

## School District No. 44 (North Vancouver)

Minutes of the Inaugural 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, November 6, 2018.

**PRESENT:** D. Bruce  
C. Gerlach  
M. Higgins  
K. Mann  
C. Sacré  
M. Tasi Baker  
G. Tsiakos

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### Oaths of Office and Allegiance

Superintendent of Schools Mark Pearmain introduced the Honourable Mr. Justice Kenneth Affleck of the Supreme Court of British Columbia, who was present to administer the Oath of Office and the Oath of Allegiance to the newly elected Trustees.

In accordance with Section 50 and Section 50(4) of the *School Act*, newly elected Trustees Devon Bruce, Cyndi Gerlach, Megan Higgins, Kulvir Mann, Christie Sacré, Mary Tasi Baker and George Tsiakos each swore an Oath of Office and an Oath of Allegiance before the Honourable Mr. Justice Kenneth Affleck.

#### A. Call to Order

Secretary Treasurer Georgia Allison called the meeting to order at 7:34 pm.

#### A.1. Approval of Agenda

Moved by C. Gerlach

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

Seconded by C. Sacré

Carried

#### A.2. Election of Board Chair

Secretary Treasurer Georgia Allison reported that the Board was required by its [Policy 101: Board of Education – Role and Function](#) and [Policy 104: Board of Education - Meetings](#) to elect one of its members to be the Board Chair. Secretary Treasurer Allison called for nominations for the position of Chair for one year, at which time, Trustee Gerlach nominated Trustee Sacré. There being no other nominations, Trustee Sacré was declared Board Chair for the term of November 6, 2018 to November 30, 2019, or until a successor has been elected.

#### A.3. Election of Board Vice Chair

Chair Sacré called for nominations for the position of Vice Chair of the Board for one year, at which time, Trustee Tasi Baker nominated Trustee Tsiakos. There being no other nominations, Trustee Tsiakos was declared Board Vice Chair for the term of November 6, 2018 to November 30, 2019, or until a successor has been elected.

#### A.4. 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.

**A.4. Public Comment Period (continued)**

Karen Nordquist, resident of North Vancouver, spoke with respect to Policy 406, noting the positive change that this policy will bring if it is passed.

Susan Skinner, resident of Vancouver, congratulated the Trustees on their successful election to the Board of Education.

**A.5. Approval of Minutes**

Moved by C. Gerlach

that the minutes of the public meeting of October 16, 2018 be approved as circulated.

Seconded by M. Higgins

Carried

**B.1. Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers' Association (BCPSEA)**

Chair Sacré reported that the British Columbia School Trustees Association (BCSTA) requires the Board to elect annually, two Trustees to the British Columbia School Trustees Association (BCSTA) Provincial Council. One Trustee is to serve as the Board's representative and one Trustee is required to serve as an alternate.

The Chair called for nominations for the position of Trustee Representative to the BCPSEA for 2018. Trustee Tsiakos nominated Trustee Higgins. There being no other nominations, Trustee Higgins was declared the Board's representative to BCPSEA.

The Chair called for nominations for the alternate representative to the BCPSEA for 2018. Trustee Higgins nominated Trustee Gerlach. There being no other nominations, Trustee Gerlach was declared the Board's alternate representative to the BCPSEA.

The Chair called for nominations for the position of the Board's representative to the BCSTA Provincial Council for 2018. Trustee Bruce nominated Trustee Tasi Baker. There being no other nominations, Trustee Tasi Baker was declared the Board's representative to BCSTA.

The Chair called for nominations for the alternate representative to the BCSTA Provincial Council for 2018. Trustee Tasi Baker nominated Trustee Mann. There being no other nominations, Trustee Mann was declared the Board's alternate representative to the BCSTA Provincial Council.

**B.2. Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures**

Arlene Martin, Director of Instruction, was invited to the table to present draft changes to *Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures*. In 2016/17, Mark Pearmain, Superintendent of Schools, established the Policy 406 Sub-Committee chaired by Ms. Martin. The Sub-Committee included representatives from the North Vancouver School District Human Resources Department, North Vancouver Administrators, North Vancouver Teachers' Association, and North Vancouver Parent Advisory Council. The Sub-Committee met numerous times throughout 2016/17 and 2017/18.

Trustees discussed this at length and shared their concerns regarding language within the Administrative Procedures and it was decided that the procedures be brought back to a future meeting.

**B.2. Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures (continued)**

Moved by C. Gerlach, Seconded by M. Higgins, Carried

that the Board of Education approve *Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures*, as attached to this Administrative Memorandum of November 6, 2018; and,

that the Board direct the Superintendent to have the sub-committee review the Administrative Procedures with regards to the concerns about the steps and just for clarity to ensure that there is a way to move into any of the steps and to bring that back to the Board when the wording is correct; and,

that the Board of Education also direct the Superintendent to bring the 406 sub-committee back in one years time to review the policy to ensure that the policy meets the desired process.

**B.3. Proposed New Policy 415: Standards of Investigation**

Scott Stanley, Executive Director of Human Resources introduced this agenda item and highlighted the new *Policy 415: Standards of Investigation* to the Board of Education. Mr. Stanley noted that the Policy Review Committee identified the need for a Standards of Investigation policy to address the process for Investigating, Reporting and Record Keeping any allegations of misconduct by employees. This policy is the first of its kind in public school districts across the province.

Moved by C. Gerlach, Seconded by G. Tsiakos, Carried

that the Board of Education approve *Proposed Revised Policy 415: Standards of Investigation*, as attached to this Administrative Memorandum of November 6, 2018.

A short break was observed from 9:00 – 9:05 pm.

**C.1. Enrolment Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and provided an update regarding the School District's enrolment for the 2018/19 school year and highlighted comparisons between the projected and actual enrolments for September 2018.

Enrolment projections are prepared each spring to assist with the preparation of the Ministry's Estimated Operating Grant, the development of the School District's operating budget, and to establish staffing levels for the subsequent school year. The projected enrolment for September 2018 for the base grant funding purpose was 14,916 full time equivalent (FTE) students. Actual enrolment is determined each year through the submission of the 1701 Report to the Ministry of Education, providing detailed information related to student enrolment, course registration for Grades 10, 11 and 12, Distributed Learning course completion, and unique student categories that qualify for supplemental funding.

The Enrolment Update, based on September 28, 2018 information, reports total actual enrolment at 15,129, including 3.6 adults. The actual school aged student enrolment of 15,125 is above the projected enrolment of 14,916.

**C.2. Land Management Update**

Superintendent Mark Pearmain updated the Board on the Argyle and Handsworth Secondary School Replacement Projects as well as the Mountainside Secondary Seismic Upgrade. Notification was provided regarding the status of the modular building at Ridgeway Elementary School and the status of Lucas Centre.

**C.3. 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:

- Argyle Secondary School – field trip to Florida, USA (February 6-11, 2019)
- Carson Graham Secondary Schools – field trip to New Zealand and Australia (March 13-31, 2019)
- Sutherland Secondary School – field trip to Ecuador (March 13-23, 2019)
- Handsworth Secondary School – field trip to Italy (March 15-25, 2019)

**C.4. Superintendent’s Report**

Superintendent Mark Pearmain shared updates from his visits to secondary and elementary schools. On Friday, November 2<sup>nd</sup>, teachers and education assistants across the School District attended a Curriculum Implementation (CI) Day. Superintendent Pearmain attended the North Shore Restorative Justice Gala.

**C.5. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)**

Trustee Gerlach shared information from the BCPSEA Symposium that was held from November 5-6, 2018. The majority of the symposium was directed to the perspective on collective bargaining. There was no update on BCSTA.

**C.6. Trustees’ Reports**

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

1. Meetings attended by Trustees included:
  - Calendar Committee Meeting
  - Kindergarten Information Meeting
  - Policy Review Committee Meeting
  - North Vancouver City Council Inauguration
2. Events attended by Trustees included:
  - Growing up as a gender variant youth in North Vancouver
  - Restorative Justice Dinner
  - Board Orientation Dinner

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, November 20, 2018 at 7:00 pm	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, December 11, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 15, 2019 at 7:00 pm	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 22, 2019 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale 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.

**E. Public Question & Comment Period (continued)**

Karen Nordquist, resident of North Vancouver, shared her appreciation to the Board of Education for passing Policy 406 and noted there needs to be a continued acknowledgment of voices to move forward with resolving concerns.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:55 pm and thanked those who attended.

Certified Correct:

*Original signed by G. Allison*

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Georgia Allison  
Secretary Treasurer

*December 11, 2018*

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Date

*Original signed by C. Sacré*

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Christie Sacré  
Chair, Board of Education

*December 11, 2018*

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Date