

ADMINISTRATIVE MEMORANDUM

Meeting Place:

Virtual Meeting
[Meeting Link](#)

Format and Date:

PUBLIC BOARD MEETING
Tuesday, March 9, 2021, at
6:30 p.m.

		Estimated Completion Time
A.	Call to Order	
A.1.	Chair Tsiakos' opening remarks	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Public Comment Period *	7:00 pm
A.4.	Stakeholder Comment Period	7:30 pm
A.5.	Approval of Minutes (that the minutes of the Public Meeting of February 23, 2021, be approved as circulated)	7:35 pm
B.	Action Items	
B.1.	Election of a Board Vice Chair	7:45 pm
B.2.	Proposed 2021/22 School Calendar for Board Approval	8:00 pm
B.3.	Approval of Robotics, Mechatronics, & Digital Fabrication Academy for 2021/22	8:15 pm
B.4.	City of North Vancouver and North Vancouver School District Memorandum of Understanding (MOU)	8:30 pm
C.	Information and Proposals	
C.1.	2021 School Trustee By-election Update	8:40 pm
C.2.	Secondary Timetable Update	8:50 pm

* 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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PUBLIC BOARD MEETING
Tuesday, March 9, 2021, at
6:30 p.m.

		Estimated Completion Time
C.3.	Land Management Update	9:00 pm
C.4.	Superintendent's Report (including COVID-19)	9:10 pm
C.5.	Report Out - BC School Trustees Association (BCSTA) and BC Public School Employers' Association (BCPSEA)	9:15 pm
C.6.	Trustees' Reports	9:20 pm
D.	Future Meetings	9:20 pm
E.	Public Question & Comment Period	9:40 pm
F.	Adjournment	9:40 pm

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

Schedule A.3
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

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

Narration:

NEW: COVID-19 Procedures for Public Board Meetings

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded. The public will not be able to attend meetings in person but will have the opportunity to provide input in advance of the meeting.

How you can provide input:

On the day of the Public Board Meeting, we ask that interested parties who wish to ask a question or provide a comment email publiccomments@sd44.ca with their full name, address, phone number, and written submission. The Board Chair will read out the comments during the Public Comment Period. Please provide questions and comments by 6:00 p.m. on March 9, 2021.

The Board of Education will provide a twenty (20) minute public comment period relevant to the Board's mandate. Speakers will be allocated a maximum of two (2) minutes each. An additional ten (10) minutes will be provided for Trustee questions of clarification at the end of the comment period.

Schedule A.4
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

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

Narration:

As per the motion passed on May 26, 2020, the Board of Education will provide a twenty (25) minute stakeholder comment period to allow stakeholders to speak to items on the Board of Education agenda (B and C items). Speakers will be allocated a maximum of five (5) minutes each. An additional five (5) minutes will be provided for Trustee questions of clarification at the end of the comment period.

Stakeholders will be invited to speak to the Board of Education in a rotating order each meeting. The Chair will invite those wishing to speak in the order that is determined prior to the meeting. For the March 9, 2021, Public Board Meeting, the following order will be observed:

- North Vancouver Administrators (NoVA)
- North Vancouver Parent Advisory Council (NVPAC)
- North Vancouver Teachers' Association (NVTa)
- Canadian Union of Public Employees (CUPE Local 389)
- District Student Leadership Council (DSLc)

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

During the Stakeholder 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 Stakeholder 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 virtually through Microsoft Teams in North Vancouver, British Columbia, on Tuesday, February 23, 2021.

PRESENT: G. Tsiakos, Chair
C. Gerlach
M. Higgins
K. Mann
C. Sacré
M. Tasi Baker

A. Call to Order

Board Chair George Tsiakos called the meeting to order at 6:31 p.m. and acknowledged the traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation.

Motion to Approve Trustees Participation by Microsoft Teams

Moved by G. Tsiakos

WHEREAS Section 67 of the School Act permits Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other;

the Board hereby approves the participation by the Trustees in the February 23, 2021, Public Board Meeting by Microsoft Teams.

Seconded by C. Sacré

Carried

Board Chair Announcement

The following statement was read out by Board Chair George Tsiakos:

I would like to start tonight's Board of Education meeting with news as it relates specifically to the North Vancouver Board of Education and one of our trustees.

It is with regret that I must inform the Board of Education and School District staff that yesterday, February 22, 2021, Secretary Treasurer Jacqui Stewart advised me that she received a letter of resignation from Trustee and Vice Chair Devon Bruce.

Trustee Bruce was elected by District of North Vancouver electors in fall 2018 and on December 1, 2020, was acclaimed as Vice Chair. During his time serving on the Board, Trustee Bruce worked collaboratively with fellow trustees to make policy decisions that govern all aspects of education with the North Vancouver School District. Like his fellow trustees, Trustee Bruce worked tirelessly to support the School District's overarching vision and district priorities in the pursuit of the highest level of service we can provide to students and our community.

Trustee Bruce would like our community to know that he has enjoyed his time on the Board of Education tremendously. However, due to a growing portfolio of professional responsibilities in his work with North Shore ConneXions Society, he feels he cannot continue on with his role and responsibilities with the Board of Education at this time. I respect the decision, and I know fellow trustees, district staff, and our school community will join me in thanking Trustee Bruce for his service and wish him well.

I would like to take this opportunity to remind everyone of the purpose of the Board of Education and role of the school trustee. The Board's purpose with respect to the BC public education system is to enable all learners within the School District to develop their individual potential and to acquire

Board Chair Announcement (continued)

the knowledge, skills, and attitudes needed to contribute to a healthy society and a prosperous and sustainable economy.

As a member of the Board of Education, school trustees are accountable to the public for the collective decisions of the Board, and for the delivery and quality of educational programs and services. It is a responsibility that we do not take lightly and does require a commitment of time, over and above our personal and professional responsibilities.

Due to the resignation of an elected school trustee, a by-election will be required to fill this vacancy for the remainder of the four-year term ending in the fall of 2022. The North Vancouver School District will be informing the District of North Vancouver, who will run the municipal election process, of the resignation. – end –

Chair Tsiakos acknowledged the continued challenges related to COVID-19. February was acknowledged as Black History Month and Inclusive Education Month with Pink Shirt Day and the Provincial Eating Disorders Awareness both occurring in this month as well. Chair Tsiakos thanked everyone who took time to engage with the School District to provide feedback on the Board of Education's Strategic Plan.

A.2. Approval of Agenda

Moved by K. Mann

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

Seconded by C. Sacré

Carried

A.3. Public Comment Period

Due to COVID-19 and moving the meeting to Microsoft Teams, the Board of Education requested that interested parties email in their submission to be read out by the Board Chair.

Jennifer Branston, resident of North Vancouver, implored the Board of Education to begin the conversation around ableism and ableist language within the North Vancouver School District to help align processes with current visions of restorative and trauma informed practices, diversity and inclusion.

Noel Deschenes, resident of North Vancouver, provided comments regarding the Temporary Transitional Support Option, asking the Board of Education to continue the option for the remainder of the school year.

Meredith Dawson and Melissa McConchie, both residents of North Vancouver, commented on the use of masks in elementary schools. Ms. Dawson and Ms. McConchie asked to strengthen the COVID-19 safety measures in North Vancouver schools.

A.4. Stakeholder Comment Period

As per the motion passed on May 26, 2020, the Board of Education provided a twenty minute stakeholder comment period to allow stakeholders to speak to items on the Board of Education Agenda.

Jennifer Branston, Co-Chair of North Vancouver Parent Advisory Council, spoke regarding the Elementary Temporary Transitional Support Option, respectfully requesting that the Board of Education continue the option for the remainder of the school year.

A.4. Stakeholder Comment Period (continued)

Katrina Russell, First Vice President of North Vancouver Teachers' Association, commented on the Elementary Temporary Transitional Support Option, asking the Board of Education to consider extending the option till the end of the year. Ms. Russell also spoke regarding Block Budgets that were provided to the schools, asking the Board to reconsider these allocations. Ms. Russell also shared her concern that the Board has not yet discussed the provincial and federal COVID-19 funding at a Public Board Meeting.

A.5. Approval of Minutes

Moved by M. Tasi Baker

that the minutes of the public meeting of January 19, 2021, be approved as circulated.

Seconded by K. Mann

Carried

B.1. School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2020/21

Financial Services Director Kristen Watson introduced this agenda item and noted that the Board is being asked to adopt an Amended Budget Bylaw for Fiscal Year 2020/21 pursuant to Section 113 of the *School Act* which provides the authority for a Board to amend its annual budget bylaw. The Amended Budget in the amount of \$206,792,467 was updated to take into account changes in revenue and expenditures that have occurred since the adoption of the 2020/21 Preliminary Budget on June 23, 2020.

Ms. Watson provided clarification on various budget lines including salary and benefit costs, revenue and services and supplies. Ms. Watson highlighted the risks and liabilities, changes in the operating, special purpose and capital funds.

The revenue was increased by \$10,049,908 over the Preliminary Annual Budget. Significant adjustments included an increase to the Operating Grant budget by \$952,724 as a result of higher than anticipated enrolment. The School District received \$1,116,823 from the Provincial Government for the Safe Return to Class Grant, and \$6,187,532 from the Federal Government for the Safe Return to School Grant. Both grants were received to support the School District with revenue and expense impacts resulting from COVID-19. The Classroom Enhancement Fund Grant increased by \$2,001,296 to fund the provisions of restored collective agreement language. International Student Tuition fee revenue increased by \$1,403,300 as a result of higher than anticipated international student enrolment.

Total planned expenditures increased by \$4,039,489. This was largely attributed to an increase in staffing and facility maintenance expenses resulting from the implementation of COVID-19 health and safety plans, as well as additional teacher staffing to support learning and the elementary temporary transition support option. Ms. Watson noted that the Amended Budget incorporates the utilization of \$2,271,193 of the Accumulated Operating Surplus to balance the Operating Budget. In addition, \$4,350,000 has been included as a transfer to local capital reserves to support School District capital construction projects and future investments in information technology and communications. Ms. Watson answered a number of questions raised by Trustees.

Moved by K. Mann

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2020/21 be read a first time;

Seconded by C. Sacré

Carried

Moved by G C. Sacré

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2020/21 be read a second time;

Seconded by K. Mann

Carried

B.1. School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2020/21 (continued)

The Board unanimously agreed to proceed to a third reading of the bylaw.

Moved by C. Gerlach

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2020/21 be read a third time, passed and adopted.

Seconded by C. Sacré

Carried

A short break was observed.

B.2. Elementary Temporary Transition Support Option - Extension to June 2021

Assistant Superintendent Pius Ryan introduced this agenda item sharing that the 2020/21 school year began with an option for parents of elementary-aged students to consider participating in a temporary transitional programming option that, in light of COVID-19, provided a delayed return to in-person instruction. The Board extended this option on December 8, 2020, based on the expressed needs of families to spring break.

The Board of Education continued to receive feedback from families in the Elementary Temporary Transition Support Option requesting that the option be continued to the end of the 2020/21 school year. Assistant Superintendent Ryan noted that the Option would continue in the same delivery format, with the same level of supports currently provided to students as introduced in September 2020.

Moved by C. Sacré

that the Board of Education confirm further extension of the Elementary Temporary Transition Support Option until the end of the 2020/21 school year, and that the option be provided to those families currently participating, in the same format and design as introduced in September 2020.

Seconded by M. Tasi Baker

Carried

Motion to Extend

Moved by unanimous consent to extend the meeting past 9:30 p.m.

C.1. Land Management Update

Superintendent Pearmain updated the Board of Education on the Argyle and Handsworth Secondary School Replacement Projects, the Mountainside Secondary Seismic Upgrade and the status of Cloverley Elementary School.

Responding to Trustees' questions, Superintendent Pearmain clarified options for Cloverley Elementary being an eco-demonstration school and the design of sensory spaces at Argyle and Handsworth Secondary.

C.2. Tuesday, February 2, 2021, Standing Committee Meeting

Trustee Sacré reported on the meeting that showcased budget development components for 2021/22, including historical and current revenues and expenses, budget timelines, operating grant and the three-year forecast enrolment forecast.

C.3. Superintendent's Report (including COVID-19)

Superintendent Pearmain provided an update on COVID-19 which included the number of exposures in the North Vancouver School District since the beginning of the school year and clarity was provided on the updated health guidelines for mask use. Superintendent Pearmain shared

C.3. Superintendent's Report (including COVID-19) (continued)

that the Foundation Skills Assessments (FSAs) are underway at all schools. Highlights from Black History Month will be included in the Superintendent's Reports.

C.4. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)

Trustee Tasi Baker updated the Board on the BCSTA Provincial Council. Trustee Gerlach updated the Board on the BCPSEA AGM.

C.5. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Public Board Meeting
 - Standing Committee Meeting
 - Trustee Seminar Meetings
 - Board of Education and MLA Meeting
 - Board of Education and NVPAC Meeting
 - Board of Education and NVTAC Meeting
 - Audit Committee Meeting
 - Inclusion Committee Meeting
 - Sustainability Committee Meeting
 - Presidents Council Meeting
 - DSLC Meeting
 - AFK Management Committee Meeting
 - Various PAC Meetings
 - NV Band & Strings Parent Information Meeting
 - BCSTA Legislative Committee Meeting
 - BCSTA Metro Meeting
 - CNV Integrated Transportation Meeting
2. Events attended by Trustees included:
 - Handsworth, Argyle and Mountainside Tours
 - NVPAC Meeting – How to Raise an Anti-Racist Child
 - Digital Media Academy Virtual Expo
 - BCPSEA AGM
 - BCSTA Provincial Council

Notice of Motion

During Trustees' Reports, Trustee Gerlach advised that she had a notice of motion regarding sensory rooms for the March Public Board Meeting. Board Chair Tsiakos asked if the motion could be brought back in April due to the short timeframe to the March meeting. Trustee Gerlach approved.

Notice of Motion Update

During Trustees' Reports, Trustee Gerlach advised that she is no longer bringing forward the restorative justice motion that was initially discussed at the October 20, 2020 Public Board Meeting.

D. Future Meetings

Date and Time	Event	Location
Tuesday, March 9, 2021, at 6:30 p.m.	Public Board Meeting	Virtual
Tuesday, April 6, 2021, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Microsoft Teams
Tuesday, April 27, 2021, at 6:30 p.m.	Public Board Meeting	Virtual
Tuesday, May 4, 2021, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Microsoft Teams

E. Public Question & Comment Period

Due to COVID-19 and moving the meeting to a virtual platform, the Board of Education did not take questions or comments in real time. Members of the public were asked to email their submission in to publiccomments@sd44.ca.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 10:16 p.m. and thanked those who attended.

Certified Correct:

Jacqui Stewart
Secretary Treasurer

George Tsiakos
Chair, Board of Education

Date

Date

Schedule B.1
of the
Administrative Memorandum

Meeting Date: March 9, 2021

☒ **Board**

☐ **Board, in camera**

Topic (as per the Memorandum): Election of a Board Vice Chair

Narration:

As a result of a Trustee resignation, the Chair will conduct the election for a Vice Chair for the term commencing immediately on March 9, 2021, and ending November 30, 2021, or until a successor has been elected. The election of a Vice Chair shall generally adhere to the following standard format:

- (i) call for nominations for the position of Vice Chair of the Board for the term commencing March 9, 2021, and ending November 30, 2021, or until a successor has been elected;
- (ii) declare the Vice Chair elected if there is only one nomination;
- (iii) if there is more than one nomination, the Trustees will be put into break-out rooms in Microsoft Teams with a scrutineer entering each room to accept the vote;
- (iv) announce the successful candidate.

Schedule B.2
of the
Administrative Memorandum

Meeting Date: **March 9, 2021** ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Proposed 2021/22 School Calendar for Board Approval**

Narration:

BC school districts are required by the *School Act* to individually design and establish annual school calendars for their respective districts. Specific criteria and requirements are defined by the School Calendar Regulation 314/12, including the minimum number of instructional hours to be provided to students, and the timelines and processes for the development and submission of school calendars. School districts are required to provide a minimum one-month opportunity for employees and parents of students to comment on proposed calendars prior to a Board of Education confirming a final school calendar. School calendars must be submitted to the Ministry of Education by March 31st of the year prior to the calendar implementation.

Development of school calendar proposals for the Board's consideration is tasked to the North Vancouver School District's School Calendar Committee. The Committee, supported by NVSD staff and chaired by Assistant Superintendent Chris Atkinson, is comprised of representatives from NVSD education partner groups: the North Vancouver Teachers' Association, CUPE Local 389; the North Vancouver Administrators' Association, the North Vancouver District Parent Advisory Council; the District Student Leadership Council. Additionally, committee membership includes two Board of Education Trustees.

The School Calendar Committee met twice in the fall of 2020 to finalize a proposal for the 2021/22 School Calendar. The Committee's proposed School Calendar was provided to the Board of Education, for their information, at the Public Board Meeting held January 19, 2021.

The 2021/22 Proposed School Calendar provides for:

- the first day of school to fall on September 7, 2021, the first day following Labour Day
- a two-week Winter Break from December 20, 2021 to January 3, 2022, inclusive (Monday, January 3rd is an In Lieu Statutory Holiday; schools re-open Tuesday January 4, 2022)
- a two-week Spring Break from March 14, 2022 to March 25, 2022, inclusive
- four (4) Staff Collaboration Dates on which students will attend for a shortened day
- the last day of attendance for students to be Wednesday, June 29, 2022

The School Calendar Regulation requires that proposed calendars be made available for public comment and, accordingly, a public comment period was established effective February 1, 2021. The 2021/22 Proposed School Calendar was published to the school district's Calendar webpage and notification of the public comment opportunity was sent by email to parents of students as well as to all NVSD staff. Additionally, information regarding the public comment period and the proposed calendar was shared on each of the NVSD social media channels.

Last year, the NVSD introduced the online engagement tool Thoughtexchange to gather public input regarding school calendar proposals. The public comment period closed at midnight Sunday, February 28, 2021. A total of 194 individual "thoughts" were posted to Thoughtexchange in response to the question: *What are your thoughts about the proposed calendar dates for 2021/22?*

The number of responses was slightly increased from last year's participation for the 2020/21 school calendar. This year, 243 individuals participated, versus 235 last year; 194 unique "thoughts" were posted this year, versus 152 last year. (Note: not all participants provide unique thoughts - some choose only to star/rate the comments of others). The number of participants and comments is generally consistent with those received historically.

This year, approximately 25 of the posted comments referenced the secondary school quarter system newly implemented this year in response to the COVID-19 pandemic. These comments have been shared with school district staff who are currently surveying secondary school students, families and staff for feedback on their experience of the quarter system schedule.

In addition to adding unique thoughts, the Thoughtexchange tool allows participants to rate or rank agreement with the posted comments of others. The highest "rated/ranked" statements addressed the scheduling/balancing of non-instructional dates (including connection to, or creation of, long weekends) and the 2021/22 year-end date falling mid-week (Wednesday, June 29th).

A listing of the unique comments posted is attached to this Board schedule and is accompanied by a brief summation of the most common themes and feedback. The listing was shared with members of the School Calendar Committee for their discussion at their March 4th committee meeting.

Assistant Superintendent Chris Atkinson will review the results of the public comment period and the final version of the Proposed 2021/22 School Calendar.

Should the Board approve the Proposed 2021/22 School Calendar, the calendar will be submitted to the Ministry of Education prior to the legislated March 31, 2021 submission deadline. In May, upon confirmation of the dates selected by the NVTa for non-instructional days next year, the 2021/22 calendar will be updated with the confirmed ProD dates, and will be re-published and circulated to the community as the finalized NVSD 2021/22 Approved School Calendar.

Attachments:

2021/22 School Calendar Public Comments
Proposed 2021/22 School Calendar for Board Consideration

RECOMMENDED MOTION:

that the Board of Education approve the Proposed 2021/22 School Calendar as attached to the Administrative Memorandum of March 9, 2021.

PUBLIC COMMENT FEEDBACK PROPOSED SCHOOL CALENDAR FOR 2021/22

The Provincial School Act requires that Boards of Education establish a school calendar for each school year and, as part of that process, that the proposed calendar be made available for public comment prior to receiving final approval.

The opportunity for public comment regarding the 2021/22 Proposed School Calendar was provided this year through use of the online engagement tool Thoughtexchange. The question posed to participants was:

What are your thoughts about the proposed calendar dates for 2021/22?

As in previous School Calendar consultations, the comments received identified the same general themes, namely responses regarding:

- start and/or end dates of the calendar year
- number and scheduling of Professional Development/Non-instructional Days
- length and scheduling (date selection) of Winter and Spring break periods
- staff collaboration time/shortened days
- support for the calendar proposal as presented.

This year, with adjusted operations due to the COVID-19 pandemic, several respondents referenced the Secondary School Quarter System schedule. These comments remain included in the listing provided, but have also been forwarded, for consideration, to staff working on the survey of secondary school students and families regarding feedback on the current year (2020/21) secondary school schedule.

Repetition of statements, or indications of support for existing comments of others, were noted within “thoughts” that referenced the following:

- alignment Professional Development/Non-instructional days with long weekends
- the number of Professional Development/Non-instructional days in general
- the duration of Spring Break
- the scheduling of Spring Break in mid-March/alignment of Spring Break with Easter long weekend
- year-end timing/last day of student attendance mid-week (Wednesday, June 29, 2022)

Seventy-four (74) comments indicated support for the proposed calendar as presented.

A full listing of all the individual comments received is provided on the following pages.

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
1	Every year I give the same Feedback! Please put the Feb proDay on the Fri preceding Family day to allow a 4 day w/e. This gives a decent amt of time off for families to go away and do something fun vs having 3 day w/e's.
2	The kids need to continue with in-person schooling moving forward, with a return to full-time in the fall of 2021. Mental health for all (kids/parents/teachers), strengthened learning for those falling behind, re-establishment of norms.
3	Both students and staff need breaks throughout the year to destress and refresh.
4	Agree with winter and spring breaks Students and parents need a break at these times of the year
5	Remembrance Day - November 11 - Thursday A lot of families in the District will take this as a 4 day weekend, would it be an idea to have Friday Nov. 12 as an additional day off?
6	If the quarter system will continue, breaks and professional days should be spread out equally.
7	The proposed calendar looks fine, however when deciding on Pro-D days, it would be great if they could be tied to a long weekend when possible.
8	Our preference for Pro Days is to have them on long weekends (such as Family Day) so that the long weekend is extended.
9	Appreciate the 2 week March Break For students and staff, 2 weeks allows time for self-care, travel (when permitted again), family, projects and general wellness.
10	Can the professional days and/or curriculum implementation day be tacked onto an already-long weekend (ie: Thanksgiving; Family Day; May long wknd)? Easier to plan as a family to be out of town/time off work on an extended long weekend - rather than having to sort out childcare on separate weeks
11	Can we get our students back to full time high school please. !(now) Many high schools (private) are running full time. Our students are falling behind. Social and emotional health are of utmost importance.
12	Should have last day of school on the previous Friday. Not sure why it's midweek - not much gets done Monday or Tuesday.
13	I would love to see the pro-d days schedule around long weekends I think this would help with childcare as more people may travel on long weekends, especially with 2 days, and then not worry about other days off
14	Align pro-d days with long weekends (Thanksgiving and Family Day). To enable a longer weekend for families.
15	I'm glad breaks align with other Metro districts. I'm a teacher in the VSB and I like it when my breaks align with my children's breaks.
16	Nov. 12 should be a holiday by +ing extra min. to the other days. We may be able to travel & many families will take that day off, staff needs it too November 12
17	Please ensure that the prod-d , admin days & other holidays are the same for elementary & secondary schools within the same neighborhood. I have multiple kids & not easy to schedule activities when they have different days off
18	I agree with the dates proposed Aligns with other school schedules
19	Loved the quarter system only had to focus on two classes/term; makes it easier to move in and out of confinement if needed next year
20	November 12th might be a good day for a professional day as many families may not return on Friday after a Thursday stat holiday. Days with low attendance impact the delivery of curriculum.
21	good
22	It's great @ weeks off at Christmas and Spring. Regular Summer off

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
23	professional days are much preferred on a friday rather than a monday. easier for many working parents to take a friday than a monday
24	I like the dates for spring break and winter break
25	They seem consistent with previous years.
26	The calendar as proposed looks fine. What's not noted, and is as important, is the structure of the classes for the year. The quarterly system has not been successful. 10 weeks is not sufficient time to absorb and understand the materials for the academic subjects.
27	September is a very short month for the kids. Adding a pro d day - school based is not a good idea. I recommend to move it Difficult for new kids to get adjusted with short a month. Gradual entry is difficult for K kids.
28	Since elementary students are in class full days this year, could secondary students also return to in-class instruction next year. Some students are not keenly interactive during "virtual" classes. The relationship with a teacher and value of discussion and group work missing.
29	The dates are fine with me.
30	Could there be a consideration for semesters rather than quarters for secondary students? 10 weeks is not enough for content driven courses. Subjects like math have cumulative learning and need practice with certain concepts -10 weeks in insufficient time for some students to attain mastery
31	As a school Administrator it would be beneficial to have at least one full day in Sept with staff ONLY so we can be well prepared for student arrival. Class configurations can be confirmed and double checked, safety protocols and District policies and procedures can be reviewed with all staff.
32	I would like you to reconsider the activities scheduled for Oct 1 and Oct 22 to be in Nov and January. As is now there is a day off every two weeks. It is hard to make accommodations for child care on Pro D days etc. for full time working moms and dads.
33	It looks great
34	no comments at the moment looks similar to past calendars
35	think it is good.
36	I like the proposed dates
37	I agree with the dates Alignment with neighbouring Districts facilitates families
38	Looks pretty standard no big changes or shifts. There has been lots of change this past year so consistency is appreciated.
39	I am ok with the proposed dates
40	It is thoughtfully arranged Thank you for all you do for our kids.
41	looks good, but spread out pro d's better balance in schedule
42	Students really benefit from Flex time (AM) and it needs to stay! Even if Semester, classes should start at 9:30. Teachers fully utilize the time! Students can count on seeing teachers daily for alt. assessments, extensions, tutorial, etc. There is calmness and inherit feeling of support in thisu
43	looks great
44	I agree with it
45	The calendar looks good to me. The calendar looks good to me.
46	I would simply suggest to have more consistent physical education please. Even if outside Thx
47	Calendar looks great - thank you for sharing

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
48	Consolidate all the various apps / web resources to a single portal. Inconvenient and time consuming to access multiple sites / apps in order to learn about a child's progress
49	I am hoping the school stays with the 4 semester system with 2 classes at a time Noticing my daughter doing much better in school and much less stress for her to manage her school work.
50	I think this calendar plan is great
51	I support the proposed calendar
52	Pro-D Days I understand why, but in this day and age we have both parents working full time. With so many holidays and 3 weeks vacations, we are struggling
53	Sept - June Consistency
54	The proposed dates look good thank you.
55	Calendar looks great. I think there should be a mandatory PRO-D day after Halloween night. The kids are tired, cranky and not wanting to do any work
56	Looks fine. Predictable. Matches closely with previous years.
57	The calendar dates are fine.
58	Spring break should begin on March 21, not March 14. More even distribution of weeks per winter/spring session. Jan-Mar session will feel really short and Apr-Jun really long.
59	Calendar dates are fine. They are in line with previous years; predictable. This is what people expect.
60	Well balanced calendar for students and employees
61	The mentioned date is good, but all depend the kids safety and their family due pandemic.
62	I am wondering about the Staff Collaboration days, where it is indicated that there is a late start for students Staff collab occurs during morning flex time which means teachers give up their NIT time, rather than students losing instructional class time
63	School based ProD in September and district wide CI day in October are only a week apart. Can they get spread out at least two weeks apart? Also, I would push the district wide ProD until the end of October.
64	Or add Pro D day on the Fri before Family Day so it's a 4 day weekend instead of having 2 4 day school weeks.
65	if the two week spring break is here to stay (thanks 2010 olympics) the priority should be to have spring break align with easter dates working parents don't just get two weeks off in march. its difficult, except if you are wealthy and can fly off to Hawaii
66	Agree wholeheartedly with parents who say that spring break should align with Easter break. The chopiness of the current schedule does not work well for families, including those of high school children.
67	I like the dates
68	Hybrid doesn't work. Access to extra help is limited to those with morning in class given the time to travel to/from school. The 'self directed' learning aspect of the hybrid class means reduced instructional time and less access to a teacher and support.
69	I agree with the way the school calendar is laid out.as it is nice having breaks throughout the year. As it give children and parents to have family time with their children.
70	I do have one suggestion about the time of the class that is scheduled to start in the afternoon (quarter system). Some kids do not live within walking distance from the school and suggest the time start at 1:00pm not 12:40 to ensure enough time to get home
71	I'm not in favour of the quarter system. It doesn't make sense to have math for only 10 weeks
72	Move spring break to start March 21st So it's in the spring when weather is typically a bit better.
73	I like this calendar and wouldn't make any changes.

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
74	I support the proposed dates EXCEPT for having school end midweek. Please consider the challenges working parents may have in finding childcare.
75	calendar looks fine no objections
76	As Family's work and when you keep a school Calendarthe sameforall districts most families can work around the schedules . Makes it work for all Staff and Families.
77	Don't like the quarter system. Students could go over a year between math 10 and math 11, for example. Too long.
78	Attaching proD days to already existing holidays would be good help parents struggling to arrange care for their kids. These 1 day school off days due to professional development etc are too many in number. Let's give kids longer break, help working parents.
79	Looks good
80	Looks good to me. Thanks for all the hard work!
81	No quarter system
82	Having the holiday breaks at the same time as other districts is important. People may have students in different districts. Staff may have children in different districts.
83	I agree with the proposal school calendar
84	It's OK Just another year
85	I think it is perfect. We don't need a lockdown if COVID with be lingering for another year It is important for kids social development and in-person learning opportunity.
86	In terms of start dates etc I am fine. I would like to see the 4 Term approach again for high school with the 9:30 start (with Hybrid). The term Approach provides better focus and the 9:30 start makes sense for teens. I don't think we will be in position for back to normal for September.
87	The dates seem standard as as expected. Consistency is important to plan ahead.
88	Looks reasonable
89	Also good to be generally in line with other districts.
90	Coordinate Regional/District/School PD/PE days. Reduce the disruptions that occur when these occur.
91	I hope the quarter system will not continue! Too intense when studying a tough academic course; no time for students to digest the material and very very hard to catch up if you away for a day
92	It looks good to me.
93	Looks goodp
94	Coordinate quads to match Spring Break. Eliminates resetting the learning with kids so they don't have to re-jumpstart their classes when they come back.
95	I hope highschool will NOT be the quarter system. Too intense; no time for students to digest the info; also, could be long gaps between academics (ie. Math 10 and Math 11) which harms retention.
96	Sea to Sky SD has it exactly right this year with spring Break and Easter break aligned /continuous Its too chopped up and disruptive with two weeks off, 4 days back, 4 days off again. If you are in the quarter system its even worse!
97	I really think that the PRO D, NVSD Curriculum Days, need to be less front loaded in Sept , Oct Q2, Nov 15 to Jan 30 was long and difficult. Put some of the PRO D in Q2 - there was too many at the start of the year, disrupting forward momentum
98	All dates look great.
99	The calendar dates look fine to me. Thank you

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
100	Looks good
101	All good with me.
102	Looks good.
103	I think it's a great plan! It sounds very similar to other years.
104	Looks Fine Assuming this matches up with other districts looks fine.
105	I would like to see a more modern calendar. Something like the 3-1-3-1-3-1 balances that was proposed a few years ago. We no longer need a system based on Industrial age mind set. We also should not be basing our decisions on what is best for teachers, student focus!
106	Proses calendar seems fine.
107	The dates look fine. No difference from previous years that I can see
108	one or two less development days for secondary. for older students they have missed so much in class instruction during Covid that it crucial that it's made up, assuming back to normal schedule.
109	The dates are good Finally Christmas break starts at a reasonable time
110	The summer of 2022 may be the first actual restriction free break many students will get. Mid June is a more reasonable end time for the year. Mental health has been severely impacted.Senior students need a real break before the challenges of post secondary and adulthood after this pandemic.
111	CI Day early in the year allows for resources, inspirations to be used throughout the year.
112	Less No school days for students No school days affect on their education.
113	Read good text about the environment Help kids produce some brochures about geography and science
114	I think we should stick with the 4 term system so distribute the proposed professional days equally through the terms Better focused time.
115	I wonder what the point is of having the last day of school mid week on June 29th
116	It's important to keep calendar similar to other districts .
117	Reduce spring break to 1 week. It's too long Kids need more time in the classroom . The break is too long in the cold, wet seasons
118	As when all school have same Calendar then schools are allout at sametime As When calendars dont match other sibilings willbe still in school while others have it off.
119	Early dismissal days should go Just take an extra pro d day or shorten school days. 8:43-3 is a long day! I can't imagine staff gets much done in 1 hour & it's a pain for parents.
120	Looks very good. Love the two-week spring break. Would be great if we could have a three week winter break somehow.
121	Nov 12 should be a holiday Having a mid-week day off is disruptive to students and parents
122	Rest is good
123	There seems to be too many Pro D days. Can they happen over summertime or Spring Break? As a single parent i have to use vacation It's impacting family time if all vacation days are used towards Pro D days and Spring Break/summer
124	I'm concerned about the hours of school, especially secondary 2020/2021 students are getting far less instruction than previous years, and I would like to know the hours of instruction
125	Please make sure that break dates (especially Spring Break) remain aligned with other districts as dates become available. NVSD is not aligned with SD43 this year, making childcare challenging.
126	Seems reasonable Seems reasonable because there don't seem to be any major deviations from years past.

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
127	The calendar does not support the needs of kids and teachers in a quadmester system- which schools are planning for. How does this support workload ? We have kept the old breaks but introduced a new calendar for learning. How are they being aligned?
128	TURN AROUND DAYS. 1 day is not enough for Teachers and students to: review & completion. 60 report cards. Prepare for rollout of 2 brand new courses At least 2 Turn Around days to meaningfully assess previous courses and plan well for next courses. Students need time to catch a breathe and recharge
129	Change to a semester system with 4 courses per semester, then take a week off in semester 1 around Remembrance Day holiday And have 4 day weekend for Family Day + March break in semester 2
130	shortened days? I really think these meetings should be done apart from the class time, which has been so minimal this year. We need to help our kids to catch up.
131	Given the learning gaps, and the continuation of the quadmester system, we should only be planning a 1 week spring break. In class time is a priority The timing of spring break - and 2 weeks randomly placed- no longer reflects reading week or study needs.
132	Other provinces only provide 1 week spring break. Face to face classroom time is critical for mental health and learning
133	Professional days/non instructional days i worry that students are not receiving enough instructional time.
134	Start school a week earlier and use this week to review last years curriculum Many private high schools have been running full time during the pandemic. Our students have likely fallen behind.
135	Reduce pro d days Kids need more learning and instruction time
136	Keep the quad or semester system Far better than linear for kids to organize and learn
137	pro-d days shouldn't be about learning to hand weave Social media shows how useless activities are consuming these days for teachers - nothing that helps them actually help our kids
138	Would love spring break to begin a week later Spring begins on March 21, it would be great to have the break occur entirely during spring to make use of potentially slightly warmer days.
139	no additional comments
140	The district-wide ProD in February seems awfully early It is normally the last Friday of February so it feels too early. Can it be at least on the 18th or 25th?
141	Seems fine
142	I am concerned that high school students will be expected to be in class up until June 29th. This will undoubtedly be beyond when they have completed all their course requirements and work will already have been graded.
143	Put a one-week break in Oct or Nov The Sep to Dec stretch is too long without a break
144	I would like to have spring break on different days than the rest of the lower mainland to help with social distancing
145	I would prefer if spring break was not the same as every other school district it would be better to stagger the break so things like local ski hills aren't so crowded. Half overlap with Vancouver would be better.
146	So many non-instructional days but otherwise looks fine.
147	When the weather is nicer and days longer in June can we finish school earlier? One week March break and end school year sooner Kids are bursting with summer energy and the last few weeks of school are just biding time.
148	Calendar is fine as proposed. I would like to share my thoughts on the quarter system. Please adopt the quarter system again for the 2021-22 school year!

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
149	As we all Need to keep our Children and Families having easier schedules and time off with their Children As we all Need a Calendar that works for all of Us and our Districts.
150	Move January 2022 start to January 10 Children will not be vaccinated for COVID-19 and this allows for a period of incubation past New Years
151	no additional comments
152	I really feel like 2 weeks Spring Break is too much. It's disruptive to families that work . It breaks up the learning momentum needlessly
153	Projects for special days Project for kids present what they learn about black people in the world, how to help kids and avoid bullying...
154	too many pro-d days kids need more time in class room
155	Ok
156	Christmas break: are there any thoughts about having the 2 weeks start on Friday the 24th at 3pm? And back to school on the 10th? Not important but just a thought about perhaps being able to go away as a family on vacation (post Covid) which wold be just after Xmas.
157	Trimesters instead of quarterly terms More time to learn fundamentals. 10 weeks is not long enough to learn math. Currently teachers fly through the material and students are left behind.
158	Online education9 transitional plan) is working great, we request to follow this plan, too, as an option for families with special condition.
159	I would really like to see "half term" breaks (1 week in Oct, Feb & May) and a shorter summer. This would give teachers and children breaks through the year (as many kids get burnt out with the long terms) and would prevent summer learning loss
160	pro d day on weekends? high school kids have had much less school this year, and we need to catch up
161	Longer Christmas break and spring break. Fewer PD days if that's needed.
162	Earlier start of school in September could free up some days toward earlier beginning of summer break as well. Not much learning is usually happening in school in the 2nd half of June. Earlier summer break could mean better vacation/trips planning for many.
163	I have an issue with highschool students ending school so late in June 2022 Many of our youth are suffering from stress, anxiety, depression, and more pressure than usual.
164	Longer recess and lunch I don't think kids get enough outside time/exercise at school. Extending the school day by extending recess times would work better for families.
165	Instead of having 2-week spring break, it could be 1-week long. Freed 1 week could be used toward earlier beginning of summer break.
166	so they can log in on-line and attend virtally.
167	As well, Universities are online in Fall until further notice.
168	I agree
169	Reduce the Spring break to 1 week. With a reduction in time at school based on the quad system, two weeks now is the equivalent of resetting kids and making them lose learnings.
170	Your calendar chart has an error in the winter break description on the left. Should read "EXCEPT if Christmas is Sat *or Sunday.* " (see 2022/23) Could be confusing to the reader.
171	The 2 week winter break too short & 8 week summer too long. Would like to see 4 week winter break & 6 week summer break To be able to enjoy the ski season & able to travel abroad, visit families to countries like Asia, New Zealand, Australia around the winter break time
172	Perhaps reduce March break to 1 week and add additional days to the Family Day Feb break to make it a week long break. (Family day + 4 days). Families have 2 different options for vacations, 1 week in Feb or 1 week in March. Also allows kids sports opportunities for dev camps or tournaments

PUBLIC COMMENTS RECEIVED – 21/22 PROPOSED SCHOOL CALENDAR

Comments are as received; typos and/or grammatical errors are those of the writer	
173	Collab days are very limiting at only 4... collab time is a valued piece of time to meet with colleagues to share..
174	move xmas break to Dec 23-jan 10 more time after the gathering holiday to isolate those exposed to viruses
175	a later spring break to line up with alberta and end of university for families to connect with other families for families to connect to relatives in other provinces or kids who are in university
176	Should we cut one of the spring break weeks to only one week. The kids need to catch up with school from this year.
177	too many breaks for the lack of in class over the last year, need more in class time
178	I would like to have 3 weeks for Christmas vacation to have more family time and to help with social distancing
179	School should end in July More teaching like they do elsewhere in the world (In Germany, summer break ends mid August.). LESS PRO D DAYS.
180	Where are the collaboration days? Collaboration Days
181	March break should be one week long. Two weeks is too long of a break for students and families. The cost of missed work and/or childcare for families is too great.
182	Rather than have school end on Wed June 29 please consider extending to Thurs Jun 30. Summer is already a challenging time for working parents to find child care, and starting the break 1 day early just adds to this difficulty.
183	March Break should be extended like Private schools After COVID I think the kids deserve to take a nice holiday away
184	No 2 week Spring break!! Last year, school was essentially over when COVID hit. As tax payers, there should be more teaching this year and less breaks.
185	This was done in a previous school year - 2014??
186	change all breaks T1 Sep 7-Dec 10 (14wks), T2 Jan 3-Mar 25 (12wks), T3 Apr 19-Jul 8 (12wks). Schedule the majority of ProD days in T1 to better balance the term lengths
187	I'd like to suggest that if the covid crisis still continue until the end of this year , it will be smater to postpone the returning of school to January 15th. Thanks.
188	I think the start of the school day in september should be earlier that september 7. why not september 1 st
189	June 29 seems late could you shorten it by 5 days?
190	Calendar is fine
191	For me the calendar is following the same format as previous years. That's good because we know what is happening
192	Lengthen school day! To allow for extra curricular activities missed this past year and to importantly to recognize most women in 2021 are working!
193	School day lengthened to 3:40pm (or any time later than 2:40pm) To evolve with the times- to support working parents
194	They look good this year! There is a balance between the breaks. The kids don't go too long without a holiday.

PROPOSED 2021/22 SCHOOL CALENDAR FOR BOARD APPROVAL

179 Instructional Days for Students

AUGUST 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7*	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 EXAMPLE	25
26	27	28	29	30		

OCTOBER 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22 EXAMPLE	23
24	25	26	27	28	29	30
31						

NOVEMBER 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

JANUARY 2022						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2022						
S	M	T	W	T	F	S
		1	2	3	4 EXAMPLE	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2022						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9 EXAMPLE	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2022						
S	M	T	W	T	F	S
			1	2	3 EXAMPLE	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29★	30		

7*	1ST DAY OF SCHOOL (PARTIAL DAY)
	STAT/WINTER/SPRING HOLIDAY
	NVSD CURRIC IMPL DAY (1)
EXAMPLE	SCHOOL-BASED PRO D DAY (2) ¹ "Example" only - will be confirmed later
EXAMPLE	DISTRICT (NVTA) PRO D DAY (3) ² "Example" only - will be confirmed later
	STAFF COLLABORATION (4) shortened day for students
	ADMINISTRATIVE DAY
29★	LAST DAY FOR STUDENTS IS JUNE 29

¹ Yellow highlighted dates are **EXAMPLE** dates only. Each **school** will select their own 2 school-based Pro D dates and will confirm and publish by May 31, 2021. **Please check with your school.**

² Orange highlighted dates are **EXAMPLE** dates only. Actual dates to be selected by the NVTA (Teachers' Association) and confirmed by May 2021. District calendars will be updated at that time.

Schedule B.3.....
of the
Administrative Memorandum

Meeting Date: **March 9, 2021** ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Approval for Robotics, Mechatronics, & Digital Fabrication Academy for 2021/22**

Narration:

An overview of the proposed Robotics, Mechatronics, and Digital Fabrication Academy was presented at the January 19, 2021 Board Public Meeting. Information provided included:

- Rationale
- Proposed service provider information
- Academy Goals
- Interest and need
- Delivery Model
- Transferable Career Skills
- Connection to Post-Secondary and Industry
- Financial Model

Applications from interested students were received during the Academies application period, January 18-21, 2021, and indicated sufficient interest in the program if approved.

Work with Carson Graham Secondary Teacher Rob Olson and service provider Zen Maker Lab have been ongoing regarding supporting diverse learners, ethical technologies, finances and fees, location logistics, and curriculum design and delivery.

District Principal Michael Kee will provide the Board of Education with an update on the application process and further respond to questions posed by Trustees at the January 19, 2021 Board Meeting.

RECOMMENDED MOTION:

that the Board of Education approve, in principle, the implementation of a Robotics, Mechatronics, & Digital Fabrication Academy in partnership with Zen Maker Lab as outlined in the proposal presented at the January 19, 2021 Public Board Meeting, and that the academy be offered beginning September 2021 subject to sufficient student enrollment.

Schedule B.4
of the
Administrative Memorandum

Meeting Date: **March 9, 2021** ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **North Vancouver Board of Education and the City of North Vancouver - Memorandum of Understanding**

Narration:

In April 2020, both the North Vancouver Board of Education and the City of North Vancouver passed motions at their respective public meetings formalizing the partnership and collaboration between the two organizations.

This motion formalized the strong and historical working relationship that has existed between the Board of Education and the City of North Vancouver. The City of North Vancouver Council will be bringing forward this item at their Council Meeting of March 8, 2021.

Superintendent Pearmain will provide a review of the Memorandum of Understanding and highlight key areas of focus for the coming year.

Attachments:

Terms of Reference, Collaboration Working Group
Draft Memorandum of Understanding between the North Vancouver Board of Education and the City of North Vancouver

RECOMMENDED MOTION:

that the Board Chair and Secretary Treasurer execute the Memorandum of Understanding between the North Vancouver Board of Education and the City of North Vancouver.

Draft Terms of Reference

Collaboration Working Group

North Vancouver School District &
City of North Vancouver

Background:

In April 2020, both the City of North Vancouver (CNV) and North Vancouver School District (NVSD) approved motions with respect to formalizing the partnership and collaboration work between the two organizations.

The motions of both governing bodies celebrate the ongoing collaboration work and further creates a formalized venue for idea generation and enhanced working outcomes at both the administrative and political level. (See Appendix A for NVSD motion and Appendix B for CNV motion). This initiative is the Collaboration Working Group.

To acknowledge the collaboration working group's effort and work, NVSD and CNV will sign a memorandum of understanding approved by both governance bodies. See draft MOU in Attachment 2.

History of Collaboration

The City of North Vancouver and the North Vancouver School District have a long history of formal and informal collaboration. Agreements dating back to the early 1940s demonstrate that both parties have worked together with shared community spirit. Agreements included items such as wartime housing, right of ways, space and infrastructure sharing and shared programming. Recently, the parties have entered into large-scale projects that have demonstrably supported the quality of life and shared history of our community. Projects include: Queen Mary Elementary and Ridgeway Elementary Heritage Restoration projects, Queen Mary Elementary/Ridgeway Elementary/Westview Elementary purpose built child care facilities (NVSD/CNV); Lonsdale Energy Corporation sub-plant located in the Education Services Centre, Cloverley Park (NVSD), Carson Graham Secondary all weather turf field (CNV), various student art projects, Mayors' Business Recovery Committee.

Ongoing work

Today, the City of North Vancouver and North Vancouver School District have established working relationships on a variety of topics through formal committees. CNV and NVSD staff collaborate on NVSD Capital Planning, Joint Use Committees, Work Force Housing (Balance Housing Lab), CNV Integrated Traffic Management, Safe Routes to Schools as well as ad hoc work that arises. Further, both organizations have recognized the challenge of global warming and have committed to collaboratively share best practice and explore opportunities for shared initiatives.

It is the intention that the Collaboration Working Group does not replace these formal structures; rather, it will work in conjunction and in support of these long-standing initiatives. As required, the Collaboration Working Group will receive formal updates on the work being completed within these structures.

The Collaboration Working Group appreciates the continued open dialogue that has been formed between the staffs of the CNV and NVSD and encourages continued informal connection.

Purpose

The Collaboration Working Group of North Vancouver School District (NVSD) and City of North Vancouver (CNV) is established to create opportunities to build upon its excellent working relationships to enhance our shared community goals. The Collaboration Working Group will report annually to the North Vancouver Board of Education and City of North Vancouver Council. A standing scheduled meeting will be created between the City of North Vancouver Council and the North Vancouver Board of Education in the third quarter of each year. During this meeting, the Collaboration Working Group will update the respective political bodies with a summary of the prior years' work and a workflow plan for the upcoming year.

Objectives

Together, the governing bodies and administrative staff will work towards the following objectives:

1. Creation of opportunities, inclusive of outside organizations/agencies that support children, families and community;
2. Integration of information from Joint Use committee, NVSD Capital planning committee, and CNV Integrated Transportation committee to assist in future planning and opportunities;
3. Joint Advocacy (Political bodies) and Collaboration (Staff) on new school sites and new related city facilities;
4. Recommendations to Council and Board of Education for consideration.

Structure

MEETINGS

The Collaboration Working Group will meet four (4) times per year (Sept, Dec, March, June).

The Chair will rotate annually between organizations. The organization that is chairing the Collaboration Working Group will provide the administrative support to organize meetings, create agenda, etc. Any individual work that arises out of the Collaboration Working Group will be supported by the respective staff of the organization required/requested to complete the work.

The Chair of the Collaboration Working Group will be the Superintendent/CEO (NVSD) and/or Chief Administrative Officer (CNV). Should the Superintendent or CAO not be available for the meeting a designate will be appointed.

For the 2020/21 (Sept – June) year, the North Vancouver School District will take leadership of the Collaboration Working Group. The Chair will be the Superintendent/CEO. If the Superintendent/CEO is unavailable the Secretary Treasurer/CFO will chair the meeting.

NVSD will provide administrative support for year 2020/21.

The Collaboration Working Group will report to governing body in the following ways:

1. Informal Updates through "Council Workshops, Trustee Seminars, CAO email, Superintendent email;
2. Joint meeting yearly Board/Council dinner in fall (October)
3. Formal Presentations to Board/Council as required.

MEMBERSHIP

The Collaboration Working Group will be made up with core members from each organization:

NVSD:

Superintendent/CEO

Secretary Treasurer/CFO

Director of Facilities and Planning

CNV:

Chief Administrative Officer (CAO)

Director of Planning and Development

Director of Community and Partner Engagement

The Collaboration Working Group will add members of staff as needed/required depending on the Agenda and subject matter.

Topics/Work Plan for 2021

Each year, the elected officials and staff will work together to establish shared areas to work on. For 2021, the following areas will be discussed:

- New facilities Shared Use (Cloverley, HJ, NSNH, future projects)
- Land use (work force housing/balanced housing lab)
- Federal and Provincial Grant opportunities for growth – (such as Sutherland track)
- Early Learning and Childcare (convener of creating a framework for early learning and out of school care in civic and school facilities)
- Opportunities emanating from ongoing working groups
 - Shared Use (Joint use agreement, infrastructure sharing)
 - Safe Routes to School (SRTS Program and Safe Mobility Strategy)

Appendix A: School District 44 motion

B.5. April 2020

City of North Vancouver and School District 44 Collaborative Working Relationship

that the School District and the City of North Vancouver continue to work together more formally through annual meetings of City Council and the Board of Education;

and that staff be directed through a formal working committee reporting to these governing bodies to consider and develop options, which may include other related partnerships, which benefit the children, families and community in the City of North Vancouver.

Appendix B City of North Vancouver motion

Notice of Motion

City of North Vancouver and School District 44 Collaborative Working Relationship

WHEREAS the City of North Vancouver and School District 44 have a good history of co-operative effort and planning to create the best potential for success;

AND WHEREAS the City of North Vancouver through its policies have retained and attracted families with school age children to the City;

AND WHEREAS School District 44 schools within the City of North Vancouver are near or at capacity and the updated Long Range Facilities Plan (2018) names 6 City schools for expansion or replacement;

AND WHEREAS City school sites play an important role within neighbourhoods beyond the public school use for a variety of formal and informal uses;

THEREFORE BE IT RESOLVED that the two organizations continue to work together more formally through annual meetings of City Council and the Board of Education,

AND FURTHER staff be directed through a formal working committee reporting to these governing bodies to consider and develop options, which may include other related partnerships, which benefit the children, families and community in the City of North Vancouver

Memorandum of Understanding (“MOU”)
between
The Corporation of the City of North Vancouver ("CNV")
and
The Board of Education of School District No. 44 (North Vancouver) ("NVSD")

WHEREAS the City of North Vancouver and the North Vancouver School District have a good history of co-operative effort and planning to create the best potential for success;

AND WHEREAS the City of North Vancouver through its policies have retained and attracted families with school age children to the City;

AND WHEREAS the North Vancouver School District schools within the City of North Vancouver are near or at capacity;

AND WHEREAS the City of North Vancouver school sites play an important role within neighbourhoods beyond the public school use for a variety of formal and informal uses;

NOW THEREFORE the parties agree to the following:

Purpose of the MOU

This MOU will establish a non-legally binding framework and set of principles for an enhanced approach for coordination and collaboration between the parties to support our shared interests and to create opportunities for administrative and political staff to collaborate.

The parties to this MOU acknowledge that if they wish to jointly carry out specific initiatives that may arise out of this MOU, they will have to engage in further discussions and prepare further agreements and other documents duly authorized and executed to define, among other things, each party's responsibilities and other details.

This MOU is not an exclusive arrangement and does not restrict either party from pursuing their mandates, either on their own or in collaboration with any other party.

Statement of Shared Objectives

1. Creation of opportunities, inclusive of outside organizations, that support children, families and community;
2. Integration and sharing of information from NVSD and CNV staff to assist in future planning and opportunities;
3. Joint Advocacy to higher levels of government and collaboration (information sharing) on future new/existing school and related city facilities/opportunities; and,
4. Recommendations to CNV Council and the NVSD Board of Education for consideration.

Areas of Focus for Inaugural year

- Replacement of Cloverley Elementary with opportunities for purpose built child care and after school programming;
- Replacement of the Harry Jerome Community Recreation Centre with opportunities for joint use/after school programming;
- Early Learning and Child Care (before and after school care) and create a framework for early learning and out of school care in civic and school facilities (through Federal and Provincial initiatives);
- Sustainability / Climate Action / Green initiatives and the reduction of overall Carbon Footprint;
- Land use and environment (work force housing/balanced housing lab);
- New Shared Use Facilities (HJ, NSNH, future projects);
- Federal and Provincial Grant opportunities for growth – (such as Sutherland track); and,
- Opportunities emanating from ongoing working groups, including:
 - Shared Use (Joint use agreement, infrastructure sharing); and
 - Safe Routes to School (SRTS Program and Safe Mobility Strategy).

Duration

- This MOU shall take effect upon the adoption of authorizing resolutions by the CNV Council and the NVSD Board of Education.
- This MOU is subject to amendment from time to time by mutual agreement. Such amendment must be in writing and authorized by resolution of the CNV Council and the NVSD Board of Education.
- This MOU will remain in effect unless terminated by either of the parties by providing no less than 60 days' notice in writing. In such event, the party wishing to terminate the MOU shall consult the other to determine the effect of such dissociation on activities in progress.

Annual Reporting

- Annual reporting will occur at convened meeting in September/October between the CNV Council and the North Vancouver Board of Education and their respective staff(s).
- Reporting / Presentation(s) will occur at CNV Council meetings / NVSD Board of Education meetings as required/requested.

Signed on the _____ day of _____, 2021

The Corporation of the City of North Vancouver

By:

Mayor

City Clerk

The Board of Education of School District No. 44(North Vancouver)

By:

Board Chair

Secretary Treasurer

Schedule C.1
of the
Administrative Memorandum

Meeting Date: March 9, 2021

☒ **Board**

☐ **Board, in camera**

Topic (as per the Memorandum): 2021 School Trustee By-election Update

Narration:

As a result of a North Vancouver School Trustee resigning in February 2021, a by-election must be held to fill the vacancy. As outlined in the *School Act*, within 30 days after a vacancy occurs, the Board must notify the municipal council of the need for a by-election. The municipality must then appoint a chief election officer within 30 days of being notified.

The 2021 School Trustee by-election will be conducted by the District of North Vancouver, as the School Trustees' electoral area was in the District of North Vancouver. The chief election officer must set a general voting day for the by-election, which must be on a Saturday no later than 80 days after the chief election officer is appointed.

The North Vancouver School District will be responsible to cover all costs associated with the by-election. The scope of the by-election will be provided in an update by the Superintendent when this is known. In respect to a timeframe, the new School Trustee can be expected to be sworn in anywhere from three to five months following the resignation.

Superintendent Mark Pearmain will update the Board of Education on the 2021 School Trustee by-election.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Secondary Timetable Update**

Narration:

Assistant Superintendent Chris Atkinson will present a summary of factors being considered in the decision making of timetable and weekly schedules in secondary schools for 2021/22 school year.

Schedule ..C.3....
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Land Management**

Narration:

Updates on the Board of Education's Land Management have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land Management Update* (March 2021).

Attachment:

Land Management Update – March 2021

Land Management Update

Argyle Secondary School: Replacement Update

Phase 2 is now commencing with the removal of hazardous materials and deconstruction of the existing school. We expect the old gymnasium to be demolished commencing in two weeks.

Handsworth Secondary School: Replacement Update

Construction activity of new school is approximately 51% (at end of January) complete overall with construction activity progressing from west to east. The west part of the structure is most advanced.

- West section of building:
 - Exterior wall finishes are being installed;
 - Exterior windows have been installed;
 - Roofing is complete;
 - Interior partitions and door frames being installed;
 - Main mechanical and electrical distribution systems are in place.
- Centre section of building:
 - Structural steel has been erected and secured;
 - Exterior wall sheathing has commenced;
 - Interior walls are being framed.
- East section of building:
 - Underground servicing and foundations have been installed;
 - Structural steel has been erected and secured;
 - Roofing has been completed;
 - Gym concrete floor has been poured;
 - Interior and Exterior wall framing are being installed.

Mountainside Secondary School: Seismic Upgrade

Estimated progress to date 50%

- Block 1A (Academic Wing) – final occupancy expected by the end of March
 - New Siding installation - 95% complete.
- Work is currently proceeding on:
 - Building formworks for two buttresses located on far east side of the school;
 - Interior plumbing, electrical rough-ins, prepping for dry-walling work to start.
- Block 1B (Learning Services)
 - Work will commence in April.
- Block 2 (Gymnasium)
 - 2 exterior concrete walls are completed;
 - Siding completed approximately 90% complete;
 - Civil Work has commenced;
 - Roofing will commence in April.
- Block 3 (Administrative Wing)
 - New interior footings and reinforcement of existing masonry walls nearing completion;
 - New Siding installation 20% complete.

Target completion date for the Mountainside Seismic mitigation project is fall 2021.

Lucas Centre: Status

There has been no change in the status of the Lucas site.

Cloverley: Status

The submission of the Concept Plan for a Cloverley replacement school occurred in mid-December. The NVSD is waiting on direction from the Ministry of Education on next steps.

Schedule ..C.4....
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Superintendent's Report (including COVID-19)**

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.5.....
of the
Administrative Memorandum

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

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

Narration:

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

**Schedule ..C.6.....
of the
Administrative Memorandum**

Meeting Date: March 9, 2021 ☒ **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 of Education.

**ScheduleD.....
of the
Administrative Memorandum**

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

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

Narration:

Date and Time	Event	Location
Tuesday, April 6, 2021, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Microsoft Teams
Tuesday, April 27, 2021, at 6:30 p.m.	Public Board Meeting	Virtual
Tuesday, May 4, 2021, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Microsoft Teams
Tuesday, May 18, 2021, at 6:30 p.m.	Public Board Meeting	Virtual

**ScheduleE.....
of the
Administrative Memorandum**

Meeting Date: March 9, 2021 ☒ **Board** ☐ **Board, in camera**

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

Narration:

NEW: COVID-19 Procedures for Public Board Meetings

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded.

How you can provide input:

The Board of Education will not be taking questions or comments from members of the public in real time. On the day of the Public Board Meeting, we ask that interested parties who wish to provide feedback, email publiccomments@sd44.ca with their full name, address, phone number, and written submission. Questions and comments will be accepted until one hour after the adjournment of the meeting. The Secretary Treasurer will ensure that your email is circulated.