

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, February 14, 2017 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 January 17, 2017 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Carson Graham Secondary		7:45 pm
A.6.	Mental Health Update		8:00 pm
B.	Action Items		
B.1.	School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2016/17		8:20 pm
B.2.	Proposed New Policy 807: Naming of Facilities		8:30 pm
B.3.	Corporate Banking Services A) Bank of Montreal – Banking Bylaw 1-2017 B) Toronto Dominion – Resolution re: Bankers & Signing Officers C) Blue Shore Credit Union		8:35 pm
C.	Information and Proposals		
C.1.	Summer Learning		8:50 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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Format and Date:

PUBLIC BOARD MEETING
Tuesday, February 14, 2017 at
7:00 pm

		Estimated Completion Time
(continued)		
C.2.	Land, Learning and Livability Community Engagement - Update	9:00 pm
C.3.	Tuesday, February 7, 2017 Standing Committee Meeting	9:05 pm
C.4.	Out of Country Field Trips - Secondary	9:10 pm
C.5.	Superintendent's Report	9:20 pm
C.6.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:30 pm
C.7.	Trustees' Reports	9:40 pm
D.	Future Meetings	9:40 pm
E.	Public Question & Comment Period	10:00 pm
F.	Adjournment	(no schedule) 10:00 pm

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

Georgia Allison
Secretary Treasurer

Schedule A.3.
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **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, January 17, 2017.

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

A. Call to Order

Chair Sacré called the meeting to order at 7:09 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 J. Stanley

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.

There was no one wishing to speak.

A.4. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of December 6, 2016 be approved as circulated.

Seconded by F. Stratton

Carried

A.5. Student Presentation – Upper Lynn Elementary

Dedicated, passionate student activists from Upper Lynn Elementary School shared ideas about The Kindness Project, which is shifting the minds and hearts of the children and adults in the Upper Lynn Community. Supported by counsellor Ms. Blume, students Amelia Beatch, Kathryn Brennan, Isabella Byrne, Daniella Damanpak, Catherine Mastschuch, Evelyn McCammon, Lauren Saunders and Kate Sheardown presented on behalf of Upper Lynn with the message the kindness is free and kindness is unlimited.

B.1. Board Committees and Trustee Representational Assignments (2017)

Chair Sacré introduced this item and advised that, in accordance with [Policy 102: Board of Education – Committees and Representation](#), Trustees had met to discuss their preferences for committee appointments in the 2016 calendar year.

B.1. Board Committees and Trustee Representational Assignments (2017) (continued)

Moved by S. Skinner

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of January 17, 2017, and make the appointments effective January 18, 2017.

Seconded by F. Stratton

Carried

B.2. 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 the Board's representative to the BCSTA Provincial Council for 2017. Trustee Stratton nominated Trustee Gerlach. There being no other nominations, Trustee Cyndi Gerlach was declared the Board's representative to the BCSTA Provincial Council.

The Chair called for nominations for the alternate representative to the BCSTA Provincial Council for 2016. Trustee Forward nominated Trustee Stanley. There being no other nominations, Trustee Jessica Stanley was declared the Board's alternate representative to the BCSTA Provincial Council.

As noted in the Administrative Memorandum, Trustees indicated that the Trustee Representative to the BC Public School Employers' Association (BCPSEA) be elected rather than appointed, as well as the election of an alternate. The Chair called for nominations for the position of Trustee Representative to the BC Public School Employers' Association for 2016. Trustee Forward nominated Trustee Gerlach. There being no other nominations, Trustee Gerlach was declared the Board's representative to BCPSEA.

B.3. Interim New Policy 414: Prohibiting Access to Schools

In introducing this agenda item, Assistant Superintendent Chris Atkinson provided a history of Policy 414, sharing that the policy was reviewed with the Board at a Trustee Seminar as requested at the Public Board Meeting of December 6, 2016. Assistant Superintendent Atkinson provided clarity on how Policy 414 will relate to the Hewko legal case, noting that this will not hinder the consultation process for parents, as there are many ways for a parent to consult with a school.

Moved by C. Gerlach

that the Board of Education approve Proposed Revised Policy 414: Prohibiting Access to Schools, as attached to this Administrative Memorandum of January 17, 2017.

Seconded by B. Forward

Carried

C.1. Land, Learning and Livability Community Engagement - Update

Mark Pearmain, Superintendent of Schools, introduced this agenda item and updated the Board on the Argyle Secondary School Replacement Project and the Handsworth Secondary School Project. Superintendent Pearmain shared that a meeting was held with the Blueridge Community Association and noted that the purchase offer for the Braemar parcel expired and currently there is no contract in place.

C.2. Thursday, January 12, 2016 Standing Committee Meeting

Trustee Forward reported on the Grade 7/8 Transition and Enhanced Programs Information Evening, which took place at Sutherland Secondary School and was very informative and well attended. The information meeting focused on student transition from Grades 7 to 8 and the enhanced programs available in North Vancouver School District. Enhanced program staff and students from the programs manned information booths to allow students and parents the opportunity to meet and discuss the various programs. Trustee Forward thanked all the presenters and administrators who attended to help inform the public as to what is offered in the District's public schools.

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:

- Carson Graham Secondary School – field trip to New Zealand and Australia (March 8-26, 2017)
- Carson Graham Secondary School – field trip to Australia and New Zealand (March 10-24, 2017)

C.4. Superintendent's Report

Superintendent Mark Pearmain shared highlights of his visits to elementary and secondary schools and noted that the North Vancouver School District is hosting a Metro Secondary Principals Forum.

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

Trustee Gerlach noted that BCPSEA is holding their Annual General Meeting on January 27, 2017 and shared she would report out after the BCSTA Provincial Council which is on February 17, 2017.

C.6. 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
 - ICT Committee Meeting
 - Communications Committee Meeting
 - DNV – NVSD Collaboration Meeting
 - North Shore Table Matters Meeting
 - Class Acts Committee Meeting
 - BCSTA Meetings
2. Events attended by Trustees included:
 - Enhanced Programs Evening
 - Carson Graham Jazz night
 - Carson Graham Choir
 - Children and Youth Safe Routes to School
 - NVRCC Social

D. Future Meetings

Date and Time	Event	Location
Tuesday, February 7, 2017 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 14, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 7, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 28, 2017 at 7:00 pm	Standing Committee Public 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.

There was no one wishing to speak.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 8:10 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Christie Sacré
Chair, Board of Education

Date

Date

Schedule A.5.
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Student Presentation – Carson Graham Secondary**

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.

First Peoples Principles of Learning Brought to Life – Carson Graham students.

Students will guide the Board through the importance of the local Squamish Nation culture and practices in the classroom for all learners. The students will explain how the making of salmon leather, the skinning of a buck and speaking the Squamish language has allowed school culture to be vibrant and inclusive. The inclusion of authentic Aboriginal ways of knowing into the classroom has created a sense of belonging and pride for Indigenous students. These entry point activities will lead to further inclusion of ways of knowing for all learners.

Schedule A.6.
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Mental Health Update**

Narration:

The North Shore has a collaborative and integrated approach when it comes to mental health, relying on efforts and energy from the North Vancouver School District and many other local agencies. Vancouver Coastal Health is on the front line, leading the implementation and maintenance of a Hub at Mountainside Secondary School.

Terry Bulych, Clinical Planner of FOUNDRY, will provide an overview of this multi-service wellness center, including its history, current development and future evolution. The North Vancouver School District can continue to support youth and family mental health and wellbeing on the North Shore by collaborating and supporting the communication strategy of the FOUNDRY.

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

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2016/17**

Narration:

This evening, the Board is being asked to adopt an Amended Annual Budget Bylaw for Fiscal Year 2016/17. Section 113 of the *School Act* provides the authority for a Board to amend its annual budget bylaw. The Amended Budget is the final budget for the 2016/17 fiscal year and includes numerous budget variations that have taken place since the adoption of the 2016/17 Preliminary Budget on May 17, 2016.

In the Amended Budget, the Board has decreased its revenue budget by \$851,392 since the adoption of the Preliminary Budget in May 2016. The Operating Grant decreased by \$2,171,414, due to lower than planned enrolment. International Revenue increased by \$615,000 to reflect higher than estimated enrolment. \$1,983,884 of the operating surplus has been applied to revenue to balance the budget which includes \$460,000 for the School Block Budget Carry Forward, \$235,000 for Outstanding Purchase Orders, and \$210,000 for 2014-15 Appropriated Surplus projects that will complete in the 2016-17 fiscal year.

Total expenditures also increased by \$1,944,554. This is largely attributed to an adjustment to amortization expense from the 2016/17 Preliminary Budget. Other adjustments were made to operating expenses including salaries, School Block Budget Carry Forward, Outstanding Purchase Orders, and Appropriated Surplus projects.

Supporting Schedules 2, 3, and 4 provide details of the Operating, Special Purpose, and Capital Funds, respectively.

The Total Budget Bylaw amount is \$171,738,700 and the overall budgeted deficit is \$2,990,577.

Attachment:

Amended Annual Budget School District No. 44 (North Vancouver) June 30, 2017
(includes Amended Annual Budget Bylaw for Fiscal Year 2016/17 on page 3 of the Amended Budget)

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2016/17 be read a first time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2016/17 be read a second time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2016/17 be read a third time, passed and adopted.

Procedural Note:

(per section 68(4) of the *School Act*) the Board may not give a bylaw more than two readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the bylaw all three readings at that meeting.

Amended Annual Budget

School District No. 44 (North Vancouver)

June 30, 2017

School District No. 44 (North Vancouver)

June 30, 2017

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2016/2017 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2016/2017.
3. The attached Statement 2 showing the estimated revenue and expense for the 2016/2017 fiscal year and the total budget bylaw amount of \$171,738,700 for the 2016/2017 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2016/2017.

READ A FIRST TIME THE 14th DAY OF FEBRUARY, 2017;

READ A SECOND TIME THE 14th DAY OF FEBRUARY, 2017;

READ A THIRD TIME, PASSED AND ADOPTED THE 14th DAY OF FEBRUARY, 2017;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Amended Annual Budget Bylaw 2016/2017, adopted by the Board the _____ DAY OF _____, 2017.

Secretary Treasurer

School District No. 44 (North Vancouver)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,202,250	15,497,000
Adult	15,563	15,000
Other	88,000	74,250
Total Ministry Operating Grant Funded FTE's	15,305,813	15,586,250
Revenues	\$	\$
Provincial Grants		
Ministry of Education	136,377,579	137,799,021
Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition	9,890,000	9,275,000
Other Revenue	11,318,729	11,317,306
Rentals and Leases	1,839,716	1,889,716
Investment Income	431,300	431,300
Amortization of Deferred Capital Revenue	5,599,715	5,596,088
Total Revenue	165,472,039	166,323,431
Expenses		
Instruction	138,832,953	139,177,140
District Administration	5,196,169	5,073,110
Operations and Maintenance	25,941,021	27,814,095
Transportation and Housing	476,357	326,709
Total Expense	170,446,500	172,391,054
Net Revenue (Expense)	(4,974,461)	(6,067,623)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,983,884	990,479
Budgeted Surplus (Deficit), for the year	(2,990,577)	(5,077,144)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(2,990,577)	(5,077,144)
Budgeted Surplus (Deficit), for the year	(2,990,577)	(5,077,144)

School District No. 44 (North Vancouver)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	149,692,967	149,639,247
Operating - Tangible Capital Assets Purchased	455,100	375,000
Special Purpose Funds - Total Expense	10,871,041	10,861,229
Special Purpose Funds - Tangible Capital Assets Purchased	837,100	842,346
Capital Fund - Total Expense	9,882,492	11,890,578
Total Budget Bylaw Amount	171,738,700	173,608,400

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

School District No. 44 (North Vancouver)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(4,974,461)	(6,067,623)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,292,200)	(1,217,346)
Total Acquisition of Tangible Capital Assets	(1,292,200)	(1,217,346)
Amortization of Tangible Capital Assets	9,882,492	11,890,578
Total Effect of change in Tangible Capital Assets	8,590,292	10,673,232
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	3,615,831	4,605,609

School District No. 44 (North Vancouver)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2017

	Operating Fund	Special Purpose Fund	Capital Fund	2017 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	8,856,089	-	102,716,060	111,572,149
Changes for the year				
Net Revenue (Expense) for the year	(1,528,784)	837,100	(4,282,777)	(4,974,461)
Interfund Transfers				
Tangible Capital Assets Purchased	(455,100)		455,100	-
Tangible Capital Assets - Work in Progress		(837,100)	837,100	-
Net Changes for the year	(1,983,884)	-	(2,990,577)	(4,974,461)
Budgeted Accumulated Surplus (Deficit), end of year	6,872,205	-	99,725,483	106,597,688

School District No. 44 (North Vancouver)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	131,274,438	132,705,223
Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition	9,890,000	9,275,000
Other Revenue	4,713,729	4,707,529
Rentals and Leases	1,839,716	1,889,716
Investment Income	431,300	431,300
Total Revenue	148,164,183	149,023,768
Expenses		
Instruction	128,046,912	128,400,911
District Administration	5,111,169	4,988,110
Operations and Maintenance	16,058,529	15,923,517
Transportation and Housing	476,357	326,709
Total Expense	149,692,967	149,639,247
Net Revenue (Expense)	(1,528,784)	(615,479)
Budgeted Prior Year Surplus Appropriation	1,983,884	990,479
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(455,100)	(375,000)
Total Net Transfers	(455,100)	(375,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	127,458,920	129,630,334
Other Ministry of Education Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults	13,413	
Transportation Supplemental	40,566	
Return of Administrative Savings	665,252	
Scorer/Marker Training	17,740	18,842
Carbon Tax Refund	90,000	90,000
Skills Training Support	17,500	
Skills Access Training Support	5,000	
Total Provincial Grants - Ministry of Education	131,274,438	132,705,223
Provincial Grants - Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition		
Summer School Fees	90,000	90,000
International and Out of Province Students	9,800,000	9,185,000
Total Tuition	9,890,000	9,275,000
Other Revenues		
Miscellaneous		
Cheakamus Centre	2,083,349	2,083,349
District Miscellaneous	225,000	225,000
Band & Strings	540,000	540,000
Recoveries and Donations	174,200	168,000
School Miscellaneous	363,000	363,000
Artists for Kids	330,000	330,000
Academy Fees	998,180	998,180
Total Other Revenue	4,713,729	4,707,529
Rentals and Leases	1,839,716	1,889,716
Investment Income	431,300	431,300
Total Operating Revenue	148,164,183	149,023,768

School District No. 44 (North Vancouver)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Salaries		
Teachers	67,342,307	67,750,288
Principals and Vice Principals	9,284,171	8,978,687
Educational Assistants	12,549,113	12,445,210
Support Staff	11,554,891	11,607,818
Other Professionals	3,548,507	3,387,992
Substitutes	3,856,346	4,297,826
Total Salaries	108,135,335	108,467,821
Employee Benefits	26,230,908	25,999,963
Total Salaries and Benefits	134,366,243	134,467,784
Services and Supplies		
Services	7,273,673	7,711,762
Student Transportation	70,916	61,500
Professional Development and Travel	648,000	627,000
Rentals and Leases	40,000	40,000
Dues and Fees	59,100	59,100
Insurance	349,000	349,000
Supplies	3,949,915	3,367,550
Utilities	2,936,120	2,955,551
Total Services and Supplies	15,326,724	15,171,463
Total Operating Expense	149,692,967	149,639,247

School District No. 44 (North Vancouver)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2017

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	52,171,340	3,413,366	1,680,739	1,767,261		2,654,414	61,687,120
1.03 Career Programs	77,750		22,030	241,391		9,261	350,432
1.07 Library Services	1,788,253	45,848	218,082	163,565		60,000	2,275,748
1.08 Counselling	2,160,590					50,000	2,210,590
1.10 Special Education	6,896,436	332,396	9,900,468	489,826		714,015	18,333,141
1.30 English Language Learning	1,034,077					31,000	1,065,077
1.31 Aboriginal Education	461,836	114,619	421,686			15,877	1,014,018
1.41 School Administration		5,263,323		753,182		31,019	6,047,524
1.60 Summer School	125,178			25,000		15,000	165,178
1.62 International and Out of Province Students	2,617,847			88,190	155,500	30,000	2,891,537
1.64 Other				15,000	124,510	23,300	162,810
Total Function 1	67,333,307	9,169,552	12,243,005	3,543,415	280,010	3,633,886	96,203,175
4 District Administration							
4.11 Educational Administration					630,435		630,435
4.40 School District Governance					167,874		167,874
4.41 Business Administration		114,619		1,070,319	1,216,819	14,115	2,415,872
Total Function 4	-	114,619	-	1,070,319	2,015,128	14,115	3,214,181
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	9,000			52,630	805,533		867,163
5.50 Maintenance Operations				6,512,651	447,836	195,300	7,155,787
5.52 Maintenance of Grounds				356,416			356,416
5.56 Utilities							-
Total Function 5	9,000	-	-	6,921,697	1,253,369	195,300	8,379,366
7 Transportation and Housing							
7.70 Student Transportation			306,108	19,460		13,045	338,613
Total Function 7	-	-	306,108	19,460	-	13,045	338,613
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	67,342,307	9,284,171	12,549,113	11,554,891	3,548,507	3,856,346	108,135,335

School District No. 44 (North Vancouver)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2017

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	61,687,120	15,894,768	77,581,888	4,076,830	81,658,718	81,570,897
1.03 Career Programs	350,432	76,870	427,302	133,500	560,802	538,585
1.07 Library Services	2,275,748	542,516	2,818,264	11,000	2,829,264	2,839,509
1.08 Counselling	2,210,590	540,050	2,750,640	24,500	2,775,140	2,791,559
1.10 Special Education	18,333,141	4,056,346	22,389,487	309,350	22,698,837	22,769,859
1.30 English Language Learning	1,065,077	259,833	1,324,910	1,000	1,325,910	1,333,768
1.31 Aboriginal Education	1,014,018	232,350	1,246,368	39,800	1,286,168	1,277,950
1.41 School Administration	6,047,524	1,364,173	7,411,697	145,400	7,557,097	7,459,261
1.60 Summer School	165,178	38,977	204,155	16,000	220,155	218,106
1.62 International and Out of Province Students	2,891,537	700,944	3,592,481	1,076,800	4,669,281	4,677,293
1.64 Other	162,810	26,545	189,355	2,276,185	2,465,540	2,924,124
Total Function 1	96,203,175	23,733,372	119,936,547	8,110,365	128,046,912	128,400,911
4 District Administration						
4.11 Educational Administration	630,435	102,413	732,848	192,173	925,021	945,235
4.40 School District Governance	167,874	22,915	190,789	99,100	289,889	288,501
4.41 Business Administration	2,415,872	539,037	2,954,909	941,350	3,896,259	3,754,374
Total Function 4	3,214,181	664,365	3,878,546	1,232,623	5,111,169	4,988,110
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	867,163	185,686	1,052,849	573,300	1,626,149	1,566,192
5.50 Maintenance Operations	7,155,787	1,504,527	8,660,314	2,006,900	10,667,214	10,631,628
5.52 Maintenance of Grounds	356,416	76,130	432,546	398,500	831,046	772,146
5.56 Utilities	-	-	-	2,934,120	2,934,120	2,953,551
Total Function 5	8,379,366	1,766,343	10,145,709	5,912,820	16,058,529	15,923,517
7 Transportation and Housing						
7.70 Student Transportation	338,613	66,828	405,441	70,916	476,357	326,709
Total Function 7	338,613	66,828	405,441	70,916	476,357	326,709
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	108,135,335	26,230,908	134,366,243	15,326,724	149,692,967	149,639,247

School District No. 44 (North Vancouver)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2017

	2017 Amended Annual Budget	2017 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	5,103,141	5,093,798
Other Revenue	6,605,000	6,609,777
Total Revenue	11,708,141	11,703,575
Expenses		
Instruction	10,786,041	10,776,229
District Administration	85,000	85,000
Total Expense	10,871,041	10,861,229
Net Revenue (Expense)	837,100	842,346
Net Transfers (to) from other funds		
Tangible Capital Assets - Work in Progress	(837,100)	(842,346)
Total Net Transfers	(837,100)	(842,346)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 3A

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2017

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Service Delivery Transformation	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	17,447	85,543	3,038,282	-	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	679,583	2,661,774				224,000	61,250	268,464	1,078,500
Other					6,500,000				
	679,583	2,661,774	-	-	6,500,000	224,000	61,250	268,464	1,078,500
Less: Allocated to Revenue	679,583	2,661,774	17,447	85,543	6,500,000	224,000	61,250	268,464	1,078,500
Deferred Revenue, end of year	-	-	-	-	3,038,282	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	679,583	2,661,774	17,447	85,543		224,000	61,250	268,464	1,078,500
Other Revenue					6,500,000				
	679,583	2,661,774	17,447	85,543	6,500,000	224,000	61,250	268,464	1,078,500
Expenses									
Salaries									
Teachers		1,711,633						46,650	178,825
Educational Assistants		439,155							409,385
Support Staff						161,545			46,165
Substitutes								10,000	
	-	2,150,788	-	-	-	161,545	-	56,650	634,375
Employee Benefits		510,986				34,506		13,378	141,207
Services and Supplies	159,930			85,543	6,200,000	27,949	61,250	198,436	302,918
	159,930	2,661,774	-	85,543	6,200,000	224,000	61,250	268,464	1,078,500
Net Revenue (Expense) before Interfund Transfers	519,653	-	17,447	-	300,000	-	-	-	-
Interfund Transfers									
Tangible Capital Assets - Work in Progress	(519,653)		(17,447)		(300,000)				
	(519,653)	-	(17,447)	-	(300,000)	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2017

Schedule 3A

	Coding and Curriculum Implementation	Metro Regional Implementation	Violence Prevention	Cheakamus Special Projects	Inside Out	Enhanced Learning	TOTAL
	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	306,394	1,221	5,587	5,340	1,523	3,461,337
Add: Restricted Grants							
Provincial Grants - Ministry of Education	117,327						5,090,898
Other		85,000	20,000				6,605,000
	117,327	85,000	20,000	-	-	-	11,695,898
Less: Allocated to Revenue	26,580	85,000	20,000	-	-	-	11,708,141
Deferred Revenue, end of year	90,747	306,394	1,221	5,587	5,340	1,523	3,449,094
Revenues							
Provincial Grants - Ministry of Education	26,580						5,103,141
Other Revenue		85,000	20,000				6,605,000
	26,580	85,000	20,000	-	-	-	11,708,141
Expenses							
Salaries							
Teachers							1,937,108
Educational Assistants							848,540
Support Staff							207,710
Substitutes	16,000						26,000
	16,000	-	-	-	-	-	3,019,358
Employee Benefits	3,080						703,157
Services and Supplies	7,500	85,000	20,000				7,148,526
	26,580	85,000	20,000	-	-	-	10,871,041
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	837,100
Interfund Transfers							
Tangible Capital Assets - Work in Progress							(837,100)
	-	-	-	-	-	-	(837,100)
Net Revenue (Expense)	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2017

	2017 Amended Annual Budget			2017 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	5,599,715		5,599,715	5,596,088
Total Revenue	5,599,715	-	5,599,715	5,596,088
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,882,492		9,882,492	11,890,578
Total Expense	9,882,492	-	9,882,492	11,890,578
Net Revenue (Expense)	(4,282,777)	-	(4,282,777)	(6,294,490)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	455,100		455,100	1,217,346
Tangible Capital Assets - Work in Progress	837,100		837,100	
Total Net Transfers	1,292,200	-	1,292,200	1,217,346
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	(2,990,577)	-	(2,990,577)	(5,077,144)

Schedule B.2
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Proposed New Policy 807: Naming of Facilities**

Narration:

At the Public Board Meeting of June 21, 2016 a motion was passed for the North Vancouver Board of Education's Policy Review Committee to put the creation and finalization of a naming policy back on its agenda and to bring recommendations for the new naming policy to the Board for approval by February 2017.

A draft of the new Naming of Facilities policy was reviewed at the Policy Review Committee Meeting of October 24, 2016. Based on feedback, a revised draft was presented at a scheduled Policy Review Committee Meeting on November 28, 2016. Members of the Policy Review Committee were asked to review the draft policy with their respective partner groups. A final draft was reviewed at a scheduled Policy Review Committee Meeting on January 30, 2017. 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 North Vancouver Parent Advisory Council (NVPAC) and the Canadian Union of Public Employees (CUPE Local 389). The District Student Leadership Council (DSLc) sent their regrets.

Mark Pearmain, Superintendent, will introduce *Proposed New Policy 807: Naming of Facilities*, as attached to this Administrative Memorandum of February 14, 2017.

Attachments:

Proposed New Policy 807: Naming of Facilities

Proposed New Policy 807: Naming of Facilities – Administrative Procedures (for information only)

RECOMMENDED MOTION:

that the Board of Education approve *Proposed Revised Policy 807: Naming of Facilities*, as attached to this Administrative Memorandum of February 14, 2017.

807 Naming of Facilities

Proposed New: February 14, 2017

Policy

The Board of Education understands that our facilities are an integral part of the community in which they are situated. As such, the naming of a school or school district facility will be decided by the Board following reasonable consultation with student and parent representatives, school and district staff, and members of the local community.

The Board believes dedicating school district facilities should relate to significant appreciation for one of the following; local historic events and/or places, distinguishing characteristics of the area, and/or local citizens who have made a notable, long-lasting contribution.

Community pride and involvement in the naming process serves to deepen the connection between school district and community, and enhances a facility's identity.

Guiding Principles

The following are guiding principles for persons wishing to propose the naming of district facilities:

1. School district facilities will not be named after living persons
2. If the dedication is in a person's name, the family representative is supportive of dedication
3. If naming after a person, consideration shall be given to groups in our community which have historically not been well-represented
4. In the event that there are multiple submissions for a particular facility, the Board will go through a consultative process to determine the most supported proposal
5. Within a facility there may be a dedication made to multiple individuals
6. Naming rights with potential corporate partners or significant donors must adhere to this naming policy [See also [Policy 413: Corporate Sponsorships, Partnerships and Advertising in Schools](#)]
7. Existing school facilities/parts of schools will not normally be re-named
8. The Board reserves the right to remove a name in the event of exceptional circumstances [See Policy 807: Naming of Facilities – Administrative Procedures].

First Nations Gifting of Names

The exception to this policy pertains to First Nations place names. Our local First Nations Community may wish to gift a school district site with a First Nations place name to acknowledge the Traditional Territories on which it resides. The First Nations name may be used in addition to the official site name. In collaboration with First Nations Elders, the school district will support the receiving of a First Nations name in recognition of Reconciliation, and to honour the land on which we learn, live and share educational experiences.

Administrative Procedures

Policy 807: Naming of Facilities – Administrative Procedures

807 Naming of Facilities

Proposed New: February 14, 2017

Administrative Procedures

Process

The following outlines the process used to facilitate the naming of a school district facility:

1. A written proposal with rationale should be submitted to school or district administration responsible for that facility
2. If dedication is in a person's name, written support of this proposal is required from the family representative
3. Names of individuals should only be used posthumously, and after five years of their passing
4. The proposal and rationale for naming the facility are then submitted to the Superintendent's Office
5. District Administration or Screening Committee, if deemed necessary by Superintendent, will review all proposals and provide direction on whether to proceed with consultation
6. Once approval has been given to proceed with the application for the proposed naming, district or school staff will seek consultation with students, parents, staff, and community representatives regarding the proposed naming
7. If there is support from the community through the consultation process, a representative of the facility will submit to the Superintendent or designate a formal report summarizing the process and support for the proposed naming
8. Superintendent or designate provides recommendations regarding the application for the proposed naming to the Board for review and approval
9. A letter of approval/non-approval is provided to the applicant and to the family if the name of a person is being considered
10. If approved, an official public dedication ceremony will be held and will involve the media
11. Proposals for the naming of parts of facilities will be considered by the Executive Committee prior to being considered under this policy
12. The Board may exercise its discretion in removing a name of a facility under exceptional circumstances, for instance when the name of a facility becomes offensive or controversial to society.

Schedule B.3.(A).
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Corporate Banking Services**

Narration:

(A) Bank of Montreal – Banking Bylaw 1-2017

The Board will find attached a Bank of Montreal Bylaw as to Bankers and Signatures for Municipal Accounts (Cities, Towns, Villages, Municipalities) and for School District Accounts, B.C..

This routine bylaw is required as a result of a change in Vice Chair.

Attachment:

Bank of Montreal – Certificate and Authorization

RECOMMENDED MOTION:

that Banking Bylaw Number 1-2017 be read a first time;

that Banking Bylaw Number 1-2017 be read a second time;

that Banking Bylaw Number 1-2017 be read a third time, passed, and adopted.

Procedural Note:

(per section 68(4) of the *School Act*) the Board may not give a bylaw more than two readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the bylaw all three readings at that meeting.

Certificate and Authorization

TO BANK OF MONTREAL

The undersigned certifies:

(A) BANKING RESOLUTION/BY-LAW

THAT the following is a copy of the text of a resolution or by-law, as applicable, which has been duly passed or enacted by the

BOARD OF EDUCATION SCHOOL DISTRICT 44 (NORTH VANCOUVER)

Insert Name of Council, Board of Trustees, Board of Education, School Board, Conseil scolaire francsaskois, Assembly or other applicable governing body (as applicable)

of the NORTH VANCOUVER SCHOOL DISTRICT

Insert name of City, Town, Village, Municipality, School District, School Division,
Division scolaire francophone, First Nations land or other applicable region (as applicable)

(hereinafter called the "**Corporation**") at a meeting duly called and held in accordance with the law

governing the Corporation on the ____ 14th ____ day of ____ February ____, ____ 2017 ____
day month year

RESOLVED/ENACTED:

1. THAT all cheques of the Corporation drawn on its * SCHOOL BOARD AND TRUST

*Insert "General", "School Board", "Library", or otherwise as appropriate

account(s) be signed on its behalf by ** GEORGIA ALLISON, SECRETARY TREASURER; MARK PEARMAIN, SUPERINTENDENT; __

STEPHEN WURZ, DIRECTOR OF FINANCIAL SERVICES; PIUS RYAN, ASSISTANT SUPERINTENDENT, OR ANY ONE OF __

THEM AND COUNTERSIGNED BY ONE OF CHRISTINE SACRE, CHAIR OR JESSICA STANLEY, VICE CHAIR

** Insert name(s) and title(s) of officer(s) or member(s) adding "or any one of them", "or any two of them", "or any one of them and countersigned by ____", or otherwise, as required.

(each an "**Authorized Signatory**") is/are authorized for and on behalf of the Corporation:

- (a) to negotiate with, deposit with or transfer to Bank of Montreal (the "**Bank**") (but for credit to the Corporation's account only) all or any bills of exchange, promissory notes, cheques and orders for the payment of money and other negotiable instruments, and for the said purpose to endorse the same on behalf of the Corporation (by rubber stamp or otherwise);
- (b) to arrange, settle, balance and certify all books and accounts between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;
- (c) to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefor.

REPEAL OF PREVIOUS RESOLUTIONS/BY-LAWS

- 2. THAT all resolutions/by-laws, as applicable, (if any) with respect to the account(s) specified in section A1 and as to banking and signing officer(s), member(s) or any one or more Authorized Signatory(ies) passed by the Council, Assembly or Board of Trustees or other governing body, as applicable, of the Corporation and relating to the account(s) specified in section A1 held with the Bank previous to this resolution are repealed.
- 3. THAT this resolution/by-law, as applicable, shall be irrevocable until a resolution repealing this resolution or a by-law repealing or amending this by-law, as applicable, shall have been passed or enacted and a certified copy delivered to the Bank at each branch or agency where an account of the Corporation shall be kept.

(B) RELIANCE AND CURRENCY

THAT the Bank may assume that this Certificate and Authorization, authorizations granted pursuant to the foregoing, and the Corporation's articles or constitution, by-laws and resolutions, or other equivalent documents, as applicable, copies of each of which will be delivered to the Bank from time to time, are in full force and effect and that each branch of the Bank with which any dealings are had by the Corporation may act upon them until each such branch is notified in writing to the contrary.

(C) HEADINGS

The headings used herein are inserted only as a matter of convenience and for reference and in no way are to be construed as defining, limiting or describing the scope or intent of this Certificate and Authorization.

(D) CERTIFYING PARTY

THAT:

1. I am a duly elected director and/or officer and/or member of Council, Assembly or other governing body as applicable, of the Corporation and am authorized by the Corporation to certify the matters set out in this Certificate;
2. set out above are the correct names of individuals authorized to act on behalf of the Corporation as provided herein; and
3. the foregoing resolution/by-law, as applicable, has been duly passed or enacted by the Corporation in the manner authorized by law.

Date: _14/_ February _/ _2017_____

(Signature of Director/Member of Council/Officer)

Name: GEORGIA ALLISION
Position: SECRETARY TREASURER

Applicable in the Province of Quebec only:

It is the express wish of the parties that this Certificate and Authorization and any related documents be drawn up and executed in English. Les parties conviennent que le présent certificat et tous les documents s'y rattachant soient rédigés et signés en anglais.

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

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): Corporate Banking Services

Narration:

(B) Toronto-Dominion – Resolution re: Bankers and Signing Officers

A resolution regarding Bankers and Signing Officers for the Toronto-Dominion Bank is required as a required as a result of a change in Vice Chair.

Attachment:

Toronto Dominion – Resolution re: Bankers and Signing Officers

RECOMMENDED MOTION:

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(B). be approved.

**RESOLUTION RE BANKERS AND SIGNING OFFICERS
(For Municipal Corporation or School "Boards")**

RESOLVED:

- (1) That **GEORGIA ALLISON, Secretary and Treasurer of the Board of Education of School District No. 44 (North Vancouver)**, (School Board, "the Corporation") be and is hereby authorized for and on behalf of the Corporation to enter into arrangements for the deposit and withdrawal of funds, credit facilities and other financial services with The Toronto-Dominion Bank, TD Mortgage Corporation, TD Pacific Mortgage Corporation, Canada Trustco Mortgage Company and The Canada Trust Company (collectively, the "Bank") for credit to the Corporation's account only all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber stamps.
- (2) That all cheques of the Corporation be drawn in the name of the Corporation and be signed on its behalf by the following persons.

**ANY TWO OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR
THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES OR
ANY ONE OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR
THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES
TOGETHER WITH EITHER THE BOARD CHAIR OR THE BOARD VICE CHAIR.**

**MARK PEARMAN
GEORGIA ALLISON
PIUS RYAN
STEPHEN WURZ
CHRISTINE SACRÉ
JESSICA STANLEY**

**SUPERINTENDENT
SECRETARY/TREASURER
ASSISTANT SUPERINTENDENT
DIRECTOR OF FINANCIAL SERVICES
BOARD CHAIR
BOARD VICE CHAIR**

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank the Bank's form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
- (5) That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **14th** day of **February, 2017**.

Georgia Allison
Secretary Treasurer

Mark Pearmain
Superintendent of Schools

Schedule B.3.(C).
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): Corporate Banking Services

Narration:

(C) Blue Shore Credit Union – Resolution re: Bankers and Signing Officers

A resolution regarding Bankers and Signing Officers for the Blue Shore Credit Union is required as a required as a result of a change in Vice Chair.

Attachment:

Blue Shore Credit Union – Resolution re: Bankers and Signing Officers

RECOMMENDED MOTION:

that the Blue Shore Credit Union Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(C). be approved.

**RESOLUTION RE BANKERS AND SIGNING OFFICERS
(For Municipal Corporation or School "Boards")**

RESOLVED:

- (1) That **GEORGIA ALLISON, Secretary and Treasurer of the Board of Education of School District No. 44 (North Vancouver)**, (School Board, "the Corporation") be and is hereby authorized for and on behalf of the Corporation to enter into arrangements for the deposit and withdrawal of funds, credit facilities and other financial services with Blue Shore Credit Union (the "Credit Union") for credit to the Corporation's account only all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber stamps.
- (2) That all cheques of the Corporation be drawn in the name of the Corporation and be signed on its behalf by the following persons.

**ANY TWO OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR
THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES OR
ANY ONE OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR
THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES
TOGETHER WITH EITHER THE BOARD CHAIR OR THE BOARD VICE CHAIR.**

**MARK PEARMAN
GEORGIA ALLISON
PIUS RYAN
STEPHEN WURZ
CHRISTINE SACRÉ
JESSICA STANLEY**

**SUPERINTENDENT
SECRETARY/TREASURER
ASSISTANT SUPERINTENDENT
DIRECTOR OF FINANCIAL SERVICES
BOARD CHAIR
BOARD VICE CHAIR**

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Credit Union a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Credit Union the Credit Union's form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation to obtain delivery from the Credit Union of all or any stocks, bonds and other securities held by the Credit Union in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
- (5) That this resolution be communicated to the Credit Union and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Credit Union at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **14th** day of **February, 2017**.

Georgia Allison
Secretary Treasurer

Mark Pearmain
Superintendent of Schools

Schedule C.1
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): **Summer Learning Program Update – Supporting Student Learning Summer School Program**

Narration:

In May 2014, the Board of Education accepted the recommendation of District staff to conduct a substantive review of potential Summer School programs for elementary school students, with specific consideration for programming options for students with specific learning needs. In January 2015, the Executive Committee established the *Supporting Student Learning Working Group*.

In the summer of 2016 the *Supporting Student Learning Summer School Program* was expanded to include three cohort groups. The Grade 4 and 5 cohorts were designed for students with a designated learning disability and focused on literacy, numeracy and executive functioning skills. A third cohort was offered to Grade 6/7 students with a low incidence Ministry designation who have deficits in social skills and communication development.

Throughout the fall of 2016, the Working Group has met and proposed the further expansion of the *Supporting Student Learning Summer School Program* for the summer of 2017. The Working Group would like to see the Grade 4 and 5 cohorts expanded to allow more students who meet the eligibility requirements access to the program. Rather than running two separate Grade 4 and 5 groups, the proposal is to include up to 75 students from either Grades 4 or 5, who will then be divided into three flexible groupings. These groupings would be led by a team of staff that would also see an expansion from last year. The Working Group proposes that the staff for this cohort of students include a Counsellor, Learning Support Worker, Behaviour Support Worker, and Educational Assistant, a Learning Support Teacher and a Classroom Teacher. This group would be expected to plan and work collaboratively.

The Working Group also proposes a change to the cohort of students who have a low incidence Ministry designation and demonstrated social skills deficit. The Working Group recognizes that there is a Grade 7/8 Transition course that can meet the needs of Grade 7 students, and as a result, proposes opening this cohort to include students who have just completed Grades 5 and 6, rather than only Grades 6 and 7, as was done last summer.

Attachment:
Supporting Student Learning 2017

SUPPORTING STUDENT LEARNING:

Summer School Program 2017

Executive Summary

Background

The intention of Summer School, in accordance with the *School Act*, is to support the graduation program. Over the past years, Summer School program options in North Vancouver were broadened to include a number of opportunities for elementary students, not directly connected to the graduation program.

In January 2015, in response to the direction of the Board of Education, the Executive Committee established the *Supporting Student Learning Working Group*, to consider the possibility of focused summer programs for elementary students with specific learning needs or disabilities. The *Working Group* made recommendations for the design of a summer program that would provide enhanced educational opportunities and focused skill development for a select number of elementary students with identified learning disabilities. This group continues to meet to review and revise the *Supporting Student Learning* offerings.

During the summer of 2015, the North Vancouver School District implemented the first *Supporting Student Learning Pilot Program*. 30 Grade 4 students with identified learning disabilities (generally Q Ministry designation) in the areas of literacy, math, and executive functioning, were selected for the pilot program based on priority referrals from School Based Resource Teams. Two teachers (one Intermediate Classroom and one Learning Assistance Teacher) collaborated to teach the program, which included 40 hours of instruction over 12 morning sessions in early July and late August. During these sessions students engaged in targeted intervention activities to improve skills in literacy and math and develop self-regulation strategies that would help them to more successfully transition to Grade 5. A parent component was also included in the program to help families support their children's skill development through the use of games, strategies, and resources during the summer break.

Feedback from the teachers, students and parents involved in the pilot program was very positive. Parents noted their appreciation for the program, commenting in particular on the importance of targeted skill review during the summer, and the increased confidence in their children as a result of the program. Suggestions for improvement and recommendations for future summer programming were also collected and reviewed by the *Supporting Student Learning Working Group* in the fall of 2015.

As a result of this review, the North Vancouver School District continued with the *Supporting Student Learning Summer School Program* in the summer of 2016. The original Grade 4 Program continued, and the program expanded to include two additional cohort groups. These three elementary programs were designed to focus on supporting students with specific learning challenges. These programs included the same hours of

instruction and schedule as the 2015 program, and were hosted at an elementary school site.

Cohort Group 1 – Grade 4 (High Incidence Learning Disabilities)

This cohort group included students in Grade 4 (entering Grade 5 in the fall of 2016) who had a Q designation. These students were identified and referred by their School Based Resource Team as students who would benefit from targeted skill development and support in literacy, numeracy, and executive functioning.

Cohort Group 2 – Grade 5 (High Incidence Learning Disabilities)

This cohort group included some of the students who participated in the Grade 4 summer 2015 pilot program. These students were invited to return for a second summer, in order to continue building on the skills and strategies learned in the previous year's program. The cohort was also open to students who met the criteria but had not previously participated. Approximately half of the previous year's students returned for a second year.

Cohorts 1 and 2 were similar in design and format as the initial summer 2015 pilot program.

Staffing for each cohort: One classroom and one Learning Assistance teacher

Cohort: Maximum 28 students

Educational Programming and Goals: Literacy, Numeracy, Executive Functioning skills

Cohort Group 3 – Grade 6/7 (Low Incidence Social Learning Needs)

This program was specifically designed for students with a Low Incidence Ministry designation who would benefit from targeted skill development before entering Grade 7 or 8 in September 2016. This identified group is often vulnerable to social isolation and victimization and is at increased risk for related social, emotional and mental health issues. This program focused on promoting social engagement and fostering friendship-building skills, in order to support these students as they prepare to transition to high school. This summer program also provided specific instruction to develop social survival skills not explicitly taught in the intermediate classroom environment.

Students referred by their School Based Resource Team for this summer program required a Psychological Educational Assessment or multi-disciplinary assessment that identifies specific social skill deficits. Students in this cohort had an Individual Education Plan (IEP) that contained specific goals and objectives related to social skills development and also had the ability to work as part of a group as outlined in the Bellini *Autism Social Skills Profile* screening tool.

Staffing: One Learning Support Teacher and one Education Assistant

Cohort: Maximum 12 students

Educational Programming and Goals: Social Engagement, Friendship-Building, and Social Skill Development (initiation, conversation, perspective taking, social communication, and social media use).

Proposal for Summer 2017

As was done previously, feedback from teachers, students and parents in the summer of 2016 was gathered and analyzed. As a result, the *Supporting Student Learning Working Group* proposes a further expansion of the *Supporting Student Learning Program* for the summer of 2017. This proposal includes the addition of more Grade 4 and 5 students who meet the criteria for either Cohorts 1 or 2 (now to make up Cohort A). Further, the criteria for this additional program would change to include not just students who have a High Incidence Designation of a Learning Disability, or a similar profile, but will also include students with a High Incidence Designation of Mild to Moderate Behaviour, who have learning profiles similar to those of children with a Learning Disability. This cohort would continue to have the same educational program and goals as in past years, and would allow for more students to access this program. The *Working Group* recommends the number of students for Cohort A increase to a maximum of 75 (students will then be divided into three flexible skill groups of about 25 students), an increase from the previous year's 56 students (28 students in each cohort).

The *Supporting Student Learning Working Group* also recommends the expansion of the staff to teach this cohort. The *Working Group* proposes:

- a collaborative group of staff to share the responsibility of planning and implementing specific areas of Numeracy, Literacy and Social Emotional Education
- the co-teaching model would remain
- a Learning Support Teacher teaming with a Learning Support Worker to lead the Literacy component
- a Classroom Teacher teaming with an Educational Assistant to lead the Numeracy component
- the addition of a Counsellor and a Behaviour Support Worker to lead the Social Emotional Education component
- students would be placed in flexible groups that would then rotate through each area of learning throughout the day

For Cohort 3 (now called Cohort B), the *Working Group* proposes the program structure stay the same as in the summer of 2016, but that the ages of the students change to include those who have completed Grades 5 and 6, not Grade 7. The *Working Group* recognizes that there is already a Grade 7/8 Transition Program at the Secondary Summer Learning site that may better serve the needs of students transitioning to secondary school.

Schedule

As in previous years, the *Supporting Student Learning Summer School 2017 Program* will span the summer months as follows:

July 4 – July 7, 2017 and August 21-August 30, 2017
8:30am – 12:00 each day (for a total of 42 hours)

Selection of Students

Students participating in the *Supporting Student Learning Summer School 2017 Programs* will be selected based upon completed packages and recommendations from School and/or Extended School Based Resource Teams. During the spring of 2017, schools will be asked to refer up to a maximum of four Grade 4 and 5 students (Cohort A). Students who participated in the Grade 4 cohort in the summer of 2016 may be invited back to be part of Cohort A. ESBRTs will be asked to prioritize their choices, to aid with the selection process. Teams will also be asked to refer students for Cohort B from Grades 5 or 6.

These referrals will be based on current assessments and Ministry designations that meet the criteria for the summer programs. Prior to referring a student, school teams are required to contact parents to discuss the program.

Parents will be required to:

- register their child for the full program (classes are in July and August). Student attendance is mandatory for all sessions
- attend an evening parent information session in the spring of 2017 where the *Supporting Student Learning Program* will be outlined
- participate in a session with their child during July session and to practice and reinforce specific skills with their child during the weeks between the July and August sessions.

Staffing

Educators hired for this position will demonstrate exceptional organizational and instructional skills in the areas of Literacy, Numeracy, and Social Emotional Education (Cohort A) and Social Skill Development for Low Incidence students (Cohort B). These educators will have substantive expertise and have demonstrated success in differentiating instruction for students with specific learning disabilities and/or social learning needs. Staff selected for the *Supporting Student Learning Summer School 2017 Program* will be expected to work collaboratively with other members of the educational team.

The staff positions will be posted in the spring of 2017. The teaching staff selected will be provided with time to review student profiles and co-design the summer sessions. Teachers will provide parents and ESBRTs with brief progress reports on their students at the end of August as well as provide the *Working Group* with an overview of their specific program. In addition, the teaching teams may be invited to share their experience in the *Supporting Student Learning Summer School 2017 Program* with their colleagues during the school year in order to enhance the capacity of other teachers in developing/adapting materials and instruction to meet the needs of diverse learners.

Board Investment

The Ministry of Education Grant provides funding for summer courses that align with the provincial curriculum. Funding in the amount of \$200 per student is provided for students enrolled in a minimum of 40 hours of instruction during the summer. Costs associated with staffing and resources for the *Supporting Student Learning Summer School 2017 Program* will require additional funding from the Board.

Staffing

Staffing costs for summer teaching positions are based upon Collective Agreement language and are dependent on the qualifications of the successful candidates. Educators selected for this program will be compensated for instructional hours and extra days for planning and review as required.

Resources

An additional \$1500 will be required to cover the costs of resources for each *Supporting Student Learning Summer School cohort*. These resources include program/classroom materials (books, photocopies, games, supplies, etc.) as well as materials provided to families during the summer (binders, kits, etc.).

Operational Costs

Additional custodial and administrative costs associated with the summer programs will also need consideration, as the program is located at an elementary site that is not normally in operation through the summer months.

Location

In 2016, the *Supporting Student Learning Summer School* program was located at Westview Elementary School, and it will be there again in the summer of 2017. This location had a positive effect, and was very workable for staff and students, as it provided age-appropriate playground space and equipment for physical breaks.

Future Planning

The *Working Group* will assess the success of the expanded *Supporting Student Learning Summer School Programs* in the fall of 2017 and continue to consider the design of revised, expanded, or new programs in the future.

Recommendation

It is recommended that the Board of Education approve the proposed expansion of the *Supporting Student Learning Summer School Programs*.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **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* (February 2017).

Attachment:

Land, Learning and Livability Community Consultation Engagement UPDATE – February 2017

Land, Learning & Livability Community Engagement Update

Handsworth Secondary School: Revised Submission to the Ministry

A revised Project Definition Report (PDR), from the original submission in September, has been submitted to the Ministry of Education Capital Delivery Branch for review. The revised submission provided further clarification, and addressed comments and questions, as requested by the Ministry of Education. The North Vancouver School District is awaiting further direction from the Ministry.

Argyle Secondary School: Replacement Confirmed

Design work continues on Argyle Secondary.

Braemar Elementary School: Parcel

As of January 2017, the purchase offer for the Braemar Parcel expired and currently there is no contract in place.

Lucas & Cloverley: Status

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

Schedule C.3.
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

Topic (as per the Memorandum): Tuesday, February 7, 2017 Standing Committee Meeting

Narration:

The Board will find attached a copy of the meeting summary from the February 7, 2017 Standing Committee Meeting.

Trustee Jessica Stanley will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, February 7, 2017

BOARD OF EDUCATION STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT
Meeting Summary of February 7, 2017

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, February 7, 2017.

Meeting Attendance:

Trustees Forward, Sacré, Stanley and Stratton were all in attendance, Trustee Gerlach was attending a meeting on immunization, Trustee Higgins was away due to a family matter and Trustee Skinner was away due to illness.

Call to Order:

Standing Committee Chair Jessica Stanley called the Standing Committee Meeting to order, thanking those in attendance for coming to engage with the School District. The traditional territorial lands of the Squamish Nation and Tsleil Waututh Nation were acknowledged.

Building Schools for 21st Century Learning:

Michael Chapman, Assistant Director of Facilities and Maintenance, presented an overview of the Annual Facilities Grant Plan, highlighting key functions of the plan by showcasing pictures of current enhancements to elementary and high schools. Assistant Superintendent's Chris Atkinson and Pius Ryan along with Capital Project Manager Mark Thomson outlined the design principles and development processes that are being used for the Argyle Secondary School Replacement Project. Mr. Thomson walked the group through the Argyle Secondary School floor plans, focusing on the numerous learning communities that are used to achieve healthy environments.

2017/18 Operating Budget Development:

Secretary Treasurer Georgia Allison and Superintendent Mark Pearmain presented the Budget development components for 2017/18, including historical and current revenues and expenses, budget timelines, operating grant and the Three Year Forecast. Secretary Treasurer Allison provided an update on the wage increases, sharing that the teacher and CUPE staff's wage increases will be funded by the Province; however, the Province will not fund the wage adjustments for Exempt and Management staff. Forecast assumptions were discussed. It was noted that there are some assumptions that are not included in the Three Year Forecast.

Concluding the presentation, Assistant Superintendent Ryan asked that the Partner Groups consider possible initiatives that could be recommended for inclusion into the 2017/18 Preliminary Budget and invited all Groups to attend the March 28, 2017 Standing Committee Meeting to make a short presentation outlining their top three priorities.

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

Next Meeting:

March 28, 2017
Mountain View Room

Schedule C.4.
of the
Administrative Memorandum

Meeting Date: February 14, 2017

☒ **Board**

☐ **Board, in camera**

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

Narration:

Handsworth – a field trip to Japan has been scheduled for April 4-18, 2017. The trip involves 24 students in Grade 9, who will be accompanied by three teacher supervisors.

Students will travel by air to Japan, and by train, boat, bus and private car while there. Students will be accommodated in a hotel for part of the stay and with host families for the student exchange portion of their trip. The estimated cost per student is \$4,600 and will be paid by students.

The objective of this extracurricular trip is continued participation in the Handsworth/Inage (Chiba) Japan Exchange, which has been in existence for over 20 years. Students will share discussions and activities with host students from Inage School and will visit historic and culturally significant sites in a number of Japanese cities.

Seycove – a field trip to Arizona and Nevada has been scheduled for April 22-29, 2017. The trip involves approximately 18 Grade 11 students in the Performance Learning Program, accompanied by two teacher supervisors and one additional adult supervisor.

Students will travel by air to Arizona and return by air from Las Vegas. Students will travel by mini-van while they are there. Accommodation for students will be in hotels. The trip cost is approximately \$2,400 per student, which will be paid by the students.

The purpose of this extracurricular trip is to supplement PLP program studies by visiting sites with significant, historical relevance to the Cold War and the US military. The travel itinerary includes tours of the Nevada Test Site, home of atomic tests dating as far as the 1950s, as well as visits to the National Atomic Testing Museum and the National Museum of Organized Crime and Law Enforcement. Additionally, visits are planned to the Hoover Dam and the Valley of Fire.

Sutherland – a field trip to Anaheim, California has been scheduled for April 28-May 1, 2017. The trip involves 30-40 Grade 9-12 Senior Concert Band students, who will be accompanied by two teacher supervisors and one additional adult supervisor.

Travel to California will be by air and students will travel by bus while there. Accommodation will be in hotels. The cost per student is \$1,450, which will be paid by students.

The purpose of this extracurricular trip is to provide an opportunity for experiential learning that will include both real-life performance and participation in a recording workshop that will offer students the experience of working directly with recording professionals. Students will also visit local tourist sites.

Argyle – a field trip to San Francisco, CA, USA is scheduled for May 6-10, 2017. The trip involves 33 Grade 10-12 students from the Digital Media Academy, accompanied by three teacher supervisors.

Students will travel to San Francisco by air and will travel by bus during their trip. Accommodation will be in a hotel. The trip cost is approximately \$1,300 per student, paid by the students.

The purpose of this extracurricular trip is to supplement the Digital Media Academy educational program. Students will gain exposure to animation, art, and design through attendance at the Walt Disney Family Museum, the Lucas Film Centre, the De Young Art Museum, and the Presidio. During their stay, students will also visit local historic and cultural sites.

**Schedule ..C.5.....
of the
Administrative Memorandum**

Meeting Date: February 14, 2017 ☒ **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.6.
of the
Administrative Memorandum

Meeting Date: February 14, 2017 ☒ **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.7.....
of the
Administrative Memorandum**

Meeting Date: February 14, 2017 ☒ **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: February 14, 2017 ☒ **Board** ☐ **Board, in camera**

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

Narration:

Date and Time	Event	Location
Tuesday, March 7, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 28, 2017 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, April 18, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, April 25, 2017 at 7:00 pm	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: February 14, 2017 ☒ **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.