



**The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee Meeting**

AGENDA

Monday, September 21, 2026, 6:30 p.m.

Via Zoom

Broadcasted via YouTube

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

Chairperson: Trustee Paynter

A. COMMENCEMENT OF MEETING

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 September 21, 2026 agenda be approved.

A.3. Approval of the Minutes

Recommended Motion:

That the January 20, 2025 Operations Policy and Planning Committee meeting minutes be approved.

A.4. Business Arising from Minutes

B. PRESENTATIONS TO THE COMMITTEE

C. PERSONNEL ITEMS

D. FINANCE AND LEGAL AFFAIRS

E. FACILITIES PLANNING

E.1. Quarterly Facilities Operations and Capital Project Update: September 2026

F. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

G. NEW BUSINESS

Recommended Motion:

That the Board of Education of School District No. 61 (Greater Victoria) amend Policy 1330 Community Use of Operational Schools and Grounds, to include the following statement to Principles and Goals:

Greater Victoria School District grounds and facilities are first and foremost a safe, equitable and inclusive learning environment for all students and staff. Facility use must align with the principles of equity, inclusion, and respect, ensuring that all participants feel safe and welcomed.

And the following statement to Conditions and Standards:

The District will not rent space to groups or individuals that promote hatred, violence, discrimination or bias against any groups or individuals based on prohibited grounds of discrimination under the Human Rights Code.

And further direct the following stipulations be added to standard Rental Conditions:

The School District reserves the right to terminate any rental agreement:

- If the event, its organizers, or associated individuals engage in or promote activities that are found to be discriminatory, exclusionary, or harmful to marginalized groups.
- If the user, their organization, or key affiliates are found to have engaged in conduct, publicly or privately, that promote, or support hate speech, discrimination, or violence against any group or individual whether within or outside the context of the rental.
- If misrepresentation of the event or violation of these principles is identified prior to or during the event, the School District reserves full discretion to cancel the agreement without refund and deny future rental requests.

H. NOTICE OF MOTION

I. GENERAL ANNOUNCEMENTS

J. ADJOURNMENT

Recommended Motion:

That the meeting be adjourned.

Note: This meeting is being audio and video recorded. The video can be viewed on the District website.



The Board of Education of School District No. 61 (Greater Victoria)
Operations Policy and Planning Committee Meeting
MEETING MINUTES
Monday, January 20, 2025, 7:00 p.m.

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

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

Songhees Nation: Anevay Belliveau, Student Success Manager

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

A. COMMENCEMENT OF MEETING

The meeting began at 7:00 p.m.

A.1. Acknowledgement of Traditional Territories

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

A.2. Approval of the Agenda

Moved by Trustee Gagnon

That the January 20, 2025 agenda be approved.

Motion Carried Unanimously

A.3. Approval of the Minutes

Moved by Trustee Kwan

That the December 2, 2024 Combined Education Policy and Directions Committee and Operations Policy and Planning Committee meeting minutes as they pertain to Operations Policy and Planning Committee, be approved.

Motion Carried Unanimously

A.4. Business Arising from Minutes

None.

B. PRESENTATIONS TO THE COMMITTEE

None.

C. SUPERINTENDENT'S REPORT

None.

D. PERSONNEL ITEMS

None.

E. FINANCE AND LEGAL AFFAIRS

E.1. Student Devices Ratios Update

Secretary-Treasurer Stride provided the update for information.

Partners and Trustees had questions of clarification.

E.2. Monthly Financial Report: December 2024

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

Trustees had questions of clarification.

E.3. Budget Change Report: December 2024

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

F. FACILITIES PLANNING

F.1. Operations Update: January 2025

Director of Facilities Services Vistisen-Harwood provided the Operations update for January 2025.

Partners and Trustees had questions of clarification.

F.2. Cedar Hill Middle School Seismic Project Update

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

Trustees had questions of clarification.

G. PUBLIC DISCLOSURE OF IN-CAMERA ITEMS

None.

H. NEW BUSINESS

None.

I. NOTICE OF MOTION

None.

J. GENERAL ANNOUNCEMENTS

None.

K. ADJOURNMENT

Moved by Trustee Gagnon

That the meeting adjourn.

Motion Carried Unanimously

The meeting adjourned at 7:39 p.m.

Facilities Services

School District No. 61 (Greater Victoria)
556 Boleskine Road, Victoria, BC V8Z 1E8
Phone (250) 475-4106 Fax (250) 475-4112

TO: The Board of Education

FROM: Marni Vistisen-Harwood, Director of Facilities

DATE: September 21, 2026

RE: **Capital Project Update**

Cedar Hill Middle School Replacement

The Cedar Hill Middle School Replacement Project continues to progress well and remains on budget, with approximately \$5.3M million remaining to be expended as of August 31, 2026.

	Budget	Expenditures to August 31, 2026	Purchase Order Commitments	Budget Remaining	% Remaining
Bylaw Capital	\$45,392,319	\$40,075,718	\$348,715	\$5,316,601	11%
Local Capital	3,618,499	3,618,499	-	-	0%
Minister Restricted (Solar Panels)	538,375	538,375	-	-	0%
Total	\$49,549,193	\$44,232,592	\$348,715	\$5,316,601	11%

The project has entered its final phase of construction with a target completion of late October 2026. Significant project milestones have been achieved, including completion of the major building and infrastructure components, allowing the project team to focus on final site works, commissioning activities, and deficiency resolution.

Current construction activities are concentrated on completion of the playing field, commissioning of the geothermal fields, off site works and correction of minor deficiencies identified through ongoing inspections. Project expenditures remain aligned with progress achieved to date, and no material budget pressures have been identified.

Management considers the overall risk profile of the project to be low. Given the advanced stage of completion, the remaining work is well defined and being actively managed through established contractor schedules. No significant risks have been identified that are expected to impact the project's ability to be delivered within budget, or in accordance with the approved project specifications. The primary focus over the next quarter will be full completion and close out of the project.

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Image 1 – Parking lot Phase 2 completion



Image 2 – Playground install / Field Progress

Oaklands Elementary

The Oaklands Elementary Project is now successfully complete, with classrooms occupied for the 2026/27 school year. The project was completed on schedule.

	Budget	Expenditures to August 31, 2026	Purchase Order Commitments	Budget Remaining	% Remaining
Bylaw Capital	\$7,206,182	\$6,681,390	\$121,087	\$524,702	7%
Total	\$7,206,182	\$6,681,390	\$121,087	\$524,702	7%

Over the next quarter, management's focus will be completing project close out activities, including financial reconciliation, facilities staff training and reviewing lessons learned to ensure continuous improvement.



Image 1 – Typical classroom (prior to set up)



Image 2 – Building exterior