill, Central, Rockheights, Tillicum, and Northridge have all been serviced since the last update.
- 269 FOB request work orders were processed between November 25 and March 3, with 32 being related to lost fobs.

CLIMATE and ENERGY

2025-2026 LED lighting upgrades underway

- Central, Spectrum Large Gym and Lambrick Park Math wing 95% complete.
- Estimated \$20K resulting annual electricity savings.

Continuous optimization of building controls now underway

- 6 buildings have been investigated for the 2025-2026 school year. Estimated savings of 205,000 annual kWh (electricity and natural gas). Implementation of reductions currently underway.

2025-2026 Energy Wise Network Campaign

- Planning underway for 2026-2027 school year.
- Campaigns designed to help reduce electricity, natural gas, and emissions through education and awareness.
- Sweater days, light switch stickers, paper scorecards, signage, and more.

Hillcrest Classroom HVAC upgrades

- Preliminary work completed 9 of 12 locations.
- Unit installation to take place March - July 2026.

MAJOR CAPITAL

Cedar Hill Middle School Seismic School Replacement

- Existing school has now been demolished.
- Total project completion (including landscaping, geothermal loop etc.) is anticipated by June 2026.
- Work currently underway includes resolving interior and exterior deficiencies, landscaping and civil works.
- Of the total project budget \$45,394,542 there is \$6,882,034 remaining. The project is anticipated to be completed within budget.
- Additionally, there is a \$4.6M risk reserve being held by the Ministry for this project. There are no newly identified risks this period.

Oaklands Elementary Structural Upgrade

- Exterior structural work is 85% complete.
- Interior work has commenced, including drywall, electrical finishing, and painting.
- Roof replacement is complete.
- The schedule is currently on track and the building is anticipated to be ready for student move in for September 2026.
- Of the total project budget of \$7,206,182 there is \$1,614,419 remaining. The project is anticipated to be completed within budget.
- Additionally, there is a \$446k risk reserve being held by the Ministry for this project. There are no newly identified risks this period.

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

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

The Board of Education discussed the following matters:

- Administration
- Facilities

General decisions made by the Board:

- Facilities

SECTION 72 REPORT

Present:

Official Trustee Sherri Bell

Administration:

Deb Whitten, Superintendent, Katrina Stride, Secretary-Treasurer, Mike Knudson, Director of Human Resource Services

The Board of Education discussed the following matters:

- Administration

General decisions made by the Board:

- Administration