

## ADMINISTRATIVE MEMORANDUM

### Meeting Place:

Education Services Centre  
2121 Lonsdale Avenue  
Mountain View Room – Fifth Floor  
North Vancouver, British Columbia

### Format and Date:

PUBLIC BOARD MEETING  
Tuesday, November 15, 2016 at  
7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Sacré's opening remarks	(no schedule)	7:00 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	7:00 pm
A.3.	Public Comment Period *		7:30 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of October 18, 2016 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Seymour Heights Elementary		7:50 pm
B.	Action Items		
B.1.	Motion to Defer: Election of Board Chair and Vice Chair		7:55 pm
B.2.	2016/17 Operating Budget Development Consultation Process		8:15 pm
B.3.	Proposed Revised Policy 804: Smoking on Board Premises		8:20 pm
B.4.	Elected Boards		8:30 pm
C.	Information and Proposals		
C.1.	North Vancouver Teachers' Association (NVTa) Pro D Report 2015/16		8:50 pm
C.2.	North Vancouver Parent Advisory Council Annual Report 2015/16		9:00 pm
C.3.	Organization of Classes Report – 2016/17		9:15 pm

Please note that this meeting may be video and/or audio recorded as per the motion passed on December 9, 2014 and with Board Chair authorization.

\* Additional Community Presentations or Delegations are welcomed with advanced notice - see [Policy 104: Board of Education - Meetings](#) and its [Administrative Procedures](#).



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Tuesday, November 15, 2016 at  
7:00 pm

		Estimated Completion Time
(continued)		
C.4.	Land, Learning and Livability Community Engagement - Update	9:20 pm
C.5.	Tuesday, November 8, 2016 Standing Committee Meeting	9:25 pm
C.6.	Out of Country Field Trips - Secondary	9:30 pm
C.7.	Superintendent's Report	9:40 pm
C.8.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:50 pm
C.9.	Trustees' Reports	10:00 pm
D.	Future Meetings	10:00 pm
E.	Public Question & Comment Period	10:20 pm
F.	Adjournment	(no schedule) 10:20 pm

**Note:** The completion times on this agenda are estimates intended to assist the Board in its pacing.

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Georgia Allison  
Secretary Treasurer

Schedule A.3.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Public Comment Period**

**Narration:**

As per the motion passed on June 21, 2016 the Board will provide a twenty (20) minute public comment period relevant to the Board's mandate on a trial basis. Speakers will be allocated a maximum of two (2) minutes each. An additional ten (10) minutes will be provided for Trustee questions of clarification.

Speakers are requested to place their name on a signup sheet in order to speak during the Public Comment Period. The signup sheet will be available in the Board Room from 6:50 – 7:00 pm prior to the meeting's commencement. The Chair will invite those wishing to speak in the order that their name appears on the signup sheet.

When appearing before the Board, speakers are requested to state their name and address for the record.

During the Public Comment Period, as well as the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member, or any other person and must not use offensive words or gestures.

Speakers may speak only once at the Public Comment Period.

## **School District No. 44 (North Vancouver)**

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, October 18, 2016.

**PRESENT:** C. Sacré, Chair  
F. Stratton, Vice Chair  
B. Forward  
C. Gerlach  
M. Higgins  
J. Stanley

**ABSENT:** S. Skinner

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### **A. Call to Order**

Chair Sacré called the meeting to order at 7:00 pm and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil Waututh Nation were acknowledged.

### **A.2. Approval of Agenda**

Moved by F. Stratton

that the agenda, as recommended in the Administrative Memorandum, be adopted.

Seconded by B. Forward

Carried

### **A.3. Public Comment Period**

The twenty minute comment period is intended to be relevant to the Board's mandate. The Chair requested that those wishing to speak should sign on the Public Comment Sign-Up Sheet.

No one wished to speak.

### **A.4. Approval of Minutes**

Moved by B. Forward

that the minutes of the public meeting of September 20, 2016 be approved as circulated.

Seconded by J. Stanley

Carried

### **A.5. Student Presentation – Seycove Secondary Performance Learning Program (PLP)**

Students from Seycove Secondary presented on the school's Performance Learning Program (PLP) which provides challenging, enriching, and supportive learning environments through inquiry and project-based learning, technology for learning and learning beyond the school. Grade 11 students and group members; Jayden Clayton, Michael Fourie, Marley Harmon, Zakaria Rook, and Michael Sutherland, shared their [Manhattan Project<sup>2</sup>](#) with the Board.

### **A.6. Presentation – District Student Leadership Council Introduction**

Superintendent of Schools Mark Pearmain welcomed members of the District Student Leadership Council (DSLCC) to the table. DSLCC members David Wilson, Co-President (Argyle), Chelssy Kim, Co-Vice President (Sutherland) and Kirsten Larson Co-Vice President (Sutherland) thanked the Board for an opportunity to share their ideas and [plans](#) for the 2016/17 school year.

On behalf of the Board, the Chair thanked the students for their involvement and leadership.

#### **A.7. Farm to School Delegation**

Chair Sacré introduced Sam Gambling, Vancouver Regional Hub Animator from Farm to School BC. Ms. Gambling introduced Farm to School BC, highlighted some of the current activities taking place in the Vancouver Area and in North Vancouver schools and discussed further opportunities for advancing Farm to School in North Vancouver. The [presentation](#) can be found online.

#### **B.1. French Immersion Secondary Programming**

Director of Instruction Dr. Joanne Robertson was welcomed to the table to provide the Board of Education with recommendations for the French Immersion Secondary Programming. In January 2016, the North Vancouver School District French Immersion Review Committee was established to review enrolment trends and current Ministry policies and to make recommendations regarding future options for enhancing the program.

Ms. Robertson shared that the consultation process was based on student forums, online surveys, stakeholder consultation sessions, and community forums. The consultation process provided the Committee with concerns and considerations from stakeholder groups which helped establish the reconfiguration of Secondary French Immersion.

Moved by F. Stratton

that the Board approve the reconfiguration of Secondary French Immersion, as outlined in the District French Immersion Review Committee Report October 2016 attached to the Administrative Memorandum of October 18, 2016, and that the program begin September 2017.

Seconded by J. Stanley

Carried

#### **C.1. Summer Learning Program Update – Supporting Student Learning Summer School Program**

Chair Sacré welcomed Director of Instruction Dr. Joanne Robertson and Kammi Clark, the teacher for the *Supporting Student Learning Summer School Program* to the table to provide a summary and review of the program that took place in the summer of 2016.

Ms. Clark spoke to the successes and challenges, specifically stating that collaboration was key to the success of the program. Looking ahead, both Ms. Clark and Ms. Robertson agreed that there are many opportunities for the expansion of the program and noted that they would be working on a proposal to present to the Board at a later date.

#### **C.2. Artists for Kids 2015/16 Annual Report**

Superintendent Mark Pearmain introduced this agenda item and invited to the table, Yolande Martinello, Director of the Artists for Kids Trust and District Administrator of Fine Arts, to present the Artists for Kids 2015/16 Annual Report.

Ms. Martinello reported on the programs and services provided to the students and community in the last year and provided updates on the financial position and operations. Special acknowledgment was made to Queensbury Elementary school for receiving the inaugural Bill Reid First Nations Culture Grant of \$1,000 for their week-long celebration of aboriginal culture, Huy chexw a.

### **C.3. Preliminary Enrolment Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and provided an update regarding the School District's enrolment for the 2016/17 school year and highlighted comparisons between the projected and actual enrolments for September 2016.

A total of 15,077 students have been enrolled at this time for the year, compared to the projected total of 15,350. Superintendent Pearmain advised that a further enrolment update will be provided at the November 15, 2016 Public Board Meeting.

### **C.4. Learning Improvement Fund – Consultation Update and Final Spending Plan**

Superintendent of Schools Mark Pearmain introduced this agenda item, noting that the *Learning Improvement Fund (Bill 22-2012: Education Improvement Act)* was implemented to help school districts address complex classroom composition issues. The negotiated settlement between BCTF and BCPSEA now includes the *Learning Improvement Fund (LIF)* within the collective agreement, thereby providing increased certainty of funding. The portion of the fund available to the North Vancouver School District for the 2016/17 school year is \$2,661,774.

Superintendent Pearmain reported that the allocation of LIF funds requires the dedication of 80% of the fund to teaching positions and this portion of the fund is referred to as the *Education Fund*. The *Education Fund* amount for the North Vancouver School District is \$2,219,419 and will generate approximately 21.854 full time equivalent (FTE) teaching positions. The remaining 20%, considered the *Support Staff Fund*, will be allocated to support staff positions. The 2016/17 *Support Staff Fund* for the North Vancouver School District is \$532,355.

### **C.5. Land, Learning and Livability Community Engagement - Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and noted that there has been no change in the status of surplus sites.

### **C.6. Tuesday, October 11, 2016 Standing Committee Meeting**

Trustee Forward reported on the meeting that focussed on Moving from the thinking Classroom to Instructional Rounds, EA Mentorship Program and, Complex Learners.

### **C.7. Out of Country Field Trips – Secondary**

Provided for their information, Trustees received in their agenda packages an overview of out of country field trips that are being planned for secondary students as follows:

- Seycove Secondary School – field trip to Seattle, Washington, USA (November 30-December 2, 2016)
- Argyle Secondary School – field trip to Orlando, Florida, USA (February 9-14, 2016)
- Sutherland Secondary School – field trip to Seattle, Washington, USA (February 16-17, 2016)

### **C.8. Superintendent's Report**

Superintendent Mark Pearmain shared highlights of his visits to elementary and secondary schools. Assistant Superintendents Chris Atkinson and Pius Ryan provided updates on how the North Vancouver School District, as an organization, is a healthy and vibrant school district.

**C.9. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)**

Trustee Gerlach noted that the BCSTA Provincial Council that is taking place October 28 – 29, 2016.

**C.10. Trustees' Reports**

Trustees submitted their reports on their activities on behalf of the Board as follows:

1. Meetings attended by Trustees included:
  - Standing Committee Meeting
  - Trustee Seminar
  - Inclusion Meeting: Mental Health
  - French Immersion Committee Meeting
  - North Vancouver Recreation and Culture Commission Meeting
2. Events attended by Trustees included:
  - Squamish Nation Welcome Dinner
  - Montroyal Walk and Wheel
  - Braemar Fall Fair
  - Orange Shirt Day

**Motion to Extend**

Moved by C. Gerlach  
to extend the meeting past 10:00 pm.  
Seconded by B. Forward

Carried

**D. Future Meetings**

Date and Time	Event	Location
Tuesday, November 8, 2016 at <b>7:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 15, 2016 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, December 6, 2016 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Thursday, January 12, 2017 at <b>7:00 pm</b>	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver

**E. Public Question & Comment Period**

The Chair called for questions and/or comments from the public noting that in accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.

There was no one wishing to speak.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 10:02 pm and thanked those who attended.

Certified Correct:

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Georgia Allison  
Secretary Treasurer

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Christie Sacré  
Chair, Board of Education

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Date

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Date



Schedule A.5.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **Student Presentation – Seymour Heights Elementary School**

**Narration:**

Throughout the year, students from across the North Vancouver School District engage in a variety of events and programs. The purpose of these presentations is to provide the opportunity to share stories and gain a first-hand perspective from the students in this School District.

Students from Seymour Heights Elementary will share their thoughts on learning differences, honouring diversity in our curriculum, instruction, assessment and share how social emotional learning serves to enhance student engagement and deepen student learning. Principal Chanin Smyth and Vice Principal Ann Copp will highlight how Seymour Heights honours diversity showcasing pictures and videos of the many different ways students learn best.

Schedule B.1.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Motion to Defer: Election of Board Chair and Vice Chair**

**Narration:**

The Board of Education wishes to defer the election of Board Chair and Vice Chair until the next Public Board Meeting of December 6, 2016.

**RECOMMENDED MOTION:**

that the Board of Education defer the election of Board Chair and Vice Chair until the Public Board Meeting of December 6, 2016.

Schedule B.2.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **2017/18 Budget Development Consultation Process**

**Narration:**

The North Vancouver Board of Education will be undertaking a public consultation process for the development of the 2017/18 Annual Budget. The proposed plan for the process affords opportunities to the partner groups and public to discuss their budget priorities through meetings, as well as submit written comments.

The proposed process involves the Board inviting its five partner groups: the North Vancouver Parent Advisory Council (NVPAC); District Student Leadership Council (DSLCL), North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees (CUPE Local 389), and North Vancouver Administrators' Association (NoVA), and the public, to attend budget information and discussion sessions that provide opportunities for their input.

Presentations in February and March, by School District staff, will inform attendees of the financial status and the government requirements used to develop the Budget. This information will provide opportunities for informed dialogue regarding budget priorities. Partner groups will also be provided an opportunity to make an optional, written submission, by April 3, 2017, that identifies their top three priorities. The table group, large group discussions, and input gathered will assist the Board in its consideration of the current budget priorities and direction.

As required by Section 11 of the *School Act*, the Board's 2017/18 Budget Bylaw must be developed and adopted on, or before, June 30<sup>th</sup> of the current fiscal year. To facilitate staffing allocations to schools by May 2017, the following process and timelines are proposed for the 2017/18 Budget Development:

1. February 7, 2017 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities related to the:
    - a) Amended Operating Grant 2016/17;
    - b) Three-Year Forecast, assumptions, and future considerations;
    - c) Review of the 2016-17 Budget Priorities and Themes and how they will support budget planning for the 2017-18 budget.
  - Email comments may be submitted between February 8, 2017 and March 3, 2017. This information will be collated and included in the March 28, 2017 meeting feedback categorized by budget themes.
2. March 28, 2017 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities related to the:
    - a) Review of the Ministry of Education's mid-March Preliminary Grant announcement;
    - b) Review of the current 2016/17 Forecast to June 30, 2017;
    - c) Review of the revised Three-Year Forecast;
    - d) Annual Facilities Grant Capital Plan;
    - e) Review of the 2016/17 Budget Priorities & Themes related to budget planning for the 2017/18 budget.

## Schedule B.2. (continued)

### Narration (continued):

#### March 28, 2017 Facilitated Session

- Partner group presentation, or handout, of top three priorities. Participation in this activity will be at the discretion of each Partner group;
  - Table group discussion of budget priorities for participants to provide input on top priorities. This discussion will be aided by the 2016/17 Budget Priorities & Themes, identified by the Board's partner groups in 2016/17 budget process;
  - Large group discussion of budget priorities.
3. April 3, 2017 – Optional written submissions by Partner Groups to be received by April 3, 2017
    - Partner groups will have the opportunity to make written submissions that identify their top three priorities. Providing a written submission is optional and at the discretion of each partner group.
  4. April 18, 2017 – Public Board Meeting
    - Executive Summary presentation of suggested priorities, adjustments and improvements, proposed by the Board's partner groups and the public, for consideration and inclusion by the Board in the 2017/18 Annual Budget.
  5. May 16, 2017 – Public Board Meeting
    - 2017/18 Annual Budget Bylaw presented for approval and adoption by the Board.

### **RECOMMENDED MOTION:**

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.1. for the development of the 2017/18 Budget.

Schedule B.3  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **Proposed Revised Policy 804: Smoking and Vaping on Board Premises**

Narration:

Bill 14 of the Tobacco Control Amendment Act, 2015 was passed on April 14, 2015 to help stop the growing use of e-cigarettes by young people in British Columbia. On September 1, 2016, the [BC Tobacco and Vapour Products Control Act](#) came into effect which limits the sale, promotion and use of e-cigarettes. Section 2.2 (1) prohibits the use of tobacco and vapour products on “*property that is*

- (a) owned or leased by, or operated under the authority of, a board, and*
- (b) used for the purposes of delivering educational programs or other learning programs, and includes real property and improvements, and personal property.”*

Section 2.2 (3) (a) and (b) exempts ceremonial use of tobacco in or on school property

*“if the ceremonial use of tobacco is approved by the board and it is performed in relation to a traditional aboriginal cultural activity or by a prescribed group for a prescribed purpose.”*

Under the new act, Vapour Products are defined as e-cigarettes, e-substances, and cartridges for a component of an e-cigarette. In response to the new BC Tobacco and Vapour Products Control Act, Proposed Revised Policy 804: Smoking on Board Premises now includes references to “vaping” and “vapour products”.

The proposed revision to Policy 804: Smoking and Vaping on Board Premises was presented to the School District’s Policy Review Committee for its review at a scheduled meeting on October 24, 2016. The Policy Review Committee included Trustees Megan Higgins and Franci Stratton, representatives from the secondary and elementary school administrators (NoVA), the North Vancouver Teachers’ Association (NVTa), the Canadian Union of Public Employees (CUPE Local 389), the North Vancouver Parent Advisory Council (NVPAC), and the District Student Leadership Council (DSLc).

Mark Pearmain, Superintendent of Schools, will introduce *Proposed Revised Policy 804: Smoking and Vaping on Board Premises*, as attached to this Administrative Memorandum of November 15, 2016.

## Schedule B.3. (continued)

Narration (continued):

Attachment:

Proposed Revised Policy 804: Smoking and Vaping on Board Premises

Link:

[Policy 804: Smoking on Board Premises \[2015\]](#)

### **RECOMMENDED MOTION:**

that the Board of Education approve *Proposed Revised Policy 804: Smoking and Vaping on Board Premises*, as attached to this Administrative Memorandum of November 15, 2016.

## **804 Smoking and Vaping on Board Premises**

Proposed  
Revised

Revised: September 25, 2001

Revised: December 12, 2007

Revised: February 17, 2015

Proposed Revised: November 15, 2016

### **Policy**

In accordance with Section 2.2 of the Tobacco and Vapour Products Control Act, in effect September 1, 2016, the use of tobacco and vapour products is banned on all public and private kindergarten to Grade 12 schools in British Columbia. A person must not smoke or use tobacco/e-cigarettes, or hold lighted tobacco/activated e-cigarettes in or on school property.

This ban extends to all school property 24 hours a day, 7 days a week, regardless of whether or not school is in session. The ban also includes vehicles, parking lots, sports fields, driveways, courtyards, and private vehicles parked on school property.

The Board believes in providing welcoming, safe and sustainable facilities that enhance the learning and teaching environment and is committed to its fundamental responsibility of enforcing a tobacco and vapour products free environment, as required under the legislation and this policy.

### **Resources**

[Policy 804: Smoking and Vaping on Board Premises – Administrative Procedures](#)

[Bill 14 – Tobacco Amendment Act, 2015](#)

[Tobacco and Vapour Products Control Act](#)

[Tobacco and Vapour Products Control Regulation](#)

[Requirements under the Tobacco and Vapour Products Control Act and Tobacco and Vapour Products Control Regulation](#)

Schedule B.4.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Elected Boards**

**Narration:**

Democratically elected Boards of Education are an integral aspect of public education. The unique needs of our communities, and of the students within those communities, are best represented by those elected from within their own communities. Further, stewardship of school districts, representative of local values and situation, is best achieved when elected boards serve their governance role in providing vision and strategic planning in concert with the skills and expertise provided by senior staff as managers of our schools and school districts.

Although school districts and the Ministry committed to a “co-governance” model of public education, it is perhaps unavoidable that, in representing our communities, School Trustees may differ in opinion and approach from the Provincial Government.

Regardless, School Trustees are elected by citizens to understand, represent, and protect the needs, interests, and goals specific to their district, thus fulfilling their role in democratic governance. As such, Boards of Education must ultimately be answerable to the citizens of their communities which can only happen when elected boards serve their role of representation and governance.

Trustee Jessica Stanley will speak to this motion.

**RECOMMENDED MOTION:**

that the Board of Education of School District No. 44 (North Vancouver) write to the Minister of Education to express their support of the letter written by the BCSTA dated November 1, 2016 and the democratic right of the public to an elected Board of Education. Further, and consistent with the BCSTA communication, that the Board of Education of School District No. 44 (North Vancouver) urge the Ministry of Education to immediately include in the terms of reference for official trustees, a date for a by-election which shall be set within six months of a board being fired and that SD 83 and SD 39 be affected by the said change immediately. Additionally, that the Board of Education of School District No. 44 (North Vancouver) call on the Minister of Education to amend the School Act Section 1.72 (3) to require a by-election be held within one year in the event that an “official trustee” has been appointed to a District Board of Education.



Schedule C.1.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **North Vancouver Teachers' Association (NVTa) Pro D Report 2015/16**

Narration:

Martin Stuible, President of the North Vancouver Teachers' Association (NVTa), and Carolyn Pena, the Association's Professional Development Chair, will present to the Board of Education the NVTa's Professional Development Report 2015/16.

The Board of Education provides an annual grant of \$94,500 to the Association for the purpose of providing programs, services, and courses that promote and foster the professional development of teachers in the School District. The Professional Development Fund is administered and controlled by the North Vancouver Teachers' Association. The NVTa submits to the Board an annual financial report.

Attachment:

North Vancouver Teachers' Association *Professional Development Report to the Board 2015/16*



**North Vancouver  
Teachers' Association**

# **Professional Development Report to the Board 2015-2016**

*Carolyn Pena*  
Professional Development Chairperson  
*Martin Stuible*  
President

# NVTA Professional Development 2015-2016 Report to the Board

## 1. Introduction

The North Vancouver Teachers' Association is pleased to present its annual Report to the Board on Professional Development for the 2015-2016 school year.

The NVTA is appreciative of the support of the Board of Education in providing funding for teachers to undertake Professional Development activities. The NVTA also contributes substantial time and resources in support of its members' ongoing Professional Development.

We believe it is part of a teacher's professional responsibility to be a self-directed, reflective practitioner, committed to ongoing, career-long Professional Development.

*Professional Development is a process of ongoing growth, through involvement in programs, services and activities designed to enable teachers, both individually and collectively, to enhance professional practice. The BCTF and the NVTA advocate for individual ownership and professional autonomy by professional teachers.*

### **NVTA Professional Development Policy and Guidelines**

## 2. Professional Development Funding

Each year, the North Vancouver School District and the North Vancouver Teachers' Association contribute resources toward Professional Development for the district's teachers. Through the auspices of the Collective Agreement, the Board of Education contributes a grant of \$94,500 annually to the NVTA Professional Development Fund. The current amount was negotiated in 1996 and has not changed since then.

In 2015-2016, the North Vancouver Teachers' Association contributed an additional \$21,941 for its Professional Development program.

<b>School Board:</b>	Professional Development Fund	\$	94,500
<b>NVTA PD Budget:</b>		\$	21,941
✓	0.2 FTE PD Chairperson		
✓	PD Steering Committee Release		
✓	Targeted New Teacher Funding		
<b>Total PD Spending</b>		<b>\$</b>	<b>116,441</b>

The \$94,500 provided to the NVTa funds teachers' Professional Development. From this funding, schools were allocated \$115 per FTE. Each school's PD committee then decided how to allocate the funds and planned Professional Development activities for the year. While teachers were able to access funding to help cover the costs of an activity, in some cases, money out-of-pocket must also be paid. Many conferences and workshops can cost between \$200-\$350 for registration and members travel across the Lower Mainland, and in some cases even further, to attend activities. Therefore, the funding provided by the District only funds a portion of the Professional Learning opportunities that teachers participated in during the year.

Funding was also allocated to Teachers Teaching on Call, District Teachers on Call and to the NVTa PD Conference, which is held every two years.

To provide opportunities for teachers to participate in larger, more expensive Professional Development activities, \$7000 was allocated to fund several Special Grants. These Special Grants allow teachers to apply for funds for activities that are particularly costly.

The BCTF holds an annual New Teachers Conference that provides an excellent opportunity for new teachers, including Teachers Teaching on Call (TTOCs), to attend workshops geared to their specific needs. Whether it is workshops in a specific subject area or classroom management techniques for TTOCs, the information that new teachers need can be different from experienced teachers. The NVTa funded \$2300 in support to new teachers, separate from the funding they could access through PD funds, so that new teachers could attend this conference without limiting their funding to attend all the other great opportunities discussed previously.

The NVTa provided the funds to support the salary and benefits of the Professional Development Chairperson in a 0.2 FTE position, as well as funding for supplies, equipment, and committee and meeting expenses.

In addition, with BCTF support, we provide a day of training each year for School PD Contacts. The training provides these volunteer teachers with the skills they need to provide leadership to their colleagues in Professional Development.

### **3. Professional Development Activities**

The five professional development days during the school year allow teachers time to work on a wide variety of areas related to their work with students. Teaching is an increasingly complex job in an increasingly complex system. In order to meet the changing needs of students and society, teachers in North Vancouver partake in a wide variety of professional development activities throughout the school year, beyond the five days allocated.

In the following section, we will explore the topics of a variety of profession development activities actually attended by North Vancouver teachers during the 2015/2016 school year. Although this section is extremely varied and comprehensive, please note that it only represents a fraction of the activities undertaken by North Vancouver teachers. We have loosely grouped activities into three categories for organizational purposes in this section: Individual Activities, School-wide Activities, and Provincial Conferences.

## Individual Activities

Individual Activities are activities that teachers have worked on or attended individually. There may have been more than one teacher from a school present at an activity or even a small group from one school. Additionally, many of these activities were attended by teachers from more than one school.

One area of interest to both teachers and students in environmental education. As our society has become more aware of the impact of human activity on our world, environmental education has become more accepted and expected in schools. This change is also reflected in the new curriculum. Teachers in North Vancouver attended workshops at the Lynn Valley Ecology Centre, an excellent local resource and field trip opportunity; through Project Wild, a long-standing Canadian resource for teaching environmental stewardship; and through a workshop called *Going Wild Environmental Planning*.

Another way for teachers to maintain the relevance of lessons is to explore the latest information from those working in the field. Last year several elementary teachers attended workshops provided by MineralsEd, an organization supported by the resource industry to support mineral and resource education in schools, while several secondary English teachers attended the Vancouver Writers Festival to attend workshops with working writers. These types of professional development opportunities allow teachers to bring current thinking and practice from today's workplace to the classroom.

Living and working close to the City of Vancouver also allows teachers to take advantage of the many world-class public institutions in Vancouver. Teachers across North Vancouver used Professional Development days to attend workshops and visit the following: Science World, the Museum of Anthropology at UBC, the Beatty Biodiversity Museum at UBC; a workshop on *Engineering for Intermediate Students* at UBC; a workshop on *Girls in Engineering* at UBC; and the Vancouver Art Gallery. These types of activities not only allow teachers to increase their knowledge in a specific area but also to learn about and plan field trips to bring learning out of the classroom and into the community.

We would like to make special mention of the workshop on *Girls in Engineering* at UBC. Although female students now outnumber male students at Canadian universities, and have for many years<sup>1</sup>, the proportion of engineering students who are female at Canadian universities has stagnated at about 20% since increasing during the 1990s<sup>2</sup>. Four teachers from one elementary school attended this workshop at UBC. Although we may think that students make decisions in the senior secondary grades about post secondary education, many pathways are closed by this time if students have not excelled in or enjoyed math and science during elementary and secondary school. Elementary teachers recognize the vital importance of igniting and maintaining student interest in a variety of subject areas as they prepare students for secondary school. This is just one example of teachers using the opportunity provided by Professional

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<sup>1</sup> <http://www.statcan.gc.ca/daily-quotidien/151130/dq151130d-eng.htm>

<sup>2</sup> [http://www.onwie.ca/resources-tools/statistics/percentage-of-female-undergraduates-in-](http://www.onwie.ca/resources-tools/statistics/percentage-of-female-undergraduates-in-engineering-canada-)

<sup>2</sup> <http://www.onwie.ca/resources-tools/statistics/percentage-of-female-undergraduates-in-engineering-canada->

Development days to bring change beyond their classroom to issues facing society as a whole. This is amplified when teachers work together to address an issue like this.

Another area of particular societal concern and needed attention is Canada's relationship with its Aboriginal Peoples. One of the most powerful ways to make change in this area is through education and North Vancouver teachers are using Professional Development to empower themselves to continue this work. Across the district, many teachers from many different schools attended workshops, both within the District and out it, on the topics of the History of Residential Schools, Infusing Aboriginal Content and First Nations Legends. By increasing their own knowledge of this complex history and learning techniques to teach that content in a sensitive and meaningful way, teachers are preparing to continue this important work.

A perennial area of interest for teachers are workshops on classroom management, helping students function within a classroom setting and addressing students' social and emotional needs. These topics are often linked and lay the foundation for successful student learning, no matter the grade or subject. Teachers across the district attended a variety workshops including the following specific topics:

- ☞ Making Thinking Visible
- ☞ Thinking Classroom
- ☞ Catching Readers Before They Fall
- ☞ Positive Behaviour Support
- ☞ Zones of Regulation
- ☞ Mindful Teen
- ☞ Emotions in the Classroom
- ☞ Friends Program
- ☞ LGBTQ+ Sensitivity Workshop
- ☞ Gender and Sexual Diversity Workshop
- ☞ Suicide Prevention
- ☞ First Aid
- ☞ Art Therapy
- ☞ Fine Motor Skills and Handwriting (not just at Elementary)

Professional Learning opportunities that address class-wide needs can help the learning of all students, but teachers also use Professional Days to access opportunities to gain new skills and strategies to help students within their class with special learning needs. In order to address a variety of learning needs, teachers in North Vancouver attended various workshops and Professional Learning opportunities on supporting students with special learning needs:

- ☞ Neuroplasticity Conference
- ☞ Functional Behaviour Assessment
- ☞ The ASD-Friendly Classroom
- ☞ Friends Training
- ☞ Friends "Anxiety" Workshop
- ☞ Thriving in Youth with Autism
- ☞ Curriculum for All with SET-BC

Currently an area of special focus for teachers is looking at implementing the new curriculum and more broadly changing instructional and assessment practices. As teachers find out about new curriculum or new instructional or assessment practices, it takes time for them to incorporate those ideas into their everyday practice in the classroom. Teachers across North Vancouver used Professional Development days during the 2015/2016 school year to investigate and implement new practices, including: planning units and lessons for the New Curriculum; Collaborating with colleagues on the New Curriculum; Inquiry Based Learning and FreshGrade.

As these examples show, teachers across North Vancouver are choosing Professional Learning opportunities to address a wide variety of student needs to help students develop the wide range of skills, attitudes and knowledge they will need to become productive members of society.

### **School-wide Activities**

During some Professional Days, teachers at a school choose to host a single workshop that all or most teachers attend. It is possible that not all teachers will attend for a number of reasons that include: it might not be an area that pertains to their work; it may be an area they are already familiar with; or there may be another opportunity that is an area of personal growth for the teacher. However, for the purpose of organizing activities for this report, these are activities that a majority of teachers participated in during a Professional Development day at a school. School-wide workshops can provide teachers the opportunity to learn about programs or techniques that become more effective when students experience them throughout the school or from one year to the next. The topics chosen by teachers for school-wide workshops mirror the areas of importance that we saw in the individual activities.

Addressing the unique learning and social and emotional needs of students with special needs is another area that can benefit greatly from a whole school focus. It is not surprising that a school in North Vancouver choose to host workshop for all teachers on working with students with Learning Disabilities.

Teachers at many schools worked together on Inquiry Based Learning, the New Curriculum and Assessment. Another area that many schools chose to explore together was Aboriginal History and Education. As many teachers share a concern about the environment and teaching students about nature, environmental education was a focus for several schools with workshops on Project Wild, Outdoor Education or Ecology.

Classroom management and student emotional and social wellbeing is an area that benefits from a school wide focus. Teachers at many schools choose workshops in this area including the following specific examples:

- ☞ Getting Ready to Learn: Sensory Activities to Wake up your Class or Calm them down to Focus
- ☞ Handwriting Without Tears
- ☞ Kids in the Know (Safety) Workshop
- ☞ Self-Regulation Workshop
- ☞ Growth Mindset
- ☞ Working with Parents

## Provincial Conferences

Finally, for the purposes of this report, we categorized Provincial Conferences on their own; although it could easily be under Individual Activities. The reason for this choice was that conferences put on by Provincial Specialist Associations (PSA) provide a unique opportunity for teachers. Each year in October, one Friday is designated by the BCTF as PSA day and many PSAs hold a conference on this day. Most Districts across the province have a Professional Day on this day, including in North Vancouver. It is especially important to the NVTa to maintain a Professional Day on this day as it provides its members with the opportunity to attend PSA conferences without the added cost of a TTOC. Given the level of funding provided by the District and the allocation of this money, each teacher had an allocation of \$115 for Professional Development during the 2015/2016 school year. A TTOC for a single day to attend a conference costs a teacher \$332; so if these conferences were not held on a Professional Day, the funding would not even cover the TTOC cost. With current conference costs of \$250 to \$350 or more, most teachers are paying out of pocket to attend these conferences.

These PSA conferences provide a unique opportunity for teachers from North Vancouver to attend workshops lead by colleagues from around the province at the leading edge of development in their subject area. These conferences offer high quality workshops on topics specific to teachers in BC and allow our teachers to learn from and with teachers from across the province.

The information that the NVTa has shows that teachers from North Vancouver attended conferences with the following PSAs during the 2015/2016 school year:

- ☞ BCATML – BC Association of Teachers of Modern Languages
- ☞ ABCDE – Association of BC Drama Teachers
- ☞ BCScTA – BC Science Teachers' Association
- ☞ BCSSA – BC Social Studies Teachers' Association
- ☞ BCTEA – BC Technology Education Association
- ☞ BCPTA – BC Primary Teachers' Association
- ☞ BCTELA – BC Teachers of English Language Arts
- ☞ BCAMT – BC Association of Mathematics Teachers
- ☞ PITA – Provincial Intermediate Teachers' Association
- ☞ BCATA – BC Art Teachers' Association
- ☞ BCTESOL – BC Teachers of English to Speakers of Other Languages
- ☞ THESA – Teachers of Home Economics Specialist Association
- ☞ BCMEA – BC Music Educators' Association
- ☞ BCSCA – BC School Counsellors' Association

It is highly likely that teachers attended other conferences as well as these but the NVTa simply did not have the information available.

Teachers in North Vancouver participated in an extremely wide variety of Professional Development activities during the 2015/2016 school year that will continue to allow schools to meet the diverse learning and social needs of students and allow teachers to continue to grow individually and collectively in their work both in the classroom and beyond. Teachers choose Professional Learning opportunities based on a range of factors including:



- the needs of their students;
- recommendations and advice from colleagues;
- areas they want to grow or improve in;
- new areas of development in education; and
- in response to societal changes.

As you can see from the examples provided in this report, teachers in North Vancouver strive for life long learning through the opportunity provided by Professional Days and the funding provided by the District.

#### **4. Professional Development in the NVTa**

The Professional Development program of the NVTa is organized through key people in district-wide and school-based roles as follows.

**NVTa PD Chairperson** – This position is elected annually at the NVTa Annual General Meeting of the membership. This role is charged with overseeing all aspects of Professional Development, the Chairperson is responsible for a myriad of tasks to:

- support Professional Development activities at schools;
- oversee, manage and disperse PD funds for members in accordance with the NVTa PD Policy;
- and connect with PD information and support provided through the BCTF.

**NVTa PD Steering Committee** – These positions are elected annually by the PD Contacts from each school. This committee has three key roles:

- make recommendations concerning policy;
- help implement the NVTa PD policy;
- and approve Special Grant requests.

**PD School Contacts** - Each school's Staff Committee elects a Professional Development contact person each year. These volunteer teachers play an important role in:

- communicating PD opportunities to their colleagues;
- helping teachers access PD funding;
- and organizing Professional Development days at the school level.

**School PD Committees** - School-based Professional Development Committees usually consist of a school administrator and several volunteer teachers, including the PD Contact. This committee:

- obtains feedback from teachers on their Professional Development needs;
- liaises with the NVTa PD Chairperson when necessary to obtain ideas for presenters and for funding support;
- presents Professional Development plans to Staff Committee for approval.

## 5. Summary

In conclusion, thank you very much for your continued financial support of the NVTa's Professional Development program. The strength and success of the program lies in the expertise, dedication and hard work of teachers across the whole district. By examining and strengthening our professional practice, we can better meet the needs of our students, and we can maintain the high quality of education that we are proud to offer in our North Vancouver public schools.

Schedule C.2  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **North Vancouver Parent Advisory Council Annual Report 2015/16**

**Narration:**

The North Vancouver Parent Advisory Council (NVPAC) provides a collective voice for parents in the North Vancouver School District. The NVPAC liaises with parent advisory councils (PACs) at all District schools and provides valuable feedback to the Board of Education, Senior Executive staff, and the BC Council of Parent Advisory Councils (BCCPAC), its provincial affiliate.

The Board of Education provides an annual grant to the NVPAC to support the Council's activities. As a condition of receiving the annual grant, the NVPAC provides a summary report to the Board on its major activities during the school year.

Amanda Nichol, Chair of the North Vancouver Parent Advisory Council, will present the NVPAC's Annual Report for the 2015/16 school year.

Schedule C.3.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Organization of Classes Report – 2016/17**

**Narration:**

In May 2006, the Province of British Columbia passed the *Education (Learning Enhancement) Statutes Amendment Act* (Bill 33). The *Act* defined class size parameters, processes, and guidelines within the Province of BC. In compliance with the *School Act* (76.1 through 76.8), the Superintendent of Schools prepared an annual report of the *Organization of Classes* each September, and submitted it to the Board of Education and the North Vancouver Parent Advisory Council for review. The report was presented at a Public Board Meeting, made available to the public, and submitted to the Minister of Education.

The Education Improvement Act (Bill 22) in the spring of 2012 was introduced to provide for the continuation of education services that had been impacted by teacher job action. The Education Improvement Act (Bill 22) resulted in significant changes to the *School Act* (Sections 76), and the introduction of new legislation regarding Class Size and Compensation and the Learning Improvement Fund.

Although the requirement for the reporting of the Organization of Classes is no longer required by legislation, the information contained within this report has been useful for the consideration of the allocation of the Learning Improvement Fund in consultation with the North Vancouver Teachers' Association. Changes experienced from year to year in class size are also important indicators for the consideration of the Board when developing budget priorities.

The Organization of Classes Report 2016/17 will be presented by Assistant Superintendents Chris Atkinson and Pius Ryan.

Schedule C.4.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Land, Learning and Livability Community Engagement - Update**

Narration:

Updates on the Board's Land, Learning and Livability Community Engagement process have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land, Learning, Livability Community Engagement Update* (November 2016).

Attachment:

Land, Learning and Livability Community Consultation Engagement UPDATE – November 2016

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## **Land, Learning & Livability Community Engagement Update**

### **Argyle Secondary School: Replacement Confirmed**

Work continues on the Argyle Secondary School replacement project with meetings taking place between the architects and staff and meetings with internal school staff. A public open house for the Argyle Replacement Project will take place on November 24, 2016 at Argyle Secondary School from 6:30 – 8 pm.

### **CNV Presentation**

Superintendent Mark Pearmain and Secretary Treasurer Georgia Allison provided a Capital Planning Update to Mayor and Council on November 14, 2016. The presentation focused on enrolment projections in the Lower Lonsdale neighbourhood.

### **Braemar Elementary School: Parcel**

The most recent proposal put forward to the North Vancouver District Council was not approved and did not proceed to Public Hearing. There is currently a purchase agreement still in place for the Braemar parcel of land subject to District Council approval of rezoning.

### **Lucas & Cloverley: Status**

There has been no change in the status of the Lucas and Cloverley sites.

Schedule C.5.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Tuesday, November 8, 2016 Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the November 8, 2016 Standing Committee Meeting.

Trustee Megan Higgins will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, November 8, 2016

## **BOARD OF EDUCATION STANDING COMMITTEE**

### **NORTH VANCOUVER SCHOOL DISTRICT**

#### **Meeting Summary of November 8, 2016**

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, November 8, 2016.

#### **Meeting Attendance:**

Trustees Higgins, Sacré and Stanley were all in attendance, Trustee Forward was away due to a personal matter, Trustee Gerlach and Stratton were away due to a family matter, and Trustee Skinner was away due to illness. Representatives of the North Vancouver Parent Advisory Council (NVPAC), North Vancouver Administrators (NoVA), North Vancouver Teachers' Association (NVTa), and School District Staff attended the meeting.

#### **Call to Order:**

Standing Committee Chair Megan Higgins called the Standing Committee Meeting to order at 7:00 pm, thanking those in attendance for coming to engage with the School District.

#### **How Assessment Supports Curriculum**

Kathleen Barter, District Vice Principal, presented on the new BC K-9 curriculum and changes to the North Vancouver School District report cards.

To support the new BC K-9 curriculum, the Ministry of Education issued a new Interim Reporting Order in the fall of 2016. To fulfill the requirements of the Interim Reporting Order, the North Vancouver School District created a new elementary report card that enhances teachers' ability to comment on student learning in relation to the new curriculum. While much of the report card format remains visually the same as previous years, there are a few changes that allow for more comprehensive communication with parents. Ms. Barter guided the group through sample report cards and answered questions.

In addition to the new NVSD report card, there are two separate reporting pilots underway in nine elementary schools this year, testing alternate formats and processes for communicating student learning to parents. The FreshGrade Application, piloted at Canyon Heights, Seymour Heights, Sherwood Park and Upper Lynn, communicates visual evidence of student learning. Brooksbank, Capilano, Norgate, Queen May and Westview are incorporating a three way conferencing with students, parents and teachers in place of one of the three traditional report cards. Carson Graham, Capilano and Queen Mary are using International Baccalaureate rubric levels in lieu of traditional grades.

Concluding the evening, Ms. Barter reminded the group that communicating student learning and the new processes to parents is a priority. Standing Committee Chair Higgins thanked all of those who attended.

The presentations can be found online: [Meetings & Minutes 2016/17](#)

#### **Next Meeting:**

January 12, 2016



Schedule C.6.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **Out-of-Country Field Trips - Secondary**

**Narration:**

**Seycove**— a field trip to Orlando, FL, USA is scheduled for February 3-13, 2017. The trip involves 24 FLIGHT 9 students, accompanied by three teacher supervisors and one additional adult supervisor.

Students will travel by bus to Seattle, WA, USA by bus and will then travel to Florida by air. During their stay, they will travel by bus. Accommodations will be in hotels. The per-student cost of approximately \$3,100 will be paid by the students.

The purpose of this extracurricular trip is to offer students the chance to become immersed in the world of imagination and to literally stand in the footsteps of history. Students will utilize work done prior to the trip to explore the physical manifestation of imagination in Orlando area theme parks. They will also visit the Kennedy Space Center where they will tour historical locations of the American space program and will work a mock space mission including a shuttle landing simulator similar to the ones used by NASA astronauts.

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**Handsworth** – a field trip to Cuba has been scheduled for March 7-15, 2017. The trip involves approx. 50 music, dance and art students in grades 8-1, accompanied by five teacher supervisors.

Students will travel by air to Cuba and by bus while they are there. Accommodation for students will be in hotels. The trip cost is approximately \$3,250 per student, which will be paid by the students.

The purpose of this extracurricular trip is to supplement the Music, Visual Art and Dance educational program in Fine Arts. Students will participate in performances and workshops during their stay, as well as visit and tour cultural and historical sites.

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**Windsor** – a field trip to London, England has been scheduled for March 8-14, 2017. The trip involves 70-90 Grade 10-12 Band and Choir, who will be accompanied by four teacher supervisors and a minimum of two additional adult supervisors.

Travel to England will be by air and students will travel by bus while there. Students will be accommodated in hotels. The cost per student is \$3,000, which will be paid by students.

The purpose of this extracurricular trip is to provide the opportunity for students to explore music in another part of the world, performing and participating in musical workshops during their stay. Student will also visit to significant historical and cultural landmarks, including a trip to the city of Bath and nearly Stonehenge.

Schedule C.7.  
of the  
Administrative Memorandum

Meeting Date:            November 15, 2016            ☒ Board            ☐ Board, in camera

Topic (as per the  
Memorandum):            **Superintendent's Report**

Narration:

The Superintendent will provide an oral report on items of interest or concern to the Board not otherwise covered in the agenda.

Schedule C.8.  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the Memorandum): **Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)**

Narration:

Trustees will provide an update on information related to BC School Trustees Association and BC Public Schools Employers' Association.

Schedule C.9.  
of the  
Administrative Memorandum

Meeting Date:            November 15, 2016            ☒ Board            ☐ Board, in camera

Topic (as per the  
Memorandum):            **Trustees' Reports**

Narration:

The Chair will call for reports from Trustees on their activities on behalf of the Board.

Schedule ...D.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Future Meetings**

Narration:

Date and Time	Event	Location
Tuesday, December 6, 2016 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Thursday, January 12, 2017 at <b>7:00 pm</b>	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver
Tuesday, January 17, 2017 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 7, 2017 at <b>7:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

All meetings will take place on the 5th Floor in the Mountain View Room, unless otherwise noted.

Pedestrian Access: Main West Entrance at 2121 Lonsdale Avenue, proceed by elevator to 5th Floor.

Vehicle Access: Parkade Entrance off West 21st Street and Lonsdale Avenue, park on Level P1 and proceed by elevator to 5th Floor.

Schedule .....E.....  
of the  
Administrative Memorandum

Meeting Date: November 15, 2016 ☒ Board ☐ Board, in camera

Topic (as per the  
Memorandum): **Public Question & Comment Period**

**Narration:**

In accordance with Board Policy 104: Board of Education – Meetings; twenty (20) minutes will be provided at the end of a regular Board meeting during which attendees may provide comments or ask questions of the Board on business conducted during that meeting or on any matter pertaining to the School District. The Chair may defer a response if a question cannot be answered at that time.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.